

CABINET

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

Date: Wednesday, 4 February 2015

Time: 10.30 a.m.

A G E N D A

1. To consider questions from Members of the Public.
2. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
3. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.
4. Declarations of Interest.
5. Minutes of the previous meeting held on 14th January, 2015 (copy supplied separately)
6. Revenue Budget Monitoring for the period ending 31st December 2014 (report herewith) (Pages 1 - 14)
 - Strategic Director of Resources and Transformation to report.
7. RMBC "Facing the Cuts, Delivering Rotherham's Priorities" 2015/16/2016/17 - Public/Employee Consultation Findings (report herewith) (Pages 15 - 21)
 - Strategic Director of Environment and Development Services to report.
8. Safeguarding Adults Annual Report 2013-2014 (report herewith) (Pages 22 - 56)
 - Director of Adult Social Care to report.
9. Review of Neighbourhood Centres - Final Recommendations (report herewith) (Pages 57 - 70)
 - Strategic Director of Environment and Development Services to report.
10. 1 Shaftesbury Square, St Ann's (report herewith) (Pages 71 - 74)
 - Strategic Director of Environment and Development Services to report.
11. House Building on Multiple HRA Sites (report herewith) (Pages 75 - 87)
 - Strategic Director of Environment and Development Services to report.

12. Developer Selection to Build on Multiple HRA Sites (report herewith) (Pages 88 - 96)
 - Strategic Director of Environment and Development Services to report.
13. Strategic Acquisitions for Social Housing (report herewith) (Pages 97 - 105)
 - Strategic Director of Environment and Development Services to report.
14. 99a Knollbeck Avenue (report herewith) (Pages 106 - 109)
 - Strategic Director of Environment and Development Services to report.
15. Local Highway Maintenance Challenge Fund: RMBC Scheme Bid (report herewith) (Pages 110 - 113)
 - Strategic Director of Environment and Development Services to report.
16. Magna Trust Loan Renewal (report herewith) (Pages 114 - 121)
 - Strategic Director of Resources and Transformation to report.
17. Exclusion of the Press and Public.

The following item is likely to be considered in the absence of the press and public as being exempt under Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (as amended March 2006) (information relating to the financial or business affairs).
18. New Application for Hardship Relief (advance notice given) (report herewith) (Pages 122 - 125)

ROTHERHAM BOROUGH COUNCIL – REPORT TO CABINET
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1	Meeting:	CABINET
2	Date:	4th February 2015
3	Title:	Revenue Budget Monitoring for the period ending 31st December 2014
4	Directorate:	Resources on behalf of all Directorates

5 Summary

This report provides details of progress on the delivery of the Revenue Budget for 2014/15 based on performance for the first 9 months of this financial year. It is currently forecast that the Council will overspend its Budget by £2.103m (+1.0%); an improvement of £873k since the last report to Cabinet in December (October monitoring report).

The current forecast outturn includes the costs of implementing recommendations from the Jay report and the Ofsted Inspection to the extent that they are known. This is an evolving picture – the proposed restructure of Children’s Services is currently out to consultation. If recruitment to the final structure commences during February or March there are likely to be additional costs incurred which are not currently reflected within this report. Costs which will be borne by the Council in respect of the Corporate Governance Inspection are still unknown. The Chief Executive has written to Government asking for an estimation of the Inspection costs – a response is awaited.

The main reasons for the forecast overspend are:

- The continuing service demand and cost pressures for safeguarding vulnerable children across the Borough;
- Cost pressures arising from some schools converting to academies;
- Continuing Health Care income pressures and demand pressures for Direct Payments within Older People and Physical and Sensory Disability clients.
- Additional costs of responding to the Jay report and Ofsted recommendations (See Appendix 2)

The forecast outturn figure included in this report reflects staff cost savings for the 46 staff who have left the Council during 2014/15 through Voluntary Early Retirement or Voluntary Severance (VER/VS) and the savings accrued through the moratorium on non-essential spend implemented on 2nd September 2014 which will continue until the end of March.

Continued close management of spend remains essential if the Council is to deliver a balanced outturn and preserve its successful track record in managing both its in year financial performance and its overall financial resilience.

Recommendation

- **Cabinet is asked to note the current forecast outturn and the continuing financial challenge for the Council to deliver a balanced revenue budget for 2014/15.**

7.1 Proposals and Details

This report presents details of spending against budget by Directorate covering the first 9 months of the 2014/15 financial year – April 2014 to December 2014 – and forecast costs and income to 31st March 2015.

7.2 The Overall Position

Directorate/Service	Annual Budget 2014/15	Projected Outturn 2014/15	Forecast Variance after Actions (over(+)/under(-) spend)	
	£'000	£'000	£'000	%
Children & Young People Services	43,799	48,143	+4,344	+9.9
Academy Conversions (Deficit)	0	310	+310	+100.0
Neighbourhoods & Adult Services	74,730	73,850	-880	-1.2
Environment and Development Services	46,309	45,854	-455	-1.0
Resources	14,859	14,533	-326	-2.2
Central Services	29,188	28,298	-890	-3.0
TOTAL	208,885	210,988	+2,103	+1.0
Housing Revenue Account (HRA)	82,509	80,376	-2,133	-2.6

Appendix 1 to this report provides a detailed explanation of the key areas of forecast over / underspend by Directorate. The summarised position for each Directorate is described below.

Children & Young People's Directorate (+£4.654m forecast overspend)

The forecast overspend for Children's Services is largely due to pressures within the Children & Families Safeguarding Service. A further pressure (+£310k) relates to schools whose finances are in deficit when they convert to be a sponsored academy leaving the Council responsible for funding their accrued deficit. (Rawmarsh School: A Sports College and Swinton Brookfield Primary School).

A review of Abbey Special School is currently taking place. This school is currently forecasting a deficit outturn for this financial year (2014/15) which may be up to £361k. Depending on the outcome of this review there may be financial implications for the Council. This deficit is not included in the services forecast outturn.

The number of looked after children requiring placements at the end of December 2014 was 411, an increase of 16 since the start of the financial year.

Pressures on budgets for provision of Out of Authority Residential placements (+£3.184m) and the provision of independent Foster Care placements (+£342k) are the main service pressures. The cost of placements has increased as children are presenting with more complex needs. The service is looking at how they can find

suitable, alternative, increased value for money placements to meet the needs of these young people.

Children's Social Care services remain under pressure despite the services' proactive approach to drive down costs including:

- Continued operation and challenge by the Multi-Agency Support Panel
- Successful work undertaken by the Commissioning Team which has resulted in the commissioning and re-commissioning of service provider contracts with significant cost reductions/cost avoidance of £800k to date in 2014/15.

Appendix 2 contains details of additional known costs for 2014/15 in respect of responding to recommendations arising from the Jay and recent Ofsted reports.

Environment & Development Services including Internal Audit, Asset Management, Communications & Marketing and Policy & Planning (-£455k forecast underspend)

The Directorate is currently forecasting an underspend of -£455k comprising pressures in Streetpride (+£29k), and Communications (+£55k), with Asset Management showing an improved position (-£228k). The Business Unit is now reporting a forecast underspend position (-£75k) as is Regeneration, Planning and Culture (-£236k). All budgets are continually being reviewed to ensure spend is of an essential nature.

The forecast underspend assumes that the Winter Pressures budget is sufficient to contain costs incurred over the Winter months (2014/15). It should however be noted this budget overspent by +£139k in the mild Winter of 2013/14.

Neighbourhoods and Adult Services including Public Health, Commissioning, Procurement, Performance & Quality and Cohesion (-£0.880m forecast underspend)

Overall the Directorate (including ring-fenced Public Health funded services) is forecasting an underspend of -£880k. Within this, Adult Services are forecasting a balanced outturn and Neighbourhood Services a forecast underspend of -£761k. Commissioning, Procurement and Performance & Quality services are forecasting a collective underspend of (-£119k). Key Directorate pressures include budget savings from previous years not being fully achieved in respect of additional continuing health care (CHC) funding, delays on achieving budgeted savings within Learning Disability services, plus recurrent pressures on demand for Direct Payments within Older People and Physical and Sensory Disability clients. These pressures are being offset by additional non-recurrent income and tight financial management including the impact of the moratorium on non-essential spend.

Public Health Services (ring-fenced funding) are currently forecasting a balanced Outturn.

The forecast position for Neighbourhoods and Adult Services is made up of a number of forecast under and overspends, detailed in Appendix 1.

Resources Directorate including ICT (-£0.326m forecast underspend)

Overall the Directorate is forecasting an underspend of -£326k. This is predominantly in respect of reduced costs and additional income generation with HR and Payroll services, additional Housing Benefits income and a contribution from Public Health grant towards the costs of the Policy team.

The forecast position for the Resources Directorate is made up of the forecast under and overspends, detailed in Appendix 1.

Corporate & Central Services (-£0.890m forecast underspend)

There are currently two key pressures within Central Services. Rotherham's share of the pension deficit in respect of winding down Local Government Yorkshire & Humber (LGYH) (£80k) and Rotherham's share of the costs for the Economic Regeneration Team within the Sheffield City Region Combined Authority (£188k).

Additionally the Council has two key corporate pressures.

- The 2014/15 costs directly associated with the Professor Jay investigation into Child Sexual Exploitation (CSE) amount to £102k. (Costs in 2013/14 were £37k).
- Costs which are being incurred to respond to recommendations included in the Jay Report and the Ofsted Report. These are detailed in Appendix 2 to this report. It should be noted that further costs beyond those included in Appendix 2 will be incurred. The nature of these additional costs is included at the base of Appendix 2. These costs are not currently quantifiable.

There are a number of forecast savings within Central Services which offset the above pressures and contribute to the wider directorate pressures:

- £480k tax saving through efficient tax management;
- £443k representing the reduced provision required to settle the South Yorkshire Trading Standards liability;
- £575k accrued volume rebates & discounts received from suppliers;
- £152k budget underspends: (Camera Partnership (£26k), External Audit Fee (£37k), Integrated Transport Authority underspend (£70k) and Audit Commission rebate (£19k)); and
- £43k additional New Homes Bonus top-slice funding. (Rotherham's share of a national underspend reallocated by Central Government)

7.3 Housing Revenue Account (HRA) (Forecast underspend -£2.133m)

The Housing Revenue Account is forecasting a £2.133m reduction in the transfer from reserves compared with the agreed budget. The HRA had budgeted to use £1.440m from reserves but current forecasts a contribution to reserves of £693k.

7.4 Agency, Consultancy and Non-Contractual Overtime Costs

Details of spend on Agency, Consultancy and Non-Contractual overtime costs are shown below. These costs are included within each Directorate's forecast outturn position.

Agency

Directorate	Outturn 2013/14	Cumulative to Dec. 2013	Cumulative to Dec. 2014
	£'000	£'000	£'000
Children & Young People's Services (CYPS)	830	603	735
Neighbourhoods & Adult Services (NAS)	345	286	210
Environment & Development Services (EDS)	558	493	549
Resources	134	102	99
TOTAL	1,867	1,484	1,593

Main reasons for spend:

CYPS: Cover for post of Interim Director of Safeguarding post; cover for vacant and long term sick Social Work posts, additional Social Worker and Manager posts implemented since the Ofsted report and employment of an interim Service Manager to oversee improvement in the LAC service.

NAS: Residential Care and Assessment & Care Management Social work Teams to maintain statutory levels of service, including cover for vacancies and sickness.

EDS: Cover for holidays and sickness absence mainly within Streetpride services.

Resources: Staff cover in Legal Services and ICT

Consultancy

Directorate	Outturn 2013/14	Cumulative to Dec. 2013	Cumulative to Dec. 2014
	£'000	£'000	£'000
Children & Young People's Services	274	161	206
Neighbourhoods & Adult Services	71	47	0
Environment & Development Services	173	125	61
Resources	23	23	23
TOTAL	541	356	290

Main reasons for spend:

CYPS: School Effectiveness Service which is predominantly grant funded and Special Education Needs & Disabilities (SEND) reform which is specific grant funded. The figure includes £66k Social Care consultancy costs.

EDS: Local Development Plan, Waste PFI, Transportation and Countryside Operations.

Resources: Legal services, Specialist ICT Support and support for Alexis Jay on the publication of the Jay Report.

Non-Contractual Overtime

Directorate	Outturn 2013/14	Cumulative to Dec. 2013	Cumulative to Dec. 2014
	£'000	£'000	£'000
Children & Young People's Services	121	96	81
Neighbourhoods & Adult Services	377	306	167
Environment & Development Services	501	399	327
Resources	149	109	125
TOTAL	1,148	910	700

Main reasons for spend:

CYPS: Provision of staff cover, mainly within residential units.

NAS: Maintaining statutory staffing levels in residential, home care, day care services and social work posts and represents cover for sickness and delays in recruiting to vacant posts.

EDS: Maintaining Streetpride services, facilities services, caretaking and cleaning.

Resources: ICT – Business Continuity (£21k), Revenues and Benefits – Income collection (£91k), Town Hall – Member services/support (£10k), Legal Services (£2k) and HR services (£1k).

7.5 Collection Fund

At this stage of the financial year it is forecast that the budgeted level of Council Tax and Business Rates will both be achieved.

8. Finance

The financial issues are discussed in section 7 above.

Children and Young People's Directorate is currently reconfiguring its service delivery and resources to ensure that it is best placed to respond effectively to the outcomes from the Professor Jay and Ofsted reports and meet the needs of its customers. In reconfiguring services, the Directorate is committed to identifying opportunities for reducing the cost and improving the efficiency of the services provided that could facilitate a future realignment of resources into the Service.

Management actions need to be identified and implemented across all Directorates to bring projected spend in line with Budget limits by the end of March 2015.

9 Risks and Uncertainties

At a time of economic difficulty and tight financial constraints, managing spend in line with the Council's Budget is paramount. Careful scrutiny of expenditure and income across all services and close budget monitoring therefore remain a top

priority if the Council is to deliver both its annual and medium term financial plans while sustaining its overall financial resilience.

As more detail about the costs associated with implementing recommendations from the Jay Report, the recent Ofsted Inspection and the ongoing Corporate Governance Inspection becomes available, this will be added to currently available information and included in future budget monitoring reports to Cabinet.

The overall number and likely cost of CSE claims is a further, likely significant, unquantified risk at present.

Although both Council Tax and Business Rates collection levels are currently on target there remains a risk that this could change during the remaining months of the year.

The current forecast assumes that costs associated with the Winter Pressures will be contained within budget. In 2013/14 these costs exceeded budget by £139k.

Should there be any financial consequence from the review of Abbey Special School, this is currently not included within the forecast outturn position. The forecast deficit to 31st March 2015 is currently £361k.

10. Policy and Performance Agenda Implications

The delivery of the Council's Revenue Budget and Medium Term Financial Plan within the parameters agreed at the start of the current financial year is essential if the objectives of the Council's Policy agenda are to be achieved. Financial performance is a key element within the assessment of the Council's overall performance framework.

11. Background Papers and Consultation

- Revenue Budget and Council Tax for 2014/15 Report to Council 5th March 2014.
- Strategic Directors and Service Directors of the Council

Contact Name: Stuart Booth, Interim Strategic Director of Resources & Transformation, ext. 22034

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Budget Monitoring Period: April to December 2014 /15

Service	Forecast:		Nature of under/overspend: (eg. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
Academy Conversion Deficits	310		Write offs	Academy Conversion deficit write offs - Rawmarsh Comp £263k & Brookfield Primary £47k
Directorate Wide Costs	96		Staffing, supplies & services	£29k on legal cost for academy conversions, £8k for a Service Case Review, £3k contribution to the SY CSE Campaign, £84k Interim Directors, £30k additional staffing costs, £4k on supplies & services offset by -£62k underspend on pensions due to reduction in pensioner numbers
Schools and Lifelong Learning		-152	Income	Flexible use of one-off grant funding
Service Wide	2		Services	No budget for Yorkshire and Humber Education Challenge £3k partially offset by forecast underspends on room hire and car allowances -£1k
School Effectiveness		-50	Staffing & additional income	Delay in appointing Advisors and reduced use of consultancy in the School Effectiveness Service - £48k & an increase in room bookings at Rockingham PDC -£2k
Special Education Provision		-16	Staffing, supplies & services, income & placements	£35k Complex needs placements costs exceeding budget, £2k Education Psychology cost of locums, -£8k Learning Support Service due to delays in recruitment, -£29k Children in Public Care delays in recruitment, £34k Education Welfare Unachievable income target as now unable to charge academies, -£39k SEN Assessment & Admissions additional income from SLAs, -£11k Parent partnership delays in recruitment
Early years Service		-130	Staffing, supplies & services	-£90k Children Centres & -£40k Early Years both due to staff not being in pension scheme, vacant posts & moratorium on spend
Integrated Youth Support Service		-70	Staffing, transport, supplies & services, income	Shortfall in income generation with the Outdoor Education service £68k offset by underspends in the rest of IYSS -£138k due to delays in recruitment, reduction in vehicle costs & a moratorium on spend
Safeguarding, C&F Service Wide		-33	Staffing, supplies & services	£13k Interim Director, £10k additional posts in Business support offset by an underspend on Legal costs -£56k
Child Protection Teams	139		Staffing, income	£49k due to withdrawal of DSG from the schools & £90k on agency staff costs
Children in Need Social Work Teams	852		Staffing	Unbudgeted Agency staffing costs
Looked After Children	3,717		Placements, staffing, allowances, supplies & services, premises	£3.184m Out of Authority placements costs in excess of budget, £342k Independent Fostering placements costs in excess of budget, £77k additional in house Residential homes staffing/agency costs, £117k Fostering Allowances in excess of budget, £72k Child Arrangement Orders, £13k repairs at Nelson Street Unit, £194k LAC Service - agency costs & additional staffing, secure transport & a care package. These costs are partially offset by forecast underspends: -£45k Fostering Team due to not covering maternity leave & staff not in pension scheme, -£20k fostering equipment, -£15k Families Together packages, -£152k Adoption services mainly due to a reduction in purchases of inter agency placements & allowances, -£50k reduced LAC Transport costs
Disability Services		-11	Staffing	Vacant posts within the Outreach Team
Total	5,116	-462		
Net Under/Overspend	4,654			

Budget Monitoring Period: April to December 2014 /15

Service	Forecast:		Nature of under/overspend: (e.g., Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
Adult Services				
Adults General		-164	Staffing and Contracted Services	Higher than anticipated staff turnover plus impact of moratorium on non essential spend on training
<u>Older People</u>				
Direct Provision Res Care		-202	Staffing and additional income	Vacant posts retained pending restructure & Winter pressures funding received
Independent Res Care	595		Contracted Services	Recurrent overspend from 2013/14 due to Continuing Health Care (CHC) money not being at the levels anticipated.
Enabling/Domiciliary Care		-231	Staffing, Contracted Services	Underspend on staffing as workforce reduced to a minimum following decision to stop health & wellbeing checks.
Rothercare/Telecare		-139	Supplies and Services	Forecast underspend on maintenance contract and energy costs plus Winter Pressures funding
Assessment & Care Mang't		-483	Staffing, income	Higher than anticipated staff turnover , additional Health and Winter Pressures funding
Direct Payments	334		Contracted Services	Increase in demand (net increase of 88 clients) since April
Carers		-33	Staffing	Staff vacancies being covered by other staff
Extra Car/Day Care		-33	Supplies and Services, income	Savings on supplies and services in respect of closure of EMI Elderly Day Services at Charnwood and Copeland plus additional income from self funding clients.
<u>Learning Disabilities</u>				
Residential Care SYHA	430		Contracted Services	Delay in reconfiguration of residential care to supported living with RDASH
Client Support	142		Contracted Services	Delays in termination of Employment and Leisure services due to extended consultation period
Supported Living		-77	Contracted Services & Income	New transitional placements from Children's Services into Supported Living, plus additional demand for Shared Lives is being offset by additional CHC and one off funding resulting in an overall forecast underspend
Residential Care		-18	Staffing and Contracted Services	Reduction in residential and nursing respite placements plus increased Continuing Health Care (CHC) and Free Nursing Care (FNC) on nursing schemes. In house residential homes incurring increased levels of sickness.
Day Care	155		Staffing and Contracted Services	Recurrent budget pressure on Transport costs and additional provision for 6 specialist placements partially reduced by health funding
Domiciliary Care	71		Contracted Services	Recurrent budget pressures but reducing in both numbers and cost of packages
Assessment & Care Mang't		-27	Contracted Services	Expected savings on RDASH administration contract.
<u>Mental Health</u>				
Independent Residential Care		-103	Contracted Services & Income	Reduction of 3 placements since April plus additional Public Health funding for substance misuse
Direct Payments		-33	Contracted Services	Review of Direct payment packages is reducing the average cost
Assessment & Care Man'gt & Community Support		-18	Staffing	Savings on revision to waking nights payments

<u>Physical & Sensory</u>				
Direct Payments	325		Client Services	Increase in demand for service - a net 45 new clients since April
Independent Res Care		-75	Contracted Services	One high cost package now being funded by another Local Authority
Domiciliary Care		-48	Contracted Services & Income	Reduction in client numbers due to migration to Direct Payments. Increase in CHC and Client income
Therapy & Equipment		-13	Contracted Services & Therapy	Higher than anticipated staff turnover.
Advice & Information		-18	Contracted Services	Contract efficiency savings on RNID & RNIB contracts
Day Care		-35	Contracted Services	Contract efficiency savings
Safeguarding		-146	Contracted Services & Income	The increase in demand for assessments under Deprivation of Liberty Safeguards (154 as at end of Dec compared to a total of 56 in 2013/14) is putting additional pressure on existing budgets This is being more than offset by non recurrent income and higher than anticipated staff turnover.
Supporting People		-156	Supplies and Services & Contracted Services	Efficiency savings on contracts due to reduced activity and underspends on supplies and services budgets due to the moratorium on non- essential spend.
<u>Neighbourhoods General Fund</u>				
Strategic Housing Investment	64		Staffing, Income	Lower income from Registered Social Landlords (RSL), write off of income outstanding on group repair scheme plus higher than anticipated staff turnover
Housing Options		-655	Staffing, supplies and services, income	Increased income from fees on Private Sector Adaptations, savings on Furnished Homes due to more cost effective procurement plus higher than anticipated staff turnover
Housing & Estate Services		-10	Supplies and Services	Savings on supplies and services due to moratorium on non-essential spend.
Business Regulation		-58	Staffing	Higher than anticipated staff turnover in Trading Standards
Safer Neighbourhoods		-35	Staffing	Higher than anticipated staff turnover in Community Protection
Central		-24	Staffing	Underspend on pension and insurance costs
Neighbourhoods Partnership & Engagement		-43	Supplies and Services	Underspend on transport and supplies and services within Area Assembly budgets due to the moratorium on non essential spend and forecast underspend on Members Leadership fund. (Any balance on this fund is usually requested for carry-forward as part of the Council's Outturn report).
<u>Matrix Managed</u>				
Procurement	3		Staffing	Lower than anticipated staff turnover
Commissioning		-27	Staffing	Higher than anticipated staff turnover
Performance & Quality		-95	Staffing	Higher than anticipated staff turnover
<u>Public Health</u>	0	0		forecast balanced budget
Total	2,119	-2,999		
Net Under/Overspend	-880			

Budget Monitoring Period: April to December 2014 /15

Service	Forecast:		Nature of under/overspend: (eg. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
Asset Management, Audit and Insurance				Service Total is £228k forecast underspend
Emergency Planning, Health & Safety	4		Supplies and Services, Staffing	There is no budget to fund unscheduled rallies or protests, these have cost £42k. There is a small under recovery of income on some training £5k, and some monies have been credited back which were not required to settle an employment tribunal.
Management	5		Supplies and Services	This small overspend is being reviewed.
Facilities Services	46		Staffing, income	Building Cleaning is showing some pressure on staffing budgets costs £40k. There are a number of budgets across the service are showing some smaller pressures and some savings are reported, with a net pressure of £6k.
Corporate Property		-286	Staffing, Supplies and Services, Income	Mainly due to reduced costs relating to Riverside House -£200k, and fee billing income -£50k. Further savings offered from Environmental Management is mitigating smaller pressures on some budgets (Community Buildings, Estates and Commercial Properties).
Internal Audit	8		Staffing	Staffing cost pressure.
School Crossing Patrol		-5	Supplies & Services	Small savings due to the moratorium on non-essential spend. (Non staffing)
Business Unit				Service Total is £75k forecast underspend
		-75	Staffing and supplies and services	Report now reflects reduced staffing costs within training budget, with the majority of the under spend being from a reduced training programme.
Communications and Marketing				Service Total is £55k forecast overspend
	55		Staffing	Due to inability to capitalise some staffing costs. This has been addressed for 2015/16.
Regeneration, Planning & Cultural Services				Service Total is £236k forecast underspend
Cultural Services		-226	Staffing, supplies and services and income	This is mainly due to holding vacant posts in Libraries whilst a staffing restructure was progressed and includes a £100k saving on the materials fund, and an over recovery of income from Theatres, mainly from the success of the pantomime.
Management		-32	Staffing	This is also due a vacant post and part of the staffing restructure
Customer Services	28		Staffing and services	This is mainly due to increased demand at contact centres and additional staff training requirements
Regeneration		-12	Staffing, supplies and services and income	Small savings due to moratorium
Managed Workspace (Business Centres)		-61	Income	This is partially due to increased occupancy levels, but also due to being able to maximise some grant funding for staffing costs.
Management	12		Services	This is mainly due to increased public liability insurance charges

Markets		-23	Supplies and services, income	Some expected charges will now not be incurred (-£16k)and small savings from the moratorium
Planning	70		Salaries and supplies and services	There is an expectation that there will be an underrecovery of income on planning applications. A further £40k has been added to an existing provision for potential property litigation claims.
RIDO	19		Staffing and services	In the main this is due to needing to purchase a new IT package
Building Control		-11	Income	There has been a small increase in the number of building applications, this may not be recurrent.
Streetpride				Service Total is £29k forecast overspend
Network Management	118		Services and income	The key pressure is due to under recovery of income on Parking (+£220k), but there are some savings showing on Street Lighting energy costs and across other areas within NM totalling (-£100k).This projection does not include anything for winter maintenance.
Waste Management		-37	Supplies and services	Waste Collection is underspent by(-£-163k) mainly due to the WEEE Rebate, and also the impact of industrial action, reduced projected spend on HWRC sites and increased income on Bulky items and Commercial Waste. Waste Disposal has a pressure of (+£164k) as we await an outlet coming on line and have increased waste into Sheffield Erf. Waste PFI has a (-£38k) underspend relating to savings on professional advice required for the Waste PFI contract
Leisure and Green Spaces		-59	Staffing (agency), supplies and services and income	There are a number of small pressures on budgets from allotments and Country Parks due to agency cover costs and under recovery of income, however, these are being mitigated by savings across the service area, mainly due to vacant posts (-£42k) and reduced spend on non pay budgets due to the moratorium, but also from Tree Services and landscape design.
Community Services	55		Staffing, supplies and services and income	Across this service there are a number of pressures (+£64k) cleansing highways,(+ £11k) Dog Warden services on a revised contract and (+£15k) relating to staffing on an overhead account. Increased income from Pest Control services is contributing (-£12.5k) and grounds maintenance(-£18.6k).
Corporate Transport Unit		-58	Supplies and services	This is mainly due to the imposed moratorium on spend and the current levels of demand for transport services.
Transportation	8		Services and income	A pressure of (+£75k) from CCTV is being mitigated by (-£38k) over recovery of Highway Design income and savings from a vacant post (-£28k).
Corporate Accounts	2		Services	This small overspend is being reviewed.
Total	430	-885		
Net Under/Overspend		-455		

Budget Monitoring Period: April to December 2014 /15

Service	Forecast:		Nature of under/overspend: (eg. Staffing, Supplies & Services, income, etc)	Reason(s) for forecast under/overspend
	Overspend (+) £'000	Underspend (-) £'000		
Finance		-5	Staffing	Staff vacancies & non-backfill of maternity leave - work re-prioritisation. Forecast housing benefits overpayments recovery Staff vacancies and additional income generation - predominantly from schools & academies
Revenues & Benefits		-80	Income	
HR & Payroll		-185	Staffing, Income	
Legal Services	40		Staffing	Staff cost pressures and delays in achieving 2014/15 budget savings Public Health funding contribution to Policy Team Forecast balanced outturn
Policy Team		-96	Staffing	
ICT				
Total	40	-366		
Net Under/Overspend	-326			

2014/15 COSTS ASSOCIATED WITH IMPLEMENTING RECOMMENDATIONS FROM THE JAY & OFSTED REPORTS

Corporate Costs

Service	Forecast to 31/03/15 £'000	Budget/Funding Available £'000	Unfunded Balance £'000	Reason(s) for forecast under/overspend
Cost of Interim Chief Executive	155	75	80	Cost of interim appointment in excess of previous postholder (taking into account overlap of payment for notice period)
Chief Executive support	25		25	Executive support and policy advice to the Interim Chief Executive (ICX)
Additional support for the Communications & Media Team	30		30	Provision of strategic support to the ICX in terms of external and internal communications.
Additional Legal Services Support	88		88	3 FTE Solicitors, 1 FTE Locum and 2 Band E FOI Business Support staff
Recruitment Costs	80		80	Recruitment services for a new Chief Executive, other senior posts and work on Organisational Development
Review of Senior Management involvement in CSE	50		50	Independent investigation into senior management roles in respect of historic CSE as raised by the Jay Report and in response to the CLG committee report. (Estimated £50k cost in 2014/15 and £50k cost in 2015/16)
Interim Strategic Director of Resources & Transformation	12		12	Cost differential from Director to Strategic Director for 3.5 months in 2014/15. (6 months in total)
HR Investigation by Consultants	65		65	Review of Social Care processes and practice
External Audit Review	3		3	Quality assurance of internal and external investigation work in respect of missing files and minutes.
Total	508	75	433	Unfunded costs included within Central and Corporate services forecast outturn

Children & Young Peoples Directorate

Service	Forecast to 31/03/15 £'000	Budget/Funding Available £'000	Unfunded Balance £'000	Reason(s) for forecast under/overspend
Interim Strategic Director CYPS	47		47	Cost of interim appointment in excess of previous postholder (taking into account overlap of payment for notice period)
Directorate Wide Costs	74		74	Cost of 2 Interim Directors
Integrated Youth Support Service	48	48	0	Post abuse support & counselling
Safeguarding, C&F Service Wide	108		108	Strategic Director support, Safeguarding consultant, MASH & CART Manager, additional Business Support
Child Protection Teams	245	120	125	CSE & Safeguarding Board additional support, post abuse counselling services
Children in Need Social Work	717		717	Additional Agency Team Managers & Social Workers
Looked After Children	72		72	Agency social workers & In house residential consultancy
NSPCC Helpline	20		20	
Total	1,331	168	1,163	Unfunded costs already included in CYPS forecast outturn

TOTAL	1,839	243	1,596
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NOTE: The above forecast costs exclude a number of costs as these are as yet unknown:

1. Cost of the Corporate Governance Inspection team - the Chief Executive has written to Government asking for a cost estimate (response awaited).
2. The proposed CYPS restructure is out to consultation. If appointments to the new structure commence in 2014/15 there are likely to be some additional costs.
3. Additional resources required to respond to the CGI report recommendations when published (if in excess of above).
4. The potential costs of CSE claims is unknown and is therefore excluded from this report.
5. Actions which are in train which will incur costs which are not yet quantifiable.

ROTHERHAM METROPOLITAN BOROUGH COUNCIL – REPORT TO MEMBERS		
1.	Meeting:	Cabinet
2.	Date:	4 th February 2015
3.	Title:	RMBC “Facing the cuts, delivering Rotherham’s priorities” 2015/16/2016/17 – Public/Employee Consultation findings
4.	Directorate:	EDS

5. Summary

This report provides key headlines from the recent ‘Facing the cuts, delivering Rotherham’s priorities’ consultation that took place to help inform the Council’s Budget for 2015/16 and 2016/17. The consultation has been active since 1st November 2014 and was completed on 31st December 2014.

6. Recommendations

That the Cabinet:

- Note the headline messages arising from the analysis of the Budget consultation.
- Consider how the consultation findings align with and can / should influence the Council Budget for 2015/16 and 2016/17
- Support the development of a communications plan to ensure that the Council is proactive in communicating both the results and the impact on decision making to the public and employees.

7. Proposals and Details

The Council has historically undertaken a major consultation exercise to help inform the development of the annual budget. The broad aims of these public and employee consultation exercises have been to:

- Identify the views of residents on their spending priorities for the Council.
- Raise awareness of how the Council sets and agrees its spending priorities.
- Demonstrate to citizens that the Council wants to listen to their views.
- Inform Council decision making.

7.1 Methodology

Public Consultation

The consultation exercises have been undertaken through input from a number of teams across the council including Corporate Finance, Housing & Neighbourhood Area Partnerships and Engagement Service, and Communications and Marketing.

Rotherham residents and partner organisations were asked to give their views on how Rotherham Borough Council's budget should be spent – and where reductions should be made.

The consultation took place during November and December and the Council proposed three priority areas for the budget over the coming year:

1. Protecting our most vulnerable children and adults
2. Getting people into work and making work pay
3. Making our streets cleaner and better

Within these 3 priorities, the council asked people which areas they should focus on within these priorities. And how do we support communities to help themselves.

We also asked whether people would support an increase in council tax.

The consultation invited members of the public and partners to go online at www.rotherham.gov.uk/budget which provided more information and how people can get involved and contribute to the online forum.

- A flyer was produced to promote the online consultation and circulated appropriately and displayed in public buildings.
- It was promoted on screens in Riverside and GP surgeries.

The **Online Forum** went live on November 10th and below is an update on the progress so far.

- We have had 49 posts and 1756 views.
- Our main priorities (30 posts)
- Helping people and communities to help themselves (5 posts)
- Budget Saving Ideas (14 posts)

The Community Engagement Team has been moderating the Forum during the day, evenings and weekend. On a couple of occasions, posts have been deleted where they have been discriminatory or abusive. When there have been queries, we have responded promptly and where appropriate have asked services for the information. The Forum will be a useful sustainable tool for the Council to use for future consultations providing it is moderated successfully. A few individual suggestions have also been submitted too.

Consultation with Partners.

A successful consultation workshop took place with the VCS hosted by the Deputy Leader at Voluntary Action Rotherham on 15th December with 19 organisations represented.

There was attendance at Area Assembly, Area Housing Panel Meetings, Rother Fed Board Meeting and Parish Council Network meetings to promote the consultation and take views from the attendees.

Staff Consultation

As part of the budget and priorities consultation Corporate HR undertook an internal exercise to engage employees in the process. This ran from 13 November 2014 until 31 December 2014. The questions for this consultation mirrored those asked of the public on the online forum. The internal consultation took the form of a questionnaire via an online survey tool which allowed us to customise the link and only make it available to employees. Promotion of the consultation was via employee briefings, bulletins and the intranet homepage.

Findings

7.2 Summary of findings (Public Consultation)

Online Forum

Priorities

- Review Member Allowances to make savings
- Improve the Town Centre for example, through addressing cleanliness and appearance, and its image as a visitor and shopping destination.
- Rebrand Rotherham's image
- Address poor civic leadership
- Publicise what savings we have made so far?
- Provide more information on how the public can contribute to priority 2 – "Getting people into work and making work pay".

Helping people and communities to help themselves

- Encourage volunteer community clean up campaigns
- Provide free local skips to reduce fly tipping, save clean up and enforcement costs, and promote a sense of self-help and local pride

Increase in Council tax

- A rise in Council Tax in line with inflation would be acceptable provided detail was given on how the extra money raised would be used.

Budget Saving Ideas

- Asked for Top 10 spend areas to contribute more effectively towards the consultation.
- How often do we renegotiate with our energy providers?
- Staffing - encourage over 55's to take redundancy
- Staffing – any vacancies should be filled by internal candidates through skills matching against the jobs
- Use google maps and street view when dealing with applications for drop kerbs instead of a site visit

Email suggestions/comments

- Prioritise the roads
- LED and dim lighting is dangerous
- Need more investment on country footpaths
- Why are we wasting money on a 'Dead' Town centre

7.3 Summary of findings (Partner Consultation)

These are some of the comments and suggestions that have been made by Area Housing Panels, Area Assemblies, and Rother-Fed:

Priorities

- Why have green bins at terrace houses without gardens, people just fill them with household waste which never gets picked up and left on streets.
- Should only maintain walking areas, should let some grass areas blossom especially where flowers look nice.
- Worried about the impact the cuts will have on vulnerable and disabled people who are becoming more isolated.
- Would like more information about the budget saving proposals to enable them to influence any decisions.
- Need more detail on how we will make work pay?
- Priority area 2 – “Getting people into work” is the responsibility of the DWP and Job Centre Plus. We should leave it to them to address as we don't have the expertise to make a meaningful difference.
- Need to ensure people are skilled appropriately to take up jobs.
- Need to assess what we are legally obliged to provide.
- Need to have a clear vision for the council and make it a flagship council for good practice again by taking risks if necessary.

Helping people and communities to help themselves

- Would welcome the opportunity for us to help communities help themselves e.g. volunteers running services such as libraries following good practice in Sheffield and America.

- Affluent communities tend to be more skilled to volunteer and run services; we need to do more in deprived areas where skills and capacity are short.
- Need to outsource some services to the private sector and voluntary sector.
- Need to help entrepreneurs with business start-ups to get more investment into Rotherham.

Increase in Council tax

- Some would agree with a rise in council tax if budgets became further reduced.

7.4 Summary of the findings from the consultation with the VCS

The emerging themes from the wider voluntary and community sector were to prioritise:

- Increase Town Centre regeneration
- Promote Volunteering and enable community self-help
- Review the councils approach to commissioning services to make it fairer, less bureaucratic, and more user friendly
- Promote and actively engage voluntary sector as an equal partner
- The voluntary and community sector is very creative so use the sector to scrutinise and suggest solutions for saving money.

Overall, there were no voices of dissent regarding our Council proposed priorities.

7.5 Summary of findings (Consultation with Employees)

203 responses were received in total with the summary findings below.

Question 1: The Council's main priorities have been revised as follows. Do you agree or disagree with these? The ratings were:

- Protecting our most vulnerable children and adults – **99% agree**
- Getting people into work and making work pay – **88% agree**
- Making our streets cleaner and better – **78% agree**

Question 2: Within the three priorities outlined above, which areas do you think we should focus on?

The majority of respondents chose to focus on the priority they deemed as the most important.

- More than half of these stated that protecting our most vulnerable children and adults should be the top priority (95 responses).
- 25 respondents thought getting people into work and making work pay should be the top priority,
- 13 respondents thought making our streets cleaner and better should be most pertinent.
- 10 respondents stated they thought all three priorities should be of equal importance.

The remaining responses focused on areas they thought were important to bring the priorities to life. Common areas of response included roads maintenance and repairs, and a focus on education and training, both within schools and communities.

Question 3: If you disagree with the priorities or would like to add to them please comment below:

- 4 respondents gave more information on the focus they thought was important for protecting vulnerable children and adults.
- 6 comments were around getting people into work.
- 20 comments were around making our streets cleaner and better.
- A further 20 comments received gave other ideas for priorities such as housing, customer services and education.

Question 4: How can we support individuals, families and communities to help themselves?

- The main areas of focus included methods of educating and training the community, more community involvement and engagement initiatives to encourage communities to look after themselves in terms of street cleaning, signposting and making more support available in the first instance and more staff and visibility in the locality areas.

Budget Savings Suggestions

The budget saving suggestion initiative was promoted at the same time as the employee consultation. The initiative was introduced by the previous Chief Executive and Leader a few years ago as an addition to the Employee Suggestion Scheme, and has been continued to be maintained. Since September 2014 we have received 28 suggestions – some examples of ideas received are:

- Claim VAT back for mileage – this is being investigated and it is hoped can be implemented subject to HMRC requirements
- Change from electing by thirds to four-yearly cycle – this has been previously considered and discounted
- Provide social workers with iPads – this is already being addressed as part of CYPS work streams
- Review of sickness policy – this is reviewed regularly as part of budget saving proposals, in conjunction with trade union representatives

Relevant officers are contacted for their views on the feasibility of implementing the suggestion and the responses are scrutinised by Phil Howe, Director of Human Resources. A response is then sent to the person who submitted the suggestion. Following this it is posted on the intranet page for others to see and add any further comments.

8. Finance

The costs of this consultation exercise have been approximately £500 which has been met from existing sources.

Officer time has been required to carry out the consultation utilising officers from a number of teams across the authority as part of a council wide approach.

9. Risks and Uncertainties

All consultation has inherent risks that impact on the findings for example:

- The different methods proposed in the consultation did produce some disagreement about priorities.
- Public views vary depending on personal situation and characteristics, and also the amount of consideration given to the priorities.
- The views of interest groups can disproportionately affect results.
- Consultation done during busy Christmas period.

The impact of the above will be mitigated through robust research methodology and analysis of findings, balancing qualitative and quantitative research methodologies, distinguishing between respondents (such as council employees, businesses, voluntary sector, and the public), and a communication strategy that supports the consultation exercise.

Moving forward all services will be encouraged to use the online forum as an integral part of their public consultation to ensure the momentum from the last two years is maintained. This will ensure that the response rate rises and improves as the some momentum was lost between the last two budget consultation exercises when the online forum was closed down.

10. Policy and Performance Agenda Implications

We currently have revised priorities and Budget principles which provides detail of the key priorities we aim to deliver. We therefore need to ensure that funding is aligned to the priorities. This consultation is also intended to inform the budget for 2015/16 and 2016/17.

11. Contact Names:

Karl Battersby, Strategic Director for EDS, karl.battersby@rotherham.gov.uk x23815

ROTHERHAM BOROUGH COUNCIL – REPORT TO CABINET
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1.	Meeting:	Cabinet
2.	Date:	4 February 2015
3.	Title:	Safeguarding Adults Annual Report 2013-2014
4.	Programme Area:	Neighbourhoods and Adult Services

5. Summary

The Rotherham Safeguarding Adults Board (SAB) produces an Annual Report of safeguarding adult's activity.

The Rotherham Safeguarding Adults Board agreed this Annual Report for publication on 28 January 2015.

The Safeguarding Annual Report is a key mechanism through which every member of the Safeguarding Adults partnership, assures itself that Safeguarding Adults, activity has been carried out effectively and to the expected standard. The attached report outlines key activity carried out in 2012/13, achievements and outcomes.

6. Recommendations

- **That the attached Safeguarding Adults Annual Report 2013-2014 be submitted to Cabinet for information.**

7. Background Information

Safeguarding Adults “No Secrets” DoH 2000 states that “The multi-agency management committee should undertake (preferably annually) an audit to monitor and evaluate the way in which their policies, procedures and practices for the protection of vulnerable adults are working.” This has now been passed to the role of the Safeguarding Adults Board, this will be the 6th annual report produced on behalf of the Board.

8. Proposal

The report will be published to all Partner agencies represented at SAB and on the Council website in pdf. That the attached report when approved will be presented to: Cabinet Member, Adult Social Care and Health, to Cabinet, to Overview and Scrutiny Management Board and to the Health and Wellbeing Board.

9. Finance

The costing is £500 for the design and art work.

10. Consultation

The proposed schedule of presentations will ensure that all relevant officers and partners have had full consultation regarding the contents of the report prior to publication.

11. Risks and Uncertainties

A delay in consultation and publication should the report not be approved.

12. Performance Agenda Implications

- Corporate Priority 2 - Protecting our most vulnerable people and enabling them to maximise their independence
- Corporate Priority 4 - All areas of Rotherham are safe, clean and well maintained
- NAS Service Plan 2013-14 -Vulnerable people are protected from abuse, ASB and crime is reduced and People feel safe where they live

13. Background Papers and Consultation

- Safeguarding Adults “No Secrets” DoH 2000
- I&DeA Adult Safeguarding Scrutiny Guide April 2010
- “OSC’s should, as a minimum, expect to review an annual report of the Safeguarding Board and the performance data collected by it”

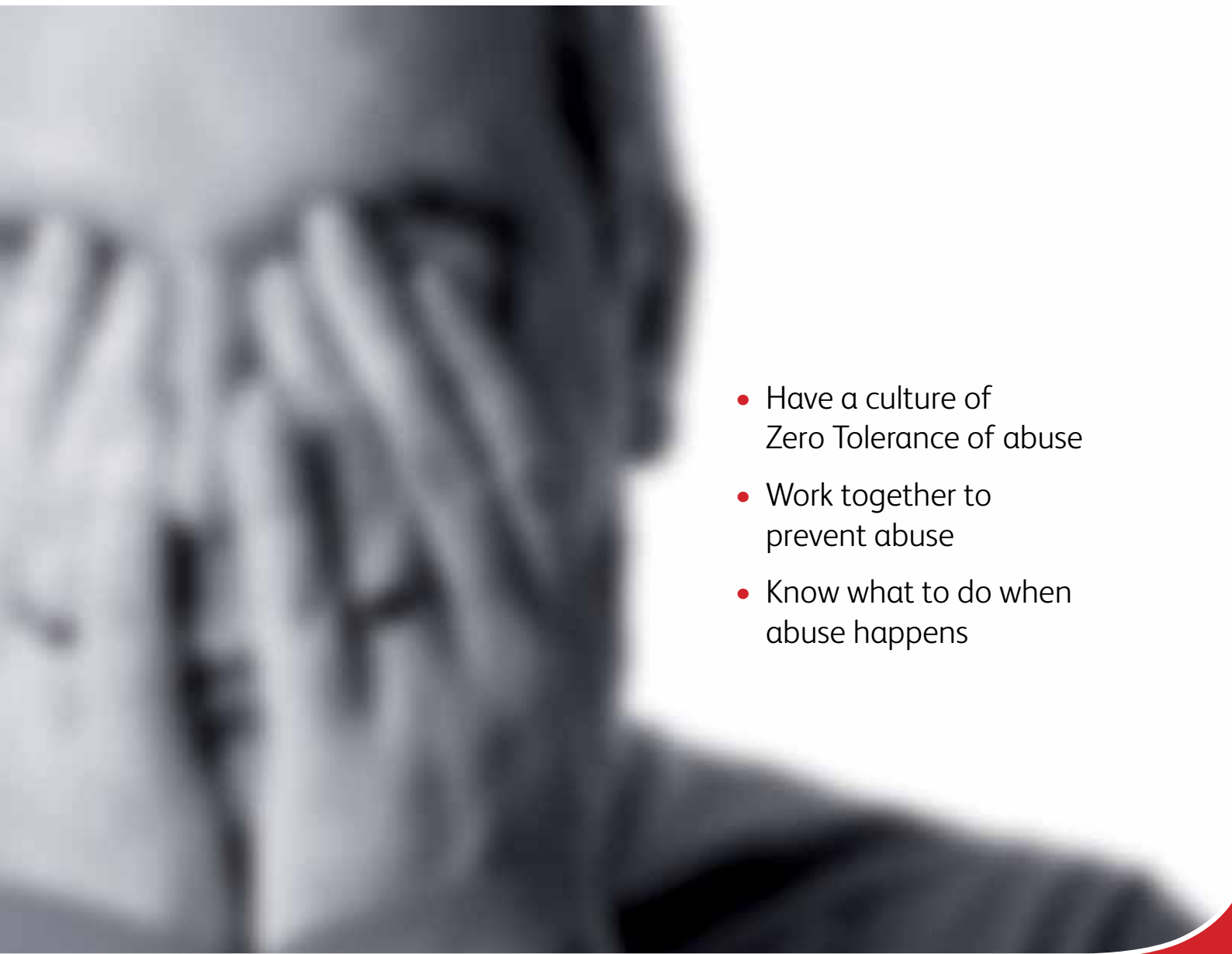
Contact Name: Sam Newton, Service Manager Safeguarding Adults.
Tel: 01709 382121
Email: sam.newton@rotherham.gov.uk

Rotherham Safeguarding Adults



Annual Report 2013/14

“People of Rotherham are able to live a life free from harm where all organisations and communities”



- Have a culture of Zero Tolerance of abuse
- Work together to prevent abuse
- Know what to do when abuse happens

What does Zero Tolerance mean in Rotherham?

Since 2007 we have worked hard to raise awareness of adult abuse in Rotherham and all safeguarding alerts made were responded to and the people involved made safe within 24 hours of contact.

After people were made safe we thoroughly investigated 314 referrals. All 314 cases had a protection plan in place to protect them, to prevent further abuse and ensure that the outcomes desired by the individual were met.

Following investigation 85 people were found to have suffered some form of abuse. These can be broken down into the categories of abuse as:

- 46** as a result of neglect or acts of omission
- 14** as a result of physical abuse
- 13** as a result of institutional abuse
- 5** as a result of psychological abuse
- 4** as a result of financial abuse
- 3** as a result of sexual abuse.

We put in place ongoing support for these people to protect them from further abuse and to help them to achieve their outcomes. The action we take when we find out abuse has taken place is:

- When staff across any agency are involved staff are suspended by their employers.
- Police are called in to investigate to see if a crime has taken place and followed up by the Police where criminal activity is evidenced.
- Work with the victim to meet their outcomes, ie. services are put in place to provide additional support.
- When abuse is substantiated we ensure that victims are safe and the perpetrators are dealt with. In substantiated cases this results in strong recommendations that the perpetrator of abuse is reported to the appropriate regulatory/professional body.
- We have clear expectations that providers suspend, investigate and take appropriate disciplinary action against any staff members alleged or proven to have abused someone.

- All perpetrators were reported to the Police for consideration of criminal prosecution

When abuse or poor standards were evident in residential homes or through care being provided in people's own homes we took swift action.

- Of the 84 contracted care homes in Rotherham, 10 care homes were failing to provide good care – we set deadlines for improvements through Special Measures Improvement Plans, monitored and held providers to account for their care practice in order to improve standards. Our interventions helped keep around 1600 residents in those homes safer.
- All new placements to 7 care homes were suspended – this means that we were not prepared to admit someone to a care home where standards were not being met. We worked with the homes until we were satisfied that they met our standards before allowing new placements to be made again.
- Council staff were sent into 2 homes to ensure that people were safe while the homes were under scrutiny and while improvements were being made. Our everyday on-site presence in both care homes supported 55 people to be safe and get the standard of service they needed. Unfortunately 1 of these care homes failed to improve and deliver safe care and the Local Authority took the necessary action to transfer the residents to alternative care homes, in order to maintain their safety and welfare.
- We carried out quality assurance visits on all 158 regulated homes and services. This report sets out the extensive partnership work we have undertaken in the last 12 months to ensure that Rotherham people are safe and when abuse happens we take action. The case studies provide real life stories of how Safeguarding Adults in Rotherham is making a real difference.



Introduction from the Independent Chair of Rotherham Safeguarding Adults Board: Professor Pat Cantrill



I cannot believe that it is a year since our last report and as always so much has happened and so much remains to be done. As Independent Chair of the Adult Safeguarding Board it is my pleasure to introduce this report which provides us with an opportunity to celebrate the achievements of the past year and consider how we, as a Board, will move forward in the coming year to ensure that our focus and our priorities reflect the need to safeguard vulnerable adults in Rotherham. The information in this report reflects the changes that have taken place during the year. It sets out what partner agencies have and are hoping to achieve individually as well as the shared achievements and issues of the Board.

The first thing to acknowledge is that the achievements outlined in this year's annual report have taken place against a backdrop of considerable change in all partner organisations, resulting from changes in structures, people and resources. In health agencies particularly where the changes in the NHS have resulted in new challenges. The end of Primary Care Trusts has meant the introduction of Clinical Care Groups. We now have Health and Wellbeing Boards and HealthWatch. This has resulted in us having to establish new collaborative partnerships which is key if our Board is to achieve cross agency engagement and effectiveness with agencies represented by designated senior managers who come with a mandate to go back and implement change. It is to the credit of all partner agencies that they have managed to maintain the level of input they have during 2013- 2014 and I look forward to working with them over the coming year. We have appreciated the input of emergency services attending the Board on a regular basis and of those agencies that span South Yorkshire such as the Police and Fire Service. We also value the input on the Board from the Voluntary agencies who have also had a difficult year as a result of the challenges of increasing demand and reducing resources.

This year at a national level we have all been alerted to the challenges that result from tragedies and poor practice arising out of poor systems, leadership and management such as those resulting from the lessons to be learned inquiries including the Francis report of Mid Staffordshire NHS Foundation Trust and the serious case review into Winterbourne View private hospital and from Mencap's work on the way that people with learning disabilities have been treated in hospital. These inquiries remind us that we have to be positive and vigilant and make sure that we all play our part in recognising when adults are not being safeguarded and make sure that we alert people with responsibility so that the required changes can be made.

As always the year ahead will bring with it many challenges that the Board will have to address. We will have to build on this year's achievements and learn from what we did not do as well. At the time of writing the report we are still awaiting the introduction of the Care Act 2014. This will demand changes in the way that the Board functions particularly in relation to its accountability and responsibilities. It will put the requirements of the Board more in line with Children's Safeguarding Board. Safeguarding adults is much broader than just protecting adults at risk. It is also about individuals living their lives with dignity and, where possible, making their own decisions. The Board aims to always work to the principle that 'safeguarding is a balance between rights and risk'. It is a difficult balance to achieve and we will only be successful in this with the help of the people of Rotherham. We need your eyes and ears and determination to make Rotherham a safe place for the vulnerable people.

Message from the Safeguarding Adults Champion:

Councillor John Doyle



Safeguarding Adults remains our number one priority and is a crucial aspect of Local Authority work. The Council, and the Rotherham Safeguarding Adults Board, has a continued commitment for Rotherham to be one of the safest places in the country. I am pleased to share with you our achievements for 2013-2014 which show how we have all continued to help keep people safe from all types of abuse and protected as far as possible from avoidable harm. Safeguarding adults is everybody's business, as Safeguarding Adults Champion I sit on the Safeguarding Adults Board and continue to be committed to preventing harm and promoting dignity and to ensure empowerment and choice are taken seriously. Contributing

to the work of the Board enables me to hold to account those responsible for adult safeguarding and to ensure safeguarding adults is given sufficient priority to improve outcomes for vulnerable adults in Rotherham.

A red and white advertisement for adult abuse reporting services. The background is a blurred image of a person's face. The text is in bold, black and red fonts. The main message is 'Don't let adult abuse go unnoticed' followed by the phone number 'Call 01709 822330'. Below this, it says '(Monday to Friday 8.30 until 5.30)'. Further down, it provides an out-of-hours contact number '01709 336080' and a text service '07748 142816'. The location is 'South Yorkshire Police 101'. At the bottom left is the website 'www.rotherham.gov.uk' and at the bottom right is a white rectangular box.

Don't let adult abuse go unnoticed
Call 01709 822330
(Monday to Friday 8.30 until 5.30)

Out of Hours call 01709 336080
Or contact us with your concerns on our new Confidential Text to Tell Service 07748 142816
South Yorkshire Police 101

www.rotherham.gov.uk

Rotherham Safeguarding Adults Review 2013/14

The Rotherham Safeguarding Adults Board's (RSAB) vision is that "Every vulnerable adult in Rotherham will live a full life as safely and independently as possible and live a life free from abuse and neglect". The Board is fully committed to ensuring Rotherham will be one of the safest places in the country. The RSAB sets out its priorities as:

Mission Statement

People of Rotherham are able to live a life free from harm where all organisations and communities

- Have a culture that does not tolerate abuse
- Work together to prevent abuse
- Know what to do when abuse happens

Objectives

- All organisations and the wider community work together to prevent abuse, exploitation or neglect wherever possible
- Where abuse does occur we will safeguard the rights of people, support the individual and reduce the risk of further abuse to them or to other vulnerable adults
- Where abuse does occur, enable access to appropriate services and have increased access to justice, while focussing on outcomes of people
- Staff in organisations across the partnership have the knowledge, skills and resources to raise standards to enable them to prevent abuse or to respond to it quickly and appropriately
- The whole community understands that abuse is not acceptable and that it is 'Everybody's business'

Charter

We will:

- Take a zero tolerance approach to abuse and the factors that lead to abuse
- Take action to protect vulnerable adults
- Listen and respond to customers and citizens
- Investigate thoroughly and in timely manner any concern that is raised
- Pursue perpetrators of abuse
- Empower customers
- Embed an outcomes focused approach
- Learn lessons and improve services as a result
- Ensure that our approach to safeguarding is personalised

The Board delivered on its promises in 2013/14

In 2013-14 The Board:

- Undertook a strategic review and self-assessment of the Board collaboratively between partners in order to create a framework of inter-agency arrangements, to ensure vulnerable people are protected from abuse.
- Reviewed the constitution and governance of the RASB in line with National and Local priorities.
- Adopted a Safeguarding Adults Charter and a partnership agreement of commitment.
- Aligned the interface between Children and Adult Safeguarding ensuring cross representation at a strategic and operational level to ensure a holistic view across the safeguarding agenda, to reinforce the view that everyone should be protected from abuse and that safeguarding is everybody's business.
- Further developed multi-agency information sharing systems, empowering practitioners to identify and prevent abuse from



occurring where possible through integration of 'reportable concerns' and be fully informed about their responsibilities regarding the sharing of information between agencies for the purpose of safeguarding activities.

- Working with partners across South Yorkshire to review and update the South Yorkshire Safeguarding Adults Procedures.

This report highlights the significant work undertaken by the Board in this year. It demonstrates the real and substantial improvements which have been put in place and how we have been successful in ensuring prompt and effective response to and prevention of adult abuse, whilst also delivering the greatest possible protection to Rotherham's most vulnerable citizens. We wish to reiterate our commitment to instilling a zero tolerance culture of abuse across the whole community. When allegations of abuse have been made we have responded quickly to protect individuals with **100% of all alleged abuse responded to within 24 hours**. Our culture and approach to partnership working ensures that vulnerable adults receive the outcomes they want, making a significant positive difference to individual's lives. Once again this year, all people who reported that they "don't feel safe" in the Adult Social Care

Survey were contacted personally. Through the conversations with individuals we established that their concerns did not relate to adult safeguarding, however they were all supported and given the information and advice they required to enable them to feel safer.

Adult Safeguarding is governed by statutory guidance "No Secrets" issued by the Department of Health in 2000, which gave Social Services lead responsibility to co-ordinate the development of the local multi agency framework, policies and procedures. All statutory agencies are expected to work in partnership with each other and with all agencies involved in the public, voluntary and private sectors to protect vulnerable adults from abuse. 2013-14 has yet again been a challenging year for many of the organisations on the Board as a result of internal changes triggered by either new legislative or statutory guidance, or driven by the need to make financial savings. Such challenges will continue to face all partner organisations over the coming years but all Board members have acknowledged that safeguarding vulnerable adults from abuse continues to be a fundamental priority and they will continue to be involved in this essential work.

This report will demonstrate how this has been achieved through examples of real life stories **using fictional names** and highlights of key achievements.



Key Partnership Contributions 2013/14

Safeguarding Adults Service:

Robust safeguarding arrangements are in place in Rotherham to promptly and effectively react to protect individuals where allegations are made. We have reviewed and further strengthened our approach. Rotherham has in place a Safeguarding structure covering all user groups. This focuses on investigation, raising standards and quality of residential/nursing homes, Mental Capacity Act, Deprivation of Liberty Safeguards and strong leadership.

The specialist teams of highly qualified Social Workers track and manage all safeguarding alerts through strategy, investigation, conference and reviews to ensure individuals are appropriately protected. The Safeguarding Adults Investigation Teams remain focused on ensuring perpetrators of abuse are held to account and through appropriate disciplinary actions and referrals to Disclosure Barring Service and appropriate registered bodies.. A clear result of this is that they held 314 strategy meetings and this ensured robust and effective protection plans were in place for the victim. 166 case conferences were held and abuse was substantiated in 51% of these cases. Details of the activity of these teams are evidenced in Appendix 1 of this report.



Achievements:

- Developed the performance management framework, strengthening the process to respond in a timely manner to ensure where possible investigations are completed within 6 weeks from strategy and case conferences held within 2 weeks of completion of investigation.
- Introduced virtual strategy meetings and case conferences, where appropriate. This ensures a swift and effective response, making best use of resources.
- With partners across South Yorkshire reviewed and implemented new South Yorkshire Safeguarding Adults Procedures (Launched June 2014).

- Developed a Local Authority Designated Officer (LADO) database.
- Reviewed and revised the Home Closure Protocol

Case Outcome:

After living in squalid conditions together for several years Mr R and his daughter Mrs G reached crisis point. Their health was severely affected, food provision was limited, they had mounting debts and were at risk of eviction. Mrs G's daughter and Mr R's great granddaughter had responsibility for financial management but despite numerous requests to surrender finance, their poor circumstances continued. The two service users were placed in emergency respite care and the case was reported to Safeguarding. It became evident that Mr R and Mrs G had had their benefits misappropriated by their family members but refused any Police intervention preferring support via the Safeguarding process..

Although the couple thrived in respite care, due to the long-standing neglect that they had endured, their health did not improve sufficiently to return to independent living. Following a series of discussions with the couple, and in agreement with them, the social worker proposed long stay residential care. Following the Safeguarding investigation, benefits were eventually secured for Mr R and Mrs G. The RMBC financial appointee now assists Mr R to manage his finances, and Mrs G manages her own affairs with support from her key worker in the residential home. This case was heard at a Safeguarding case conference where the abuse Mr R and Mrs G endured was substantiated as neglect, psychological and financial abuse by the alleged perpetrators, their family members.

Thank you for listening to us and thank you for your help and understanding today

Mental Capacity Act & Deprivation of Liberty Safeguards (DoLS) Service:



Achievements:

- In March 2014 The Supreme Court handed down its judgement in a case in respect of DoLS. This judgement has widened the definition of a deprivation of liberty and has introduced a new “acid test” in deciding whether an adult is being deprived of their liberty. As a result we envisage a significant impact on this work in 2014-15 and beyond.
- We have appointed a Support Officer due to increased need.
- The Court of Protection (COP) team’s workload continues to increase forging new links with a discovery agent who has expertise to enable the settling of complicated estates of a deceased person where historically the finances have been managed by COP team - this has freed up capacity to take on additional cases.
- The team have taken on several new appointeeship cases as a result of financial abuse, which ensures that people’s finances are safeguarded in the future.



Case Outcome:

Susan had been given a diagnosis of a cerebral arteriovenous malformation which tragically ruptured and was admitted to hospital to receive surgery. Susan remained in hospital for approximately nine months due to the high level of care and supervision required; Susan was then transferred to a Neurological Rehabilitation Centre to commence a rehabilitation program.

Susan’s partner considered that Susan had shown some positive change with regard to personality/character since being at the rehab centre and considered that Susan would prefer to return home if provided the opportunity and would choose rehabilitation to achieve this. Susan’s partner was of the opinion that the care and intervention provided by the rehabilitation centre was in Susan’s best interest to provide the optimum opportunity for recovery.

Susan’s parents considered that whilst Susan’s improvements have been relatively minimal during the early period of rehabilitation, the improvement over the past weeks had been significant compared to any improvement made in hospital in the previous months

Susan’s parents were also in agreement with the lawful deprivation of Susan’s liberty and that this would enable Susan to access the rehabilitation program and provide Susan with the optimum opportunity of regaining some abilities in order to return home to live.

The medical staff involved in Susan’s treatment stated that this was a crucial time of rehabilitation; and therefore in Susan’s best interest to remain at the rehabilitation centre. Therefore Deprivation of Liberty Safeguards were applied appropriately to protect Susan and ensure she received the most appropriate care and treatment available to her.

Domestic Abuse Service:



Achievements:

Since 2011/12, the Safer Rotherham Partnership's Independent Domestic Violence and Advocacy Service (IDVAS) and Domestic Abuse Coordination have been integrated within Safeguarding Adults, and this has ensured that domestic abuse in Rotherham is seen as a local safeguarding priority throughout 2013-2014.

IDVAS

- Received 570 referrals – (a 34% increase from 2012-13)
- Supported 455 Multi Agency Risk Assessment Conference cases (MARAC)- (a 32% increase from 2012-13)

Domestic Abuse:

- With support from the Safer Rotherham Partnership Domestic Abuse Priority Group (DAPG), sustained the funding of the Rotherham IDVAS. This funding is now mainstreamed.
- The Safer Rotherham Partnership (SRP) has adopted the national Young Person's Advocacy Programme alongside the 3 other Community Safety Partnerships in South Yorkshire. This Programme ensures the support of 16 – 18 year olds of victims who are direct victims of Domestic Abuse.
- The Domestic Abuse Coordinator commenced 2 Domestic Homicide Reviews, on behalf of the Safer Rotherham Partnership.
- Delivered 12 Multi Agency Domestic Abuse training events, 3 x Awareness Raising, module 1 and 6 x Multi Agency Risk Assessment Conference workshops module 3, and, with the Rotherham Local Safeguarding Children Board, delivered 3 x Domestic Abuse from a Child's Perspective, module 2.

Case Outcome:

Claire's case had been heard at the Multi Agency Risk Assessment Conference on several occasions in Rotherham. Claire had been subject to sexual abuse from her partner over a number of years. Her partner was never prosecuted as Claire felt unable to report the incidents to the police. During this time Claire was supported by the ISVA (Independent Sexual Violence Advocate) based at the Hospital. Throughout this time Claire had become dependent on alcohol and struggled to find clarity in any of her life. Claire rang the IDVA (Independent Domestic Violence Advocate) and said she wanted to leave the relationship. Claire had arrived at this decision as she had been receiving support in regards to her drinking and she had been abstinent for a number of months. The IDVA discussed her options in regards to leaving in a planned way. Claire worked full time and seeking a refuge place would come at a huge cost to her. Her employer had agreed to re-locate her to another town to enable her to keep her job. The IDVA sourced a refuge place for her but the cost was out of Claire's reach on her salary. The IDVA looked at all options and funding was secured for accommodation for Claire in the short term. The IDVA also supported a housing application for Claire, everything was put in place and Claire found herself a property of her own.

After seven months of being away from the area Claire contacted the Rotherham IDVA because her support workers where she lived were on leave. Claire was facing a crisis. The IDVA supported her in dealing with this matter as Claire said she knew if she rang Rotherham IDVA the situation would be sorted. Claire rang the IDVA and disclosed historical abuse which had affected her throughout her life. Rotherham IDVA continued to keep in contact with Claire until local IDVAs were able to offer support.

Claire stated she had come a long way in the time that we have known her and there is a possibility that she may take her complaints regarding the abuse further. Claire has all the support in place to enable her to make a decision in regards to this.

Claire felt able to come back to the Rotherham IDVA as she trusted their work and knew she would be fully supported.



Customer Compliment

Regarding the Rotherham Independent Domestic Violence Advocacy Service;

'I always know you will do what you say'

Your support empowered me to go to court to give evidence and I felt amazing when I had done it

Thank you for all the support you have given me



Joint Learning Disability Service:

Achievements:

- Further strengthened joint work with Contracts and Commissioning Teams to successfully respond to significant institutional safeguarding concerns in 24 hour residential care and bring about change in the Services. This approach has led to a significant increase in safeguarding alerts into the service, with the joint learning disability service seeing a 100% increase in safeguarding alerts.
- 2 Social Workers have completed specialist masters levels in Safeguarding Adults
- Safeguarding Investigations undertaken jointly by Health and Social Care colleagues to increase expertise and efficiency in the investigation process.

Case Outcome:

Debbie is a 28 year old woman who lives in 24 hour care. She raised her concerns with her independent advocate, who assisted her to discuss the fact that she thought she was being bullied and was very unhappy in her home. The worker who was accused of this was suspended and the allegations were investigated. The outcome was that abuse was substantiated in the category of psychological abuse. The outcome for the Service User was that the fear she was feeling was removed and she personally felt that she had been able to make a difference to her own life and stop it happening to anyone else. As a consequence of this the worker lost their job and was referred to the Disclosure and Barring Service.

Rotherham NHS Foundation Trust:



Achievements:

- Adopted and implemented the Prevent strategy within the existing resources and implemented a robust process for providing and demonstrating evidence for CQUIN – Recognised by CCG as an excellent process
- Delivered CQUIN standards and achieved significant progress against safeguarding standards
- Implementation of new Key Performance Indicators
- Recognised and brought together the processes related to safeguarding issues in respect of pressure ulcers and work is continuing to improve this process
- Developed a training needs analysis which identifies level of safeguarding training required and improved processes for registering training on Electronic Staff Records
- Brought together both Adult and Children's Safeguarding Teams under the Corporate Management structure
- Co-located Adult and Children Safeguarding Team to provide support and sharing of processes
- Combined the Safeguarding Operational Meeting to include both Adults and Children Safeguarding agendas
- Developed robust processes regarding monthly data reporting
- Developed Governance processes and charts to provide clarity and clear reporting arrangements with TRFT and partner organisations



Good news Story

Following the setting up of a Task and Finish Group for Pressure ulcers, a new robust process was developed and embedded within the organisation regarding pressure ulcers and safeguarding. All Grade 3, Grade 4 and deep upgradeable pressure ulcers are fully investigated using a detailed Root Cause Analysis (RCA) investigation Proforma.

The investigation Team is the Area Manager and Matron supported by a named member of the Tissue Viability Team. Once investigation is completed the investigation Team is invited to an RCA Pressure Ulcer Panel Meeting. The Panel Meeting is chaired by the Assistant Chief Nurse. At the Panel the investigation is reviewed and assessed in order to provide an overall outcome as to whether the pressure ulcer is avoidable or unavoidable using the Department of Health Definition.

The outcome of the panel is then verbally provided to the investigatory Team – if found to be avoidable, the case is then managed as a Serious Incident and immediate consideration of any safeguarding concerns. An action plan is developed by the Area Team and managed within the Directorate. The findings are followed up via an email and the Adult Safeguarding Team is included in the correspondence that includes minutes of the Panel Meeting and also the full RCA investigation findings, in order to address and follow up any actions via safeguarding. Learning and feedback from these cases are shared via Quarterly managers Meetings and via the joint Safeguarding Operational Meeting.

Case Outcome:

An elderly gentleman Ted was being treated in A&E when his son became violent toward his father and staff, the son was removed from the scene of the incident by police and detained under police arrest Ted was provided with a place of safety at the community hospital. A risk assessment was completed by staff at the community hospital to ensure the immediate safety of Ted whilst in their care. A referral was made to the hospital social work team for risk assessment for support on discharge from community hospital as there was evidence to suggest there was potential for further physical harm/psychological harm and financial abuse of Ted by son.

Social Worker and staff nurse met with Ted. He was disoriented to time, place and person Ted was unable to recall his children or identify that he received any care from them. Ted was unaware that he was in hospital at the time and could not recall his reason for admission

A lasting power of attorney was in place for both property and financial affairs and welfare decisions with son named as attorney. Due to the risk of significant harm if returned to the care of his son an urgent application was made to the Court of Protection to place Ted in a care home and remove the control family had over his finances and welfare. This was granted by the court and Ted now resides safely and happily in a care home.



NHS Rotherham Clinical Commissioning Group – RCCG

Rotherham CCG firmly believes that every person has the right to live a life free from abuse and neglect. With this in mind Rotherham CCG will continually develop their safeguarding agenda; in particular their safeguarding adults agenda which will continue to evolve and develop in line with contemporary understanding and legislation, including the expectations of the pending Care Act 2014. Additionally Rotherham CCG will continue to develop their sexual exploitation prevent plan in light of the Department of Health review into the alleged sexual abuse committed on health premises by the late Jimmy Saville.

The White Paper 'Caring for our future: reforming care and support' and the pending Care Act 2014, confirm the intention that Adult Safeguarding should be placed on a statutory footing, through legislating for Safeguarding Adults Board and empowering local authorities to make safeguarding enquiries. In anticipation of this equal footing with safeguarding children and young people Rotherham CCG utilise the term vulnerable clients to denote all children, young people or adults who are, or potentially are, vulnerable to abuse, maltreatment or neglect. Annually Rotherham CCG publish their safeguarding vulnerable clients report; this reports provides information on safeguarding for the period 2013 to 2014 and Rotherham CCGs vision and objectives for the period for 2014 to 2015.

Rotherham CCG's vision and objectives for 2014 to 2015 include the need to ensure that all staff working in CCG commissioned services are trained to an acceptable safeguarding standard; that Prevent training is undertaken and in relation to the recent court ruling regarding Deprivation of Liberty Safeguards (DoLS) that all health staff are aware of their duty of care. Health care providers will need to ensure that all staff members (including staff on fixed-term contracts, temporary staff, locums, agency staff, volunteers, students and trainees), have an understanding of the principles of the Mental Capacity Act 2005 and consent processes, appropriate to their role and level of responsibility, at the point of induction.



Achievements:

- In November 2014 Rotherham CCG is undertaking Safeguarding Adults and Children training at a Protected Learning Time (PLT) event. PLT is available to all Rotherham GPs and their Practice Staff. The event will cover self-neglect, exploitation, domestic violence and substance misuse and it is being supported by speakers and facilitators from RLSCB, RLSAB and the South Yorkshire Police.
- Rotherham CCGs have published "Top Tips for Safeguarding Adults" and "Top Tips for Safeguarding Children" and have disseminated them to all Rotherham GP Practices and they are also available on the RCCG Intranet. To embed the Top Tips into practice audits were undertaken using a survey monkey technique; some 1,025 responses were received for the 3 safeguarding surveys. 91.9% of GP Practice staff across Rotherham responded that they have access to the Safeguarding Adults & Children top tips within their practice. Whilst these safeguarding 'Top Tips' are not their Safeguarding Policy they do form a picture of what staff know and understand about safeguarding within the GP Practice, the wider multi-agency partnership and where they can get immediate support from when safeguarding is an issue. 95% of Practices across Rotherham are aware of where their practice's Safeguarding policies are stored.
- Rotherham CCG successfully appointed a Safeguarding Adults and Clinical Quality Lead from August 2013 to support and take forward the work of the CCG. The Safeguarding Adult and Clinical Quality Lead represents the CCG at Rotherham Safeguarding Adults Board sub-group and provides expertise and a point of contact for advice and intelligence regarding adult safeguarding across the health economy. Working in partnership with other key stakeholders such as CQC and the Local Authority, particularly around care homes and adult protection processes has been a priority for the post holder.
- Other key priorities are, to ensure that prevention of avoidable harm is seen as

essential, ensuring that when individuals require health care in Rotherham they receive safe, quality care. This is achieved by supporting commissioned services and the wider health community to understand safeguarding.

- Rotherham CCG have organised a safeguarding self-assessment and peer challenge which commenced January 2014 and will be completed in April 2015. As before the self-assessment complies with the aims of CQC Essential Standards of Quality and Care, Outcome 7 and also Section 11 Children Act 2004 to ensure that patients and carers can expect health care services, in Rotherham, to meet the standards to protect the safety and respect the dignity and rights wherever healthcare is provided. A final report will be published to provide assurance and transparency that RCGG has benchmarked individual GP Practices against expectations highlighted in No Secrets and the CQC Essential Standards of Quality and Safety Outcome 7.

Whilst the responsibility for coordinating safeguarding arrangements lies with the Borough Council, effective safeguarding is based on a multi-agency approach. Rotherham CCG is a willing safeguarding partner and has robust governance arrangements in place to ensure that its own safeguarding structures and processes are effective and that the agencies from which Rotherham CCG commissioned services meet the required safeguarding standards. In addition Rotherham CCG ensure that they are in line with the roles and responsibilities and capacity requirement for senior lead clinicians in safeguarding children in CCGs is outlined in full in the Safeguarding Competencies intercollegiate document (Royal Colleges 2014)

The safeguarding of all those who are vulnerable is an enormous obligation for all of us who work in the NHS and partner agencies. There is still much to do to ensure this happens. In March 2013, NHS England published the Safeguarding Vulnerable People in the Reformed NHS; Accountability and Assurance Framework (2013). The Framework provides a clear set of principles and guidance to ensure the new system delivers improved outcomes for children and vulnerable

adults. A strategic national steering group has been established to ensure the framework is embedded, and it provides a national forum to enable safeguarding leaders in NHS England to implement cross governmental policy.

A number of key safeguarding priorities are emerging nationally which include policies to prevent sexual violence, female genital mutilation, forced marriage and radicalisation of vulnerable people. Rotherham CCG in conjunction with South Yorkshire and Bassetlaw NHS England Area Team have written a Safeguarding Vulnerable Clients policy template for all independent health providers to utilise. The effective implementation and embedding of this policy will go some way to ensuring that vulnerable children and adults are afforded their 'right to live a life free from abuse, neglect and be safe'.

Rotherham, Doncaster and South Humber NHS Foundation Trust (RDaSH):

Achievements:

Each year the Safeguarding Adults Team develops a Core Work Plan which structures the key outcomes to be achieved in relation to safeguarding vulnerable adults for the following year.

The Safeguarding Adults Team have worked throughout the year to implement the improvements proposed for 2013/14. Some of this work was assigned to individual Lead Professionals through their Personal Development Review process, and has supported both individual professional development and service developments in relation to safeguarding vulnerable adults.

Listed below is the progress we have made against the targets set for 2013/14:

- **Leadership**

The Lead Professionals have provided an independent opinion on a range of strategies, policies and developments across the Trust throughout 2013/14.



Further, each of the Trust's Lead Professionals has an identified locality of the Trust which they are aligned to, providing safeguarding leadership and guidance for referrals in these localities. The Lead Professionals also provide guidance to support the development of multi-agency safeguarding processes within their designated area and identify specific needs or areas of development as part of their role. In addition, the Team has a central role in supporting, advising and developing staff skills in relation to safeguarding across the Trust.

- **Partnership Working and Multi-agency Referral Pathways**

Over 2013/14 the Safeguarding Adults Team has built positive working relationships with the Clinical Commissioning Groups (CCG) that formed at the start of the financial year. This facilitates a collaborative approach to the development of safeguarding processes and strategies. Each Lead Professional meets regularly with the CCG's safeguarding lead for their identified area to facilitate good communication, awareness of regional safeguarding issues and development of safeguarding processes. Key achievements in this domain include:

- The Vulnerable Adults Risk Management Model (VARMM) process has been jointly developed with Rotherham Metropolitan Borough Council.
- There is now representation from the Safeguarding Adults Team at the quarterly Regional Police Forum.
- Introduction of more user friendly forms developed as part of the multi-agency process which improves referral pathways.

Policy Implementation

The Safeguarding Adults Policy was reviewed and updated by the Lead Professionals in August 2013 to reflect the new developments and inclusions.

- **Links with Mental Capacity Act, Deprivation of Liberty Safeguards Lead**

Over 2013/14 the Team has worked collaboratively to further strengthen the

interface between the Safeguarding Adults Team within RDASH and the Mental Capacity Act, Deprivation of Liberty Safeguards Lead within RMBC

- **Strengthening User and Carer Engagement**

This has been a high priority for the Safeguarding Adults Team who together with the business divisions, developed a plan to ensure that service users have a strong voice in decision making and remain at the centre of the safeguarding adults process.

Quality Referrals

The Lead Professionals review all referrals into the RDaSH to ensure consistency and quality of the processes. Furthermore, the Lead Professionals have contributed to a number of internal and multi-agency quality audits and the development of action plans in line with the audit results throughout 2013/14.

Consistent Safeguarding Documentation

Over 2013/14 the Team has worked with the Records Manager, Operational Leads in the business divisions and Local Safeguarding Adults Partnership Boards to develop and implement a consistent approach to safeguarding documentation both within the Trust and across the healthcare community.

Appropriate Safeguarding Supervision

Throughout 2013/14, the Lead Professionals have worked with Operational Leads in the business divisions to review the current provision of safeguarding adults supervision across the Trust and have developed a model to reflect the diversity of services provided by RDaSH. This model is now at the implementation stage and reflects the different types of supervision available to staff. The model encompasses '1 to 1' supervision when requested, peer supervision, development days for staff, additional support for complex cases, email and phone support as required and bespoke training for specific needs.

- **Central System for Recording Safeguarding Activity**

During 2013/14 the system for recording safeguarding activity has been further developed to provide a comprehensive database that allows for the collation and reporting of safeguarding data, enabling the safeguarding team to identify any areas that require development and further support.

In addition, the following achievements have also arisen within the year:

- **Training**

Throughout 2013/14 we have reviewed and developed the training matrix for safeguarding adults, culminating in the production of a leaflet to provide Level 1 training. This has resulted in the Trust achieving 100% compliance at Level 1. In addition, we have improved the delivery of Level 4 training for investigators and managers by providing bespoke refresher training according to need.

- **National Guidance**

The Lead Professionals have provided specific support to staff across the Trust on the implementation of the recommendations in the following:

- 'Transforming care: A national response to Winterbourne View Hospital' report with regard to safeguarding adult practices.

- **Prevent Training**

In order to support Trusts nationally in implementing Prevent, the Department of Health in conjunction with the Home Office has arranged for training to be delivered to key people within organisations who in turn will then cascade it to staff throughout the Trust.

The Named Nurses and Adult Professional Leads have completed this training and from May 2013, have been delivering it to all staff as part of the induction and refresher training programme. To support the training an awareness raising leaflet regarding Prevent was attached to the pay slip of every staff member.

Currently **1741** members of staff have completed the training.

Positive and Proactive Care: reducing the need for restrictive interventions

In November 2013, Wendy Proctor, Lead Professional in the Safeguarding Adults Team was invited to present at a national conference on safeguarding vulnerable adults in mental health services, presenting her work on 'Safeguarding, Restrictive Practices and Restraint'

The presentation looked at concerns raised by MIND and other bodies about the use of restrictive practice and the variation of use of restraint in different organisations throughout the country, with an emphasis on the need for greater transparency on restraint processes and the need to encourage alternatives where possible.

Following this conference, guidance has been published by the Department of Health 'Reducing the need for restrictive interventions', which takes forward a number of recommendations made by experts in the field, including those presented by Wendy.

South Yorkshire Fire and Rescue Service (SYFR):

The SYFR 2013 – 2014 Prevention & Protection Strategy includes cross cutting themes related to inclusion, partnerships, safeguarding and education. The focus is on developing best practice in targeting the most vulnerable to reduce the numbers of fire related deaths and injuries.

Achievements:

The Safeguarding Guidance & Procedures have been reviewed and rewritten in a format that will make it easier for the reader to follow.

Fire Safety

In response to the increasing number of cases where a high risk of fire is identified a new guidance document has been drafted to provide an agreed process for the "Management



and Coordination of High Fire Risk Home Safety Checks” This will require a multi-agency approach and joint ownership with relevant partners to manage the risk to the individual and particularly where there is a risk to others.

- A total of 21,544 Home Safety Checks were carried out across South Yorkshire, 17,384 were for those considered to be most vulnerable e.g. households where the occupants are very young or elderly, are disabled have mobility problems and/or lifestyle increases the risk of fire.
- 4,182 referrals for the latter came from our partners and our Vulnerable Persons Advocate continues to deliver Fire Safety talks and presentations to professionals and service user groups e.g. Falls Prevention Group
- SYFR has now established an internal process for responding to and learning lessons following a Fire Death or Serious Injury. A number of cases over the last 2 years have been subject to a Serious Case review and recommendations from Internal Management Review have led to significant improvement in the way our fire risk assessments are carried out.

Adult Safeguarding Alerts & Referrals

Our annual total for April 2013 – March 2014 for all Adult Safeguarding Alerts across South Yorkshire was 54 (18 were for Sheffield) and this is consistent with previous years. The majority of these were as a result of a Home Fire Safety check, but 12 were from fire incidents. 9 cases were linked to self-neglect and/or hoarding and for some of those in Sheffield the Vulnerable Adult Risk Management (VARM) process was initiated. In 6 cases a perpetrator was identified and a Safeguarding Alert/Referral processed (e.g. theft). Some of the remaining cases were related to:

- Alcohol intoxication = **7**
- Physical disability/mobility problems = **11**
- Mental Capacity/ Dementia = **12**
- Learning Disability = **4**

For these, support from other services was requested

Safeguarding Training

In 2013 – 14 SYFR staff received Safeguarding Training as follows: -

- Induction = 42 (plus 30 Volunteers)
- Introductory = 22
- Refresher = 71

A programme of Safeguarding Update & Refresher training has been piloted with Community Safety staff is being rolled out to Operational Fire Fighters throughout 2014 – 2015.

South Yorkshire Police:

Achievements:

- 821 referrals made to Public Protection Unit PPU from attending officers and partner agencies. This is an increase of 58% on the previous year.
- The introduction of a dedicated Central Referrals Unit for all Adult safeguarding concerns in Rotherham/SYP ensuring timely review and progress of all Adult safeguarding referral
- 25% increase in investigative capacity in Rotherham for combined Adult and Child safeguarding concerns and investigation.
- Project on co-location of the Rotherham Public protection unit which will see operational Adult safeguarding staff and investigators located at Riverside House Rotherham by September 2014
- Police now leading on all Vulnerable Adults Risk Management (VARM) meetings with the Vulnerable persons unit already co-located in Riverside House.
- New Force policy and referring protocols for all SYP staff ensuring force wide corporate approach in how referrals are made and progressed across South Yorkshire.



Case Outcome:

Examples of convictions following safeguarding investigations-

Male Personal Assistant financially targeted 4 profoundly deaf adults he provided support for. Following investigation he was convicted and sentenced to 18 months imprisonment, suspended for 24 months and made to pay 2k in compensation to his victims.

Female carer financially targeted a 92 year old male she provided care for. Due to the large amount stolen she was sentenced to 18 months imprisonment.

Rotherham Voluntary and Community Sector:



Achievements:

- The Voluntary and Community Sector, through the Adult Services Consortium, has continued to show its commitment to Adult Safeguarding across the Borough by contributing to the work of the Adult Safeguarding Board via its nominated representatives.
- 3 nominated representatives attend the Safeguarding Adults Board to provide a voluntary and community sector perspective on developments. They also provide a liaison function between the wider sector and the Board to keep VCS organisations up-dated

on safeguarding issues, and encourage and support their contribution to this important area of work.

- Representatives from the VCS are from SCOPE, Age UK and Action for Children to reflect different service user groups' perspectives to the Board.
- VCS organisations have contributed to the Safeguarding Board as partners, for example taking part in Adult Safeguarding Week and as alerters and referrers where concerns are identified.
- Individual VCS organisations have also continued their work internally in respect of their own policies and procedures for Safeguarding, linking in to the wider Safeguarding Procedures in the Borough.
- Hate Crime Initiative: 14 VCS organisations in Rotherham are registered as community reporting centres.
- Alzheimer's Society: working with Police and other VCS partners to develop a missing person's protocol for people with dementia.
- Rotherham Older People's Forum: hosted an event for Older People's Day designed to help older people feel and stay safe.
- The Adult Services Consortium is helping to raise awareness of the safety scheme Safe in Rotherham which is for people with learning disabilities and other vulnerable adults. VCS organisations for example VAR and MyPlace who have community buildings display the purple hand logo identifying them as a place of safety.



Case Outcome:

Helen lives with her son who has Mental Health needs, she had referred herself to Adult Services a number of times alleging verbal/emotional abuse to her by her son. Her son was not receptive to support from outside agencies, would not engage and at times would be hostile to staff. Previous attempts had been made by the Assessment Team to support Helen and to offer protection planning under safeguarding but, this would always be refused. Helen felt a duty of care to her son and was worried this would be detrimental to their relationship.

The concern escalated to the point where Helen couldn't cope any longer, emergency accommodation was arranged, while this provided a place of safety for Helen it also allowed her time to weigh up all options available to her. It became evident Helen and her son could no longer live together. Work involved contacting other agencies such as health and housing to support Helen during this difficult time. Agencies also worked with her son in providing alternative accommodation and attempts to meet his health needs so they could both lead their own lives.

The ultimate aim was to enable Helen to return back to her own home with appropriate measures in place to safeguard her welfare. This included a tag on the property, installing Rothercare and arranging a safe code to use, home security, emergency numbers and general advice on personal safety. This did happen and Helen is now back at home.

Helen's son left the property prior to her moving back home. He was alternatively accommodated, given advice and attempts made for him to engage with health services. This also involved working with colleagues in housing and staff supporting him to move his personal items out of the property while still safeguarding Helen.

The workers involved continued to monitor the situation by visiting at home and telephoning Helen regularly to check there had been no changes.

Commissioning. Policy and Performance Services:

All contracted providers of care and support are:

- Monitored throughout their contract term for compliance against the Safeguarding Adults Policy and this clause is reviewed annually in conjunction with the Safeguarding Team.
- Compliance includes ensuring that the programme of mandatory Safeguarding Adults training for all staff employed by their organisations is in place and current.
- Agencies responsible for recruiting care staff are required to take steps to apply the necessary checks via the Disclosure and Barring Service who carry out a Criminal Records check.
- Obligated to attend provider forums where Safeguarding Adults themes are discussed.
- Expected to foster an atmosphere of openness which is supportive of staff who wish to disclose concerns regarding care delivery without fear of reproach. They must have a Whistle-blowing Policy in place which is applied and shared with staff.
- The Commissioning Team, located within Neighbourhood and Adult Services Directorate, and the Contract Officer and Contract Compliance Officers, who work at the interface between commissioning, assessment and care management and safeguarding are dedicated to ensuring high standards of service provision from external providers of care and support services.
- Contracting concerns received regarding care homes and community and home care services are logged, triaged and prioritised by the Contract Compliance Team and forwarded if appropriate to Safeguarding Adults Team.

Quality Assurance Schemes

RMBC's 'Home from Home' (in partnership with Age UK Rotherham and Speak Up Rotherham) and 'Home Matters' are established high profile programmes to assure quality in provision of care and support by registered Rotherham providers. These programmes allow people

who are seeking to use services, and their families, the opportunity to access comparative information about services.

The last fully completed round of Home from Home reviews in older peoples' homes resulted in 8 homes receiving a rating of Excellent, 19 were rated Good, 5 were rated Adequate. A premium payment is paid to homes in the older people's sector that receive a rating of Good or Excellent.

2014-2015 will see the introduction of a new customer rating that will rate the home on customer satisfaction as either Bronze, Silver or Gold.

Community and Home Care Service Providers are rated as outcomes met or outcomes exceeded. The "Home Matters" review resulted in 4 providers being rated as outcomes exceeded and 10 rated as outcomes met. This ensures that all commissioned services maintain a focus on customer outcomes.

Completed reports are published on the Council's website.

Action taken with providers

A default notice is served if the provider fails to fulfil the contract as per the contract terms and conditions and service specification. Should the provider fail to remedy the breach (es) within a reasonable time, the contract can be terminated in accordance with the terms and conditions. 10 contracting default notices were applied in 2013/14, 7 of which involved an imposed temporary suspension of placements ensuring that nobody was placed in a service that failed to meet acceptable standards. Areas of concern included, for example, recruitment, record keeping, staffing levels, lack of clinical policies and procedures, infection control, equipment and environmental issues, and medicine management

Suspensions of placements are either voluntary or mandatory and can be invoked by the Safeguarding Team or as a result of a breach of contract resulting in a default. Suspensions may be in place whilst a safeguarding investigation takes place or whilst the provider is in default. In 2013/14 3 of the 7 suspensions of placements were due to alleged abuse/neglect.

Case Outcomes

(1) Care home X 'The Home' in Rotherham was a privately owned care home providing both residential and nursing care for 36 residents. Through robust monitoring of the care standards within the home it became evident that the home was failing to deliver safe and appropriate care to its residents. Working in partnership with Care Quality Commission (CQC) there was an investigation into the standards of care. As a direct result the Local authority suspended all new placements and served a default notice against their contract.

The individual reviews of all residents care needs and the safeguarding investigation into allegations of neglect quickly highlighted serious failings within the home. CQC took the necessary enforcement action and RMBC instigated the Home Closure Protocol and begin the process of transferring residents from 'The Home' into alternative care homes. Recognising that the closure of a care home is an extremely traumatic event every effort was made to minimise the impact of this for the residents and their families. The Local Authority had a presence in the care home throughout the process, offering support to residents, their families and staff within the home. The transfer of all residents from 'The Home' was achieved both sensitively and in a timely manner and all were found alternative, safe and appropriate care.

(2) Following an Investigation it was established that a call handler had failed in their duty to respond appropriately to an older person who had fallen in their home. As part of the Investigation safeguarding was able to recommend new processes to the service provider to improve auditing and call handling.. As a result of suffering the fall a social worker review took place and it was decided that Mrs Brown's needs would be best met in a care home. Mrs Brown is now safe and settled in her new home and has all the support that she needs. Mrs Brown's family had informed us following the Investigation that they had felt informed and involved in the Investigation process and were happy that Mrs Brown was being well cared for and changes had been

made to reduce the risk of the same thing happening to a different vulnerable adult. The safeguarding report, following investigation, also provided evidence to inform the decision making regarding the disciplinary action taken against the call handler.

Learning and development

To support a more confident, capable and skilled workforce we continued to operate a strategic and structured framework of workforce development activities utilising our Safeguarding Adults Workforce Development Policy and its Strategic Training Programme of courses.



Achievements:

- Over 1,500 learners attended ninety courses in 2013/14.
- Our approach to training course delivery continued to be planned and responsive with both open off-site courses and a growing number of closed on-site courses provided to support some providers, for example, to meet emergent needs derived from contract compliance issues or high learner numbers.
- We continued to give access, without attendance charge, to all of our training courses and this will continue into 2014/15 as will the cancellation charge and no-show policy.
- Significantly, to ensure best value and quality of provision, we finalised a framework agreement for the procurement of our training courses - appointing one provider to deliver our silver level course and one provider to deliver gold and platinum levels courses. In 2014/15 we will be working with both training providers to devise new, high quality, training materials and roll-out refreshed training courses. Once finalised, we will refresh our Workforce Development Policy.

Safer Rotherham Partnership

The Safer Rotherham Partnership is a statutory partnership formed as a result of the Crime and Disorder Act 1998 and is managed by two multi-agency groups. The Safer Rotherham Partnership Executive Group meets monthly to set strategic direction and is accountable for delivering the partnership plan by making decisions about activity, resource allocation and problem solving. The partnership also performs the function of the Drug & Alcohol Action Team and the Youth Offending Service Management Board. It is made up of senior officers from the 'responsible authorities' and 'co-operating bodies' these are:

- Rotherham Metropolitan Borough Council
- South Yorkshire Police
- Rotherham Clinical Commissioning Group
- South Yorkshire Fire & Rescue Service
- Probation Service
- South Yorkshire Local Criminal Justice Board
- Voluntary Action Rotherham
- Rotherham Victim Support

The responsible authorities are under a statutory duty to work together to:

- reduce reoffending
- tackle crime and disorder
- tackle anti-social behaviour
- tackle alcohol and substance misuse
- tackle any other behaviour which has a negative effect on the local environment

Achievements:

Throughout 2013/14, the Partnership made considerable progress in tackling Crime and Anti-social Behaviour across the borough. During that period 16,957 crimes were recorded across Rotherham, which was a 1.2% reduction on the previous year, despite the difficult economic conditions. Additionally 1,534 fewer Anti-Social Behaviour incidents were recorded compared to the previous year, a reduction of 9%. Recorded crime and anti-social behaviour (ASB) has been falling in Rotherham over recent years with ASB showing significant reductions.

Although it is acknowledged that maintaining these reductions in the current economic climate will be a challenge, the partnership believes it has the structures and performance management frameworks in place to meet this challenge and continue to contribute to Rotherham being a safe place to live, work and visit.

Key Indicators:

- Recorded Crime **fell by 1.2%**
- ASB **fell by 9%**
- Domestic Burglary **fell by 4.7%**
- Theft of motor vehicles **fell by 0.1%**
- Theft from motor vehicles **fell by 9.3%**
- Criminal Damage **fell by 0.2%**
- Violence against the Person **fell by 6.3%**
- Public Order offences **fell by 18.2%**
- Drug Offences **fell by 0.8%**



Looking forward 2014-2015

Rotherham Safeguarding Adults Board's priorities for the coming year. We will:

- Hold a Board away-day to refresh the governance objectives and quality assurance framework.
- Develop a Safeguarding Communication strategy and action plan.
- Take part in a 360 degree web based assessment to identify individual development needs of those undertaking their role as a member of the RSAB.
- Undertake The Yorkshire & Humber Safeguarding Adults Board Self-Assessment. This is a self-assessment of each agency's internal roles and responsibilities in relation to safeguarding adults at risk.
- Deliver on the actions required from the Care Act 2014 in respect of "Safeguarding Adults at risk of abuse and neglect" and to make sure the Council delivers against any new duties or responsibilities.
- Review Serious Case Reviews (SCR) nationally to provide information on how we can consider how to use these SCRs as a learning opportunity. Development Day.
- Consider wider implications for the Rotherham Safeguarding Adults Board from the Jay Report.



Key Facts and Figures

A total of 1,556 alerts were reported through the new Safeguarding Adults Returns (SAR).

The way we now report to the Health and Social Care Information Centre has changed from the Abuse of Vulnerable Adults Return (AVA) to the Safeguarding Adults Return (SAR). The difference is that we now have to record in more detail and some of the reporting terminology/headings have changed. This has had an effect on some of the % changes and therefore in some areas it is difficult to make direct comparisons with previous years.

The table below illustrates how Safeguarding Adult's activity regarding alerts has remained consistent with 2012/13. 2013/14 there has been a continued public and professional awareness in relation to safeguarding particularly, following Winterbourne, within the Learning Disability Service. There is a continued commitment to a culture that does not tolerate abuse and knows what to do when abuse happens. This has contributed to a better public and professional understanding of the signs and symptoms of abuse and to the mechanisms for reporting concerns. As anticipated this has resulted in an increase in the number of safeguarding alerts in The Learning Disability Service by over 100%.

Older Peoples Services have consistently recorded the greatest number of safeguarding alerts accounting for 74% of all alerts, the table below shows the breakdown of the remaining 26% of alerts. Numbers in some areas remain the same from 2012-2013.

Number of Alerts 2013 – 2014									
In total there were 1,556 Alerts made to Safeguarding Adults									
Physical & Sensory Disability, Frailty, other vulnerability		Learning Disability		Mental Health		Substance Misuse		Total	
18-64	65+	18-64	65+	18-64	65+	18-64	65+	18-64	65+
262	1014	113	16	16	134	1		392	1164

Number of Alerts 2012 – 2013									
In total there were 1,565 Alerts made to Safeguarding Adults									
Physical & Sensory Disability, Frailty, other vulnerability		Learning Disability		Mental Health		Substance Misuse		Total	
18-64	65+	18-64	65+	18-64	65+	18-64	65+	18-64	65+
293	1014	47	12	62	134	3		405	1160

Safeguarding Adult's Process



The strategy meeting/discussion is a crucial stage in the safeguarding process. The purpose of the Safeguarding Strategy is to determine whether to proceed to Safeguarding investigation and if so plan the multi-agency investigation. A Strategy Meeting, actual or virtual should be held within 10 working days of the initial alert. In 2013-2014, 97% of strategy meetings met this target

All relevant professionals and organisations should be included in strategy meetings.

The table below indicates a significant increase in strategy meetings convened in year to those in 2012/2013.

Number of Strategy Meetings Convened 2013 – 2014

314 Strategy Meetings/discussions held across all services compared to **264** in 2012/2013

Previously all alerts that progressed to a Strategy Meeting were called 'referrals'. The introduction of the SAR now states that only cases that progress to investigation are called 'referrals'. Also another change to practice is that the purpose of the Safeguarding Strategy is now to determine whether to proceed to Safeguarding investigation whereas previously this decision was often made following screening of an alert. This is reflected in the 18% increase in the number of strategy meetings held.

The South Yorkshire Safeguarding Adults Procedures are very clear regarding when a case conference should be held on completion of a safeguarding investigation. This year's figures, below, reflect a decrease in the number of investigations (referrals) that culminate in a case conference this is due to the changes in purpose of strategy as outlined above which means that alternative ways of supporting the individual is agreed thus preventing escalation to investigation and case conference.

Number of Case Conference Convened 2013 – 2014

166 Case Conferences convened across all services compared to **227** in 2012/2013



Review of Alerts

April 2013 – March 2014

Who Alerted?

Alert

An alert is a feeling of anxiety or worry that a Vulnerable Adult may have been, is or might be, a victim of abuse. An alert may arise as a result of a disclosure, an incident, or other signs or indicators.

Referral

A referral is the same as an Alert however it becomes a referral when the details lead to an adult protection investigation/assessment relating to the concerns reported.

Source of Alert		
Alerter:	2012/2013	2013/2014
Residential/Nursing Care	301	385
Social Care Staff	264	243
Police	131	152
Health – Hospitals	91	139
Domiciliary Care	162	114
Health – Community	60	103
Relative	112	97
Other Source*	269	89
Other Council Dept.	9	56
Ambulance	20	39
Neighbours/Public/Friend	14	31
Anonymous	67	27
Care Quality Commission	Not recorded	23
Alleged Victim	15	20
Health – Mental Health Staff	15	20
GP's	16	15
Other Local Authority	19	3
Total Number of Alerts from Health	1565	1556

- Other source refers to a variety of sources e.g. Probation, Prison, Employment, schools and other agencies and the Voluntary and Community Sector. There has been a significant decrease in this group as recording systems are now able to provide more details on the source of alert.

If we make a direct comparison between the numbers of 'alerts' reported in 2013/2014 from the previous year there is consistency in many areas. Key factors to highlight are the reduction in alerts from Domiciliary Care, this was expected as there was a dramatic increase the previous year and it was expected that these would begin to fall and settle. The significant increase in alerts from the public is welcomed; this is a year on year increase and indicative of heightened awareness. There has also been a concerted effort to encourage alerters to provide their details at contact; this is reflected in a decrease of 60% in anonymous alerts.

Who was the subject of the alert?

Alleged Victim

Approximately 63% of all alleged subjects of safeguarding concerns, who were referred into the Safeguarding Adults procedure in Rotherham in 2013/2014 were female. Whilst the highest gender category is consistently females, this year there has been a slight % increase in male victims.

The age of the alleged victim also remains consistent as reported in previous years, once again showing the highest category of alleged victim remains older people.

Gender of Alleged Victim		
	2012/2013	2013/2014
Female	66%	63%
Male	34%	37%

Age of Alleged Victim		
	2012/2013	2013/2014
Over 65 years	74%	75%
Under 65 years	26%	25%

It is significant that the majority of alerts received regard alleged victims from a White/British background. This does not reflect Rotherham's diverse cultural mix; however this is reflective of the ethnicity of residents living in permanent care in Rotherham, where the highest percentage of alerts originates. 2.2% of the total number of alerts during 2013/2014 concerned alleged victims from BME communities.

The number of cases with "unknown or refused" ethnicity at the alert stage has slightly increased again this year. However, this is reduced considerably at the point of referral; at the referral stage in the process only 8 cases remained where the information of ethnicity was still not available. This demonstrates the effectiveness of information gathering at referral stage.

Ethnicity of Alleged Victim		
	2012/2013	2013/2014
White/British	1406	1412
White/Irish	5	6
Asian/Pakistani	22	12
White/European	13	2
Asian/Other	4	2
Asian/Indian	0	2
Black/Caribbean	0	2
Black/African	5	0
Other Black Background	2	0
Dual Heritage	8	9
Unknown Ethnicity	6	0
Other Ethnic Groups	94	109

Review of Referrals and Investigations

April 2013 – March 2014

What Were the Categories of Alleged Abuse Investigated?

Categories of Alleged Abuse 2012 - 2013						
Neglect	Physical	Financial/ Material	Psychological	Institutional	Sexual	Discriminatory
54%	17%	13%	7.5%	3.5%	4.5%	0.5%

Categories of Alleged Abuse 2013 - 2014						
Neglect	Physical	Financial/ Material	Psychological	Institutional	Sexual	Discriminatory
58%	14.5%	10%	6.5%	8%	3%	0%

The category of neglect and acts of omission continues to be the highest category of abuse investigated with another 4% increase this year. The only other category to have increased in 2013/14 is Institutional abuse with a 4.5% increase. This is as a result in the suspension of placements at care homes this year as a consequence of abuse and neglect. Also when there are several individual cases investigated in one care home that result in neglect being substantiated as a result of poor practice and culture within the care home then Institutional abuse will also be confirmed at case conference.

What was referred?

Who was the alleged perpetrator?

Relationship of Alleged Perpetrator to Alleged Victim		
	2012/2013	2013/2014
Residential/Nursing Care Provider	46%	70%
Domiciliary Care Provider	11%	10%
Health Care Worker	7%	8%
Family	13%	7.5%
Other	17%	3%
Neighbours/Public/Friend	3%	1.5%
Day Care	1%	0%
Other Vulnerable Adult	2%	0%
Stranger	0%	0%

Setting of Alleged Abuse		
	2012/2013	2013/2014
Residential/Nursing Care Home	53%	67.5%
Own Home	35%	12%
Hospital	7%	8%
Public Place	0%	1.5%
Day Care	1%	1.5%
Alleged Perpetrators Home	0%	1%
Other	4%	8.5%

Consistent with the figures for 2012/2013 the highest numbers of alleged victims in 2013/2014 were living in Residential/Nursing Care and that the alleged perpetrator of the abuse was either an identified person paid to care for them, or the care provision as a whole by allegedly neglecting their residents' care needs. This is an expected outcome of the increase this year in Institutional abuse.

The effects of the change from AVA to SAR are reflected in the decrease in the "other" category as we can now more accurately associate to a category.



Review of Referrals and Investigations

April 2013 – March 2014

What were the outcomes?

The Conclusion of the Safeguarding Adults Case Conferences

Of the 1556 Safeguarding Adults alerts received in 2013/2014 166 culminated in an investigation, 161 of the investigations concluded with a case conference.

This is due to the changes introduced to how we effectively monitor the information at the strategy meeting and the increased quality control of all safeguarding investigations in the initial stages. This year the number of safeguarding alerts that were closed (no further action) prior to a strategy meeting being convened or following a strategy meeting was 89% of the total alerts. This indicates that the original alert did not meet the threshold of 'significant harm' or the alleged victim did not meet the definition of a 'vulnerable adult' as defined in 'No Secrets' (Department of Health 2000) or the vulnerable adult or their advocate wanted a different outcome or resolution to their concerns.

'The definition of a vulnerable adult is – A person aged 18 or over who is or maybe in need of community care services by reason of mental or other disability, age or illness and is or maybe unable to take care of him or herself, or able to protect him or herself against significant harm or exploitation'

Outcomes of Safeguarding Case Conferences			
166 Case Conferences held regarding individuals			
Abuse Substantiated	85	Abuse Not Substantiated	76

**The remaining 5 cases were terminated prior to case conference at the request of the victim.*

Allegations regarding physical abuse and neglect have consistently been the highest categories of alleged abuse referred into the safeguarding process. This perhaps reflects the visible signs and symptoms of these forms of abuse which can be observed by those having contact with the vulnerable person. Other forms of abuse rely more heavily perhaps on the alleged victim telling someone about the abuse and we are aware that vulnerable people are often unwilling or unable to raise a concern themselves.

This year the SAR introduced new outcomes of a safeguarding investigation where abuse had been substantiated, these are:

- Risk remains
- Risk reduced
- Risk removed

In 2013/2014 there were only 2 cases where it was recorded that risk remained, these 2 cases were as a result of personal choice by the victim and involved complex family dynamics. Risk was reduced in **40% of cases** and risk removed in **58% of cases**.

Mental Capacity Act and Deprivation of Liberty Safeguards

Background

The Deprivation of Liberty Safeguards (DoLS) were introduced on the 1 April 2009, since this time Rotherham service has evolved to the point where we now have a permanent Mental Capacity Act and Deprivation of Liberty Safeguards Coordinator administering DoLS applications to the Local Authority and a full time Support Officer. The posts sit within the Safeguarding Adults Service. The disestablishment of the PCT in March 2013 has resulted in the Local Authority taking over the responsibility for the processing and authorisation of DoLS referred from the hospital. Rotherham has 10 qualified Best Interest Assessors available to undertake assessments.

Ongoing Work

Work remains ongoing in terms of education and training around DoLs for both staff and providers. In light of a Supreme Court judgement (March 2014), despite not being able to fully recognise the full extent of the impact of the judgement at the time of writing this report, it is apparent the number of qualified assessors will need to increase significantly to meet expected demand.

In terms of the requests received this year, a break down of this is as follows:

Mental Capacity Act and Deprivation of Liberty Safeguards 2013/2014			
Referrals Received by RMBC	54	Referrals Received by NHS Rotherham	2
Authorised Referrals by RMBC	44	Authorised by NHS Rotherham	0

Compared to the requests made in 2012/2013:

Mental Capacity Act and Deprivation of Liberty Safeguards 2012/2013			
Referrals Received by RMBC	37	Referrals Received by NHS Rotherham	9
Authorised Referrals by RMBC	29	Authorised by NHS Rotherham	1

Training and Development

The year saw further delivery of a range of bespoke and specialist Safeguarding Adults training events, as well as the continued availability of e-learning.

This table summarises attendance at all courses as compared to last year:

Safeguarding Adults Training Attendance (excludes e-learning)			
	2011/2012	2012/2013	2013/2014
Local Authority	249	552	150
Independent/Voluntary Sector	1072	894	933
Health	508	363	388
Police/Probation	0	3	2
Service users/carers	13	2	2
Students	32	7	7
Other	16	8	2
Totals	1890	1829	1484



ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:-	Cabinet
2.	Date:-	4th February 2015
3.	Title:-	Review of Neighbourhood Centres- Final Recommendations
4.	Directorate:-	Environment and Development Services

5. Summary

Recommendations for 51 of the 60 neighbourhood centres have been approved to date.

It was agreed that recommendations for the remaining 9 neighbourhood centres and borough wide laundry and guest bedroom facilities be finalised following further consultation and usage analysis (Cabinet, 6th August 2014, Min no 29 refers).

This report details the outcome of the consultation process and final neighbourhood centre recommendations.

6. Recommendations

That Cabinet;

- Approves the recommendations identified for each centre in Appendices 1 and 2 and detailed in section 7.6 of the report:
 - Retain 1 centre
 - Decommission 8 centres for an alternative use subject to planning permission
 - Increase the laundry charge to £1.60 with a minimum threshold of 10 tenants resulting in the retention of 29 facilities and removal of 18 facilities
 - Remove 43 guest bedrooms for an alternative use
 - Retain 1 guest bedroom and increase the charge to £10 per night
- Approves the removal of payphones within all neighbourhood centres

7. Proposals and Details

7.1. Background

There are 60 Neighbourhood Centres located within an aged persons housing complex across the borough which consist of a communal lounge with kitchen and toilet facilities. Some centres also offer a guest bedroom and laundry facility.

A review of the centres was initiated following customer requests in relation to the potential to opt out of the communal facility charge (CFC) and declining usage of the facilities by residents.

In addition, increasing management costs due to rises in utility costs and repairs and maintenance requirements, has resulted in the centres operating at an overall financial deficit and consequently creating budgetary pressures.

A thorough consultation exercise for each of the neighbourhood centres, including communal lounge areas, guest bedrooms and laundry facilities has been undertaken, to determine proposals relating to future use.

This exercise enabled approval of recommendations for 51 of the 60 centres to date as summarised in 7.2 and detailed on a centre by centre basis within Appendix 2.

Further consultation and usage analysis has now been concluded which has enabled recommendations to be finalised for the remaining 9 centres and laundry and guest bedroom facilities borough wide.

7.2. Neighbourhood Centres

We have received approval to retain 41 and decommission 10 centres to date.

The remaining 9 centres which were identified as unsustainable due to poor usage and demand were deferred pending further analysis / laundry consultation.

The consultation has now been concluded and a further analysis of activities / usage has been undertaken which has enabled the remaining recommendations to be finalised as summarised below and detailed for each centre in Appendix 1:

- **Retain 1 centre**- The centre is only used 6 hours per week but operates at a surplus and the majority of tenants wanted to retain it. It is located within a deprived area where we would like to work with the existing Tenants and Residents Association to increase use
- **Decommission 8 centres** - These centres are not very well used, most operate at a deficit and the majority of tenants (on 7 of the 8 schemes) supported removal of the charge and an alternative use

The guest bedrooms will be removed from all facilities recommended for an alternative use as detailed in Appendix 1. However, some of the laundry facilities may be retained if usage is above the proposed threshold (as detailed in 7.3). The recommendations for the laundry facilities within each of the centres are detailed within Appendix 1.

The centres would be converted and re-let as council homes to support housing need and demand subject to planning permission for a change of use. If planning permission is not granted then we may have to consider alternative options i.e. asset transfer, retention and increasing use etc.

Subject to the relevant approvals, the works will be phased with centres already approved for conversion over a two year period (2015/16 and 2016/17).

7.3 Laundry Facilities

There are 53 laundry facilities within the 60 centres across the borough and 2 stand alone laundry facilities (where centres have previously been removed).

Laundry facilities in 8 of the centres have already been approved for removal as part of wider proposals for the centres (6 conversion and 2 asset transfer).

The income generated by the current laundry charge is far lower than the cost of operating a laundry and usage of the facilities varies significantly per scheme. Therefore, the facilities are heavily subsidised by the council and council tenants in general.

In addition, the majority of washing and drying machines are nearing the end of their useful life and require replacement which would create a significant budget pressure.

Accordingly, we have undertaken tenant consultation in relation to a proposal to increase the charge which will enable the facilities to become more financially sustainable. This exercise has enabled us to identify recommendations for each facility.

7.3.1 Laundry Options

The following options have been considered:

Option A) Increase charge to £3.17 per week and adopt a minimum threshold (Not recommended)

Consultation was undertaken on the basis of an increase to £3.17 per week. A minimum threshold of 16 tenants would recover approximately 68% of the operational costs. However, based on this rationale and the consultation undertaken with tenants, only 1 of the remaining 47 laundry facilities met the criteria for retention.

If we reduce the minimum threshold to 10 tenants then 11 facilities would meet the criteria for retention.

Option B) Increase charge to £1.60 per week and adopt a minimum threshold of 10 tenants (Recommended)

This charge is considered to be more realistic based upon the current charge. However, we would continue to subsidise the facilities and therefore need to continuously review usage as well as gradually increasing the charge in the future.

Further consultation has not been undertaken on this basis but it is estimated that around 29 facilities would be retained (based upon the current number of tenants paying the charge and the number of tenants who said they were willing to pay £3.17) and 18 facilities would be removed.

Option A was initially recommended in order for the deficit associated with the laundry facilities to be reduced and for the facilities to become more sustainable. However, tenants expressed that it was a significant increase compared to the current cost and would therefore prefer a gradual increase.

The consultation process also identified that the proposed minimum threshold of 16 tenants is unrealistic and therefore should be reduced to 10.

Accordingly, we have taken into account the outcome of the tenant consultation and are recommending Option B (detailed in 7.3.1) with a further increase and review of usage in 12 months.

If laundry facilities are removed, tenants would be offered with alternative arrangements including:

- Use of an alternative laundry facility nearby (where applicable).
- Altering tenants kitchen areas to accommodate their own washing facilities
- Low cost payment arrangements to hire a washing machine/dryer through the furnished homes team

The removal of the facilities would be undertaken on a phased basis to facilitate kitchen alteration works.

The retained laundry facilities will be subject to a further review of usage in 12 months to ensure that they continue to comply with the minimum usage threshold.

The recommendations for each facility are detailed in Appendix 2.

7.4 Guest Bedroom Facilities

There are 52 guest bedroom facilities within the 60 centres across the borough. Only one of the bedrooms is used on a regular basis and other facilities are not used at all or very infrequently. Recommendations for each facility are detailed in Appendix 2 and proposals are summarised below:

- **Retain as a guest bedroom-** only 1 unit would be retained which is used on a frequent basis however it is proposed that we increase the charge significantly from £0.50 per night to £10 per night as an increase has not been implemented for a number of years. Use of the facility will be reviewed within 12 months.
- **Remove and include in proposed conversion or asset transfer-** 8 guest bedrooms are located within centres approved/proposed for conversion or asset transfer and will therefore be included in this work
- **Utilise as office/stores rooms-** 22 facilities have been identified for potential use by locality based operational staff for hot desking office bases or alternatively for use as storage of equipment by the tenant groups
- **Include within adjacent tenancy-** 19 guest bedrooms are located on the first floor and could be offered to adjacent tenants for an additional weekly rent subject to the feasibility and associated costs. Accordingly, it is proposed that

individual feasibility studies are undertaken when the accommodation becomes void to establish whether it is viable to reconfigure the properties from one to two flats

- **Convert into a self contained flat-** 2 indoor neighbourhood schemes have guest bedrooms which are actually fully functioning flats which would be better utilised as accommodation available to rent subject to the completion of investment works.

7.5 Payphones

Payphones within the majority of centres are no longer used or used very infrequently and it is therefore proposed that they are removed which will generate cost savings.

Tenants are able to access their own mobile telephones and rothercare fobs in an emergency situation within the centre.

As part of the Council's digital inclusion strategy, we are considering the creation of wifi hotspots in a number of the retained neighbourhood centres. This would increase the service offer to tenants by enabling them to access free wifi in the communal lounges of the centres and will also assist in preventing social isolation and promoting digital inclusion. The savings generated can be utilised for the installation and ongoing costs associated with this provision.

7.6 Summary of Recommendations

The recommendations for each centre, laundry and guest bedroom facilities are detailed in Appendices 1 and 2.

Neighbourhood Centres (detailed in 7.2 and Appendix 1)

It is recommended to:

- Retain 1 neighbourhood centre with a further review in 12 months
- Decommission 8 neighbourhood centres subject to planning permission for an alternative use

If the recommendations are approved; 42 centres (70%) would be retained and 18 centres (30%) would be decommissioned overall.

Laundry Facilities (detailed in 7.3.1 and Appendix 2)

Option B (as detailed in 7.3.1) is recommended; increase charge to £1.60 per week and adopt a minimum threshold of 10 tenants. This would result in the retention of 29 facilities and removal of 18 facilities.

Guest Bedroom Facilities (detailed in 7.4 and Appendix 2)

It is recommended that:

- All guest bedrooms are removed for an alternative use (with the exception of Shaftesbury House).
- Approve an increase in the charges for hire of the remaining guest bedroom at Shaftesbury House from £0.50 per night to £10 per night
- Notes that an appraisal of former warden flats and adjacent guest bedroom facilities will be undertaken when the properties become vacant to establish the potential for conversion from one into two units (where feasible)

7.7 Next Steps

Subject to approval, the following steps are proposed;

- 1 Develop a programme and timescale for decommissioning and conversion works within each identified neighbourhood centre
- 2 Develop a programme and timescale for removal of the identified laundry facilities
- 3 Write to tenants and ward members with details of the decisions and proposed timescales
- 4 Develop an investment programme for the retained centres and ensure that ward members are kept informed and tenants are involved in the investment choices
- 5 Periodically review use of retained communal lounge, laundry and guest bedroom facilities and provide an update/recommendations to Cabinet within 12 months

8. Finance

The majority of centres operate at a deficit and in 2013/14 there was an overall £83k deficit across the portfolio.

The estimated savings generated from the 8 centres proposed for an alternative use is approximately £6k revenue savings plus maintenance/investment requirements. The estimated costs for residential conversion is £1.1m which would be funded from the 2015/16 and 2016/17 Housing Capital Investment Programme.

Following conversion and re-letting, the properties will generate a rental income stream of approximately £54k per annum for the combined units.

Tenants residing on a scheme with access to a centre have to pay a mandatory communal facility charge (CFC) which is currently set at £4.77 per property per week as agreed within their tenancy agreement for use and access to the neighbourhood centre. This charge provides income for the centres to support the associated running costs and will be removed from the rent account if the centre is removed.

We have allocated a budget to invest in the retained centres in order to improve the service offer which will include both decoration and new furniture as required to encourage further use. Reducing the number of neighbourhood centres has meant that we are able to better focus resources and investment on the most sustainable centres, thus improving the service offer to tenants paying the communal facility charge.

Condition surveys have been undertaken to determine a programme of investment. Works are currently being planned and it is anticipated that the 2014/15 investment budgets (£100k capital budget and £50k revenue budget) will be fully spent on upgrading a number of retained centres including decoration, carpets, new furniture, furnishings and renovation works where required. The centres are being prioritised for investment (based upon their usage levels) and the investment programme and proposed timescales will be shared with ward members once finalised. The tenants

are being involved and consulted in the investment planning i.e. selecting colour choices etc.

A further investment budget will be allocated in 2015/16 and the amount is to be confirmed following budget setting in the forthcoming weeks

Laundry Facilities

The income generated by the current laundry charge of £0.85 per week is far lower than the cost of operating a laundry and usage of the facilities varies significantly per scheme. Therefore, the facilities are heavily subsidised by the council and council tenants in general.

In addition, the majority of washing and drying machines are nearing the end of their useful life and require replacement. The cost of replacing a dryer is approximately £1000 and a washer is £1800. Therefore, if all laundries are retained then the total investment requirement would be approximately £150k borough wide. However, if the proposal to reduce the number of laundries is approved then it would reduce the investment amount to approximately £30k. This work would be funded by the housing capital investment programme.

The average cost of operating a laundry facility is approximately £4815 per annum (for a stand alone facility) and £3815 per annum (within a neighbourhood centre) and therefore the total estimated running costs for laundry facilities within 2013/14 was approximately £190k borough wide. The laundry income received is currently £34k and they therefore generate an approximate £156k deficit (which is absorbed in the overall CFC costs).

Subject to approval of the laundry recommendations for an increase of the laundry charge to £1.60 per week and removal of 18 facilities, the net loss would reduce to approximately £92k per annum based upon the 29 remaining facilities.

We would recommend an increase every year based upon the number of tenants paying the charge to enable full cost recovery to be achieved.

The estimated costs associated with altering kitchen areas in individual properties is approximately £1000 per unit. The potential cost to adapt properties that it is proposed will lose their communal laundry facility is approximately £190k and it would therefore take under three years to payback the investment from the savings generated. This work would be funded from the Housing Capital Investment Programme.

We are able to offer washing machines and dryers through the furnished homes scheme which would be paid back outright or rented through the furnished homes scheme on a one item charge (Washer=£3.25 p/w
Dryer=£2.82 p/w or Washer Dryer=£6.07 p/w)

However, we would need to initially purchase the machines at an approximate cost of £75k. This work would be funded from the furnished homes budget.

Guest Bedroom Facilities

We have had to put in place weekly cleaning of the guest bedroom facilities at an approximate cost of £16k per annum regardless of whether they are used in order to ensure compliance with health and safety regulations such as legionella

prevention therefore the removal of the guest bedroom facilities will generate a significant cost saving.

The cost of retaining the guest bedroom at Shaftesbury House is approximately £750 and it is anticipated that we will generate a similar level of income based upon the current use and proposed increased charge.

The costs of converting former warden flats and the adjacent guest bedroom facilities will vary per unit and detailed feasibility studies would be undertaken to determine the costs of works and feasibility when each property becomes vacant.

Payphones

The estimated cost savings associated with the removal of payphones is £19k borough wide which may be re-invested in public wifi provision within neighbourhood centres.

9. Risks and Uncertainties

Informal discussions have been held with the Planning Service regarding the proposals for a change of use to residential units. They have stated that we must demonstrate that the existing community use is no longer required and that there isn't any other community use that could benefit from the building before considering allowing a change of use to residential. This is in accordance with the councils UDP policy CR1.5

Accordingly, we are able to justify that the community use is not viable based upon current usage and consultation feedback however there is a risk that planning permission will not be granted and we will then have to consider alternative options.

The units are located within older persons housing schemes and therefore future lettings would have to be sensitive towards the nature of the scheme with a relevant local lettings policy being applied similar to lettings of former warden flats above centres.

It will be necessary to change the terms of the tenancy agreements if the communal facility is to be no longer available or changed to a nearby site. Also if the alternative facility is too far from the site or shared with properties of a different status there may be a danger that they will lose their immunity from right to buy claims.

The usage identified was based on a standard week's activities in each centre which therefore may increase/decrease subject to changes in occupancy.

The proposed recommendations may meet resistance from tenants and ward members.

The centres are currently operating at a deficit and there is no certainty that appropriate funding will be available to subsidise the units in future.

10. Policy and Performance Agenda Implications

The proposals support the following 'Plan on a page' corporate priorities and achievements:

- Ensuring care and protection is available to those that need it the most
 - People in need of care and support have more choice and control to help them live at home

- Helping to create safe and healthy communities
 - People feel safe and happy where they live
 - More people are physically active and have a healthy way of life
 - People from different backgrounds get on well together

11. Background Papers and Consultation

- Cabinet Member for Safe & Attractive Neighbourhoods – 22nd April 2013 - Neighbourhood Centres Review - Initial Recommendations
- Cabinet Member for Safe & Attractive Neighbourhoods – 7th April 2014 – Review of Neighbourhood Centres Phase One
- Cabinet- 6th August 2014- Review of Neighbourhood Centres Phase Two

Contact Names:

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Appendix 1

Neighbourhood Centres Review - Final Recommendations

Recommendations Key	
Alternative Use	
Retain	

Centres Summary					Recommendations Rationale			Total number of Tenants	Change in activities since review	Laundry Facility			Guest Bedroom Facility			Proposals
Recommendation	Centre Name	Area	Ward	Neighbouring Centres and Community Buildings including distance	Usage; Hours Per Week	Financial Information 2013/14	Consultation Summary- Tenants			Facility Available	Above/below threshold	Recommendation	Facility available	Usage	Recommendation	
Alternative use- conversion (proposed)	Ann Rhodes	Brampton Bierlow	Hooper	Mission Field (Sheltered Centre) 663 meters and Hurley Croft (Sheltered Centre) 1000m	6 hours MFS Respite and 6 hours tenants	-£	Even split between tenants	48	Nil changes	Yes	Above	Retain	Yes	None	Remove and offer to adjacent tenant or future conversion when adjacent flat becomes vacant	2 x 1 bed flat
Alternative use- conversion (proposed)	Ash Grove	Bramley	Wickersley	The Lings (within 930 metres) and Wickersley Library (within 480 metres)	0	-£	Majority tenants support alternative use	24	Nil changes	Yes	Below	Remove	No	N/A	N/A- already included in first floor accommodation	2 x 1 bed flat
Alternative use- conversion (proposed)	Caperns Road	North Anston	Anston and Woodsetts	62 Woodland Drive (Community Building) 343 meters	2	-£	Majority tenants support alternative use	46	Nil changes	Yes	Below	Remove	Yes	None	Remove and offer to adjacent tenant or future conversion when adjacent flat becomes vacant	2 x 1 bed flat
Alternative use- conversion (proposed)	Dorothy Taylor	Dalton	Valley	Wootton Court (within 770 metres)and Mousehole Close (within 250 metres)	0	+£	Majority tenants support alternative use	38	Nil changes	Yes	Below	Remove	Yes	None	Remove and offer to adjacent tenant or future conversion when adjacent flat becomes vacant	2 x 1 bed flat
Retain and review in 12 months (proposed)	Mark Grove	Flanderwell	Wickersley	Normanville (Sheltered Centre) 613 meters	6	+£	Majority tenants support retention	44	Nil changes	Yes	Above	Retain	Yes	None	Remove and use as office/stores	N/A
Alternative use- conversion (proposed)	Normanville	Sunnyside	Wickersley	Mark Grove (Sheltered Centre) 613 meters	4.5	-£	Majority tenants support retention	20	Nil changes	Yes	Below	Remove	No	N/A	N/A- already included in first floor accommodation	2 x 1 bed flat
Alternative use- conversion (proposed)	Robert Street/Victoria Street	Masbrough	Rotherham West	College Road (Sheltered Centre)284 meters and Masbrough and Thornhill Community Centre (Community Building) 162 meters	2	-£	Even split between tenants	44	Nil changes	Yes	Above	Retain	Yes	None	Remove and include in conversion proposals	1 x 2 bedroom bungalow and 1 x 1 bedroom bungalow
Alternative use- conversion (proposed)	Station Road	Treeton	Rother Vale	Treeton Reading Rooms (within 130 metres)	0	-£	Majority tenants support alternative use	29	Nil changes	Yes	Above	Retain	Yes	None	Remove and include in conversion proposals	2 x 1 bed flat
Alternative use- conversion (proposed)	Victoria Court	Kiveton Park	Wales	Viking Way (within 1200 metres)	0	-£	Majority tenants support alternative use	26	Nil changes	Yes	Above	Retain	Yes	None	Remove and include in conversion proposals	1 x 2 bedroom bungalow and 1 x 1 bedroom bungalow

Centres Summary					Laundry Facility					Guest	
Centre Recommendation/ Approval	Centre Name	Area	Ward	Neighbouring Centres and Community Buildings including distance	Facility Available	Number of tenants currently paying charge	Number of tenants expected to pay increased charge	Above/below threshold	Recommendation	Facility available	Usage
Alternative use - conversion (proposed Cabinet 04.02.15)	Ann Rhodes	Brampton Bierlow	Hooper	Mission Field (Sheltered Centre) 663 meters and Hurley Croft (Sheltered Centre) 1000m	Yes	19	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	Yes	None
Retain (agreed Cab Member 07.04.14)	Apollo Street	Rawmarsh	Silverwood	Arcon Place (Sheltered Centre) 512 meters	Yes	19	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	Yes	None
Alternative use - conversion works to take place 15/16 (agreed Cabinet 06.08.14)	Arbour Drive	Thurcroft	Rother Vale	Rotherwood (within 100 metres)	Yes	18	6	Below	Remove & include in conversion (approved Cabinet 06.08.14)	Yes	None
Retain (agreed Cab Member 07.04.14)	Arcon Place	Rawmarsh	Rawmarsh	Apollo Street (Sheltered Centre) 512 meters	Yes	18	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	Yes	None
Alternative use - conversion (proposed Cabinet 04.02.15)	Ash Grove	Bramley	Wickersley	The Lings (within 930 metres) and Wickersley Library (within 480 metres)	Yes	8	5	Below	Remove & include in conversion (proposed Cabinet 04.02.15)	Yes	None
Retain (agreed Cab Member 07.04.14)	Bakersfield (Longfellow Drive)	Herringthorpe	Rotherham East	Durham Place (Sheltered Centre) 874 meters and Swinburne Place (Sheltered Centre) 930 meters	No	N/A	N/A	N/A	N/A	Yes	None
Retain & review in 12 months (agreed Cabinet 06.08.14)	Bevan Crescent	Maltby	Maltby	Maltby CSC (within 680 metres)	No	24	10	N/A	N/A	No	N/A
Alternative use - conversion works starting Feb 2015 (agreed Cabinet 06.08.14)	Campsall Field Close	Wath	Wath	Montgomery Hall (within 1000 metres)	Yes	17	1	Below	Remove & include in conversion (approved Cabinet 06.08.14)	Yes	None
Alternative use - conversion (proposed Cabinet 04.02.15)	Caperns Road	North Anston	Anston and Woodsetts	62 Woodland Drive (Community Building) 343 meters	Yes	17	5	Below	Remove & include in conversion (proposed Cabinet 04.02.15)	Yes	None
Alternative use - asset transfer (application from Scouts received) or conversion (agreed Cabinet 06.08.14)	Chapel Walk	Catcliffe	Brinsworth and Catcliffe	Merebrow (within 225 metres)	Yes	14	8	Below	Remove and include in proposals for centre (approved Cabinet 06.08.14)	Yes	None
Retain (agreed Cab Member 07.04.14)	Charles Street	Swinton	Swinton	Zion Mission Gospel Hall (within 80 metres)	Yes	17	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	Yes	None
Alternative use - asset transfer (application from Baptist Church received) or conversion. (agreed Cabinet 06.08.14)	Cliff Hills	Maltby	Hellaby	The Grange (within 1200 metres)	Yes	11	5	Below	Remove and include in proposals for centre (approved Cabinet 06.08.14)	Yes	None
Alternative use - conversion works starting Feb 2015 (agreed Cabinet 06.08.14)	College Road	Masbrough	Rotherham West	Robert Street/Victoria Street (Sheltered Centre) 284 meters and Masbrough and Thornhill Community Centre (Community Building) 64 meters	Yes	0	6	Below	Remove & include in conversion (approved Cabinet 06.08.14)	Yes	None
Retain (agreed Cab Member 07.04.14)	Dawson Croft	Greasbrough	Wingfield	Fitzwilliam Square (within 550 metres)	Yes	24	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	No	N/A
Alternative use - conversion (proposed Cabinet 04.02.15)	Dorothy Taylor	Dalton	Valley	Wootton Court (within 770 metres) and Mousehole Close (within 250 metres)	Yes	17	5	Below	Remove & include in conversion (proposed Cabinet 04.02.15)	Yes	None
Alternative use - conversion works starting Feb 2015 (agreed Cabinet 06.08.14)	Durham Place	Herringthorpe	Valley	Bakersfield (Sheltered Centre) 874 meters and Swinburne Place (Sheltered Centre) 654 meters	No	0	3	N/A	N/A	No	N/A
Laundry Only	Elizabeth Finch	Thrybergh	Silverwood	N/A	Yes	0	6	Below	Remove and offer to adjacent tenant as storage area (proposed Cabinet 04.02.15)	No	N/A
Retain (agreed Cab Member 07.04.14)	Elizabeth Parkin	Ravenfield	Silverwood	Ravenfield Parish Hall (within 517 metres)	Yes	15	8	Below	Remove and use for storage (proposed Cabinet 04.02.15)	Yes	None
Retain (agreed Cab Member 07.04.14)	Fitzwilliam Square	Greasbrough	Wingfield	Dawson Croft (within 550 metres) and St Marys View (within 790 metres)	Yes	19	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	Yes	None
Retain & review in 12 months (agreed Cabinet 06.08.14)	Foljambe Street	Parkgate	Rawmarsh	Marshall Close (Sheltered Centre) 127 meters and Turner Close (Sheltered Centre) 360 meters	Yes	8	5	Below	Remove and use for storage (proposed Cabinet 04.02.15)	Yes	None
Alternative use - conversion works to take place 15/16 (agreed Cabinet 06.08.14)	Francis Howlett	Whiston	Sitwell	Sorrel Sykes (within 1500 metres)	Yes	21	0	Below	Remove & include in conversion (approved Cabinet 06.08.14)	Yes	None
Retain (agreed Cab Member 07.04.14)	Godric Green	Brinsworth	Brinsworth and Catcliffe	Manor Lodge (Sheltered Centre) 709 meters	Yes	23	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	Yes	None
Alternative use - conversion works to take place 15/16 (agreed Cabinet 06.08.14)	Greenfields	Rawmarsh	Rawmarsh	Pottery Close (Sheltered Centre) 274 meters and Dale Road Peoples Centre (Community Building) 420	Yes	16	9	Below	Remove & include in conversion (approved Cabinet 06.08.14)	Yes	None
Retain (agreed Cab Member 07.04.14)	Hampstead Green	Kimberworth Park	Wingfield	St Johns Green (within 690 metres)	Yes	24	20	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	Yes	None
Retain (agreed Cab Member 07.04.14)	Heighton View	Aughton	Holderness	Mason Avenue (Sheltered Centre) 231 meters and Windy Ridge 342 meters (Sheltered Centre)	Yes	25	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	Yes	None
Retain (agreed Cab Member 07.04.14)	Hepworth Drive	Aston	Holderness	Aston CSC (within 350 metres)	Yes	18	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	Yes	None
Retain (agreed Cab Member 07.04.14)	High Greave Place	East Herringthorpe	Valley	Mowbray Gardens (within 720 metres)	No	0	0	N/A	N/A	No	N/A
Retain (agreed Cab Member 07.04.14)	High Nook	Dinnington	Dinnington	St Josephs Court (Sheltered Centre) 986 meters	No	18	6	N/A	N/A	Yes	None
Retain (agreed Cab Member 07.04.14)	Hurley Croft	Brampton Bierlow	Hooper	Ann Rhodes (Sheltered Centre) 1000m and Mission Field (Sheltered Centre) 686 meters	Yes	15	5	Below	Remove and use for storage (proposed Cabinet 04.02.15)	Yes	None
Retain (agreed Cab Member 07.04.14)	Manor Lodge	Brinsworth	Brinsworth and Catcliffe	Godric Green (Sheltered Centre) 709 meters	Yes	14	6	Below	Remove and use for storage (proposed Cabinet 04.02.15)	Yes	None
Retain & review in 12 months (proposed Cabinet 04.02.15)	Mark Grove	Flanderwell	Wickersley	Normanville (Sheltered Centre) 613 meters	Yes	28	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	Yes	None
Retain (agreed Cab Member 07.04.14)	Marshall Close	Parkgate	Rawmarsh	Turner Close (Sheltered Centre) 233 meters and Foljambe Street (Sheltered Centre) 127 meters	Yes	18	4	Below	Remove and use for storage (proposed Cabinet 04.02.15)	Yes	None
Retain (agreed Cab Member 07.04.14)	Mason Avenue	Swallownest	Holderness	Windy Ridge (Sheltered Centre) 573 meters and Heighton View (Sheltered Centre) 231 meters	Yes	21	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	Yes	None
Retain (agreed Cab Member 07.04.14)	Merebrow	Catcliffe	Brinsworth and Catcliffe	Chapel Walk (within 225 metres)	Yes	19	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	No	N/A
Alternative use - conversion works starting Feb 2015 (agreed Cabinet 06.08.14)	Mission Field	Brampton Bierlow	Hooper	Cortonwood Comeback Centre (within 230 metres) Ann Rhodes (Sheltered Centre) 663 meters and Hurley Croft (Sheltered Centre) 686 meters	No	0	1	N/A	N/A	No	N/A
Retain (agreed Cab Member 07.04.14)	Model Village/Ascension Close	Maltby	Maltby	Edward Dunn Memorial Hall (within 695 metres) and Tickhill Rd (within 1000 metres)	Yes	16	10	Above	Retain and review in 12 months (proposed Cabinet 04.02.15)	Yes	None
Alternative use - conversion (proposed Cabinet 04.02.15)	Normanville	Sunnyside	Wickersley	Mark Grove (Sheltered Centre) 613 meters	Yes	8	6	Below	Remove & include in conversion (proposed Cabinet 04.02.15)	Yes	None
Retain (agreed Cab Member 07.04.14)	Oates Close	Henley	Rotherham West	College Road within 990 metres	Yes	14	5	Below	Remove - look to convert old side into residential accommodation in future (proposed Cabinet 04.02.15)	Yes	None

Centres Summary					Bedroom Facility
Centre Recommendation/ Approval	Centre Name	Area	Ward	Neighbouring Centres and Community Buildings including distance	Recommendation
Alternative use - conversion (proposed Cabinet 04.02.15)	Ann Rhodes	Brampton Bierlow	Hooper	Mission Field (Sheltered Centre) 663 meters and Hurley Croft (Sheltered Centre) 1000m	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Apollo Street	Rawmarsh	Silverwood	Arcon Place (Sheltered Centre) 512 meters	Remove - use as office/stores (proposed Cabinet 04.02.15)
Alternative use - conversion works to take place 15/16 (agreed Cabinet 06.08.14)	Arbour Drive	Thurcroft	Rother Vale	Rotherwood (within 100 metres)	Remove and offer to adjacent tenant (approved Cabinet 06.08.14)
Retain (agreed Cab Member 07.04.14)	Arcon Place	Rawmarsh	Rawmarsh	Apollo Street (Sheltered Centre) 512 meters	Remove - use as office/stores (proposed Cabinet 04.02.15)
Alternative use - conversion (proposed Cabinet 04.02.15)	Ash Grove	Bramley	Wickersley	The Lings (within 930 metres) and Wickersley Library (within 480 metres)	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Bakersfield (Longfellow Drive)	Herringthorpe	Rotherham East	Durham Place (Sheltered Centre) 874 meters and Swinburne Place (Sheltered Centre) 930 meters	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain & review in 12 months (agreed Cabinet 06.08.14)	Bevan Crescent	Maltby	Maltby	Maltby CSC (within 680 metres)	N/A
Alternative use - conversion works starting Feb 2015 (agreed Cabinet 06.08.14)	Campsall Field Close	Wath	Wath	Montgomery Hall (within 1000 metres)	Remove & include in conversion (approved Cabinet 06.08.14)
Alternative use - conversion (proposed Cabinet 04.02.15)	Caperns Road	North Anston	Anston and Woodsetts	62 Woodland Drive (Community Building) 343 meters	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Alternative use - asset transfer (application from Scouts received) or conversion (agreed Cabinet 06.08.14)	Chapel Walk	Catcliffe	Brinsworth and Catcliffe	Merebrow (within 225 metres)	Remove and include in proposals for centre (approved Cabinet 06.08.14)
Retain (agreed Cab Member 07.04.14)	Charles Street	Swinton	Swinton	Zion Mission Gospel Hall (within 80 metres)	Remove - use as office/stores (proposed Cabinet 04.02.15)
Alternative use - asset transfer (application from Baptist Church received) or conversion. (agreed Cabinet 06.08.14)	Cliff Hills	Maltby	Hellaby	The Grange (within 1200 metres)	Remove and include in proposals for centre (approved Cabinet 06.08.14)
Alternative use - conversion works starting Feb 2015 (agreed Cabinet 06.08.14)	College Road	Masbrough	Rotherham West	Robert Street/Victoria Street (Sheltered Centre) 284 meters and Masbrough and Thornhill Community Centre (Community Building) 64 meters	Remove & include in conversion (approved Cabinet 06.08.14)
Retain (agreed Cab Member 07.04.14)	Dawson Croft	Greasbrough	Wingfield	Fitzwilliam Square (within 550 metres)	N/A
Alternative use - conversion (proposed Cabinet 04.02.15)	Dorothy Taylor	Dalton	Valley	Wootton Court (within 770 metres) and Mousehole Close (within 250 metres)	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Alternative use - conversion works starting Feb 2015 (agreed Cabinet 06.08.14)	Durham Place	Herringthorpe	Valley	Bakersfield (Sheltered Centre) 874 meters and Swinburne Place (Sheltered Centre) 654 meters	N/A
Laundry Only	Elizabeth Finch	Thrybergh	Silverwood	N/A	N/A
Retain (agreed Cab Member 07.04.14)	Elizabeth Parkin	Ravenfield	Silverwood	Ravenfield Parish Hall (within 517 metres)	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Fitzwilliam Square	Greasbrough	Wingfield	Dawson Croft (within 550 metres) and St Marys View (within 790 metres)	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain & review in 12 months (agreed Cabinet 06.08.14)	Foljambe Street	Parkgate	Rawmarsh	Marshall Close (Sheltered Centre) 127 meters and Turner Close (Sheltered Centre) 360 meters	Remove - use as office/stores (proposed Cabinet 04.02.15)
Alternative use - conversion works to take place 15/16 (agreed Cabinet 06.08.14)	Francis Howlett	Whiston	Sitwell	Sorrel Sykes (within 1500 metres)	Remove and offer to adjacent tenant (approved Cabinet 06.08.14)
Retain (agreed Cab Member 07.04.14)	Godric Green	Brinsworth	Brinsworth and Catcliffe	Manor Lodge (Sheltered Centre) 709 meters	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Alternative use - conversion works to take place 15/16 (agreed Cabinet 06.08.14)	Greenfields	Rawmarsh	Rawmarsh	Pottery Close (Sheltered Centre) 274 meters and Dale Road Peoples Centre (Community Building) 420	Remove & include in conversion (approved Cabinet 06.08.14)
Retain (agreed Cab Member 07.04.14)	Hampstead Green	Kimberworth Park	Wingfield	St Johns Green (within 690 metres)	Remove - convert to residential accommodation (flat 28) proposed Cabinet 04.02.15
Retain (agreed Cab Member 07.04.14)	Heighton View	Aughton	Holderness	Mason Avenue (Sheltered Centre) 231 meters and Windy Ridge 342 meters (Sheltered Centre)	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Hepworth Drive	Aston	Holderness	Aston CSC (within 350 metres)	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	High Greave Place	East Herringthorpe	Valley	Mowbray Gardens (within 720 metres)	N/A
Retain (agreed Cab Member 07.04.14)	High Nook	Dinnington	Dinnington	St Josephs Court (Sheltered Centre) 986 meters	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Hurley Croft	Brampton Bierlow	Hooper	Ann Rhodes (Sheltered Centre) 1000m and Mission Field (Sheltered Centre) 686 meters	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Manor Lodge	Brinsworth	Brinsworth and Catcliffe	Godric Green (Sheltered Centre) 709 meters	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Retain & review in 12 months (proposed Cabinet 04.02.15)	Mark Grove	Flanderwell	Wickersley	Normanville (Sheltered Centre) 613 meters	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Marshall Close	Parkgate	Rawmarsh	Turner Close (Sheltered Centre) 233 meters and Foljambe Street (Sheltered Centre) 127 meters	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Mason Avenue	Swallownest	Holderness	Windy Ridge (Sheltered Centre) 573 meters and Heighton View (Sheltered Centre) 231 meters	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Merebrow	Catcliffe	Brinsworth and Catcliffe	Chapel Walk (within 225 metres)	N/A
Alternative use - conversion works starting Feb 2015 (agreed Cabinet 06.08.14)	Mission Field	Brampton Bierlow	Hooper	Cortonwood Comeback Centre (within 230 metres) Ann Rhodes (Sheltered Centre) 663 meters and Hurley Croft (Sheltered Centre) 686 meters	N/A
Retain (agreed Cab Member 07.04.14)	Model Village/Ascension Close	Maltby	Maltby	Edward Dunn Memorial Hall (within 695 metres) and Tickhill Rd (within 1000 metres)	Remove - use as office/stores (proposed Cabinet 04.02.15)
Alternative use - conversion (proposed Cabinet 04.02.15)	Normanville	Sunnyside	Wickersley	Mark Grove (Sheltered Centre) 613 meters	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Oates Close	Henley	Rotherham West	College Road within 990 metres	Remove - use as office/stores (proposed Cabinet 04.02.15)

Centres Summary					Bedroom Facility
Centre Recommendation/ Approval	Centre Name	Area	Ward	Neighbouring Centres and Community Buildings including distance	Recommendation
Retain (agreed Cab Member 07.04.14)	Peregrin Way	Harthill	Wales	Harthill Parish Hall (within 590 metres)	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Pottery Close	Parkgate	Rawmarsh	Greenfields (Sheltered Centre) 274 meters and Dale Road Peoples Centre (Community Building) 690 metres	N/A
Alternative use - conversion (proposed Cabinet 04.02.15)	Robert Street/Victoria Street	Masbrough	Rotherham West	College Road (Sheltered Centre) 284 meters and Masbrough and Thornhill Community Centre (Community Building) 162 meters	Remove & include in conversion (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Rotherwood	Thurcroft	Rother Vale	Arbour Drive (within 1000 metres)	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Shaftesbury House	St Anns	Boston Castle	Unity Centre (within 380 metres)	Retain as GB (proposed Cabinet 04.02.15)
Alternative use - conversion works to take place 15/16 (agreed Cabinet 06.08.14)	Sorrel Sykes	Whiston	Sitwell	Whiston community centre (within 120 metres) and Francis Howlett (within 1500 metres)	Remove and offer to adjacent tenant (approved Cabinet 06.08.14)
Retain (agreed Cab Member 07.04.14)	St Joseph's Court	Dinnington	Dinnington	High Nook (Sheltered Centre) 986 meters	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain & review in 12 months (agreed Cabinet 06.08.14)	St Mary's View	Munsbrough	Wingfield	Fitzwilliam Square (within 790 metres) and Dawson Croft (within 900 metres)	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Staple Green	Thrybergh	Silverwood	Vale Road (Sheltered Centre) 222 meters	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Alternative use - conversion (proposed Cabinet 04.02.15)	Station Road	Treeton	Rother Vale	Treeton Reading Rooms (within 130 metres)	Remove & include in conversion (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Swinburne Place	Herringthorpe	Valley	Bakersfield (Sheltered Centre) 930 meters and Durham Place (Sheltered Centre) 654 meters	N/A
Retain (agreed Cab Member 07.04.14)	The Grange	Maltby	Maltby	Cliff Hills Neighbourhood Centre (within 1200 metres)	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	The Lings	Bramley	Hellaby	Ash Grove (within 929 metres)	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	The Steadlands	Rawmarsh	Hooper	Central Drive (Community Building) 176 meters and Manor Farm Drop in Centre (Community Building)	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain & review in 12 months (agreed Cabinet 06.08.14)	Tickhill Road /Glencairn Court	Maltby	Maltby	Edward Dunn Memorial Hall (within 545 metres) and Tickhill Road (within 1000 metres)	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Turner Close	Parkgate	Rawmarsh	Marshall Close (Sheltered Centre) 233 meters and Foljambe Street (Sheltered Centre) 360 meters	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Vale Road / Warreners Drive	Thrybergh	Valley	Elizabeth Finch (Sheltered Centre) 309 meters and Staple Green (Sheltered Centre) 222 meters	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Alternative use - conversion (proposed Cabinet 04.02.15)	Victoria Court	Kiveton Park	Wales	Viking Way (within 1200 metres)	Remove & include in conversion (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Viking Way	Kiveton Park	Wales	Victoria Court (within 1200 metres)	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	Wellfield Lodge	Kimberworth Park	Wingfield	St Johns Green (within 420 metres)	Remove - convert to residential accommodation (flat 13) proposed Cabinet 04.02.15
Retain (agreed Cab Member 07.04.14)	Windy Ridge	Aughton	Holderness	Heighton View (Sheltered Centre) 342 meters and Mason Avenue (Sheltered Centre) 231 meters	Remove and offer to adjacent tenant (proposed Cabinet 04.02.15)
Laundry Only	Woodland Drive	North Anston	Anston and Woodsetts	Caperns Road	N/A
Retain (agreed Cab Member 07.04.14)	Wootton Court	Thrybergh	Valley	Dorothy Taylor (within 700 metres) and Mousehole Close (within 630 metres)	Remove - use as office/stores (proposed Cabinet 04.02.15)
Retain (agreed Cab Member 07.04.14)	York Gardens	Wath	Hooper	Oaklea Avenue Community Centre (Community Building) 407 meters	Remove - use as office/stores (proposed Cabinet 04.02.15)
Total					

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet
2.	Date:	4th February 2015
3.	Title:	1 Shaftesbury Square, St Ann's Ward 2 Boston Castle
4.	Directorate:	Environment and Development Services

5. Summary

This report requests approval to transfer / appropriate 1 Shaftesbury Square from the General Fund into the Housing Revenue Account (HRA), in accordance with Paragraph 175 of the Council's Financial Regulations.

6. Recommendations

That:-

- (1) An appropriation of 1 Shaftesbury Square from the General Fund to the Housing Revenue Account is approved, as detailed in the report.**
- (2) The Director of Legal and Democratic Services completes the necessary documentation.**
- (3) The Director of Finance amends the Council's asset register and financial records.**

7. Proposals and Details

1 Shaftesbury Square is a vacant disabled person's respite unit, which is currently administered by the Adult Services directorate, within the General Fund portfolio.

The property consists of a three bedroom bungalow within a community of ten bungalows formerly supported by Grafton House, as identified in Appendix 1.

All other bungalows in the complex are HRA properties with the exception of this unit which was appropriated to Adult Services in 1992. However, the Director of Adult Social Services has now advised that they no longer require it for this purpose.

Accordingly, this report seeks approval to appropriate the property back into the HRA to enable it to be let within the general housing portfolio.

Allocation of the bungalows

Two of the bungalows are currently vacant and we need to allocate these properties as soon as possible in order to avoid further rental loss, and to help people who are in desperate need of this type of accommodation.

Historically they have been let to single people and couples (current tenants ranging in age from 35 to 77), who have received a care / support package from Grafton House. Now that the Grafton House service has ended we need to take a different approach and ensure we are making the best use of our housing stock.

The bungalows are all spacious three bedroom units and fully wheelchair accessible. There is a shortage of this type of accommodation across Rotherham and there are currently at least ten families in the borough (with either disabled children or adults) living in unsuitable homes, often in extremely difficult circumstances, for whom these bungalows would be ideal.

We are therefore looking to allocate the two empty bungalows (which includes number 1, the subject of this report) to families with a disabled child(ren) or adult who are currently living in unsuitable homes.

(To allocate them to a single person or couple would result in the large three bedroom properties being under-occupied and possibly the residents would be subject to bedroom tax).

It will be important that we communicate clearly with the residents of the occupied bungalows and of neighbouring Shaftesbury House, so we can explain the reasons for allocating the empty bungalows to families.

8. Finance

The estimated rental income for the property is £93.51 per week, totalling approximately £4,500 per annum.

As at 31st March 2014, the Net Book value of the land was £12,000 and the building £95,680. The property will be transferred across to the HRA at fair value, so an assessment will need to be made as to whether its current net book value represents

the fair value of the asset. This appropriation will lead to an increase in the HRA Capital Financing Requirement (CFR) and an equivalent reduction in the General Fund CFR, in line with the asset's fair value. The asset will then be re-categorised as housing stock. This will lead to a revaluation on the basis of Existing Use Value - Social Housing, leading to a loss in value. This Revaluation Loss has no impact on the HRA. However, the increase in the HRA CFR will reduce the amount of the HRA borrowing headroom and lead to a small increase in the capital financing charges to the HRA.

9. Risks and Uncertainties

If the property is not appropriated then it may remain empty until it is sold / an alternative use is agreed.

10. Policy and Performance Agenda Implications

The proposals support the following 'Plan on a page' corporate priorities and achievements:

- Ensuring care and protection is available to those that need it the most
 - People in need of care and support have more choice and control to help them live at home
- Helping to create safe and healthy communities
 - People feel safe and happy where they live
 - People from different backgrounds get on well together

11. Background Papers and Consultation

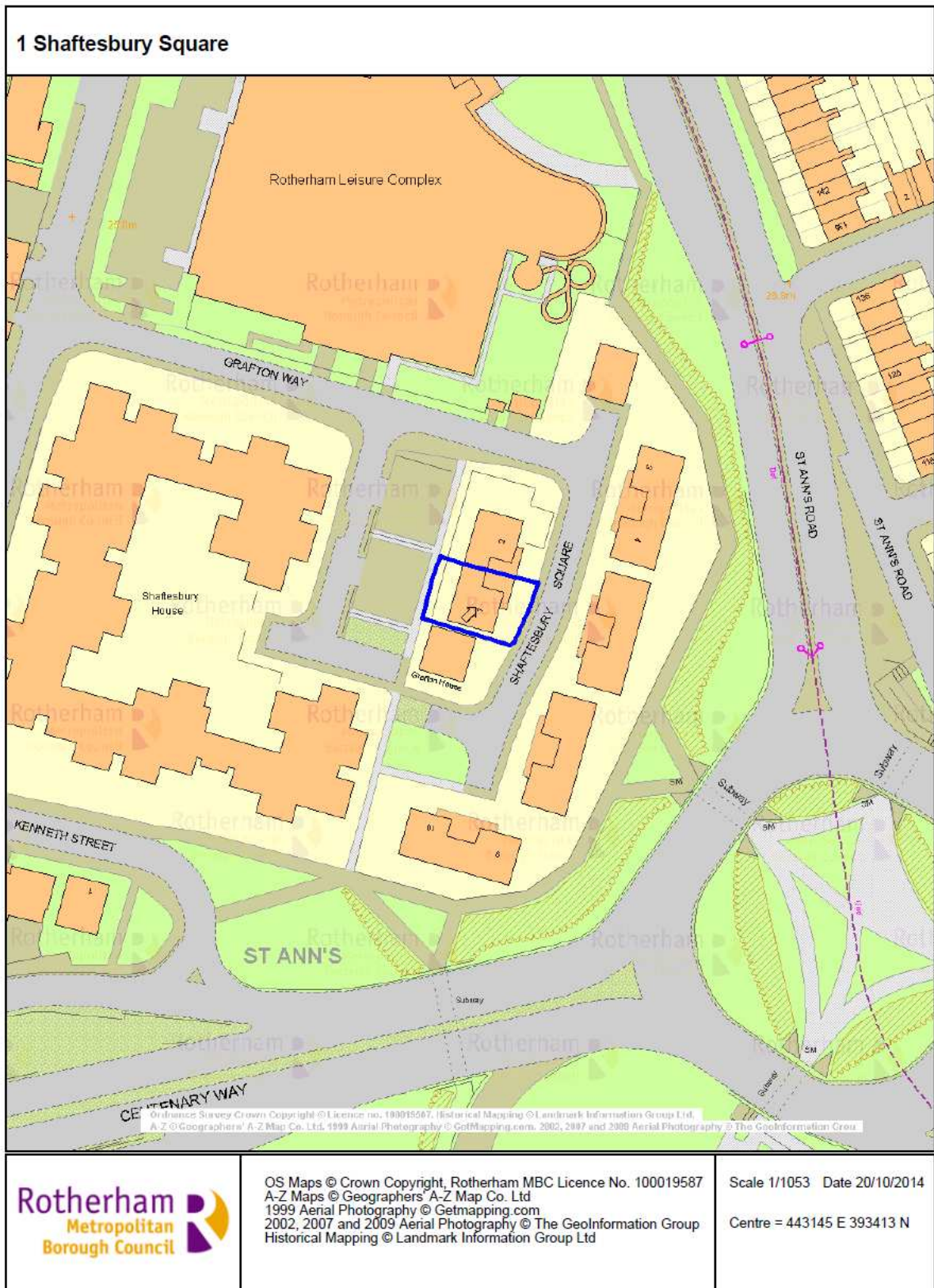
Councillors Hussain, McNeely and Wootton have been consulted on the allocation of the bungalows and a letter will be sent to the residents of neighbouring Shaftesbury House to ensure the changes are communicated clearly.

Contact Name:

Lynsey Mould, Housing Services Officer
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Jane Davies-Haire, Strategic Housing Manager
01709 334970 / 07500102498 / jane.davies-haire@rotherham.gov.uk

Appendix 1- Location Plan



ROTHERHAM BOROUGH COUNCIL – REPORT TO CABINET
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1.	Meeting:	Cabinet
2.	Date:	4 February 2014
3.	Title:	House Building on Multiple HRA Sites
4.	Directorate	Environment and Development Services

5. Summary

Following a review of Housing Revenue Account (HRA) land it has been identified that there are over 150 residential development sites across the Borough of various sizes, suitable for early delivery of a variety of house types and tenures.

The sites represent an important component of the Council's Housing Growth ambitions. To maximise this opportunity the Council has carried out a 'Site Sifting' process to determine the most suitable shape and form of housing for each site.

This report sets out the methodology used to carry out the site sifting, the initial results, analysis and a proposed delivery programme over the next three years. Subject to approval the actions contained in this report will generate New Homes Bonus and capital receipts to the HRA, much needed new affordable and specialist housing and new homes for sale, and have a positive economic regeneration impact across the Borough.

6. Recommendations

It is recommended that:

- **The proposed delivery programme attached to this report is approved along with associated next steps set out in the report**
- **14 sites are disposed of to generate some early wins**
- **16 sites are offered to Registered Social Landlords to enable them to acquire the land for affordable housing development**
- **The Council begins the process of enabling custom build housing on identified HRA sites in this report**
- **That further work takes place to develop a Local Authority new build programme as described in S 7.7, subject to the financial constraints within the HRA business plan.**

7. Proposals and Details

7.1 Background

This report provides at the request of the Cabinet Member Safe and Attractive neighbourhoods, an overview of current activity designed to accelerate house building within Rotherham. It has considerable financial and resource implications which need to be further considered as the programme develops.

The Government is committed to stimulating economic activity and enabling more new homes to be built through its economic and housing growth agendas. The release of surplus public sector land capable of development is regarded as an important enabler to stimulate construction activity, facilitate growth and meet housing needs.

Government has launched a number of 'housing growth tools' to increase the supply of new houses, providing incentives to speed up the construction of new houses and more affordable purchase terms.

Locally Rotherham has responded to the national agenda and is wedded to an economic and housing growth agenda. A number of programmes and initiatives are being currently deployed to stimulate the housing market in Rotherham and enable stalled and unviable sites to be delivered. This includes house builders utilizing the Help to Buy scheme, Community Infrastructure Funding and Get Britain Building Funding. The Council is helping by investing in a programme of new council housing through strategic acquisitions and is enabling affordable housing developments through Housing Associations accessing National Affordable Housing Programme grant funding. The Council is also working within the Sheffield City Region on housing growth proposals and initiatives.

However, since the significant reduction in grant funding from Government the Council faces budget and resource challenges in responding to the housing growth agenda. This has meant finding new ways of working without grant such as utilizing our land and property to facilitate growth and developing partnerships with the private sector. This led to a review of Housing Revenue Account (HRA) sites to understand the Council's resources and enable effective planning to deliver more new homes that meet local needs.

A review of HRA land identified that there were over 150 sites across the Borough of various sizes, suitable for delivery of a variety of house types and tenures over the next three years. The sites represent an important component of realising the Council's Housing Growth ambitions as they are capable of delivering approximately 1,000 new homes. To develop this opportunity and enable delivery the Council has carried out a 'Site Sifting' process to determine the most suitable shape and form of housing for each site and best delivery route.

7.2 Site Sifting

To understand what land resources the Council has at its disposal a database of all HRA sites has been developed which provides information on individual sites including;

- Site name, location, size and current use
- Line boundary of site
- Potential number of new homes
- Local housing market intelligence
- Planning and site issues

In addition to the database a Site Summary Sheet (see *Appendix 1 for an example*) has been developed for each site.

7.3 Site Sifting Process

A multi-disciplinary officer group was set up which included planning, asset management, urban design, affordable housing and programme delivery. The purpose of the group was to review and sort land in to the following key categories, by applying local knowledge and expertise;

- Open Market Sale
- Local Authority New Build Housing
- Custom Build
- Affordable Housing Programme
- Specialist Housing – Older Persons and Disabled Persons

Once a category was determined for each site, analysis was undertaken across the range of sites in each category. This looked at how best to maximize the overall development opportunity, meet local housing need, achieve value for money and develop a coherent delivery programme.

The outcome of the HRA Land Review and sift is a pipeline of sites capable of delivering approximately 1,000 new homes over the next three years.

The proposed New Homes Delivery Programme 2014-18 can be found in *Appendix 2*.

7.4 Initial HRA Site Sift Summary

The Site Sifting Process has identified more than 130 potential sites for new housing. The number of sites allocated to each category is shown below;

- | | |
|-----------------------------|----------|
| • Open Market Sale | 34 sites |
| • Custom Build | 17 sites |
| • Local Authority New Build | 18 sites |
| • Affordable Housing | 16 sites |
| • Specialist Housing | 10 sites |
| • Hold | 37 sites |

7.5 New Housing Delivery Programme 2015-18

The New Housing Delivery Programme is a live document that will be refined on a continual basis as each category is developed and plans are progressed.

The programme if supported will be used as a delivery tool to drive forward and accelerate sites for residential development. The following is a summary of the programme.

Category	Sub-category	No. of sites	Potential No. of Units (30 dph)
Open Market Sale	Auction	14	55
	Informal Tender	13	439
	Market Cluster	7	182
	Total:	34	676
Custom Build	Larger Sites (>5 plots) Informal Tender / Specialist Partner	7	78
	Small Sites (<4 plots) Informal Tender / Specialist Partner	10	23
	Total:	17	101
Social Housing	Housing Association	16	114
	Council	18	49
	Total:	34	163
Specialist Housing	Older & Disabled Persons	10	47
	Total:	10	47
Sites on Hold		37	325
Overall Total:* ¹		95	987

Potential number of units is estimated only by size of the site. The actual number of units delivered will reflect site constraints and Planning Policy. *1 not including sites on hold.

7.6 Quick Wins

A number of the sites identified are capable of early delivery of new housing and termed as quick wins. On these sites we can expect to achieve site disposal and planning applications for new housing being considered within six to twelve months.

The proposed programme has;

- Fourteen sites identified for disposal at auction within the next six to twelve months
- Eight sites to be disposed of to Housing Associations for Affordable Housing in the 2015/18 programme
- A further eight sites to be considered by Housing Associations for affordable housing development within the HCA's grant funded programme
- Seven sites have been identified for sale as a cluster within the next six months

These sites if developed will provide much needed new housing, meeting local need and delivering;

- Capital receipts – to be reinvested to support the delivery of more new homes.
- Additional New Homes bonus
- Stimulation of the local economy
- Removal of management and maintenance costs associated with vacant land

7.7 Developing Key Programmes

The proposed programme will enable;

- **Local Authority New Build**

The HRA Land Review has identified 18 sites capable of delivering 49 Council Homes. We have also identified a further 10 sites for specialist housing with a capacity to deliver 47 homes, which the Council may choose to be the developer and owner. In addition to these sites there is additional delivery capacity for the Council in the site cluster proposition (46 Council homes) and strategic acquisitions programme (75 units). If all these opportunities were taken up by the Council we could deliver 217 homes over the 3 year programme. Currently the council is not building but acquiring new properties, and as such is able to profit from the current depressed values within the housing market. As the market improves this dynamic will change and building is likely to become a more attractive proposition.

- **Custom/Self-Build housing**

The custom build market is a key priority for Government who have set out plans to break down barriers for those wishing to build their own home and deliver an additional 100,000 new custom build homes in the next decade. The Government is currently consulting on a new Right to Build proposal which will require Councils to develop a register of those interested in custom build, and Councils will be required to respond to a potential self-builder's request for land from the Council.

Early discussions with Custom Build specialists have indicated strong market interest and recent surveys have evidenced household demand. The Council is working up a strategy and proposals to enable the self-build market to develop in Rotherham, by providing sites and signposting self-builders to appropriate support services. Our New Housing Delivery Programme has Identified 17 sites suitable for Custom Build with a capacity to deliver 101 new homes.

7.8 Next steps

- Soft market testing with developers and RSLs
- Complete valuation and appraisal reports for all sites.
- Develop delivery plans for each site, such as site remediation, relocating garage tenants, procurement and securing outline planning.
- Work with capital finance colleagues to establish appropriate accountancy management for the delivery programme.
- Work with Planning colleagues to establish process and support for developing parcels of land that could be claimed as incidental greenspace, for example justification for loss of greenspace, re-provision and cost of contributions.
- Develop marketing material for Open Market Sale sites.
- Procure a Custom Build Enabling partner to develop a custom build programme and market opportunities.
- Review Corporate Land and Assets for potential new housing development and establish joint delivery plans.
- Consult on individual schemes with key officers and Ward Members when draft scheme delivery plans are drawn up.

The identification and realisation of surplus HRA land is dynamic and driven by business and housing needs, therefore the Council will continue to review the delivery programme and update the content, at least annually, to reflect changes in the future supply of land suitable for development. The above actions will further refine the delivery programme.

8. Finance

Valuation appraisals and reports

It is proposed that the Audit and Asset Management Team is commissioned to prepare valuations and desk top appraisals for the quick win sites. This information will help the Council select the preferred bid and help to secure the best outcomes from the development of the sites. This work may conclude that other sites should be considered to secure the desired outcomes.

Fees and Charges – These will be incurred mainly by the Audit and Asset Management Team and the Legal Team. They will be attributed to a Strategic Housing Investment Service cost centre as an interim measure and a budget will be identified to cover these costs in 2015/16.

9. Risks and Uncertainties

If the proposed delivery programme is not supported, the Council would lose the opportunity to create 987 new homes in areas of housing need.

The value of assets can fluctuate and is very much dependant on market conditions at the time of sale. It is uncertain at which point in the future our most difficult sites would become viable and generate a land receipt without further public funding support.

The site sifting process and the resulting draft New House Building Programme have been informed by information available at that time and therefore a number of assumptions have been necessary. As disposal plans and activity, such as site surveys and appraisal work, is completed new information and data may affect the final recommendations for a site.

9.1 Main Assumptions

The Site Sifting Process and Open Market Sale Pipeline have been based on the following basic assumptions and parameters;

Assumptions:

Planning position based only on UDP and Local Plan positions – no formal consultation with planning

No legal restrictions

No formal valuations – Estimated Market Value Methodology

Potential unit numbers have been based on local averages and soft market testing information

No site investigations – only known site constraints have been considered

Construction costs and developer margins based on similar schemes and soft market testing information

Strategy parameters:

Avoid overlapping sites for disposal in the same area

Blend scale and locations

Consider benefits of consolidating sites

Three year programme – including this year

Consider disposal methods – auction – informal tender

10. Policy and performance agenda implications

If the recommendations are supported they will contribute to:

The following Corporate priorities

CP 1 - Stimulating the local economy and helping local people into work

CP2 - Protecting our most vulnerable people and families, enabling them to maximise their independence

CP3 – Ensuring all areas of Rotherham are safe, clean and well maintained

CP 4 - Helping people to improve their health and wellbeing and reducing inequalities within the Borough

The following Housing Strategy commitments:

- Commitment 1: We will deliver Council housing that meets people's needs
- Commitment 2: We will increase and improve the supply of affordable rented housing in Rotherham
- Commitment 5: We will work with partners to ensure everyone can afford to heat their home
- Commitment 8: We will engage with communities and individuals so that we have a better understanding of how to meet their needs and aspirations
- Commitment 10: We will help people who wish to own their home

11. Background papers and consultation

Various officers within the Strategic Housing and Investment Team have been involved in the preparation of this report.

The site sifting workshops involved Planning, Land and Property, and Housing Management

Contact Name : Tom Bell Strategic Housing and Investment Manager
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APPENDIX 1

Example of Site Appraisal Summary

Site Name	Far Lane	Priority: S (1-3 yrs) Status: Green	
Site Address	Site between Far Lane and Sheridan Drive		
Site Area (ha)	0.41 ha	No. of units: 12 <i>(30 dph)</i>	
Value	Market values too low for larger units.		
Site Description	<p>Site description: Garage Plot Site. Vacant site, mainly grassed area, steep gradient, no access issues, overgrown with litter accumulating.</p> <p>Average house price: £67,050 with affordability at 5:1. (April 2013)</p> <p>Average income (approx.): £25,600; average for the borough.</p> <p>Site Constraints: Steep gradient Footpath running through site.</p> <p>Planning: Allocated residential. LDF0130 states to be retained as residential site. 17 units acceptable, retain footpath access through site. (JAN11).</p>		
Location	<p>Location Summary: East Dene, Rotherham East Ward, Rotherham South Area Assembly.</p> <p>Rotherham East lies in the central part of Rotherham. Rotherham East is the most compact ward in Rotherham, combining several urban areas east of Rotherham Town Centre. These neighbourhoods are Eastwood, Springwell Gardens, East Dene and parts of both Clifton and Herringthorpe. The ward is the most deprived in Rotherham, with almost all neighbourhoods affected. Eastwood is a multi-ethnic area with much terraced housing and private renting.</p>		

	East Dene and Herringthorpe have mainly council semis whilst Clifton has older private housing, mainly terraced.	
	Transport Links:	
Housing Need (Data from the Affordable Housing Needs Area Profiling 2012-13. Highest % is shown.)	<p>(Area Assembly Level)</p> <p>Tenure: 68% Ownership 16% Council Rent</p> <p>Property Type: 53% Semi-detached house</p> <p>Household: 38% Couple 32% Family 26% Single</p> <p>Income: 42% Below £15k 25% £15k - £25k</p> <p>Estimated Gross Annual Need (Area Assembly Level): 717</p>	<p>Need: (Ward Level)</p> <p>This area has a higher number of households made up of adults sharing or single people possibly due to a lack of single person accommodation being available. There is a high level of semi-detached houses.</p> <p>There are 3,120 council properties here which equates to 14.9% of all council stock. Almost 60% of these are family houses. There is also a good number of two bed houses, bungalows and flats which should maximise opportunity for people wishing to downsize here. One bed flats, 2 bed bungalows and 3 bed houses are in high demand compared to the borough averages. Four bed houses also attract a high level of bids but rarely become vacant.</p> <p>2 and 3 bed houses required in large numbers due to high demand for this area. 1 and 2 bed flats are also in high demand. 2 bungalows in smaller numbers. No evidence to support larger family homes.</p>
Development Option(s)	NAHP Programme	Action: NAHP programme.

APPENDIX 2

New Housing Delivery Programme 2014-18

Category	Sub-Category	Sites	Location	Size (ha)	Potential No. of Units	6 Months (Quick Wins) 14/15	12 Months 15/16	2 to 3 Years 16/18	4 to 7 Years 19+	
Open Market - Site Disposal	Auction	Byron Road	Dinnington	0.12	3	X				
		Highfield View	Catcliffe	0.45	14	X				
		Willowgarth Avenue (10-12)	Brinsworth	0.03	1	X				
		Willowgarth Avenue (3-5)	Brinsworth	0.14	4	X				
		Cross Street (corner)	Kimberworth/Bradgate	0.06	2	X				
		Cross Street (86-88)	Thurcroft	0.05	1	X				
		Elsecar Road	Brampton	0.16	4		X			
		High Nook Road	Dinnington	0.17	5		X			
		Manor Road	Dinnington	0.15	4		X			
		Milton Road	Eastwood	0.10	3		X			
		St Leonards Avenue	Thrybergh	0.14	4		X			
		Treetown Crescent	Treeton	0.11	3		X			
		Waleswood View	Aston	0.25	2		X			
	Walnut Drive	Dinnington	0.18	5				X		
	Total:	14 sites		2.11	55	6	7	1	0	
	Informal Tender	Braithwell Road	Maltby	2.70	71		X			
		Brierley Road	Dalton	0.36	11		X			
		Yew Tree Road	Maltby	0.04	1		X			
		Thornton Terrace	Meadowbank	0.09	3		X			
		Wellgate	Wellgate	0.50	48		X			
		Bellows Road	Parkgate	0.8	59				X	
North Pitt Street		Kimberworth	0.42	13				X		
Rotherham Road		Swallownest	0.55	17				X		
Keats Drive		Dinnington	0.41	12				X		
Orchard Place		West Melton	0.25	7				X		
Silverdales	Dinnington	0.11	3				X			
Warden Street (Phase2)	Canklow	1.54	46				X			

Category	Sub-Category	Sites	Location	Size (ha)	Potential No. of Units	6 Months (Quick Wins) 14/15	12 Months 15/16	2 to 3 Years 16/18	4 to 7 Years 19+	
		Chesterhill Avenue	Dalton	4.60	148				X	
	Total:	13 sites		12.37	439	0	5	7	1	
	Market Cluster	Keeton Hall Road	Kiveton Park	3.64	109			X		
		Rother View Road	Canklow	0.52	16			X		
		Rother View Road	Canklow	0.96	29			X		
		Conway Crescent	East Herringthorpe	0.31	9			X		
		Farnworth Road	East Herringthorpe	0.28	8			X		
		Gaitskell Close (LANB)	Maltby	0.21	6			X		
		Shakespeare Drive (corner) (LANB)	Dinnington	0.17	5			X		
		Total:	7 sites		6.09	182	0	0	7	0
OMS Total:		34 sites		20.57	676	6	12	15	1	
Custom Build	Larger Sites (<4 units) Informal Tender/ Specialist Partner	Braithwell Road (Pilot)	Maltby	2.70	10		X			
		Deer Park Road	Thrybergh	0.14	5		X			
		Denman Road	Wath-upon-Dearne	0.59	18			X		
		Hill Top Lane	Richmond Park	0.41	12			X		
		Kestrel Avenue	Thorpe Hesley	0.64	19			X		
		Michael Croft	Wath-upon-Dearne	0.22	6		X			
		Westfield Road	Brampton Bierlow	0.29	8		X			
		Total:	7 sites		4.99	78	0	4	3	0
		Small Sites (>5 units) Market Sale /Specialist Partner	Craig Walk	Wickersley	0.09	3		X		
			Elliott Drive (adj. 23)	Wingfield	0.09	3		X		
			Elm Tree Road	Hellaby	0.05	1		X		
			Greenwood Crescent	Wickersley	0.08	2		X		
			Keeton Hall Road (flats 26)	Wales	0.16	4		X		
			Kiln Road	Wingfield	0.05	1			X	
			Mill Lane	Anston/Woodsetts	0.12	3			X	
			Princess Street	Hoover	0.15	4		X		
			Shakespeare Drive 22/24	Dinnington	0.10	1			X	
	Thundercliffe Road	Rotherham West	0.04	1		X				
	Total:	10 sites		0.93	23	0	7	3	0	
CB Total:		17 sites		5.92	101	0	11	6	0	

Category	Sub-Category	Sites	Location	Size (ha)	Potential No. of Units	6 Months (Quick Wins) 14/15	12 Months 15/16	2 to 3 Years 16/18	4 to 7 Years 19+	
Social Housing (SH)	Local Authority New Build / Council	Wadsworth Road	Bramley	0.15	2	X				
		Shelley Drive	East Herringthorpe	0.09	2		X			
		Cedric Crescent	Thurcroft	0.06	2			X		
		Chapel Avenue	Brampton Bierlow	0.18	5			X		
		Deer Leap Drive	Thrybergh	0.08	2			X		
		Hallam Close	Aughton	0.13	3			X		
		Highfield Park	Maltby	0.05	1			X		
		Hounsfeld Crescent (3/5)	East Herringthorpe	0.08	2			X		
		Hounsfeld Road (20-22)	East Herringthorpe	0.06	2			X		
		Pine Close (end of road)	Sunnyside	0.03	1			X		
		Remount Road	Kimberworth Park	0.06	1			X		
		Robinets Road	Wingfield	0.25	6			X		
		Spa Well Crescent	Treeton	0.20	6			X		
		Stacey Drive	Thrybergh	0.07	2			X		
		Sycamore Avenue	Kiveton Park	0.15	3			X		
		Symonds Avenue	Rawmarsh	0.25	7			X		
		Woodland Drive	North Anston	0.05	1			X		
		Woodland Gardens	Maltby	0.05	1			X		
	Total:	18 sites			1.99	49	1	1	16	0
		National Affordable Housing Programme / RSL (2015-18)	Aston Close	Swallownest	0.28	8	X			
			Brameld Road (includes specialist housing units)	Swinton	0.90	25	X			
			Brookfield Avenue	Swinton	0.04	2	X			
			Catherine Avenue (specialist housing units)	Aston	0.12	4	X			
			Elgar Drive (19-41)	Maltby	0.22	7	X			
			Elgar Drive (corner)	Maltby	0.13	4	X			
			Springhill Avenue (includes specialist housing units)	Brampton Bierlow	0.10	4	X			
			St Mary's Drive (specialist housing units)	Catcliffe	0.12	2	X			

Category	Sub-Category	Sites	Location	Size (ha)	Potential No. of Units	6 Months (Quick Wins) 14/15	12 Months 15/16	2 to 3 Years 16/18	4 to 7 Years 19+	
	Continuous Market Engagement (CME)	Arundel Avenue	Treeton	0.18	5		X			
		Cheetham Drive	Maltby	0.12	4		X			
		Clifford Road	Kimberworth Park	0.30	9		X			
		Far Lane	East Dene	0.41	12		X			
		Hawksworth Road - corner (grass area)	East Herringthorpe	0.28	9		X			
		Hawksworth Road (garage site)	East Herringthorpe	0.24	7		X			
		Ochre Dike Walk	Rockingham	0.29	9		X			
		The Lanes	East Dene	0.15	3		X			
	Total:	16 sites		3.88	114	8	8	0	0	
SH Total:		34 sites		5.87	163	9	9	16	0	
		Occupation Road, harley	Harley	0.10	3		X			
		Willow Close	Flanderwell	0.12	3		X			
	Older Persons Council	Langdon Road	Kimberworth Park	0.66	20		X			
	Older Persons Private	Church Street / St Johns Road	Swinton	0.23	7		X			
		Total:	4 sites		1.11	33	0	4	0	0
		Chestnut Close (9-10)	Flanderwell	0.07	2				X	
		Chestnut Close (opposite no. 30)	Flanderwell	0.06	2				X	
	Disabled Persons Council	Hornbeam Road (1-5)	Flanderwell	0.09	3			X		
		Infirmity Road	Parkgate	0.10	3			X		
		Leverton Way	Dalton	0.08	2			X		
Redscope Crescent		Kimberworth Park	0.09	2		X				
	Total:	6 sites		0.49	14	1	3	2	0	
SpHTotal:		10 sites		1.6	47	1	7	2	0	

ROTHERHAM BOROUGH COUNCIL – CABINET
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1.	Meeting:	CABINET
2.	Date:	4 February 2015
3.	Title:	Developer Selection to build on Multiple HRA Sites
4.	Directorate:	Environment and Development Services

5. Summary

Following a review of Housing Revenue Account (HRA) land it has been identified that there are advantages in clustering sites suitable for residential development and presenting them to the market as a more significant development opportunity than would otherwise happen if released in isolation.

This report sets out the case for marketing 7 HRA sites identified in the report, the advantages gained in taking such an approach, the preferred option for delivery and the necessary steps the Council would need to take.

If the proposal is supported the associated development programme would represent an important component of the Council's housing growth ambitions, provide new housing that meets local needs, have a positive regeneration impact and receive New Homes Bonus grant funding associated to the new housing.

6. Recommendations

It is recommended that:

- **The Council procures a development partner via the Home and Communities Agency's Developer Partner Panel to undertake residential development across seven Housing Revenue Account sites.**
- **That the tender documents give developers the opportunity to set out their preferred working arrangements with the Council that meet local housing needs and provide best consideration for the Council**
- **That a Tender Evaluation Report is presented on completion of the tender process setting out recommendations to appoint a developer partner.**

7. Proposals and Details

7.2 Background

Following a review of Housing Revenue Account (HRA) land it was identified that there were over 150 sites across the Borough of various sizes, suitable for delivery of a variety of house types and tenures over the next 3 years. The sites represent an important component of realising the Council's Housing Growth ambitions and to maximise this opportunity the Council has carried out a 'Site Sifting' process to determine the most suitable shape and form of housing for each site.

Analysis of the site sifting has identified there are 31 sites which should be sold on the open market, as they are commercially viable for developers to build housing for sale. In addition to this 49 sites were identified as being suitable for Specialist Social Housing or General needs Social Housing. All these sites range in size and are spread geographically across the Borough. The Council's Land and Property Team have developed a strategy around market release of the sites on the open market, to ensure the Council gets best consideration for its assets and the sites get redeveloped for housing rapidly.

The Council has soft market tested the principle of releasing multiple sites to a developer. The outcome of this has helped the Council understand market interest in this approach and the advantages it would bring and how best to present the opportunity to the market.

7.3 Multiple site release

The principle behind this approach is to identify a series of sites that are not connected in any way and bring them to the market collectively. The aim would be to identify a developer who is willing to work across all the sites and deliver a range of housing, whilst meeting the Council's wider regeneration objectives. The sites collectively would need to deliver in excess of 100 homes but no more than 300 to gain market interest and achieve economies of scale.

The benefits of such an approach to the Council are:-

- It can place unviable sites with viable sites to achieve an overall viable development programme.
- Create the potential to maximise asset values through a deferred receipt basis and sharing uplift in values
- Meet local housing needs by agreeing tenure mix and design
- Get more homes delivered by speeding up the development process
- Share profits on an agreed ratio
- Delivers 'Social Value' such as local employment, supply chains and training. Profits can be recycled into community projects

The approach offers developers the chance to:-

- Utilise economies of scale
- Give certainty of delivery and strong market presence
- Improve training, local employment and local supply chain outcomes
- Share risks and rewards
- Unlock Social Value by having a longer term presence in the community

7.4 The Sites

The site sifting process undergone by the Council has helped to classify the HRA sites in relation to their potential financial viability, deliverability and strategic significance. The sites were classified in 3 categories:

- Sites with high residual land value. These sites will provide the necessary margins to attract developers' interest
- Brownfield sites with a challenging financial viability profile requiring additional financial support or located in low value housing market areas
- Brownfield sites earmarked for new council housing.

On this basis, we suggest the following shortlist of sites:

- 1 High Residual Value site

Keeton Hall Road is a large site formerly used as agricultural land. The site is on the edge of a well-established residential area at Kiveton Park with no known planning constraints. Our viability appraisal indicates that £1.4m residual land value could be achieved (129 units). This site is the anchor site that will support the development of 6 other strategic sites.

- 4 Brownfield sites in need of additional financial support

We selected 2 strategic sites on Rotherview Road/Canklow to consolidate the regeneration impact of the new council housing development that was completed in 2012. These sites require extensive drainage and landscaping interventions. Without £0.6m additional financial support these sites would remain stalled. In addition 2 small infill sites (<14 units) in East Herringthorpe will be presented for open market sale. There are no known remediation problems or planning constraints but low market values in the area will inhibit rapid development if the sites were released in isolation. These sites may take longer to sale and their development is exposed to the risk of a market downturn.

- 2 Sites in the New Build Council Housing programme

We identified two small infill sites in Maltby and Dinnington. The schemes will cross-subsidise 11 council units to be acquired at 55% of their open market value.

The Housing Cluster scheme can be summarised as follows:

Ref	Address	Ward	Hectares	Approx. house numbers
1	Keeton Hall Road, Kiveton Park	Wales	3.90	129
2a	Rother View Road (146-170), Canklow	Boston Castle	0.52	16
2b	Rother View Road	Boston	0.96	29

	(opposite 16-98), Canklow	Castle		
3	Farnworth Road (East Herringthorpe)	East Herringthorpe	0.28	8
4	Conway Crescent	East Herringthorpe	0.31	9
5	Gaskell Close	Maltby	0.21	6
6	Shakespeare Drive	Dinnington	0.17	5
		Totals	6.35	202

7.5 Enabling the opportunity

There are two approaches that could be adopted:-

The first is the simplest and quickest route and involves a straight forward disposal of multiple assets. It is a market led approach and the main advantage is speed of release and a modest capital receipt in return. The disadvantages are the Council loses control of the development programme and in all probability the good sites would get developed out first and we may not see the less viable sites developed until the housing market fully recovers. This option is not recommended when disposing of multiple sites.

The second approach is to tender the development and allow the market to respond to the opportunity offering best consideration to the Council. The procurement would need to be OJEU compliant. There are existing procurement frameworks which are compliant and could be used to speed up the process. To complete the selection of a developer, using a compliant framework, it would take a number of months. However once selection is made the Council can enter into a development agreement, which sets out how the sites will be developed and how overages are divided. Perhaps most important of all is the social value such a partnership approach can bring. This is the recommended approach.

7.6 Guiding Principles

The Council will need to be very clear about what its main aims and ambitions are in developing out the sites. It will set these out in principle in the advertisement to enable developers to express an interest and then in more detail in the invitation to tender documentation following shortlisting

Principles to be considered include

- Return to the Council for land or deferred receipt
- How development surpluses are shared
- The quality of development e.g. environmental credentials of new homes
- The level of development risk exposure
- Deliverability and pace of delivery
- Meet local housing needs
- 'Social Value' created

7.7 Procurement Timetable

The Procurement Service has confirmed the most appropriate OJEU compliant route to market would be through the Homes and Communities Agency's (HCA's) Delivery Partner Panel (DPP2), this is a prequalified OJEU compliant Framework which is open to all Local Authorities at no cost.

Activity	Timescale	Comments
Soft Market Testing with one or more panel members (Contractors)	2 – 4 weeks	Panel members can provide FOC early stage advice on the viability of a specific proposal prior to Rotherham MBC taking it to market.
Advertise via the DPP Portal seeking Panel members to express interest in the 6 sites	1 week	The HCA team will provide support and guidance free of charge
Issue a Sifting Brief to those Panel Members who have expressed an interest Panel members who have expressed an interest complete and return the Sifting Brief	2 weeks	This Sifting Brief Should comprise 4 to 5 questions with very specific word limits (usually a maximum of 500 per answer) and should focus upon the relevant experience of the Panel Members and not on any Financial information e.g. <ol style="list-style-type: none"> 1. Provide 2 case studies of where you have delivered new housing across multiple sites as part of a single project. 2. Describe how you have led the community consultation process successfully on 2 other similar schemes 3. Give examples of how you have maximised community investment on 2 similar schemes
Assess the Sifting Brief responses and select a shortlist of 3 to 5 bidders to invite to Tender	1 week	Robust shortlisting at this stage reduces time and cost at ITT assessment stage
Issue the Invitation To Tender (ITT) Shortlisted Bidders develop & return Tenders	8 weeks	ITT needs to have clear questions with word limited responses, as well as clear and transparent scoring criteria e.g. 70% finance (the best land offer) and 30% Quality (split for example between deliverability of the developments, achieving successful planning permission, approach to the Considerate Contractors scheme , approach to sustainability and employment creation)
Evaluate Tender returns inc clarification meetings and identify preferred bidder	3 Weeks	Allow sufficient time to evaluate and have face to face clarification meetings with bidders where appropriate.
Intent to award Letters and de-briefs / 10 day Standstill period	Minimum 11 days	
Award		

7.8 Next Steps

- Commission full Valuation Appraisal of selected sites via EDS
- Engage Planning, Procurement and Legal Services to understand any development constraints and key contractual considerations
- Draft Expression of Interest Document for DPP2
- Draft ITT documents and issue to shortlisted developers
- Establish a task and finish officer group

8. Finance

It is recommended that the audit and asset management team is commissioned to prepare a valuation. This information will inform the council in the selection of the preferred bid and help to secure the best outcomes from the development of the sites. The review may conclude that other sites should be considered to secure the desired outcomes.

For the purpose of this report we have conducted a desk top appraisal of the sites to provide an analysis of the economics of the sites presented for residential development and estimate an overall residual land value. The methodology used is recognised nationally and known as Housing Zone Viability Appraisal (HZVA)

A robust assessment of viability was performed to consider the overall deliverability of the scheme and to take into account the combined impact of different calls on development for each location:

- Local housing market trends
- Affordable housing requirements
- Council Housing requirements
- CIL charge
- Residual value – Land value expectation

The HZVA has been undertaken using an established residual value approach, using information provided by the Strategic Housing Investment Services and by private developers who are prospective partners for the development of residential sites in Rotherham.

The Housing Cluster scheme is estimated to deliver 202 new homes as follows:

- 144 new homes for sale on the open market across 4 sites,
- 58 social homes (affordable and/or council houses) across 4 locations.

The residual value for the scheme was assessed by deducting scheme costs from scheme revenue to arrive at a gross residual value. In this appraisal, scheme costs assume a return to the developer:

- 18% on Open Market units
- 9% on Affordable Housing units.

Development costs include build costs, abnormal costs and other costs such as professional fees, finance costs and marketing fees. The key assumptions are set out as follows:

- Building Costs Industry Standards (BCIS) and abnormal costs where applicable

- 55% of Open Market Value for affordable housing contribution
- 55% of Open Market Value for additional Council Housing
- 12% on costs
- 1.95% Interest
- £10 per m2 CIL contribution in Sheffield
- £15 per m2 CIL in Rotherham.

The results of the financial viability appraisal are summarised as follows:

Housing Cluster	£m
Sales Value	£25.5m
Development Value	£24.9m
Net Residual Value	£0.6m
<i>Land Value per OM unit</i>	<i>£4,377</i>
<i>New Homes Bonus</i>	<i>£1.7m</i>

Financing	£m
HRA (on the basis of 58u)	£4.3m
Private Sector	£21.2m

The project will generate over £1.7m NHB over 6 years.

Fees and Charges – These will be incurred mainly by the Audit and Asset Management Team and the Legal team, they will be attributed to a Strategic Housing Investment Service cost centre as an interim measure, but a budget will need to be identified to cover these costs.

Overages – The primary aim of the scheme is to bring residential developments to brownfield sites in council ownership and consolidate the regeneration activities that have taken place in previous years. An overage agreement for sharing profit will be included in the Development Agreement to ensure any uplift in value is shared. Overages would be apportioned between the council and the developer on an open book accounting basis.

9. Risks and Uncertainties

No support for the project scheme would result in a loss of £24.9m investment in the immediate term and the lost opportunity to create 58 new affordable homes in areas of housing needs.

The value of assets can fluctuate and is very much dependant on market conditions at the time of sale. It is uncertain at which point in the future our most difficult sites would become viable and generate a land receipt without further public funding support. The proposal to cluster sites with highly marketable sites that provide certainty of rapid sales is seen as a way of mitigating this and also ensuring that we achieve physical activity on the sites within the next three years.

An important driver for the scheme is to meet the demand for affordable housing in Rotherham and offer the opportunity for the council to acquire 11 new dwellings that are of the size and type that meets local demand. In addition, Rotherham will have

the opportunity to acquire 47 section 106 dwellings at 55% of market value if HRA funding is available.

The financial viability appraisal gives an indication of the potential residual land value that can be generated by the development of a cluster of sites. Detailed site investigations will need to be undertaken to produce informed cost estimates and confirm the development value of each location. Site abnormal costs, values and build costs will need to be subject to assessment by the Quantity Surveying Service when development proposals are received and a preferred partner is selected. This will provide the Council with an accurate cost risk analysis.

The combination of sites selected for the Housing Cluster may not deliver the project outcomes within the expected timescale. A detailed valuation and appraisal report by the Audit and Asset Team will assess the market potential of the sites and their deliverability more accurately. The project may need to substitute sites if the overall development appraisal is unviable.

The developer partner may go in to financial difficulties and abandon the project, leaving the council with a stalled development. The development agreement will ensure that the land reverts back into council's ownership when sites are stalled. The phasing of the development will be designed to reduce to a minimum the financial exposure of the council if sites are stalled.

The private sector is expected to assume all development and commercial risks in exchange of 6.35 hectares of land and the guarantee of 58 affordable homes to be acquired by the council in a phased building programme. This should be reflected in the overage agreement to be negotiated with the preferred bidder.

9.1 Main Assumptions

The Site Sifting Process and Open Market Sale Pipeline have been based on the following basic assumptions and parameters;

Assumptions:

- Planning position based only on UDP and Local Plan positions – no formal consultation with planning
- No legal restrictions
- No formal valuations – Estimated Market Value Methodology
- Potential unit numbers have been based on local averages and soft market testing information
- No site investigations – only known site constraints have been considered
- Construction costs and developer margins based on similar schemes and soft market testing information

Strategy parameters:

- Avoid overlapping sites for disposal in the same area
- Blend scale and locations
- Consider benefits of consolidating sites
- Three year programme – incl this year
- Consider disposal methods – auction – informal tender

10. Policy and performance agenda implications

If the recommendations are supported they will contribute to:

The following Corporate priorities

CP 1 - Stimulating the local economy and helping local people into work

CP2 - Protecting our most vulnerable people and families, enabling them to maximise their independence

CP3 – Ensuring all areas of Rotherham are safe, clean and well maintained

CP 4 - Helping people to improve their health and wellbeing and reducing inequalities within the Borough

The Housing Strategy commitments:

- Commitment 1: We will deliver Council housing that meets people's needs
- Commitment 2: We will increase and improve the supply of affordable rented housing in Rotherham
- Commitment 5: We will work with partners to ensure everyone can afford to heat their home
- Commitment 8: We will engage with communities and individuals so that we have a better understanding of how to meet their needs and aspirations
- Commitment 10: We will help people who wish to own their home

11. Background papers and consultation

Various officers with the Strategic Housing and Investment Team have been involved in the preparation of this report.

The report has been reviewed by the Procurement Team, Land and Property and Corporate Finance have carried out a financial appraisal.

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ROTHERHAM BOROUGH COUNCIL – CABINET
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1.	Meeting:	CABINET
2.	Date:	4 February 2015
3.	Title:	Strategic Acquisitions for Social Housing
4.	Directorate:	Environment and Development Services

5. Summary

This report updates members on progress made to acquire residential properties to be added to the Council owned housing stock.

To date, we have purchased 21 properties at a cost of £1,302,547 and made a commitment to purchase a further 40 more new homes on Whinney Hill Dalton and at Barbers Avenue, Rawmarsh. The cost of purchasing these properties in the including fees and stamp duty land tax is £4,102,632.

Additionally, a further 14 homes have been identified as suitable for the Council to acquire. 10 of these will be built by Strata Homes at Wadsworth Road, Bramley and 4 by Jones Homes at Worksop Road, Aston. The anticipated cost of these 14 units is up to £1,400,000

To date approval has been given to invest £5,460,496 on strategic acquisitions.

6. Recommendations

- 1. That Cabinet note that 21 new Council homes have been acquired to date and a commitment has been made to buy up to 40 more homes, achieving excellent value for money.**
- 2. That permission is granted to finalise contracts for an additional 14 properties at Wadsworth Road, Bramley and Worksop Road, Aston, as identified in this report. This will require up to an additional £1,400,000 to be allocated for these acquisitions.**

7. Proposals and Details

7.1 Background

The Council recognises the importance of providing good quality affordable housing to meet local needs and to replace as many affordable homes sold through the Right to Buy as possible. It sees the importance of long term business planning for the Housing Revenue Account (HRA) to ensure it is not undermined in any way. One threat to our 30 Year HRA Business Plan is the loss of our best stock through right to buy sales. To mitigate losses we have started to strategically acquire new sustainable homes from developers as this is often the most cost effective way to increase stock numbers.

The Council is enabling strategic acquisitions to take place through the approval of funding from the Housing Revenue Account, endorsing a decision making process (Strategic Acquisition Protocol *Appendix 1*) and agreeing to specific property acquisitions. The following 5 Council Minutes record the decisions taken to date:

Cabinet Minute C27 June 2012: Approval was given to allocate £1 million for the financial year 2012/13 and a further £2 million for the financial year 2013/14. Identified acquisitions included Starling Close, Brambling Lane and Churchfields.

Cabinet Minute C161 February 2013: Approval was given for the Council to purchase 22 new homes on Whinney Hill from the Development partner and delegate authority to the director of HNS to confirm the terms of the purchase agreement to be approved.

Cabinet Minute C160 February 2013: Approval was given to progress the strategic acquisition of 15 properties Brambling Lane and Starling Close.

Cabinet Member for Safe & Attractive Neighbourhoods, Minute J22 July 2013: Approval was given to adopt the Strategic Acquisitions Protocol

Cabinet Minute C72 September 2013: Acquisition of 25 new Council Homes at Barbers Avenue, Rawmarsh with an additional £728,000.00 of HRA finance was allocated to the project.

7.2 Progress to date

To date 21 new Council homes have been purchased. These are:

3 x 4 bedroom houses at Brambling Lane, Manvers S63 7GL. Purchased from Taylor Wimpey on 1st March 2013. The purchase price of the three properties was £165,000 and internal fees were £1,750 giving a total cost of **£166,750**.

When advertised, these properties attracted 20 bids each. On first sight this figure appears very low when compared with the average number 60 bids per Council property. However, applicants must have at least four children to be eligible to apply and the properties were limited to applications who were existing Council tenants.

12 x apartments at Starling Close, Manvers, S63 7FY. Purchased from Taylor Wimpey on 27th September 2013. There are 6 x two bedroom apartments and 6 x one bedroom apartments. The purchase price of the units was £666,600.00 and a further £29,197.10 of costs had to be met to cover internal fees and 1% stamp duty tax. The total cost of these properties was **£695,797**

These new flats attracted an average of 60 bids each for the one bedroom flats and 61 bids for each two bedroom flats. This illustrates robust demand for smaller homes, particularly the one bed flats, where traditionally demand has been very low.

Photographs of the properties purchased so far are shown in *Appendix 2*.

On 30th June 2014 the Council purchased 6 x two bedroom apartments at Churchfields, Wickersley from Persimmon Homes. Under the terms of the Section 106 agreement the designated priority group for these homes are older people – over 50 years of age (however if no suitable applicants can be found then the age restriction can be waived). The purchase price agreed is £429,000 plus approximately £11,000 to cover the cost of internal fees and Stamp Duty. The total budget cost was **£440,000**.

There are a further 40 new homes in pipeline schemes, which Cabinet has already given permission to purchase. These are:

Barbers Avenue, Rawmarsh. Work has started on site to deliver 25 new homes. Planning permission for the scheme was granted on 7th August 2014. Design and Build contracts have been agreed and the land transfer has taken place. Currently new fencing and garden re-instatement works to the Council owned bungalows along the northern boundary are being undertaken. This scheme will deliver 7 x 2 bedroom houses, 14 x 3 bedroom houses, 3 x 2 bedroom older persons bungalows and 1 x 3 or 4 bed Disabled persons bungalow. The cost of this scheme is **£2,370,136** including fees and Stamp Duty Land Tax. All the new homes will be delivered by March 2016.

Whinney Hill, Dalton. Negotiations are ongoing to agree the 1st phase of redevelopment on Whinney Hill, Dalton with Keepmoat PLC. As part of the proposal the Council will purchase up to 15 housing units. The total scheme value of **£1,732,496**

To date **£5,405,179** has been spent or is committed.

Scheme	Housing Mix	Scheme Cost £
Brambling Lane, Manvers	3 x 4 bedroom houses	£166,750
Starling Close, Manvers	12 x apartment (6 x 2 bedroom & 6 x 1 bedroom)	£695,797
Churchfields, Wickersley (terms agreed and progressing)	6 x 2 bedroom apartments	£440,000
Barbers Avenue, Rawmarsh	25 units (7 x 2 bed houses, 14 x 3 bed houses, 3 x 2 bed	£2,370,136

	bungalows, 1 x 4 bed DPU)	
Whinney Hill, Dalton	15 units (11 x 2 bed houses, 4 x 3 bed houses)	£1,732,496
Total spend/ commitments to date		£5,405,179

The 61 new homes detailed above will be added to our stock at an average purchase price of **£88,609** per property (inc. fees & SDLT). The average house price in Rotherham is currently **£134,217** (based on Actual sales – Sep 2014 – source Hometrack). In 2009/10 under the Local Authority New Build programme 132 new homes were built. The average cost per unit was £112,000. We can neither, build new homes, nor acquire additional stock on the open market for £88,609 and so strategic acquisitions represent excellent value for money.

9. Future Acquisitions

Negotiations are underway to acquire 14 more new homes from Developers. All of these homes have to be sold at a discount under the S106 Planning gain agreements. The homes are located at:

Wadsworth Road, Bramley. Strata homes will build 10 x affordable homes on this site. There are 6 x 3 bed houses, 3 x 2 bed houses and 1 x 2 bed bungalow. The Council's Asset Management Team are currently valuing the homes and then a formal offer can be made to the Developer.

Worksop Road, Aston. Jones Homes are looking to build 4 x 2 bedroom houses as the Affordable Housing contribution on this site. There have been delays in the planning process but it is projected that the units will be completed by 2017.

8. Finance

A summary of the financial expenditure by year is contained in the following table:

Strategic Acquisitions / Projected Acquisitions - Summary Nov 2014

Scheme	Status	2012/13	2013/14	2014/15	2015/16	2016/17	Total
Completed/ Committed Acquisitions							
Brambling Lane	Complete & paid	166,750					166,750
Starling Close	Complete & paid	-	695,797	-			695,797
Churchfields	Deposit to pay handover in 2014/15	-	43,750	396,250			440,000
Barbers Ave	Planning granted 08/14, Contracts signed. SOS – October 14. 56 week build. handover in 2015/16	-	-	1,438,821	765,996	165,319	2,370,136

Whinney Hill	land title issues may require CPO. Phased handover in 2015/16 into 16/17		-		1,000,000	732,496	1,732,496
Total		166,750	739,547	1,835,071	1,765,996	897,815	5,405,179
Future Acquisitions							
Wadsworth Rd, Bramley	Planning granted. S106 agreed. SOS Dec 2014. PC – 4 units Nov 2015 & 6 units Aug 2016		64,400	609,360	337,800		1,011,560
Worksop Rd, Aston				38,600	329,400		368,000
Total			64,400	647,960	667,200		1,379,560

The 61 new units of affordable housing, which have been purchased or are in the pipeline, will generate approximately £572,790 of New Homes Bonus over 6 years. (Based on an average band C). The additional 14 units will generate a further £131,460 of New Homes Bonus.

Under the “Pooling” of Right to Buy receipts the Council now retains a proportion of the receipts that had previously been returned to central government. A proportion of RTB receipts are allocated as “one for one” funding and a condition of retaining these receipts is that they have to be used to provide new Council housing, and can contribute a maximum of 30% of the acquisition cost. In future any RTB receipts will be used to part fund these and future acquisitions.

10. Risks and Uncertainties

- There is a minimal level of financial risk to the Council if the Developer fails to deliver the units –by using a NEC legal contract every possible safeguard will be put in place to protect the Council’s interest.
- In order to ensure that the new Council homes are compliant with the standards we require the Council will utilise the services of a Quantity Surveyor from the Land & Property team who will agree the specifications, agree the timetable and monitor the ongoing build programme. He will authorise the sign off of the units as being compliant with standards and this process will trigger payments.
- The average house price in Rotherham is £134,217 (based on actual sales). To date, the average cost of properties acquired under the Strategic Acquisitions programme is £88,609. This represents a 34% discount on open market values.

11. Policy and Performance Agenda Implications

This proposal is making effective use of available finance and managing it to best effect. It contributes to the sustainable neighbourhoods' agenda and will help deliver a wider range of good quality housing both as affordable homes and open market homes.

This high level of investment will bring a significant stimulus to the local economy including more jobs and training opportunities.

The new homes will contribute to achieving the housing growth target of 1,050 new homes per year borough wide.

Additional financial resources will be granted to the Council via the New Home Bonus.

The strategic acquisitions initiative aligns with the Council's new corporate priorities of:

- Making sure that no community is left behind
- Helping to create safe and healthy communities
- People are able to live in decent affordable homes of their choice.
- Improving the environment

12. Background Papers and Consultation

- Cabinet Minute June 2012 – C27 Local Authority New Housing : Strategic Acquisitions
- Report to Cabinet Member for Safe & Attractive Neighbourhoods 30th July 2012 J22 Housing Investment Programme (HIP) Quarter 1 Monitoring - Strategic Acquisitions Protocol
- Cabinet Minute February 2013 – C160 Strategic Acquisitions
- Cabinet Minute September 2013 – C72 Acquisition of 25 new Council Homes at Barbers Avenue, Rawmarsh
- Cabinet Minute February 2013 - C161 Sale of land at Whinney Hill to Keepmoat
- Cabinet minute C132 – Housing Growth Report

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Appendix A
12 Flats acquired at Starling Close, Manvers



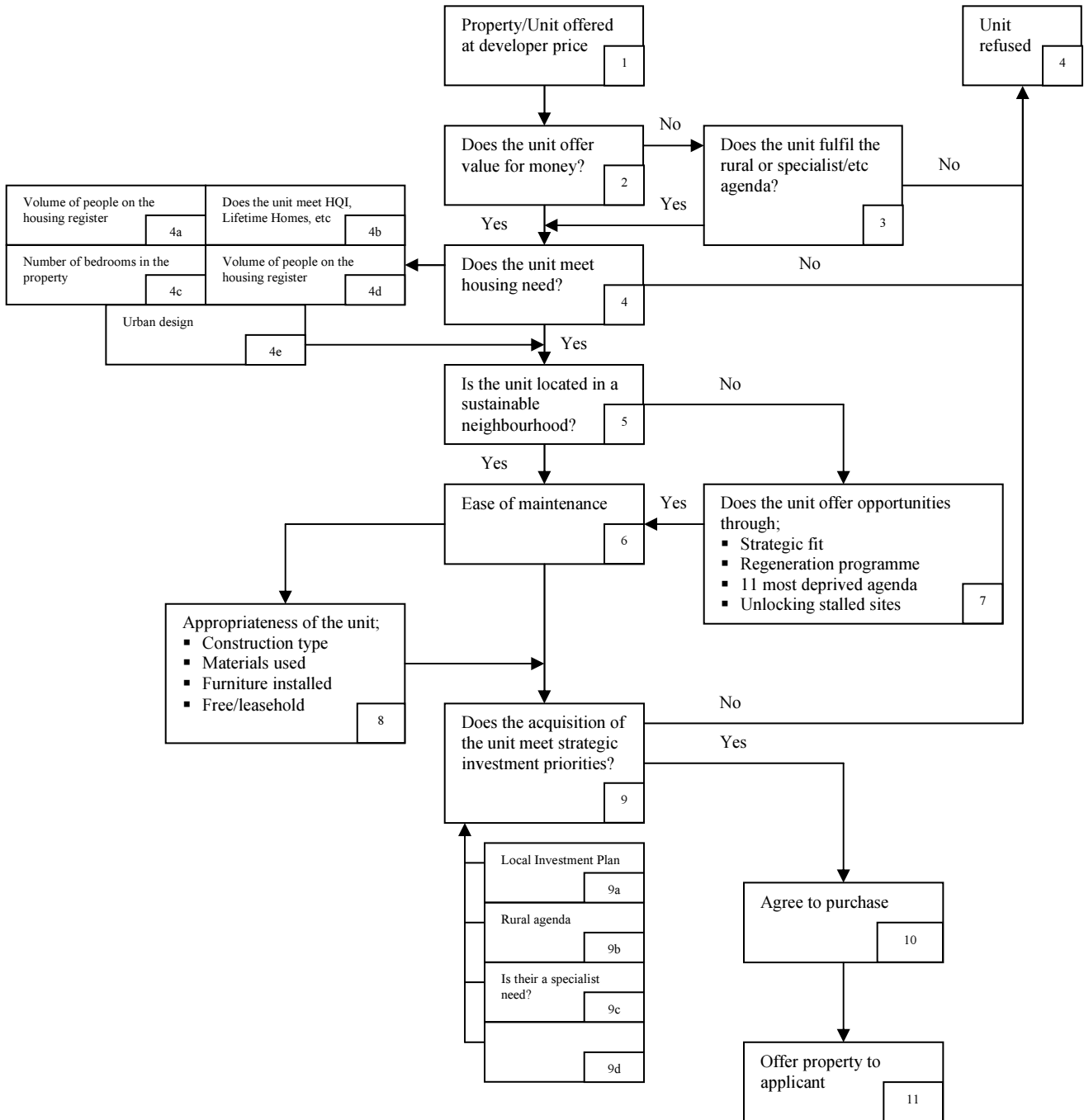
Appendix A

Three new 4 bedroom homes acquired at Brambling Lane, Manvers



Appendix B – Strategic Acquisitions Protocol

Local Authority ‘New’ Housing



ROTHERHAM BOROUGH COUNCIL – CABINET
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1	Meeting:	CABINET
2	Date:	4 February 2015
3	Title:	99a Knollbeck Avenue, Brampton Bierlow
4	Directorate:	Environment and Development Services

5. Summary

99a Knollbeck Avenue is a vacant residential property located above retail units on Knollbeck Avenue. The property has been empty for a considerable time and has been the subject of break-ins and is now in a poor state of repair.

This report seeks approval to a formal appropriation of 99a Knollbeck Avenue from Economic Development Services to Neighbourhoods and Adult Services Housing Revenue Account. This will enable the funding of essential repairs and maintenance to enable the property to be let and managed as a Council home within the Council's Housing Service.

The cost of bringing the flat back into use is estimated to be £55,000, which will come from the Structural & One-Off Property budget in the Housing Revenue Account.

6. Recommendations

That Cabinet:

- **Approves the appropriation of 99a Knollbeck Avenue into the HRA and for the property to be brought back into residential use.**

7. Proposals and Details

7.1 Background

99a Knollbeck Avenue is a flat built above the shops in Brampton Bierlow. The property was previously rented out along with the retail unit below as part of the Council's Commercial Asset portfolio. Following a change in tenant to the commercial shop unit the new tenant did not take on the flat above so it became vacant. There are 3 adjoining flats which are all occupied, 2 are in private ownership and one is a council flat managed from within the HRA.

Following an asset review it was agreed the flat needed to be brought back into use, however at that point no funding had been identified to bring the property up to a decent letting standard.

The Council's Land and Property Team consulted Strategic Housing and Investment on the best way forward.

7.2 Options

The following options were considered:

Option 1 - Transfer the property into the Council Housing portfolio and undertake necessary works using HRA resources (Preferred Option)

RMBC would appropriate the flat into the HRA and the Housing Investment Team would commission repairs and maintenance works and liaise with the Allocations Team to arrange a suitable tenancy.

The benefits to this approach are; the Council brings a long term empty property back into use, adds an additional much needed affordable home to its stock and consolidates the existing council ownership in this block. It also prevents any potential leasehold difficulties that may arise in the future maintenance of common parts of the building if the property was to be sold to a private owner. This option also provides a much needed affordable home within this neighbourhood.

This option is preferred as it brings back into use a three bedroom flat in a desirable location for social rent. Within this neighbourhood there is a high demand and low tenancy turnover of Council properties of this type.

Option 2 - Open Market Sale

The flat would be put into an auction for sale with vacant possession. The benefit to this approach is it would enable a quick sale achieving market value; however the Council would lose control of the property adjacent a tenanted Council flat. The flat shares a stairwell with the Council flat and therefore this could present challenges to future maintenance and

management. The anticipated capital receipt would be negligible after fees and costs were subtracted as the flat is in a poor state of repair. The Council also loses the opportunity to add to its Council Housing asset portfolio

The risk to this option is the property may be bought by a buy to let landlord who does not manage the tenancy or property effectively.

Scope of Works

A detailed void survey has been carried out along with specialist timber and dry rot survey has been undertaken. No problems have been identified from the specialist survey however extensive works are required to bring the property back into use. A full works specification and works programme has been drawn up. A budget for these works is estimated to be £55,000. A tender will be offered subject to approval of Option 1, the aim being to complete works in this financial year.

The headline works included in the £55k estimate are:

- Create kitchen/diner as existing too small to be brought up to Government's Decent Homes standard
- Install new kitchen
- Install new bathroom
- Install new central heating
- Full rewire
- Install new windows and doors
- Extensive plastering
- Some external repairs
- Basic redecoration

8. Finance

In value for money terms, investing £55,000 to bring a long term empty property back into use compares well with the cost of other options for delivering affordable housing.

Subject to approval the budget for works will come from the Structural & One-Off Property budget in the Housing Revenue Account.

As the property is not currently within the HRA general housing portfolio, it would be subject to an additional annual management and maintenance cost.

The property would generate an estimated £3432 per annum combined rental income.

9. Risks and uncertainties

Delays in investment decision making will negatively impact upon performance indicators measuring empty homes

Empty homes produce a negative perception of neighbourhoods and a negative reaction from customers, particularly at a time of increasing demand for affordable homes.

Sale of the property on the open market may generate a modest capital receipt, but could cause housing management challenges if the property is privately rented

10. Policy and Performance Agenda Implications

The recommendation contributes to NI 155 - delivery of affordable homes.

Timely decision making with regard to investment in empty homes will contribute towards improved empty homes

This proposal will support our vision for Rotherham by helping to create safe and healthy communities through the provision of decent affordable housing to meet need, choice and demand.

11. Background Papers and Consultation

Consultation has taken place with Colleagues in Asset Management and Finance

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ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet
2.	Date:	4th February 2015
3.	Title:	Local Highway Maintenance Challenge Fund: RMBC Scheme Bid
4.	Programme Area:	Environment and Development Services

5. Summary

5.1

The report outlines the Department for Transport's (DfT) announcement on a Local Highway Maintenance Challenge Fund that Local Highway Authorities can bid into for schemes that address local highway maintenance issues. Officers have considered the DfT's criteria and developed a strategic corridor scheme centred on the A630 that would benefit from the submission of a bid into the fund.

6. Recommendations

- 6.1 That Cabinet supports the submission of a bid for the A630 Strategic Corridor Scheme to the Department for Transport's Local Highway Maintenance Challenge Fund (via the Combined Authority) as outlined in this report, total cost £11.6M.**
- 6.2 That Cabinet supports a contribution from the Council to the scheme of 10%, that is £1.16M.**
- 6.3 That Cabinet notes that there will be no further contributions from the DfT towards the scheme costs above their contribution of £10.44M (as set out in the bid) and that any expenditure above the estimated scheme cost (including contingency) of £11.6M rests with the Council.**

7. Proposals and Details

As part of the LTP Highways Maintenance settlement for 2015/16 onwards, the Government has assigned a proportion of the budget to a challenge fund. The total sum available is £575m in two tranches spread over 6 years, the first tranche covers 2015/16, 16/17 and 17/18, the second tranche covers 2018/19, 19/20, and 20/21. This is to be allocated to major maintenance projects that would be difficult to fund from the needs-based element of the settlement.

Any English local highway authority outside of London can apply for funding. Where an authority falls within an Integrated Transport Authority (ITA) or Combined Authority (CA) bids should be submitted via the ITA/CA who should also provide a covering letter indicating the relative priority they attach to the different bids.

Eligible Highways Authority may submit a maximum of two bids, one small scheme (over £5m) and one large scheme (over £20m).

The Fund is designed to help maintain existing local highways infrastructure. The types of project that will be eligible for funding include:

- Major maintenance, strengthening or renewal of bridges, tunnels, retaining walls or other structures
- Major maintenance or renewal of carriageways (roads)
- Major maintenance or renewal of footways or cycleways
- Major maintenance or renewal of drainage assets
- Upgrade of street lighting

It is proposed therefore to submit a 'strategic corridor' bid meeting the 'small scheme' criterion, centred on the A630 route, consisting of two elements, namely;

- (1) Major works to be carried out to Crinoline Bridge (A630)** – scheduled inspections over the past 20 years have revealed severe leakage of the bridge joints which has allowed chloride salts to penetrate and attack the concrete bearing shelves, abutments and piers. More recent specialist inspections have identified severe corrosion and concrete spalling over large areas. The life expectancy of the bridge has dramatically reduced and the most cost effective solution is to rebuild the top of the abutments and replace the deck of the bridge to modern design standards.
- (2) Major maintenance works on the A630 (strategic network)** - The project would target carriageways and footways on the A630 that are in a critical condition as identified by condition data analysis. Opportunities to provide to align these works with other planned highway improvements e.g. cycle-ways, along this route.

The A630 runs between Rotherham's boundary with Sheffield in the west through to the Doncaster boundary in the east, forming key strategic links to the M1 from Rotherham Town Centre, the Rotherham urban area, and Waverley Advanced Manufacturing Park. The A630 Centenary Way plays a critical role in managing traffic movements through and around the town centre, forming part of both the inner and outer ring road.

Reactive maintenance on this route introduces delay to drivers and the structural weakness of Crinoline Bridge (near to the new junction of A630 Centenary Way and the A6021 Drummond Street) will ultimately require weight restrictions or closures to be imposed if left unaddressed. This would impose significant diversions and delay to drivers, bus passengers,

and freight movements resulting in a major adverse impact on the Rotherham town centre and urban economy.

8. Finance

The total value of the Fund is £575 million split over the next six financial years from 2015/16 to 2020/21. It is envisaged that the Fund will be split into two tranches.

All bids will need to demonstrate 'additionality', i.e. that DfT funding is not simply being used to replace other sources of funding which have, or would have, been provided. The DfT may also take into account interactions with other central Government funding streams and rules - particularly to seek to ensure that local contributions are not themselves funded by central Government. Local contributions will not therefore be able to be funded from Local Transport Plan (LTP) sources.

Small schemes submissions need to have a minimum DfT funding requirement of £5m; large schemes have a minimum threshold of £20m. **All schemes must have a promoter contribution of a least 10% of the total scheme cost. Promoters can contribute more than the minimum 10% contribution and four bands have been presented into which promoters will be grouped, namely:**

- **Local contribution 10%**
- **Local contribution 11% to 15%**
- **Local contribution 16% to 20%**
- **Local contribution >21%**

Levels of investment will be considered as part of the assessed criteria. Clearly, as the fund is a competitive process, the greater local contribution the greater the possibility the scheme has of being chosen.

The DfT require a letter from the Section 151 Officer confirming that the authority has the available funds to meet the total local funding contribution.

The financial implications associated with each element are shown below;

- (1) **Major works carried out to Crinoline Bridge (A630)** - the value of works is £5.8M and officers have determined that the RMBC capital contribution should be £580k.
- (2) **Major maintenance works on the A630 (strategic network)** - the value of works is £5.8M and officers have determined that the RMBC capital contribution should be £580k.

The total scheme cost is therefore £11.6M, and the total Council contribution is therefore £1.16M and it is likely that at least part of the Council's contribution would need to be provided through prudential borrowing, in addition to Council capital receipts. The DfT contribution will be £10.44M

9. Risks and Uncertainties

As this is a bidding process there is no certainty that any applications will be successful, even if local contributions are in place. Although the process is rigorous and requires significant resources, the opportunity to capture external funding to support a deteriorating highway asset should not be missed.

The above estimates include a contingency amount for each of the two elements of the scheme following a risk review meeting and a quantified risk assessment process. However, any additional expenditure above the scheme estimate above rests with RMBC and there will be no further contributions to the scheme from the DfT.

10. Policy and Performance Agenda Implications

The condition of the highway network is a key priority as set out in the Corporate Plan

All areas of Rotherham are safe, clean and well maintained - we will make sure that Rotherham's roads and footpaths are safe to use, and that the condition is as good, or better than the national average.

11. Background Papers and Consultation

Local Highway Maintenance Challenge Fund - Guidance

Local Highway Maintenance Challenge Fund – Assessment Criteria

[Challenge Fund Guidance on the Application process](#)

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ROTHERHAM BOROUGH COUNCIL – REPORT TO CABINET
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1.	Meeting:	Cabinet
2.	Date:	4th February 2015
3.	Title:	Magna Trust Loan Renewal
4.	Directorate:	Resources

5. Summary

This report seeks Cabinet approval for the Council to provide a one year loan facility to the Magna Trust of up to £250,000. The existing £250,000 loan will be repaid by the 31st March 2015, before the new loan is taken out. In accordance with her delegated powers, an urgent decision was taken by the Chief Executive to provide an immediate additional loan facility of £100,000 to the Magna Trust. This represents an increase of up to £100,000 to the existing one year loan facility of £250,000. Information relating to the financial and business affairs of Magna is attached as Appendix A, which is to be considered in the exempt part of the meeting.

6. Recommendations

Cabinet is asked to:

- 1) Approve a short term Council loan facility to the Magna Trust of £250,000 on the terms specified in section 8 of this report.**
- 2) Note the decision taken by the Chief Executive on 16th January 2015, in accordance with her delegated powers, to provide Magna with an immediate additional £100,000 loan facility, to be drawn down by Magna on demonstration of need.**
- 3) Approve the appointment of an independent consultant to undertake a review of Magna's business, to help to strengthen the Magna business plan, and to assess the future viability of Magna.**

7. Proposals and Details

Background to Magna

The Council is one of 3 Members of the Magna Trust, together with the Rotherham Chamber of Commerce and The Stadium Group. The various funders involved in Magna; the Big Lottery, DCLG, Yorkshire Forward, Lombard Property Facilities Limited, the Royal Bank of Scotland and Rotherham MBC are bound together by an Inter-Creditor Deed, which determines the priority rights of the various parties in the event of Magna being wound up. The Council has priority rights in respect of the proceeds of the sale of the Project Office, which sits at the front of the site, bordering Sheffield Road, and has a current valuation of approximately £200,000. The involvement of Lombard and RBS stems from a complex lease/lease-back arrangement that Magna entered into about 10 years ago. The Council sits with the other creditors, after the interests of the other parties to the inter-creditor deed have been settled, in terms of its remaining rights in the event of dissolution.

Rotherham MBC's Financial Support to Magna

The Council has supported Magna since its inception, and has provided it with financial support during periods of difficulty. In 2006 the Council granted Magna a £300,000 fifteen year long term loan, at an interest rate of base rate plus 2%, repayable at £5,000 per quarter plus interest. £195,000 is currently outstanding on this long term loan, and Magna have been on an agreed repayment holiday on this loan since 1st April 2013. This loan is secured on the Project Office.

In 2008, following the onset of the recession, the Council provided Magna with an unsecured one year working capital facility. This is reviewed annually by Cabinet, a sum of £250,000 being agreed in March 2014. Without this facility Magna would not be able to meet its financial obligations and would be forced to close. An additional unsecured £80,000 bridging loan facility was agreed in January 2014. Discussions are taking place with Magna to agree a repayment profile for the bridging loan.

The table below shows the outstanding loans that Magna has with the Council.

Type of Loan	Amount Outstanding as at December 2014
Long Term	£195,000
Short Term Annual Cash Flow	£250,000

Short Term Car Park Sale – Bridging Loan	£78,081
Total	£523,081

All loans are at base rate plus 2%, i.e. 2.5% currently.

Decision taken by the Chief Executive acting under her delegated powers

Magna's financial position remains fragile, and the business has identified a potential cash shortfall of up to £100,000 before the end of March 2015, with an immediate cash requirement to fund staff salaries on the 23rd January 2015. Under the terms of their constitution Magna are not allowed to go overdrawn. Whilst they are able to seek bank finance, their financial position is such that even if they were able to secure a bank loan/overdraft facility, which is unlikely, it would be on terms less favourable than the Council could offer. Acting under her delegated authority, the Chief Executive approved an additional immediate loan facility of £100,000 to Magna on the 16th January 2015, in order that Magna was able to pay its staff salaries. Magna need to demonstrate a cash flow need, in order to draw down against this facility.

Additional financial support to be provided to Magna and next steps

On the basis of current cash flow forecasts, Magna will require an increase in their facility from £250,000 to up to £350,000. The additional £100,000 facility approved by the Chief Executive is part of this £350,000. Under the current loan arrangements with Magna, the existing £250,000 loan will be repaid, with outstanding interest of £6,250 on the 31st March 2015. Subject to demonstrating need, a facility of up to £250,000 will be made to Magna on the 1st April 2015, giving them a loan facility of up to £350,000.

There are a number of potential opportunities for Magna to generate income, which could be used to support the business moving forward and enable them to reduce their liabilities to the Council. These are identified in Appendix A, which also provides information on Magna's current trading position. In addition, there are other opportunities for the Council to provide financial support to Magna. The School Effectiveness Programme was previously hosted by Magna, but has in recent years been held at the New York Stadium. This business was previously worth about £70,000 in income to Magna. Even a reduced programme in 2015/16 would be significant for Magna. Magna are also keen to explore with the Council the potential for a hotel on site, which will enable them to drive forward with the conference business.

As a condition of providing them with a loan facility of up to £350,000 Magna will be required to develop and demonstrate that they have a sustainable business model for the facility, within three months of this approval being

granted. Magna will be supported in this process by Council officers from within RIDO and Finance. There will be a requirement for an independent review of this business plan to be procured by Magna, to give the Council confidence that it can be delivered. As part of this approach, it is recommended that the Council, as a Director of the business, increases its Board involvement so that it can shape the future direction of Magna and its position in the Borough.

As outlined in Appendix A, there are a number of potential windfall income opportunities for Magna at present, if any of these materialise, the income generated will allow Magna to reduce its loan obligations to the Council and enable it to invest in the business. Increasing the Council's financial support will protect its existing liabilities to Magna to enable them to develop a sustainable business model moving forward, which if successful, would enable it to reduce its reliance on Council financial support in the future.

The trustees of the company are acutely aware of the challenges that the business faces, but are confident that the business has a long term future. Once the economic environment improves, they believe Magna can become a profitable business.

Magna is a key facility for the Borough both as a tourist attraction, education and training facility, conference and event space and local employer. Magna provides employment for over 80 mainly local workers, many of them young people. It also provides posts for volunteers, apprentices and placements from local schools and FE colleges. The facility provides significant social and cultural benefits for the Borough, and hosts events which have a regional and national significance. It is now the venue for the annual Rotherham Beer Festival, which continues to increase in popularity, and hosts regular boxing events, including ones which have been televised on Channel 5, as well as regular conference, marketing and music events. The venue provides significant benefits to the local economy through purchasing from local suppliers and events generate hotel bed nights, coach and taxi journeys.

Magna offers many flexible spaces within the building, and is able to respond at short notice to requests for space. It is used for Borough elections and has been used to house schools at short notice during building works. The building can also be used to house significant numbers of displaced people in the event of a Borough emergency situation.

8. Finance

Magna have requested an increase in their working capital loan facility to a maximum of £350,000 to run for a further year, from 1st April 2015. Without this support Magna will be unable to continue to trade. In accordance with her delegated powers, an urgent decision was taken by the Chief Executive to provide an immediate loan facility of £100,000 to the Magna Trust, as part of this £350,000 loan facility.

It is therefore recommended that a maximum £350,000 loan facility be granted at a commercial rate of bank base rate + 2%. It is recommended that

the terms and conditions of the loan incorporate obligations on Magna to repay all or part of the loan, in the event that they are successful in bringing additional income into the business, either through sales or through its trading activities. A further condition of the loan is that Magna will be required to provide a deliverable, independently verified business plan within 3 months of this approval being granted. This will be the subject of a further report to Cabinet, providing options regarding the way forward for Magna.

The Council has a charge over the Magna Project Office as security on its long term loan. Asset Management have undertaken a desk top exercise to determine a value for the property. As a result of the depressed state of the market in the Templeborough area, and the large amount of empty new office accommodation in the area, the property has been assessed as having a current value of between £190,000 and £200,000. The terms of the existing security arrangements allow the Council to consolidate all of its loans, however, given the valuation more or less equates to the £195,000 outstanding on the long term loan, the Council's short term loan is unsecured.

The Council has begun discussions with Magna and their legal representatives, DLA Piper, to seek changes to the Magna inter-creditor deed. This is the legal agreement that determines the relative rankings of the various organisations and their successor bodies, who funded the Magna development, including the Big Lottery Fund, HCA, DCLG and Yorkshire Forward. The aim is to remove these bodies, subject to their agreement, from the Inter-Creditor deed, in order that the Council can secure the loan against the Magna property. As the appropriate contacts have now been located by the process to release part of the car park from the Inter-Creditor Deed, it is anticipated that the wider changes to the Inter-Creditor Deed can be done relatively quickly, subject of course to stakeholder agreement. However, the process is still likely to take a number of months and would result in partners incurring legal fees, which would be required to be reimbursed by Magna, estimated to be around £20,000. This could potentially be funded from the Council loan.

9. Risks and Uncertainties

The success of this financial package is dependent upon Magna's ability to develop a sustainable business model in 2015/16 and beyond and to bring additional income into the business as outlined. Although showing signs of improvement, the current trading environment remains challenging. On this basis Magna's trading position remains vulnerable. However, without the Council's ongoing support the business will cease to trade.

10. Policy and Performance Agenda Implications

The Magna conference and events project supports the aims of:

- Rotherham Corporate Plan
- the Tourism plan
- the South Yorkshire Destination Partnership.

11. Background Papers and Consultation

Cabinet Report – 28th March 2012

Cabinet Report - 27th March 2013

Cabinet Report – 19th March 2014

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