

ORANGE BOOK FOR INFORMATION

Venue: Town Hall,
Moorgate Street,
Rotherham.

Date: Wednesday, 28th February, 2018

Time: 2.00 p.m.

A G E N D A

1. Health Select Commission (Pages 1 - 10)
2. Improving Lives Select Commission (Pages 11 - 20)
3. Improving Places Select Commission (Pages 21 - 32)
4. Overview and Scrutiny Management Board (Pages 33 - 75)

HEALTH SELECT COMMISSION**18th January, 2018**

Present:- Councillor Evans (in the Chair); The Mayor (Councillor Eve Rose Keenan), Councillors Andrews, Bird, Jarvis, Keenan, Marriott, Rushforth, Short, Whysall and Williams.

Councillor Roche, Cabinet Member, Adult Social Care and Health, was in attendance at the invitation of the Chair.

Apologies for absence were received from Councillors R. Elliott, Ellis, Sansome and Robert Parkin (Rotherham Speakup).

The webcast of the Council Meeting can be viewed at:-

<https://rotherham.public-i.tv/core/portal/home>

60. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

61. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

62. COMMUNICATIONS**LGA Health and Prevention**

The Chair reminded Members of the above event to be held on 15th and 16th February, 2018.

Please contact the Chair or Janet Spurling, Scrutiny Officer, to book.

Y&H JHOSC and Congenital Heart Disease (CHD) Services

Janet Spurling, Scrutiny Officer, reported that last November NHS England had made a decision regarding the future commissioning arrangements for CHD Services for adults and children with a standards-based approach at all tiers of provision.

After several years of intensive scrutiny on CHD, Members were pleased with the positive final outcome. They had requested a further report around progress/implementation specifically in terms of assurance on Leeds Teaching Hospitals Trust's progress in meeting all the standards (including any that remained outstanding) and the development of the Y&H Network (including its relationships with other network areas). The further report might also include an update on the redevelopment of Leeds General Infirmary and its specific impact and/or implications on CHD Services for children and adults.

The above information would be shared across the region. However, whilst recognising the positive outcomes from the JHOSC's work, Members also recognised that its work had essentially been completed and there were no further plans for the JHOSC to meet in the future.

Improving Lives Update

Councillor Jarvis gave the following update from the Improving Lives Select Commission which had met on 12th December, 2017, the main agenda items had included:-

- Update on the Domestic Abuse Strategy – voice of the victims, outcomes of the Peer Review and details of the Perpetrator Programme:-
Perpetrator Programme - had received further funding and would probably start to come into place in March, 2018
Voice of the victim – increased contact with 3rd sector organisations involved with victims and developing means for talking to victims who were already going through the system
- Virtual Schools
- Adoption

63. MINUTES OF THE PREVIOUS MEETINGS HELD ON 30TH NOVEMBER AND 14TH DECEMBER, 2017

Consideration was given to the minutes of the previous meetings of the Health Select Commission held on 30th November and 14th December, 2017. Members noted that:-

Minute No. 50 (Implementation of the Carers' Strategy)

Councillor Short had joined the Improving Lives Select Commission's recent visit to Barnardos. Barnardos currently looked after over 200 vulnerable Rotherham children providing a range of outreach support and support. They also visited schools with their "Real Love Rocks" training and CSE prevention training, a programme training teachers on CSE and an outreach programme working with local providers. He would urge Elected Members, if they had the opportunity, to visit the organisation.

Minute No. 51 (Joint Health Overview and Scrutiny Committee)

It was noted that the meeting scheduled to take place on 11th December, 2017, had been cancelled due to the bad weather conditions. The re-arranged meeting would take place on 29th January, 2018, in Matlock the agenda for which would be published shortly. Any questions or issues that Members would wish to be raised should be forwarded to the Chair/Scrutiny Officer.

Minute No. 56 (Communications)

The stakeholder event on 31st January would be held between 9.30-11.30 a.m. in the Lecture Theatre at the Hospital.

Minute No. 57 (Refresh of the Health and Wellbeing Strategy and the Integrated Health and Social Care Plan)

The Select Commission's recommendation regarding strengthened links and governance for delivery of the Carers' Strategy had been agreed by the Health and Wellbeing Board and a new priority included under Aim 3.

Minute No. 58 (RCCG Commission Plan 2018-19)

Information on the CQC ratings for the 31 GP practices had been attached as an addendum to the minutes.

With regard to the new GP surgery for Waverley, it was still hoped that building would start in April with a view to it opening in April, 2019 but much would depend upon the developer.

Resolved:- That the minutes of the previous meeting, held on 30th November and 14th December, 2017, be approved as a correct record with the inclusion of the apologies of The Mayor (Councillor Eve Rose Keenan).

64. INTEGRATED LOCALITY EVALUATION

Dominic Blaydon, Associate Director of Transformation TRFT, and Nathan Atkinson, Assistant Director of Strategic Commissioning RMBC, gave the following powerpoint presentation on the evaluation of Integrated Locality:-

The Health Village Integrated Locality Pilot

- Commenced July 2016
- Integrated locality team serving the adult population – aged 64+
- Based at The Health Village, Doncaster Gate (2 GP practices – Clifton and St. Ann's) supporting 35,949 residents
- Multi-agency team – predominantly TRFT staff with a small number of Adult Care, Mental Health and voluntary sector staff

Overarching Aims for cohort of Adults 64+

- Reduce hospital admissions
- Reduce length of stay in hospital
- Reduce cost of health and social care
- Reduce duplication
- Improve communication
- Develop a holistic approach to care

Purpose of Evaluation

- Has the pilot contributed to attainment of key aims?
- Impact of the pilot service model
- Can the Service model be replicated?
- Recommendations for future implementation

HEALTH SELECT COMMISSION - 18/01/18

Work done so far by Grounded Research@RDaSH

- Literature search and evaluation complete
- Compilation of background information
- Interviews and focus groups carried out
- Dataset analysis
- Final evaluation due on 31st January 2018

Key Learning thus far

- Development of an MDT approach is effective
- Separation of planned and unplanned care works well
- Benefits of co-location to all partners
- Enables the identification of high risk patients in a holistic way
- Encourages a culture of service improvement – bottom up
- Has stimulated further work to simplify referral pathways
- IT and Information Governance issues partially resolved

Key Metrics (People over 64 years)

Key Performance Indicators

- Non-elective admissions
- Non-elective bed days
- Length of stay

Contra-Indicators

- Discharge destination
- Elective bed days

Conclusion

Learning

- Positive TRFT acute activity impact
- Reduces duplication and fragmentation
- Improves communication across the system
- Provides a more holistic approach
- Improves the interface with Primary Care
- Provides opportunities for reablement
- Allows for better integration of referral pathways
- Splits planned and unplanned care
- Has informed the future footprint based on 7 GP practice clusters

Challenges

- Systemic impact unclear especially for Adult Care/Mental Health
- Future test of concept required at larger scale
- Integration of IT and Governance
- Capacity within the system
- Managing variation to match local requirements
- Embedding required changed across the system
- Consideration of a whole family approach
- Building in prevention and early intervention

Implementation

- | | |
|---|--------------|
| – Service model presented to ACP Board | Q4 – 2017/18 |
| – Consultation carried out and completed | Q1 – 2018/19 |
| – Implementation Plan developed | Q1 – 2018/19 |
| – Separation of planned/unplanned care complete | Q2 – 2018/19 |
| – Phase 1 implementation of integrated localities | Q4 – 2018/19 |

Discussion ensued with the following issues raised/clarified:-

- If the pilot was to be run again/scaled up, the wider pathway would need to be factored in and how it impacted/fitted in with the 2 Transformation Plans i.e. RDASH and Adult Care Improvement Plan
- Capacity – staff teams that had joined the pilot had still had their existing workloads with the challenge of balancing their day-to-day activity with the new ways of working and taking on slightly different roles. The key for future implementation would be phasing so that when staff did move they did not bring huge existing caseloads
- The pilot in the central area had had easy travelling distances to where residents lived, however, there were large parts of the Borough that were green spaces and rural. If the principles of the pilot were applied in outlying parts of Rotherham there would have to be a different approach i.e. not one size fits all
- Any future implementation would have to consider workforce development and organisational development to ensure staff were full au fait with the agenda
- Improved links with Early Help and Young People's Services still required to bring the whole family approach together
- Prevention and Early Intervention – a number of disciplines still worked in a traditional reactive way. Factoring in Early Intervention was something that was needed but was sometimes challenging for workers given their caseloads
- Consultation was required with a range of stakeholders as well as the public to ensure that whatever was rolled out/implemented was meeting their requirements. The Implementation Plan would be developed in early 2018/19 with a degree of phasing. There was an opportunity for the Trust as it was to consult on some of its community held services and around the locality structure developed by the CCG as well as part of the Place Plan
- The holistic care approach would streamline the process for an individual/family considering the whole health and care needs instead of a number of referrals to different agencies

- The scale and ambition was ultimately to have 7 clusters of multi-disciplinary teams which may be of different sizes and composition. The difficulty was that a range of organisations were going through significant transformation looking at how they were deploying their resources and different ways of working. At the time of developing the pilot it had been known what disciplines were needed and the particular individuals who could be brought in from existing capacity. It required much more thought as to how quickly it could be done and how it would be resourced. Some organisations had the structural capacity to move a bit quicker than others; TRFT already operated in the community and locality so how it morphed and changed was a little easier than Adult Care
- Ultimately there could be fully integrated localities across the 7 GP clusters supporting those GP practice populations, incorporating Mental Health, Therapy, Social Work and the Community Nursing offer with an Integrated Leadership model. The Leadership Team would have full responsibility for delivering a joint set of outcomes incorporating both Social Care, Mental Health and Health outcomes, separately commissioned by both CCG and the Council
- In terms of the unplanned offer, more consideration needed to be given but there would be a multi-disciplinary team supporting those with an urgent care need working alongside the localities. In terms of integration there were policy, legal and cultural barriers between health and social care organisations and a hostile financial environment
- If successful in reducing the numbers of non-elective admissions it would alleviate some of the pressures on A&E. It was not known if it would save substantial amounts of money and was not the main purpose of the pilot; the purpose was to provide a better offer within the financial envelope available and to get the whole of the Health and Social Care economy on more sound financial footing. The Trust needed to try and provide a better offer for the finances available in transferring care from acute into community. However, a reduction in patients admitted to hospital meant the Trust lost income; from next year the Trust would be paid per person admitted to hospital and not for being looked after in the community
- From the Social Care side, the impact in terms of the resources within the pilot was fairly minimal and the impact on the package reduction side had not really been seen as yet. This was not surprising given that there was only 2 members of staff within the pilot
- The challenge of integration of IT and governance had often been one of the reasons for not being able to integrate because of the different systems within organisations. There would not be a single system that integrated localities could use but proper processes needed to be in place to make sure the interaction between the systems was

streamlined. A big advantage to Rotherham was that of the Rotherham Health Record which allowed Community Health Teams to see who from their locality was in hospital/A&E and allowed them to interact and get information about those patients and act as a trigger for when they should go in and support the hospital in trying to discharge the patient. Social Care would be added so that information would be used by integrated locality teams as well

- When the model pilot was launched in July 2016 it had been very much with an Adult focus, however, as the Accountable Care Partnership had developed there had been a much stronger presence from CYPS and the voluntary sector services that supported CYPS. The future design would very much centre on the whole life journey pathway. There was a lot of good work going on in other parts of the system around the whole family approach and it would be missing a trick if work in the locality and working with individuals was not picked up and resources used wisely and widely to make as big an impact as possible. The whole point of integrated working was to reduce silos. A lot of Health and Health and Social Care integration tended to focus on old people and frailty conditions but that could be at any age
- It was known that Learning Disability and Mental Health had higher prevalence rates across all ages in Rotherham and their needs were just as important as anybody else within the community and must be considered and any resulting additional needs for individuals must be considered
- There was no hard data as to whether there had been any improvement in treatment times and support but there was feedback from teams, together with case examples, of where that integrated approach had delivered those type of things
- Integrated locality working provided opportunities for supporting care homes. Historically care homes had huge difficulty in accessing medical, nursing and social care support. Each of their residents would have different GPs and therefore have different district nursing teams etc. The integrated locality consolidated it all with each care home having one GP and one integrated locality team to work with. The feedback was that it was of huge benefit because they knew where they could get that support, develop a relationship with that GP and the team and get continuity of service
- Feedback would be provided on the second staff evaluation of the Health Village

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

(2) That a working group be established to consider the final report when available and feedback thereon to the Commission.

65. ADULT SOCIAL CARE - FINAL PUBLISHED YEAR END PERFORMANCE REPORT FOR 2016/17

Further to Minute No. 17 of 20th July, 2017, Nathan Atkinson, Assistant Director Strategic Commissioning, presented the final published year end performance report 2016/17 for Adult Social Care.

Appendix 1 of the report submitted was a refreshed final table of year end performance which also showed the Direction of Travel and relative benchmarking positions against comparative councils in Yorkshire and Humber region and national rankings.

The performance highlights for 2016/17 included:-

- Of the 28 Adult Social Care Outcome Framework (ASCOF) measures outcomes, 8 had improved, 3 maintained performance and 16 declined (one Indicator was new for 2016/17)
- Performance on Delayed Transfers of Care attributable to Social Care or both NHS and Social Care continued to improve
- Outcomes for people after a period of short term support (Reablement) remained in the top 3 of all Yorkshire and Humber authorities
- Areas of challenge included supporting individuals in receipt of services within Learning Disabilities and Mental Health needs to gain and sustain paid employment
- Performance with regard to how care and support was personalised continued to place Rotherham in the bottom 3 of the Yorkshire and Humber authorities
- Satisfaction of service users and carers remained high when compared regionally and nationally

Discussion ensued with the following issues raised/highlighted:-

- The implementation of Liquid Logic had led to better data and a better understanding of what was happening. Good real time information and engagement with customers and carers was emphasised
- The Cabinet Member had challenged and tasked Rotherham Adult Social Care to be outstanding within 3 years
- The Improvement Plan was refreshed every 3 months. It was currently in the process of being refreshed as one of the things that the first tranche had really focussed upon was stabilising and making safe so the focus had very much been on sorting out unallocated work, ensuring Safeguarding was as robust as possible and dealing with any issues that had not been dealt with in as timely manner as they should have been. The Strategic Director had made it very clear that the actions within the Plan had to be delivered to time and in accordance with timescales

- The Improvement Plan was governed by the Adult Care Improvement Board which was Chaired by an Independent Person (Andrew Cozens from the Local Government Association). Within that there was professional challenge which was required because there was a lot of work to be done in Adult Social Care to get to where it wanted to be as an outstanding service
- The journey was showing positive signs in terms of the direction of travel, some of the data around the Single Point of Access and the referral routes of where people were going
- There was a lot to do. It would be worth having some degree of scrutiny of the Plan
- The Directorate wanted to strengthen the “front door” in response to some of the findings from the report. Historically, when someone presented to the Rotherham front door they received far more support per head than they perhaps would in other councils. This was part of the assessment process and one of the reasons why it needed to be resolved. In terms of the 18-64 year olds referred to in the report, the numbers were primarily those with learning disabilities, physical disabilities and mental ill health whose health prevalence rates in Rotherham were higher than most of Yorkshire and Humber again some of which was historical. In terms of the overall numbers in support this remained relatively static around 4,000 excluding mental health and 4,500 including mental health but they were much more complex needs requiring more support
- There was a legacy group of people that received support currently which, if presented today, might get a better offer
- 70% referred to new people that requested support last year. Last year the higher than average support for 18-64 (80% more) and 65+ (30% more) was largely due to historic practices
- Now seeing people diverted from first point of contact and providing more information and advice to prevent that reliance on services

Resolved:- (1) That the report and final published year end performance results be noted.

(2) That discussion take place with regard to future reporting of the Adult Services Care Outcome Framework measures.

66. LOCAL RESPONSE TO MENTAL HEALTH REGULATIONS UNDER THE POLICING AND CRIME ACT

The Panel noted the questions, together with the responses provided, which were submitted to the 15th December, 2017, meeting of the South Yorkshire Police and Crime Panel.

67. HEALTHWATCH ROTHERHAM - ISSUES

No issues had been raised.

68. HEALTH AND WELLBEING BOARD

The minutes of the meeting of the Health and Wellbeing Board held on 11th January, 2017, were noted.

Councillor Roche reported that he was currently reading through the final draft of the revised Health and Wellbeing Strategy. Members should receive a copy of the final version some time during February.

69. DATES OF FUTURE MEETINGS

Resolved:- That the next meeting of the Health Select Commission be held on Thursday, 15th June, 2017, commencing at 9.30 a.m.

IMPROVING LIVES SELECT COMMISSION
23rd January, 2018

Present:- Councillor Clark (in the Chair); Councillors Beaumont, Cusworth, Elliot, Fenwick-Green, Hague, Ireland, Jarvis, Khan, Marles, Pitchley and Senior.

Apologies for absence were received from Councillors Cooksey and Julie Turner and Joanna Jones (GROW).

The webcast of the Council Meeting can be viewed at:-
<https://rotherham.public-i.tv/core/portal/home>

107. DECLARATIONS OF INTEREST

Councillor Senior declared a personal interest in Minute No. 111 (Rotherham 'Voice of the Child' Lifestyle Survey 2017 – Borough-wide Report), being an employee of a charitable organisation which had participated in the Survey (although Councillor Senior herself had not participated in the work with young people). Having declared her personal interest, Councillor Senior took part in the meeting during consideration of the Lifestyle Survey item.

108. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

109. COMMUNICATIONS

The Select Commission discussed the following items:-

(1) Performance Monitoring of CYPS Scorecards – the Sub-Group membership would comprise Councillors Beaumont, Cusworth, Jarvis and Pitchley;

(2) Adult Learning – the membership of the Sub-Group undertaking this spotlight review during February, 2018, will be Councillors Clark and Cusworth; other Members interested in participating in this review were asked to notify the Scrutiny Officer;

(3) Members of the Improving Lives Select Commission have been invited to attend the visit to the Multi Agency Safeguarding Hub (MASH) which will be taking place on Tuesday, 6th February, 2018.

110. MINUTES OF THE PREVIOUS MEETING HELD ON 12TH DECEMBER, 2017

Consideration was given to the minutes of the previous meeting of the Improving Lives Select Commission, held on 12th December, 2017 and matters arising from those minutes.

Resolved:- (1) That the minutes of the previous meeting of the Improving Lives Select Commission, held on 12th December, 2017, be approved as a correct record, for signature by the Chairman, with the inclusion of a clerical error by the addition of Councillor Pitchley to the list of Members who had given their apologies for absence for that meeting.

(2) That, with regard to Minute No. 101 (Communications), it be noted that a letter of thanks had been sent to the Barnardo's organisation, for hosting the visit of Members to the ReachOut Project on Tuesday 9th January, 2018.

(3) That, with regard to Minute No. 103 (Domestic Abuse Update), a further report be submitted to a future meeting of the Improving Lives Select Commission concerning the Domestic Abuse Strategy and delivery plan for services.

(4) That, with regard to Minute No. 103 (Domestic Abuse Update), it be noted that, on Thursday, 25th January, 2018, the Chair of the Improving Lives Select Commission is to be interviewed by representatives of the City of Bradford Metropolitan District Council as part of the Peer Review.

111. ROTHERHAM 'VOICE OF THE CHILD' LIFESTYLE SURVEY 2017 - BOROUGH-WIDE REPORT

Further to Minute No. 45 of the meeting of the Improving Lives Select Commission held on 1st February, 2017, consideration was given to a report, presented by the Performance Assurance Manager (Children and Young People's Services), containing the key findings from the 2017 Borough-wide Lifestyle Survey. The report stated that the Lifestyle Survey had been open to schools during the three months from May to July, 2017, with pupils of Year 7 and of Year 10 being invited to participate.

Members noted that the questions had been made more appropriate for young people, after consultation with the Council's partner organisations which will ultimately use the data obtained from the Survey. Additional questions for 2017 were about youth centres, libraries, museums and also school councils and young people's health issues (especially dental/oral health).

In 2017, only five of the sixteen secondary schools in Rotherham had not participated in the survey. There had been a total of more than 3,800 participants, being 58% of young people in the Year 7 and Year 10 school cohorts. The Newman Special School had participated in the Survey for the first time, with questions devised for pupils of that School. The intention was that all Special Schools should participate in the Lifestyle Survey 2018. In addition, pupils who receive elective home education had participated in the Survey for the first time in 2017.

Each individual secondary school, special school and pupil referral unit would be provided with its own data set extracted from the Survey results.

The lifestyle survey results provided an insight into the experiences of children and young people living in the Rotherham Borough area and provided a series of measures to monitor the progress of the development of the aims to be a child-friendly Borough. The results would also provide a series of measures to monitor the aims in the Health and Wellbeing Strategy.

The submitted report to this meeting included:-

- the 2017 Borough-wide Lifestyle Survey Report;
- the highlights of the Survey results which show areas which are showing improvement and are working well;
- the highlights of the Survey results which show areas which remain a cause for concern.

The Select Commission discussed the following salient issues about this Survey:-

The perception amongst young people of safety within the Rotherham town centre; comparisons with previous year's Survey results; Members suggested that the Survey in 2019 should include questions about safety within the refurbished Transport Interchange in the Rotherham town centre;

- the results show an increase in the number young people who are not yet feeling safe when visiting the Rotherham town centre, even though the anxiety about protests and marches has reduced;
- more young people are physically active and are eating at least five portions of fruit and vegetables each day; by contrast, the incidence of consumption of drinks with a high sugar content is a cause of concern;
- the number of children and young people having breakfast has increased; Members questioned whether some of the children and young people may prefer to have a mid-morning snack instead;
- dental and oral health and the number of young people visiting a dentist at least once per year;
- test purchasing has shown that fewer young people are able to obtain alcohol and cigarettes in shops;
- data from previous years' Surveys has provided useful information to assist in shaping the Personal, Social and Health Education (PHSE) curriculum in schools;

- the Mental Health campaign for young people has made good progress during the past year; there are pilot schemes taking place in a number of schools;
- the sharing of information from the Survey with Schools, enabling Schools to share the Borough-wide data with parents;
- The proportion of young people seeking apprenticeships and employment, upon leaving school, instead of joining further and higher education;
- The perception amongst young people of safety within the Rotherham town centre; comparisons with previous year's Survey results; Members suggested that the Survey in 2019 should include questions about safety within the refurbished Transport Interchange in the Rotherham town centre;
- The number of young people who are carers for their relatives (although not involving baby-sitting nor accompanying a younger sibling on journeys to and from school).

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

(2) That the Improving Lives Select Commission notes that the appropriate measures from the Lifestyle Survey 2017 will be shared with the Health and Wellbeing Board and the Child Friendly Rotherham Board.

(3) That the Improving Lives Select Commission suggests that the further analysis of the outcomes of the Lifestyle Survey should include:-

: analysis of the provision of breakfast clubs in schools;

: the progress of the mental health pilot schemes in schools (eg: has the scheme contributed to a reduction in the incidence of bullying in schools);

: verify the accuracy of the data collected in the Survey, with reference to and comparison with other data sources (eg: Public Health in respect of dental/oral health);

: continue the further refining of the Survey questions, to ensure that they are appropriate for children and young people.

(Councillor Senior declared a personal interest in the above item, being an employee of a charitable organisation which had participated in the Survey (although Councillor Senior herself had not participated in the work with young people); having declared her personal interest, Councillor Senior took part in the meeting during the Select Commission's consideration of this item)

112. CHILDREN MISSING FROM EDUCATION

Consideration was given to a report, presented by the Service Leader, School Organisation, Admissions and Appeals describing the responsibility of the Local Authority to ensure that children missing from education (CME) are identified, reported and tracked in order that suitable educational providers may be found.

The report stated that the term CME referred to children of compulsory school age who are not on a school roll and who are not receiving a suitable alternative education, which may be approved alternative provision or appropriate Elective Home Education.

Members noted that Section 436A of the Education Act 1996 required local authorities to make arrangements to establish the identities of children residing in their area who were not receiving a suitable education. This duty did not apply to children who were registered at a school and who were not attending regularly. Instead, that issue was addressed via attendance monitoring and persistent absence work.

The Council's Early Help Service has a responsibility to ensure that protocols are adhered to when a child is known to have left Rotherham and a destination school cannot be tracked. The CME lead officer, CME officers and the Early Help Attendance lead officers have a responsibility to support schools with the identification of children missing from education.

The Early Help Service has redesigned the reporting function and developed a new CME Performance Scorecard. One of the key changes to CME reporting is to include predominant issues captured for new children identified as CME, so that a better understanding of potential vulnerability can be established, alongside a focus on the outcomes for children who have been reported as missing from education.

A copy of the performance summary (scorecard) for Rotherham-resident children missing from education, for the month of September 2017, was appended to the submitted report.

The Department for Communities and Local Government had introduced the Controlling Migration Fund enabling extra resource to assist with key issues affecting the wellbeing of children and their progression in education, such as CME. Officers financed from this Fund spend a considerable amount of their time in schools situated in the Central locality of Rotherham.

Members of the Select Commission discussed the following salient issues:-

: the school attendance data about children whose families leave during school term-time for extended holidays overseas; these cases may be kept open for a very long time and may be Safeguarding referrals; systems are also in place to obtain information from schools, as necessary and notify the Police, airports and sea ports about such children;

: every endeavour is made to record the ethnicity profiles of children, rather than record “not known”; the children in this category very often belong to families who move into and out of the Rotherham Borough area at very short notice and the task of identifying ethnicity is usually undertaken by the officers whose resource is financed by the Controlling Migration Fund;

: the arrangements whereby pupils are removed from the roll of a school;

: the monitoring of pupils’ school attendance and absence from school and ascertaining the point at which a pupil becomes categorised as a child missing from education;

: the Early Help Service engages with children and young people who are carers at home for family relatives and may be absent from school as a consequence; such children and young people would not be categorised as children missing from education;

: the high incidence of school absence in specific areas of the Rotherham Borough;

: the recorded data about children missing from education will become more refined and detailed in future; this data would also be subject to review at quarterly intervals by the performance monitoring sub-group.

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

(2) That the Head of Service, Early Help submit a report to a meeting of the Improving Lives Select Commission in six months’ time, providing a detailed analysis of the recorded data about children missing from education and comparing such data with previous data on both a quarterly and an annual basis.

113. SOCIAL, EMOTIONAL AND MENTAL HEALTH (SEMH) NEEDS STRATEGY - UPDATE AND SCHOOL EXCLUSIONS

Consideration was given to a report, presented by the Head of Inclusion, Education and Skills, stating that, during a period from 2015 to 2016, the Council had commissioned an external consultant to support the preparation of a Strategy to address Social Emotional and Mental Health (SEMH) needs in schools.

The report listed details of the existing strategy, which had now been in place for two years. Reference was made to the increase in the number of Rotherham school pupils excluded from school (both fixed-term exclusions and permanent exclusions) during the period 2012 to 2015. After two years of the implementation and impact of the SEMH strategy, there has been a significant reduction in the number of pupils being excluded from Rotherham schools.

Members noted that a Task and Finish Group has been established to develop and prepare a new, co-produced SEMH strategy, involving representatives of the Education community, the Inclusion Service, the Early Help Service, Social Care, the Health Service and the Virtual School. The draft of this refreshed strategy is expected to be available for public consultation at the end of February, 2018, when the views of children, young people and parents will be sought.

The Select Commission's discussion of this item included the following matters:-

: the extent of financial sanctions imposed upon schools whenever a pupil is permanently excluded and whether the school should fund the cost of the alternative educational provision which the pupil(s) will receive;

: pupils at risk of exclusion from school, for whom attendance on a part-time basis may be limited to one hour per week at school; children of statutory school-age have the entitlement to 25 hours of education per week; there should be the continuous monitoring and recording of details of pupils who have a part-time timetable at school; the part-time timetable should have clear objectives with the aim of returning the pupil to full-time education as soon as possible;

: arrangements may sometimes be put in place, by schools in partnership, for individual pupils at risk of exclusion from school (thus avoiding the need for a pupil to join a pupil referral unit); examples were : short-term visits to other schools; temporary placements for several weeks on a different school campus; the formal managed move and eventual permanent transfer to a different school; these arrangements were established in a protocol agreed between the Local Authority, schools and academies; pupils who are out of school may also be considered by the Local Authority's Fair Access panel;

: the Local Authority monitors children and young people who are educated otherwise than at school and maintains close relations with the children and young people and their families; their views will also be sought on the revised SEMH strategy.

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

(2) That the Improving Lives Select Commission:-

(a) notes the positive direction of travel with regard to both the permanent and fixed-term exclusion of pupils from school;

(b) notes and supports the plan for a joint Social, Emotional and Mental Health strategy across Education, Health and Social Care;

(c) supports the suggested timeline, as now reported, for the development of a revised Social, Emotional and Mental Health strategy.

(3) That a report describing the progress of the development of the new Social, Emotional and Mental Health strategy be submitted to a meeting of the Improving Lives Select Commission during September, 2018 and such report shall include the views of children, young people and parents on the development of the strategy.

114. LOOKED AFTER CHILDREN SUFFICIENCY STRATEGY - UPDATE

Further to Minute No. 47 of the meeting of the Improving Lives Select Commission held on 1st February, 2017, consideration was given to a report, presented by the Head of Service, Looked After Children, providing an update of progress and development in the planned three years' cycle of the Looked After Children Sufficiency Strategy 2017 to 2021. The report also identified where further work was still required in order to achieve the agreed objectives of this Strategy.

The Select Commission noted that during November, 2017, the Office for Standards in Education (Ofsted) had completed a re-inspection of this Council's services for children in need of help and protection, children looked after and care leavers and the final report of that re-inspection was due to be published on 29th January, 2018.

During discussion, Members raised the following salient issues:-

: ensuring the stability of placements, so that Looked After Children are not moved frequently from one placement to another;

: the initial health assessments of looked after children, involve a variety of agencies;

: the good work and progress of the care leaving team and the good relations between the team and the young people who are the care leavers;

: the adoptions of older children (rather than babies); 55% of the children who are ready for adoption are in the hard-to-place category; every endeavour is made to find an appropriate, permanent adoption placement for children; the longest wait had been 1,600 days to place a child with a disability in adoption;

: sibling groups are able to remain together in the same placement, as often as possible; if there has to be separation, the children will be reunited at earliest opportunity; in addition, in cases of siblings being separated, the foster carers are expected to ensure that there is regular contact with the siblings;

: the availability and support for of mother-and-baby placements and also of placements for older children and adolescents;

: adoption placements for children from Black and Minority Ethnic (BME) backgrounds; this Authority is a pilot area for a scheme to recruit more foster carers and adoptive parents for children from BME backgrounds; there is a regular dialogue with the Council of Mosques in order to try and recruit foster carers and adoptive parents who have a Muslim background;

: development of a pre-apprenticeship scheme for Looked After Children who seek apprenticeships with the Local Authority, enabling them to be able to prepare correctly for joining an apprenticeship scheme;

: the increase in the number of Looked After Children both in Rotherham and throughout the United Kingdom; every endeavour is being made to try and minimise the number of children being taken into care; consideration is also given to returning looked after children to their family home whenever possible;

: increased use of the Edge of Care system to help reduce the numbers of Looked After Children;

: there is confidence that there are fewer children being looked after by the Local Authority than would otherwise have been case without the implementation of the Sufficiency Strategy;

: the transition planning for support from Adult Social Care now begins when the young person is at an earlier age (currently 15 years' old).

Members were encouraged to attend the seminar about the recruitment of foster carers, which would take place on Tuesday, 6th February, 2018, at the Town Hall, Rotherham.

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

(2) That a report about the Edge of Care system be submitted to the meeting of the Improving Lives Select Commission to be held on Tuesday, 24h April, 2018.

115. DATE AND TIME OF NEXT MEETING

Resolved:- That the next meeting of the Improving Lives Select Commission take place at the Town Hall, Rotherham on Tuesday, 13th March, 2018, commencing at 5.30 p.m.

IMPROVING PLACES SELECT COMMISSION
3rd January, 2018

Present:- Councillor Mallinder (in the Chair); Councillors Albiston, Allen, Atkin, Buckley, B. Cutts, Elliot, Jepson, McNeely, Price, Reeder, Sheppard, Taylor, Vjestica, Walsh and Wyatt.

Apologies for absence were received from Councillors Jones and Julie Turner.

The webcast of the Council Meeting can be viewed at:-
<https://rotherham.public-i.tv/core/portal/home>

98. DECLARATIONS OF INTEREST

The following Declarations of Interest were made:-

Councillor Sheppard Minute No. 102 - resided in an area potentially to be designated a Selective License Area.

Councillors McNeely, Vjestica - part of the Selective License Sub Group.

Councillor Atkin – Minute No. 103 - a supporter of the contract being awarded to Dignity.

99. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

No questions were asked by members of the press or public.

100. COMMUNICATIONS

The Chair welcomed Rebecca Wholley to the meeting as an observer.

Rebecca was on a two year secondment from the Local Government Association and located within the Management Change Team with the Assistant Chief Executive.

101. MINUTES OF THE PREVIOUS MEETING HELD ON 15TH AND 29TH NOVEMBER, 2017

Questions were asked in relation to minutes of 15th November meeting.

Councillor McNeely asked for clarification in relation to two points.

P23 What is the minimum level of fine applicable relation to the Kingdom contract?

A response was provided by Manager of Community Safety and Street Scene, Mathew Finn, the range of fees being applied is in the region of £50 to £80.

P24, £370k of fines have been collected as part of the pilot project, with £37k coming to RMBC as income, which is approx.10% of fines incurred. Clarification was sought as to how the remaining 90% is allocated.

Damien Wilson, Strategic Director for Regeneration and Environment replied that the £37k relates to what the Council would receive if a shared service contract was entered into with Doncaster. The income for the pilot project is unrelated to this.

Written clarification is to be provided by Damien Wilson.

102. SELECTIVE LICENSING MID-TERM REVIEW

Councillor Beck introduced the report stating that the existing Selective Licensing Scheme was half way through its stated timescale and hoped that further reports on this subject would be brought back to Improving Places Select Commission on an annual basis.

Much opposition was seen when the decision was taken to implement this scheme; however, the data in the report reflects a positive picture and an improvement in the standard of houses in the area.

Matt Finn, Community Safety and Street Scene Manager presented the report.

Background

Detailed within a report to Improving Places Select Commission, 5th April 2017 (item 65), the Council introduced designations for four Selective Licensing areas, namely Eastwood, Masbrough, Dinnington and Maltby South East. The designations were made in order to address the decline of conditions within the private rented sector in these areas. Maps of the designated areas are shown at Appendix A.

The objective of the scheme is to improve conditions affecting the health of tenants within the private rented sector caused by poor management of the stock. Poor housing conditions have a significant impact on the health of tenants, particularly those that are vulnerable particularly the young and elderly. In the long term, Selective Licensing is anticipated to improve morbidity and mortality in the private rented sector by addressing directly the housing conditions that affect the health of tenants, by forcing improvements by landlords.

Additionally, the schemes are expected to stabilise communities through improving the conditions of properties, making private rented accommodation more attractive to longer term tenancies. Subsequently, this is likely to contribute to reduced tenant turnover, low housing demand and anti-social behaviour.

Within designated areas, all privately rented properties must be licensed and comply with a set of licence conditions. The costs of the licensing scheme are borne entirely by the property owners through a licensing fee of £592 per property, covering a five year licensing period. If landlords fail to licence a property or do not comply with licence conditions they can be prosecuted, or face other sanctions including Management Orders and Rent Repayment Orders.

The private rented sector is growing in response to the demand for lower cost housing outside of the social rented sector, and the Council is committed to supporting and promoting private landlords to provide quality and affordable properties. However, there are concerns that the private rented sector is falling below the minimum expected legal standards described in the Housing Act 2004. In some areas the significant increases in the private rented sector, high rates of empty properties, short term tenancies and anti-social behaviour are having a negative impact on those communities.

In some areas the significant increases in the private rented sector is combined with severe risks to the health of tenants, high rates of empty properties, short term tenancies and anti-social behaviour, which have a negative impact on those communities. Indeed, in some areas the private rented sector accounts for up to 60% of the housing market, becoming a significant part of the overall housing market in the borough.

Revised estimates based upon investigations and a detailed mapping exercise suggests there are 2,400 licensable properties across the four Selective Licensing Areas. So far 1,942 properties are registered with an average of 50 new applications per month. Although significantly higher than initial estimates in 2015, which stood at 1,254 properties based on 2011 data, all the remaining unlicensed properties are expected to be brought within the scheme by mid-2018.

Selective Licensing is a tool to drive long term improvement and it is no surprise that each designation has a five year life time. In 2020 the current designations will end, before which, the Council will need to decide whether the designations have achieved or are on course to achieve their aims, whether the achievements can be sustained without licensing or whether additional licensing designations need to be put in place to ensure the sustainability of improvements.

The critical objective of Selective Licensing to improve housing conditions to protect the health and safety of tenants is fully recognised by Government. Indeed, there have been recent amendments to the criteria that allow Council's to make Selective Licensing designations specifically to benefit deprived areas. The Council will need to consider the benefits that can be brought to improve the lives of some of our most vulnerable individuals and families in deprived areas, through extending the number of areas designated where there are a high proportion of private rented properties.

The Selective Licensing schemes have been developed through two distinctively focussed phases:-

- May 2015 to September 2016: Administration of applications; processing of licences; recruitment to essential posts.
- October 2016 onwards: continued administration and processing; enforcement; inspections of licensed properties; investigations of unlicensed properties.

Enforcement

Enforcement within Selective Licensing areas, although focusing on making properties safe for tenants through tackling unlicensed properties and inspecting licensed properties and forcing compliance with legal requirements, draws in wider tools and powers to tackle nuisances, anti-social behaviour, illicit tobacco and food safety.

Additionally, significant referrals of issues are made to a wide range of Council teams and partner Agencies from concerns relating to bins through to modern slavery.

The targeted areas of work covered under the Selective Licensing scheme as well as enforcement includes;

Unlicensed Houses
 Inspections of properties
 License Condition Compliance
 Gas Safety and Fire Safety
 Electrical Safety and Excess Cold,
 Illicit Tobacco and
 Nuisance and Anti-social behaviour.

At the start of the scheme, 90% of the properties did not meet the required standards. As a result of the scheme, improvements are demonstrated by a reduction in

- the number of unlicensed properties in the area
- anti-social behaviour including domestic noise reduction
- the turnover of empty properties which results in a reduction of
- fly tipping

Areas which demonstrate a low demand for properties prevents the formation of communities by the high turnover of tenants.

P29 2.4 Clarification was asked for in relation to

- IMO allows the Council to take over the property if the owner persists in not licensing the property or it is deemed the landlord is not suitable to manage the property. The Council can take over the

management of the property and receive rent due on it. This is viewed as a last resort.

- RPO allows the Council to pursue individuals for unpaid rent whilst the property was unlicensed. Any income was paid back to the Government, however under new legislation starting in February 2018; the Council will be able to keep any reclaimed rent.
- The license fee is £529 per property, which is paid on joining the scheme, regardless at what stage in the scheme the landlord joins. There are no refunds provided. The fee is reviewed on an annual basis. There has been no change to the license fee since the start of the scheme.
- Of the 90% of properties which did not meet the required standards, how many landlords does this relate to? **Further information on this to be provided by Matt Finn.** A Selective License Area aims to reduce the number of bad landlords in the area, if they do not concur to the rules of the scheme, they will move out of the area to the benefit of the community. Another aim of the scheme is to change the behaviours of landlords and encourage them to look after their property and the behaviour of their tenants.
- 36% of properties have been identified as “high risk” This risk is partly mitigated by the fact that the details of the landlord are included on the licence application and this information is shared with other partner agencies such as South Yorkshire Police.
- Selective Licensing aims to improve standards in the private rented sector and there are thresholds after which landlords can be prosecuted for non-compliance, which is after the first warning letter from RMBC if still no compliance from them, then there is a fine of £500 issued.
- The inclusion of food hygiene as part of the Selective Licensing Initiative is critical as part of a healthy home is having an appropriate place to prepare food safely. In some cases, modifications have been required to properties to include a kitchen to allow this to happen.
- Currently there are 458 properties unlicensed. This number will reduce once the mapping exercise relating to the ownership of properties is completed.
- P32, 4.4 – Are there any Landlords who have been served with prohibition notices. One of the properties served with a prohibition notice was occupied at the time. The notice was served as part joint working with South Yorkshire Police.
- The length of time to issue a license is between 8 to 10 weeks but it is not a prerequisite to have all the checks in place before the license is issued.
- It is proposed that in the near future a stakeholder event including landlords, tenants, and members of Rotherham Federation etc. take place, to find out their opinions in relation to the Selective Licensing Initiative. A Selective Licensing Steering Group has been established. **It was requested that the results of this event be brought back to Improving Places Select Commission.**

- Outside of the Corporate Performance Plan it is important to identify local measures which can be viewed as a barometer of the progress and impact of Selective Licensing. This information is to be shared with Members/Tenants and the wider community. This point was viewed and a critical element when considering new areas to adopt the Selective Licensing Initiative. Any further decisions will be based on actual evidence. It is also important to share information and experiences to promote the special measures that are available for authorities to use in certain circumstances.
- An example of how Selective Licensing could improve an area by reducing the number of bad landlords in the area. A bad landlord relies on the rental income from their property. Through the Selective Licensing Initiative the property is closed down, due to the landlord not improving the property and so forcing a sale. It is possible to identify the number of rented properties available in an area, but only the National Census information will identify the number of properties in the private occupier sector.
- There are different types of landlords with a variety of reasons as to why they become landlords. In order to form a community, a number of issues need to be addressed.
- The Council as a landlord is working with its own stock bringing each property in line with the Decent Homes Standard.
- P37, 7.1 point 2. Relates to the appendix D which is about the inspections of properties carried out in the four areas. Clarification was asked for as to why there was such a difference between the levels of inspections carried out and is it more difficult to undertake inspections in some areas. There have been some changes in staff along with changes to the work priorities.
- What other measures is the Council putting in place to help raise the quality of an area? All input from the Council comes at a financial cost, which is difficult in the current climate. The Council does have a role via Community Enforcement and Planning Enforcement (Domestic and Retail)
- No mention of involvement of the Fire & Rescue Service in the Selective Licensing Initiative and could this be looked at.
- A request was made in relation to future reports on this topic, if the presentation of the statistics could be shown in a standard format.
- Congratulations were extended to the Cabinet Member and the Officers working on this initiative for the success to date and the justification for this area to be designated as a Selective Licensing Area is the 90% of properties which failed the initial inspection.
- There are still some parts within Selective Licensing areas with ongoing issues, which have been identified through the reporting of issues by tenants and organisations. It is important to continue reporting issues to ensure that these can be addressed through wider enforcement activities and additional activities e.g. CCTV to enhance the detection of fly tipping occurrences.

- Clarification of the £220,000, awarded on 1st April 2017. In total £1.3m awarded to the Council and all bids submitted have been awarded. £220,000 has been ring fenced to Rotherham Ethnic Minority Alliance to assist the initiative. Funding was approved in August 2017 and ends on 31st March 2019
- With the expansion of the Higher Education provision at Rotherham College it is anticipated that increased housing provision will not be needed in the initial year but as the provision continues in future years it is likely that increased accommodation will be required.

Resolved:- (1) That the licensing schemes be noted and any other benefits be considered further that could be delivered to other areas through further designation.

(2) That a report be presented to Cabinet and the Commissioners' Decision Making Meeting with options for implementing Selective Licensing into other areas of the Borough.

(3) That work with colleagues in Public Health take place to identify and include within the Selective Licensing Framework indicators relating to health.

(4) That minutes from the Selective Licensing Steering Group meetings be received (for information only).

(5) That an update report be received in six months relating to unlicensed properties in the current Selective Licensing Scheme.

103. **DIGNITY/ROTHERHAM METROPOLITAN BOROUGH COUNCIL CONTRACT UPDATE**

Executive Summary

On 1st August 2008, the Council entered into a 35 year contractual agreement with Dignity Funerals Ltd for the provision of bereavement services for Rotherham. This partnership led to the transfer of significant risks from the Council to Dignity, and saw Dignity take on the responsibility for the capital works and maintenance of the East Herringthorpe Cemetery and Crematorium along with the maintenance of the eight other Municipal Cemeteries located throughout the Borough. The Council retained the risk in relation to cemetery chapels, associated buildings and boundary walls on some cemetery sites. The partnership has resulted in a number of significant improvements in relation to the provision of bereavement services throughout Rotherham.

Dignity has sub-contracted the grounds maintenance elements of the service to Glendale Countryside Management Ltd (but Dignity retains the overall responsibility for the delivery of the service).

This report has been requested to provide more detailed information in relation to various aspects of the contract, service and performance management and builds on the report that was presented to IPSC on 30th November 2016.

Proposals

The report is for information only, and therefore none of the following options/ proposals is presented as recommendations, more as areas for discussion.

Financial Aspects, Exceptional Surplus: Dignity will provide the Council with sufficient financial detail in the Annual Report to assess the level of Equity IRR payments to be made at each financial year end.

Financial Aspects, Financial Related Deductions: The Council will levy charges against Dignity in relation to failure events against the Performance Management Framework reported on a monthly basis to the Council.

Performance Management Framework: Reporting against the Performance Management Framework will begin in the final quarter of 2017/18.

Annual Report: Dignity will provide an improved Annual Report covering the requested information detailed in Section 5 of this report. The Annual Report will be provided by February 2018.

Maltby Cemetery: Options identifying suitable land for burials will be produced during Spring 2018 and presented to members to consider future action.

Same day/short notice burials: The Council continues to work to examine this issue and will provide a verbal update prior to examining potential options.

Memorial Benches: It is proposed that options to provide communal memorial benches is considered to reduce costs, however, a verbal update will be provided.

Grounds Maintenance: It is proposed that the provision of grounds maintenance will be measured against the criteria described in the Performance Management Framework.

Crematorium chapel and adjoining buildings: Following the completion of the external works, a report will be written to put forward proposals in relation to alternative provision of services during the period that internal improvement works are underway.

Provision of lined graves: A review of lined grave options will be completed by February 2018 and scheduled liaison meetings with representatives of the Muslim community will begin early in 2018.

Funeral Directors: It is proposed to ensure that periodic liaison meetings take place with funeral directors, starting in January 2018, to inform progress of the contract with Dignity.

Legal Review: It is proposed that the Project Liaison Group is established to discuss feasibilities of formal changes that might improve contract delivery whilst not affecting costs to service users.

It is proposed that the Councils financial services are engaged in the process of financial monitoring of the contract.

.P60, 4.3. Dignity is required to undertake monthly monitoring reports. It was requested that IPSC have sight of these reports on a quarterly basis so that these can be monitored against the Annual Performance Summary.

Damien Wilson agreed that the information can be provided to IPSC as soon as they are available under the newly established working arrangements.

P66, 9.6. In Rotherham, the exclusive right of burial is for 100 years, which differs from area to area. At the end of the 100 year lease, the family will be asked for an additional fee.

Part of the new monitoring arrangements will look at profit margins achieved by Dignity.

P67, 11.4. This section relates to the list of the proposed internal works to be completed by Dignity, in particular the installation of a mezzanine balcony at the rear of the crematorium. When is work expected to start? Damien Wilson will find out the timescale for the works for it to be circulated to IPSC.

It was noted that significant investment had been made towards environmental issues at the crematorium but concerns were raised regarding lack of investment into other cemeteries in the borough. Dignity needed to achieve a balance between the amounts invested into the service against the charges made for the services in comparison with neighbouring areas. A possible result is that people from Rotherham will go to neighbouring areas.

In response to this comment, DW reported that in carrying out the detail for this report and benchmarking against other authorities, Rotherham is seen as an example of good practice not poor practice.

Details were requested regarding the alternative chapel
Alan Pogorzelec will send details of the options available.

P63, 6.3. Relates to finding suitable available land to expand the cemetery at Maltby. Assurances were required that the Members of Maltby Town Council will be kept informed of any discussions on this subject. Damien Wilson will accept an invitation from Maltby Town Council to update them on the developments.

Members were interested in the amount of budget available to repair footpaths in the cemeteries. The Council has an annual budget of £4,000 for such works. Dignity has a budget and is working on a plan, including a risk assessment on the required works. An update on this information was requested by IPSC.

A request was made for:-

- The Performance Indicators identified in the Performance Monitoring Framework to be recorded for each cemetery. It was anticipated that this would be possible and included as part of the regular monitoring reports.
- A list of all complaints received by Dignity over the last 12 months and the resolutions. A check will be done to ascertain if this request can be met, as some of the information may be confidential.

The officers were asked if there was any update relating to the times when Asian burials could take place. The Council are currently in consultation with the Asian community over the issues of burial times along with the specifications for lined graves.

Child burials are at no cost in Rotherham. Alan Pogorzelec gave an explanation of the charges made by Dignity, which includes young people over the age of 16 as the charge relates to the size of the grave required, however, no charge is made for children under 2 years of age and non-viable foetus. In relation to lined graves an Equality Impact Assessment needs to be undertaken and this will include points such as burial times, fees for lined graves and general fees across the service. The aim of the Equality Impact Assessment is to bring about reasonable adjustments.

Concerns were raised by Councillor Alam, Cabinet Member for Finance and Corporate Services, over the Equality Impact Assessments not being undertaken and that these must be completed in partnership with Dignity. There are areas of the contract that need to be confirmed such as, the charging structure for different service provision by Dignity and timings relating to Asian burials. It was suggested that other faith communities are included in any discussions/work. Concerns were noted that at a time of bereavement additional tensions are being caused by uncertainties. It was also welcomed that IPSC continue to monitor the contract.

Dignity is looking at ways to liaise with different faith groups. An officer has been appointed by Dignity to do this work.

A Community Champion Scheme is also being looked at by Dignity to work closer with the communities. All comments noted by Councillor Alam will be considered as part of the Equality Impact Assessment.

Discussions took place relating to the background to the contract with Dignity being established. After scrutiny by Internal Audit, at the request of Damien Wilson, it was concluded as outlined in this report that the contract was not being managed by either party and the need for a Performance Monitoring Framework, an example of which has been included as part of this report and the requirement for Dignity to provide an Annual Report.

It was asked for the following points to be considered in discussions with Dignity.

P64 timings for Asian burials and currently there is only a half hour variation between the end time for burials during winter and summer.

These timings are from when the service was under the Council's control.

P70 item 14 – The views of local Funeral Directors need to be considered along with the views of their customers. IPSC would like to be kept up to date on this. The funeral Directors are best placed to carryout customer satisfaction surveys – but at the correct time. Suggestions have been made about an information leaflet being produced.

P64 Memorial Benches – a suggestion was made for Dignity to look at providing the option of a Memorial Wall. An example provided was similar to that of the National Arboretum.

P131 a suggestion was made in reference to pandemics and if this was referenced in the Emergency Plan. Confirmation was given that this was already being looked at. Dignity has their own business continuity plans and emergency plans. What is not certain at this stage is how they link with the Council's plans.

P84 4.1 Areas requiring improvements for staff to be members of the Institute of Burial and Administration. Is it a requirement for all staff to take part in the training? The reference to this is part of the 2014 Improvement Plan. Action Point. Further clarification to be sought from Dignity on this matter and circulated through the Commission.

A request was made that in future reports on Dignity are presented in a simpler format and to include the parts of the service and cemeteries which remain in the Council's Control.

Support was given to the work of Dignity at the Crematorium after a recent fact finding visit along with other Councillors.

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

(2) That the proposals described in Section 16 of this report be noted.

104. DATE AND TIME OF THE NEXT MEETING

Resolved:- That a further meeting be held on Wednesday, 7th February, 2018, at 1.30 p.m.

OVERVIEW AND SCRUTINY MANAGEMENT BOARD
22nd November, 2017

Present:- Councillor Steele (in the Chair); Councillors Clark, Cowles, Cusworth, Evans, Mallinder, Napper, Sheppard, Short, Walsh and Wyatt.

An apology for absence was received from Councillor Brookes.

The webcast of the Council Meeting can be viewed at:-

<https://rotherham.public-i.tv/core/portal/home>

39. MINUTES OF THE PREVIOUS MEETINGS

Resolved:- That the minutes of the meetings held on 11th and 25th October and 8th November, 2017 be approved as correct records of proceedings.

40. DECLARATIONS OF INTEREST

There were no Declarations of Interest to report.

41. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

42. PETITION - 'SAVE CEDAR HOUSE CRISIS CENTRE'

Further to Minute No. 72 of the Council Meeting held on 18th October, 2017, Mrs. S. Thackery attended to present the petition that had been received in respect of the Cedar House Crisis Centre facility on Moorgate Road, Rotherham. As the petition had 1,000 valid signatures under the Council's petition scheme, it has been referred for consideration by the Overview and Scrutiny Management Board.

This report detailed the background to decisions taken relating to Cedar House and the process that the Board should follow in considering the call for action contained within the petition.

Mrs Thackery attended the meeting to set out the reasons behind the petition. She explained that the unit had been used primarily by individuals with mental or emotional issues. There had been an outcry from service users since notice had been provided of the intention to sell Cedar House, especially as mental provision was widely considered to in crisis across the country. Mrs Thackery referred to the experience of family members who had used the facility and cited testimonies from other service users as to the value of the unit. Mrs Thackery was supported in her representation by the CQC Registered Manager at Cedar House, who was employed by Rethink, who further explained the value of Cedar House as a crisis house. Reference was made to the potential for the spot

purchase of units rather than the block purchase which had been the case historically, which was considered to be a most cost effective option for the authority that would allow Cedar House to continue as a valuable resource for service users.

In response to questions from Members, Mrs Thackery explained that she had become aware of the proposals to close Cedar House in April 2017 and her lack of awareness of the procedure to petition the Council had led to the delay in the petition being presented in October 2017. She further indicated that the Council's proposals were inadequate as people with mental health conditions or issues did not want to be in hospital environments and that a house/home based model of care was a more effective place for them to receive crisis care.

In responding to the petition, the Cabinet Member for Adult Social Care and Health, Councillor Roche, expressed sympathy for the points made by Mrs Thackery as lead petitioner. He explained that the original deals in 1995 and 2005 were not good deals and that the Council had made the right decision to decommission the service in March 2017. The background to the decision and subsequent correspondence with Rethink, the provider of services at Cedar House, was detailed by the Cabinet Member. He indicated that the Council was working with Rotherham, Doncaster and South Humber Foundation Trust and Rotherham Clinical Commissioning Group to develop a patient centred crisis plan and would review the type of help that would be required for individuals in crisis.

Members sought assurances that the Mental Health Lead Commissioner at the CCG had continued to be involved in the discussions following the decision to decommission the unit. There was also some reflection on the benefit of Cedar House as a small unit being a disadvantage due to the high fixed costs associated with it being a small unit. Members were reminded that the unit was for mental health crisis and was not a respite facility.

Resolved:-

- (1) That the petition be noted.
- (2) That the lead petitioner be advised that the call for action is not supported by the Overview and Scrutiny Management Board

43. RESIDENTIAL AND NURSING CARE HOME PROVISION IN ROTHERHAM

Further to the request by the Overview and Scrutiny Management Board consideration was given to a report which detailed the current and projected position with regard to residential and nursing care home provision in Rotherham across all client groups.

The report set out the current and projected population levels and the projected population of older people and people who have a learning disability, physical disability or mental ill-health who were aged 18 to 64 years.

The report also set out the position of the care home market and described the present and future challenges as well as presenting opportunities.

Members sought to understand how predictions could be made up to the year 2035, specifically referencing the decrease in 135 psychiatric patients when the population was projected to increase. It was explained that the projections were provided by the Office for National Statistics and were verified by the Institute of Public Intelligence and Oxford Brookes University. It was confirmed that the system was used by all local authorities in England.

It was explained that service users in Rotherham were historically receiving more of a service than they may have potentially needed. When compared to other authorities in the Yorkshire and Humber region, Rotherham was close to the average for older people's care, but was above the regional average for nursing care. Reference was made to the learning disability and mental health challenges in Rotherham.

Members expressed concern at the time afforded to individual visits and queried whether it was feasible to spend more time with people in their own homes to prevent admission into residential care. In response, it was explained that the focus should be on needs, outcomes and wishes and a graduated approach should be adopted. The ultimate goal was for people not to come into social care at all, but reablement was key and there continued to be a need to think about the removal of long-term care solutions. People should only go into residential care if their needs become unsafe, but there was a risk tool that was used to assist decision making with individuals.

Reference was made to the Integrated Better Care Fund (IBCF) and the forecast overspends in Adult Social Care and Members sought assurance as to how this would be managed. It was noted that the IBCF could be used for a whole range of activities, but it was a short term funding stream. As part of the broader picture, Members were advised of the specific challenges in Rotherham in delivering adult social care. Behavioural change in respect of the use of residential care and reablement was key, with the number of people under 65 in residential care being well above average. The Cabinet Member for Adult Social Care and Health further elaborated on the national funding picture where all local authorities were suffering from reduced funding from central government. He reported that during week ending 20 November 2017, 57% of social care councils were already overspent.

The Chair thanked the Cabinet Member and Strategic Director of Adult Care and Housing for their overview of residential and nursing care home provision in the borough and remarked that the Board would continue to monitor the work of the directorate in changing behaviours and processes.

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

44. ALIGNMENT OF THE ASSET MANAGEMENT POLICY AND STRATEGY TO THE MEDIUM TERM FINANCIAL STRATEGY

Consideration was given to a report which detailed the various key elements and objectives of the Asset Management Policy and Strategy and the Medium Term Financial Strategy, how they aligned in the delivery of the Council's corporate objectives and transformation plans and in addition how they support effective budget management.

With reference to neighbourhood working and managing underused assets, Members sought assurances that a comprehensive list of assets in each ward which was to be circulated to councillors. It was considered that the Asset Management service needed to align its approach to neighbourhood working to take advantage of and inform councillors' knowledge on what was happening and needed at a ward level. Members confirmed that they were specifically concerned with land that had a strategic value, as opposed to housing assets. The Cabinet Member for Jobs and the Local Economy provided an assurance that information on community assets would link in with the neighbourhood agenda.

Members queried when the Asset Management Plan would be published and shared with councillors and whether there would be any smart energy projects included in the plans in future. In response, it was confirmed that the plan was expected to be published in February 2018. With regard to energy projects, reference was made to the savings made annually from various projects at buildings like Riverside House. It was also noted that the Council sold energy back to the National Grid from Riverside House and newer properties had ground source heat pumps installed.

Assurances were sought that there was capacity with Legal Services to enable the expedient sale or transfer of assets. It was confirmed that there was a dedicated resource within Legal Services to support asset management sales or transfers

Resolved:-

- (1) That the linkages between the Asset Management Policy and Strategy and the Medium Term Financial Strategy be noted.
- (2) That the list of Assets in each ward be shared with Ward Members by no later than the end of February 2018.
- (3) That Ward Members be advised when assets are disposed of within their ward.
- (4) That the link between assets and neighbourhood working be reflected in the emerging Neighbourhoods Strategy and the future refresh of the Asset Management Strategy.

- (5) That Overview and Scrutiny Management Board annually monitor the level of capital receipts received to ensure that the requirements of the MTFS are met.

45. YOUTH CABINET/YOUNG PEOPLE'S ISSUES

The Chair reported on the launch of the Youth Cabinet Manifesto earlier in the month and spoke of his pride at the way in which the young people had conducted themselves and taken ownership of the issues they had identified for review. He added that he was looking forward to the Children's Commissioner Takeover Challenge in early 2018 where the Youth Cabinet would take over a meeting of the Overview and Scrutiny Management Board and invited Councillors Cusworth and Evans to participate in the planning for that meeting.

Resolved:- That the update be noted.

46. WORK IN PROGRESS

Health Select Commission

Councillor Evans reported that the Commission had received an update on Children and Adolescent Mental Health Services at its previous meeting and reviewed the whole school mental health pilot. Three schools had presented on the excellent work that they do. Councillor Evans further reported that a spotlight review would take place in November on Drug and Alcohol Treatment. Members of the Improving Lives Select Commission would be invited to the next meeting of the Commission as the Carers Strategy and Adult Mental Health would be on the agenda.

Improving Places Select Commission

Councillor Mallinder reported that the Commission had received an update on District Heating and Neighbourhood Working at its previous meeting and made a recommendation for a seminar to be held for all Members on Neighbourhood Working.

Improving Lives Select Commission

Councillor Clark reported that the annual reports from the Local Safeguarding Children's Board and Local Safeguarding Adults Board were presented and Members had provided positive feedback on the work of those bodies. The proposed agenda items for the Commission's meeting in December had changed with the Domestic Abuse Strategy and updates on the Virtual School and Regional Adoption Agency being due to be presented.

Resolved:- That the information be noted.

47. CALL-IN ISSUES

The Chair reported that no issues had been referred for call-in.

48. DATE AND TIME OF NEXT MEETING

Resolved:- That the next meeting be held on Thursday, 7th December, 2017 at 2.00 p.m.

OVERVIEW AND SCRUTINY MANAGEMENT BOARD
7th December, 2017

Present:- Councillor Steele (in the Chair); Councillors Brookes, Clark, Cowles, Cusworth, Evans, Mallinder, Napper, Sheppard, Short, Walsh and Wyatt.

The webcast of the Council Meeting can be viewed at:-

<https://rotherham.public-i.tv/core/portal/home>

49. DECLARATIONS OF INTEREST

There were no Declarations of Interest to report.

50. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

51. PRESENTATION - SHAPING ROTHERHAM'S FUTURE

The Leader of the Council and the Chief Executive attended the meeting to deliver a presentation to Members setting out the future direction of the Council as the preliminary part of the budget scrutiny process. This presentation was linked to the update on the Medium Term Financial Strategy and Budget Monitoring Report elsewhere on the agenda.

Resolved:-

That the presentation be noted.

52. OCTOBER FINANCIAL MONITORING REPORT 2017-18 AND UPDATE OF THE COUNCIL'S MEDIUM TERM FINANCIAL STRATEGY 2019-20

Consideration was given to the report which set out the financial position for the Revenue and Capital Budgets at the end of October, 2017 and was based on actual costs and income for the seven months ending 31st October, 2017 and forecasted for the remainder of the financial year. This was the fourth of a series of monitoring reports for the 2017/18 financial year which would continue to be brought forward on a regular basis.

Delivery of the Council's Revenue and Capital Budget and Medium Term Financial Strategy within the parameters agreed at the start of the current financial year was essential if the Council's objectives were to be achieved. Financial performance was a key element within the assessment of the Council's overall performance framework.

As at October 2017 the Council had a forecast overspend on the General Fund of £4.594m, an increase of £0.6m over the £4.0m forecast overspend as at September. The main reason for this increase was a continuing rise in the projected overspend by the Children and Young

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 07/12/2017

People's Directorate of a further £0.434m, chiefly attributable to continued increases in the number of children in care.

This increase in the number of Looked After Children had also placed significant and unavoidable pressure on Legal Services, which currently had a forecast Budget overspend of £1.1m resulting in a net projected overspend for the Finance and Customer Services Budget of £0.6m. In addition, the Adult Care and Housing forecast overspend had increased by £0.2m from £5.1m to £5.3m.

Offsetting these pressures, the Assistant Chief Executive's Budget projected underspend had increased by £34k to £244k, chiefly as a result of staffing savings mitigating other cost pressures. It was still anticipated that the review of Business Rates and Treasury Management would deliver £5m of savings against the Central Services budget this year.

The Regeneration and Environment Services projected budget outturn remained a break even position achieved through ongoing tight day to day budgetary control.

Management actions to address areas of overspend were also ongoing and the overall budget position would continue to be monitored closely. The current round of budget monitoring showed, however, that the Council's Revenue Budget position had deteriorated by £0.6m since the previous monitoring report showing the position as at September.

The majority of the £24m budget savings approved within the 2017/18 budget were on target to be achieved. Within this target there were £11.9m of Directorate budget savings, which combined with a further £5.4m of 2017/18 Directorate budget savings agreed in previous budgets, gave a total Directorate savings target for 2017/18 of £17.3m. The current monitoring indicated that of this total, £6.8m of savings proposals were at risk of non-delivery in the manner approved by Council when the 2017/18 Budget was set (an improvement of £0.4m compared to September). These at risk proposals and the impact of mitigating actions were reflected in the current overspend projection. Approval by Cabinet would be sought for any budget savings which ultimately were proposed to be delivered differently on a permanent basis.

In order to balance the Revenue Budget for 2017/18 if expenditure could not be contained within budgets by management actions or by identifying additional savings, the Council would need to call on its reserves. The use of £10.5m from the Council's reserves was approved as part of the 2017/18 Revenue Budget, in recognition of the timescales associated with developing future plans to achieve the significant additional budget savings required to stabilise the Council's Budget position for the financial years 2018/19 and 2019/20. This approach permitted the Council to use its current balance of reserves to mitigate the overall budget risk in the short term and to support a sustainable financial plan in the medium term before these reserves were reinstated in future years.

The current financial climate, the risks associated with continuing reductions in Government funding and the resulting significant savings required by the Council meant that there was a need to maintain prudent levels of reserves and to avoid calling on them except in exceptional circumstances. Given this, it was essential that all services continued to develop mitigating actions and identify alternative savings to compensate for financial pressures and delays in delivering the full amount of savings proposed in the Revenue Budget.

The current forecast outturn position reflected the financial effects of the mitigating actions that have been identified and implemented to date and the progress made in re-establishing a balanced budget position will be reported regularly through these Financial Monitoring reports.

As indicated in the Budget and Council Tax report 2017/18, the summary Medium Term Financial Strategy had been reviewed, informed by the financial outturn for 2016/17 and taking into account current economic factors and latest financial planning estimates of the council tax base, council tax collection rates, business rates income and business rates appeals.

This review results in estimates of the MTFS Budget Gaps for the following two financial years of £15.1m in 2018/19 and £15.8m in 2019/20, a total of £30.9m over the two years.

There continued to be significant in-year pressure on the Dedicated Schools Grant (DSG) High Needs Block – the projected overspend has increased by £140k in the past month to the current projection of £7.360m. Whilst at present this pressure did not directly affect the Council's financial position, it was imperative that the recovery strategy was implemented setting out clearly how this position would be resolved and avoiding any risk to the Council in the future. This included the planned transfer of £3m DSG in 2017/18 to reduce the forecast High Needs Block deficit.

A recovery plan intending to mitigate as far as possible the in-year pressure and achieve the previously reported position of an overall cumulative deficit of £1.796m by April 2019 had been devised by the service. As reported previously, the key areas of focus which would deliver the targeted deficit reduction by April 2019 included:-

- A revised Special School funding model (November 2017);
- A review of high cost out of authority education provision to reduce cost and move children back into Rotherham educational provision (November 2019); and
- A review of inclusion services provided by the Council (December 2017).

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 07/12/2017

The Public Health Budget was forecast to spend at budget whilst spending in the Housing Revenue Account (HRA) was forecast to be £0.583m below budget, reducing the planned use of HRA reserves from £1.16m to £0.6m.

An in-year variance of £15.396m reduced spend on the 2017/18 Capital Programme was forecast, the majority of which related to schemes which were re-profiled into 2018/19. The most significant variance was in respect of the Adult Care and Housing Capital Programme – where it was estimated that £10.821m of spending would be re-profiled into 2018/19 and later years of the Capital Programme, mostly to reflect delays on several major projects providing new housing.

This revised and re-profiled Capital Programme position would continue to be closely monitored and any further revisions and adjustments required to the Programme would be reported within the next financial monitoring report to Cabinet.

Members identified the pressures in respect of Adult Social Care and noted that most unitary and upper tier council had pressures in this area. In the future it was considered that this would represent a significant pressure on the budget. In response, officers confirmed that this was correct and noted that additional 3% levied on Council Tax for adult services in 2017/18. Information would be presented to Members as part of the budget on how the adult care budget would be progressed and how increasing costs would be managed.

Having regard to the earlier presentation by the Leader of the Council and Chief Executive, Members sought assurances that the budget was under control and regularly monitored. Officers confirmed that the budget was regularly monitored through reports such as this which are considered by the Cabinet, Commissioners and the Senior Leadership Team. Any re-profiling of the budget would need to come through to Members for determination at Council and assurances would be provided with any recommendations to do so.

Reference was made to the practice of vacancy management where vacant posts had been left unfilled to deliver in-year savings and Members queried whether such posts were needed if they could be left unfilled for significant periods of time. Officers indicated that this was a valid point and the question pre-empted some of the savings that were proposed to be considered as part of the budget scrutiny process later in the month.

Assurances were sought in respect of the Troubled Families Programme and the claim submitted in October 2017 had been accepted. The Assistant Director of Financial Services indicated that he expect that it had been, but would confirm in writing outside of the meeting.

Referring back to the earlier presentation by the Leader of the Council and Chief Executive, assurances were sought in respect of the ability to scrutinise and challenge third parties who might deliver services on behalf of the Council in future. In response, it was explained that this would need to be built into agreements and contracts in future.

Resolved:-

That Cabinet be advised that the recommendations be supported.

53. REVIEW OF COUNCIL TAX SUPPORT SCHEME

Consideration was given to a report which detailed that until 2013/14 Council Tax Benefit was a national scheme administered by Councils, but fully funded by the Government. In 2013 the Government abolished the national scheme and asked Local Authorities to create their own local Council Tax Support (CTS) Schemes with reduced funding. Local CTS Schemes have to be reviewed annually and this report set out recommendations following this year's review which was carried out within the context of the substantial financial challenges facing the Council.

Since 2010 Central Government grant to local authorities had been severely cut each and every year and the Council's latest financial planning assumptions have identified that the Council needed to reduce its net spending by a further £31m over the two years 2018/19 and 2019/20. The Council must address this funding gap whilst demand for services, particularly social care for vulnerable children and adults, was continuing to rise.

As part of the review of the CTS Scheme, the level of potential savings that could be gained by changing the scheme was considered alongside the impact of a variety of options.

Rotherham's scheme had remained unchanged since it was implemented, whereas many other Councils have already reviewed their schemes and provided support which was significantly less than was currently provided by Rotherham.

The proposals related only to support for working age claimants (the support provided to pensioner claimants remained unchanged at nationally determined levels).

The options which were selected included retaining the current scheme and a further seven change options which could be implemented individually or in combination. Any proposal to change the Council Tax Support Scheme required the Council to consult major preceptors (Fire and Rescue Authority and Police and Crime Commissioner) and also to undertake a public consultation exercise. Consultation had been held with the major preceptors and a public consultation was undertaken over the period 9th October to 20th November, 2017.

A total of 401 responses were received and detailed analysis of the consultation, including its scope and the analysis of the responses received, was set out in detail as part of the report. These have informed the final recommendations.

Legislation required that any changes to the Council Tax Support Scheme must be adopted by Full Council by 31st January, 2018 in order to come into effect for 2018/19. The Cabinet would then consider the proposals and any recommendations would, therefore be forwarded for consideration at the Council meeting on 24th January, 2018.

Resolved:-

1. That Cabinet be advised that the recommendations be supported.
2. That greater clarity is provided about how consultation responses are used to inform proposals; and where the proposals differ from a majority consultation response, that a clear rationale is provided about how the proposals have been arrived at.
3. That a further report is provided in October 2018 on the take up of the Council Tax Support Scheme and the impact of the roll-out of Universal Credit across the borough.

54. ROTHERHAM LOCAL PLAN: MAIN MODIFICATIONS TO THE LOCAL PLAN SITES AND POLICIES DOCUMENT

Consideration was given to a report which was to seek Council approval to consult on Main Modifications to the Sites and Policies Document. This was necessary to accommodate the changes to the plan required by the Planning Inspector. These changes were required to make the plan sound and enable the Council to adopt it in due course.

Members queried the changes proposed by the Planning Inspector and made specific reference to the removal of a restriction on takeaways near schools. In response it was confirmed that a refusal on the grounds of being against the interests of public health reasoning had been challenged and lost on appeal, as the Planning Inspector did not attach weight to the public health argument.

Reference was also made to land at Thorpe Hesley which was proposed to be protected by inclusion within the green belt and ward Members were very pleased with that amendment. Reflecting on this point, Members concluded that one of the great advantages of the Local Plan is that it gives the Local Planning Authority and the Planning Board the power to refuse applications which are not consistent with its provisions.

Resolved:-

That Cabinet be advised that the recommendations be supported.

55. THE 'TIME FOR ACTION' INITIATIVE

Consideration was given to the report which set out the work that had been done in Rotherham to strengthen enforcement activity around environmental crime issues such as littering, dog fouling and fly-tipping following the approval by Cabinet and Commissioners of the 'Time for Action' approach on 9th January, 2017 and to progress discussions with Doncaster Council to develop shared service provision.

A pilot exercise in Rotherham had been underway since 26th April, 2017 to test the effectiveness of an alternative approach to deliver enhanced environmental crime and parking enforcement within the Borough.

The pilot had proven to be successful as could be evidenced by the increased level of fixed penalty fines and patrols undertaken to tackle littering and dog fouling and whilst it was difficult to measure any long term effects in relation to deterrent or reducing street cleansing costs, the short term aim of increasing enforcement against environmental crime offences could clearly be demonstrated.

Discussions with Doncaster Council have continued throughout with consideration of options, potential timescales, likely specifications and potential service level agreement items.

Members expressed concerns that Kingdom were operating on private owned land where the landowner had a duty to maintain cleanliness of their property and felt that Kingdom should operate solely on public land or Council owned property. In response, officers confirmed that a flexible approach could be adopted where a private landowner could pay for the service.

Further concerns were expressed that the initiative was targeting areas with larger footfall to increase the ratio of fine. In response, officers advised that targeting was something that should be pursued, but it should not be about targeting specific individuals, but rather to undertake enforcement activity to challenge behaviours.

Members sought clarification in respect of the number of fines that needed to be pursued through the courts for non-payment. In response, it was confirmed that 4,617 offences had been committed and the expectation was that 70% of these would be collected and 30% would require collection through the courts. It was agreed that specific information would be supplied outside of the meeting.

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 07/12/2017

Clarification was sought as to why attendants were operating in pairs around the town centre. It was explained that this happened occasionally, although staff were provided with body cameras to record proceedings. This was particularly important due to the abuse received by staff and the authority needed to support staff undertaking what could potentially be difficult work.

Resolved:-

1. That Cabinet be advised that the recommendations be supported.
2. That the following recommendations from Improving Place Select Commission be used to inform the negotiations:

That:

- a) The service should be extended to include issuing of parking fines;
- b) A communication plan be developed to promote the initiative borough wide;
- c) Branding is clearly identified and included as part of the communications plan;
- d) Members are notified when Enforcement Officers are working in their Wards;
- e) Service provision is distributed equally across outlying areas and wards;
- f) The extension of service provision to private sector areas be explored;
- g) That contractors undertaking enforcement activity and issuing of penalties on behalf of the Council work to Rotherham MBC's code of practice;
- h) When fines are issued, that clear and consistent information is provided to the customer about the process and what happens next;
- i) Details of the contract covering the shared service arrangements should be presented to Improving Places Select Commission;
- j) Six monthly monitoring and evaluation reports are to be presented to Improving Places Select Commission to include details regarding social demographics.

56. DATE AND TIME OF NEXT MEETING**Resolved:-**

That the next meeting be held on Thursday 14 December, 2017 at 2.00 p.m.

OVERVIEW AND SCRUTINY MANAGEMENT BOARD
14th December, 2017

Present:- Councillor Steele (in the Chair); Councillors Brookes, Clark, Cowles, Cusworth, Evans, Mallinder, Napper, Sheppard, Short and Walsh.

An apology for absence was received from Councillor Wyatt.

The webcast of the Council Meeting can be viewed at:-

<https://rotherham.public-i.tv/core/portal/home>

57. DECLARATIONS OF INTEREST

There were no declarations of interest.

58. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

59. TO CONSIDER WHETHER THE PRESS AND PUBLIC SHOULD BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF ANY PART OF THE AGENDA.

The Chair reported that there were no items of business on the agenda that would require the exclusion of the press or public.

60. BUDGET 2018/19 AND MEDIUM TERM FINANCIAL STRATEGY PROGRESS UPDATE

The Chair welcomed attendees to the meeting and explained that the purpose of the meeting would be to review income generation and savings proposals from the Strategic Directors of Regeneration & Environment and Finance & Customer Services and the Assistant Chief Executive as part of the budget scrutiny process. A further meeting would be held on 20 December 2017 to review proposals from other Strategic Directors.

61. BUDGET OPTIONS - REGENERATION AND ENVIRONMENT

The Chair welcomed the Strategic Director of Regeneration and Environment and other officers, as well as the Cabinet Member for Jobs and the Local Economy, to the meeting.

Members considered the following budget proposals:

Title	OSMB Comments	Supported or	Additional Actions
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OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 14/12/17

		Rejected	
Review of Corporate Health and Safety (R&E 1)	Members received assurances in respect of the analysis undertaken by the service in respect of the viability of the proposal	Supported	N/A
Increased income/reduced costs from the Market Service (R&E 2a)	<p>Members sought assurances in respect of what was empty liability and how much of the £50k and £75k was attributable to increased income or reduced cost.</p> <p>Members also queried how the Council would increase footfall. It was explained there was a broader approach to this which involved promoting the market, the development of other schemes and a longer term strategy to redefine the town centre to bring more people in</p>	Supported in principle, subject to additional clarification being provided	Assistant Director for Planning, Regeneration & Transport to supply information to Members

OVERVIEW AND SCRUTINY MANAGEMENT BOARD - 14/12/17

Increase fee income from A630 Parkway widening project for one year only (R&E 2b – 1)	No comments	Supported	N/A
Increase in planning application income or reduce staffing levels if planning applications do not meet the additional target (R&E 2b – 2)	No comments	Supported	N/A
RiDO – Deletion of vacant post (R&E 2b)	Members sought assurances that there would be sufficient capacity left within the team if the proposal to delete a post were to be implemented. It was explained that the focus of the team was on bigger strategic workstreams rather than lower level development and it was anticipated that this could be accommodated	Supported	N/A
Revenue Income Through Property Investment (R&E 3 – 1)	No comment	Supported	N/A
Riverside House Space to Partner (R&E 3 – 2)	Members queried whether the proposal was viable without the landlord's permission. It	Supported	N/A

	<p>was explained that all such projects carried a degree of risk and the biggest risk associated with this was that the proposed tenant could find alternative accommodation. At this stage there was nothing to formally submit and no plans were in place. Members also sought assurances in respect of capacity in legal services to expedite any agreement and the impact on customers in Riverside House. In response, it was confirmed that there was sufficient resources to progress the project and that the impact on customers would be monitored. The proposal was considered to be achievable, but it was noted that it would not deliver a full year saving in 2018-19</p>		
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OVERVIEW AND SCRUTINY MANAGEMENT BOARD - 14/12/17

Income from Schools for the provision of Asset Management Services (R&E 3 - 3,4,5,7)	Members queried whether this was an activity that Multi-Academy Trusts (MATs) could deliver in-house and, in addition, whether the Council had investigated grouping all of the services that could be offered to MATs into one corporate package. In response, officers indicated that they had every reason to believe that MATs would use the service. Officers from Asset Management working with colleagues in Children's Services were working on developing a single package for MATs in future	Supported	N/A
Reallocation of Community Engagement and Community Property Work (R&E 3 – 9,10)	Members sought assurances that the directorate had the capacity to deliver against this proposal. In response, it was explained the proposal was	Supported	Assistant Director of Planning, Regeneration and Transport to provide additional information on the fee structure for valuations

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 14/12/17

	<p>designed to create the capacity to deliver.</p> <p>Members sought further information in respect of the detail of the proposed income and were advised there was a set fee against each valuation</p>		
<p>Stage 2 Implementation of Transport Review (R&E 4)</p>	<p>In response to a request for clarification, it was noted that Home to School Transport was part of this review, along with the exploration of option for changing policy on children's transport and the Corporate Transport Unit. The aspiration was to ensure better management of transport budgets through a corporate unit, rather than through individual services. It was noted that the review was also concerned with fleet procurement and management.</p>	<p>Noted that will be the subject to future pre-decision scrutiny ahead of any Cabinet decision</p>	<p>Strategic Director for Regeneration and Environment to provide the Equality Impact Assessment to Members</p>

OVERVIEW AND SCRUTINY MANAGEMENT BOARD - 14/12/17

	Members asked to see the Equality Impact Assessment for the proposal		
Community Safety and Street Scene Transformation and re-design (R&E 5)	No comments	Supported	N/A
Revision to the grounds maintenance service (R&E 6a – 3 & 5)	Members raised queries in respect of the capacity to buy back services through devolved budgets and what work was being done with town and parish councils for them to deliver these services in future. The Strategic Director agreed to investigate the feasibility of both approaches. Reference was also made to the seasonal approach to recruitment for this work through use of agency staff, which was acknowledged to be the most cost effective approach	Supported	N/A
Integration of the Dog Warden Service into the Pest Control Service (R&E 6e)	Members sought clarification as to the effect of	Supported	Recommendation that costs are recouped through

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 14/12/17

	the proposal and it was confirmed that the service would reduce from five days to three days per week. It was explained that there was a lesser risk arising from the proposal as there were fewer stray dogs and the proposal was to scale down staff numbers to meet demand. Members recommended that costs of stray dogs be recouped through microchipping checks		microchipping checks
Waste Options Appraisal / Waste Review (R&E 7a)	No comment	Noted that will be the subject to future pre-decision scrutiny ahead of any Cabinet decision	N/A
Change Bank Holiday Monday waste collections to Saturday (R&E 7c)	Reflecting on the situation at Birmingham City Council, Members reiterated the need to ensure that the trade unions were involved in		N/A

OVERVIEW AND SCRUTINY MANAGEMENT BOARD - 14/12/17

	discussions in respect of this proposal		
Introduce advertising/sponsors hip on waste collection vehicles (R&E 7d)	No comment	Supported	N/A
Review of cleaning provision in corporate landlord properties(excluding Riverside House) (R&E 8 – 3)	No comment	Supported	N/A
Review of caretaking vehicles provision (R&E 8 – 4)	No comment	Supported	N/A
Riverside House Café (R&E 8 – 5)	No comment	Supported	N/A
Riverside House Cleaning (R&E 8b – 2)	No comment	Supported	N/A
Culture Sport and Tourism Staffing Reconfiguration (R&E 9a)	Members were concerned at the lack of clarity in respect of the impact on staff numbers in this proposal	Deferred	Assistant Director Culture, Sport and Tourism to attend on 20 December 2017 to provide clarification in respect of the proposal
Rother Valley Country Park – development of a new caravan site (R&E 9b)	No comment	Supported	N/A
Increase income at the Civic Theatre (R&E 9c)	Members supported the notion of utilising income to make the	Supported	N/A

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 14/12/17

	theatre fully self-sustaining		
Temporarily prioritise essential maintenance only at Countryside sites (R&E 9e)	No comment	Supported	N/A
Increase income across parks, countryside and green spaces (R&E 9f)	No comment	Supported	N/A
Temporarily Prioritise Essential Maintenance Only at Clifton Park and other urban green spaces (R&E 9g)	No comment	Supported	N/A
Temporarily Prioritise Essential Maintenance Only at Clifton Park and other urban green spaces (R&E 9g)	No comment	Supported	N/A
Expansion of Nationality Checking Service (R&E 9h)	No comment	Supported	N/A
Reduce or Stop the provision / maintenance of highway assets – Cenotaphs (R&E 11 – 4)	Members sought further information in respect of which cenotaphs were maintained by the Council, rather than parish councils	Deferred	Strategic Director of Regeneration and Environment to bring information back to Members on 20 December 2017
Sponsorship for Town Centre events; i) Christmas illuminations (£44,000)	Members were fully supportive of the proposal, but sought assurances in	Supported	N/A

ii) Christmas tree (£2,000) (R&E 11)	respect of any failure to secure a sponsor. It was explained that coordination between the Council and town centre businesses		
One Off Income for Recycling of old Street Lighting Lanterns (R&E 13)	No comment	Supported	N/A
Realignment of the Highways Budget – Street Lighting Energy and Highway Insurance Premiums (R&E 14)	No comment	Supported	N/A

62. BUDGET OPTIONS - FINANCE AND CUSTOMER SERVICES

The Chair welcomed the Strategic Director of Finance and Customer Services and the Cabinet Member for Corporate Services and Finance to the meeting.

Members considered the following budget proposals:

Title	OSMB Comments	Supported or Rejected	Additional Actions
Consolidate Riverside House Customer Services (FCS CIDS1)	No comments	Supported	N/A
To remove the cost of hiring a van for the Information Governance team to deliver historic paper records to staff across RMBC (FCS CIDS2)	No comments	Supported	N/A

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 14/12/17

To reduce the Information Governance Team by one member of staff (FCS CIDS3)	No comments	Supported	N/A
Restructure the Management team across the Digital Service (FCS CIDS4)	Members sought clarification as to why the proposal would deliver the anticipated benefits given the historic issues with IT in the authority. In response it was confirmed that the service would be in a stronger position as a result of the implementation of the proposal. Members sought further clarity in respect of the number of vacant posts and how long they had been vacant for. In response, it was confirmed that a large number had been held as vacant throughout the financial year. Members sought further information in respect of the reconfiguration of management in CIDS	Deferred	Strategic Director of Finance and Customer Services to provide clarification in respect of the proposal on 20 December 2017

OVERVIEW AND SCRUTINY MANAGEMENT BOARD - 14/12/17

Revenues & Benefits Service - reduction in overtime (FCS – Fin 1)	Members sought assurances in respect of the checks and balances in place to prevent the unnecessary payment of overtime. It was explained that former practices had been challenged and changes had been made to significantly reduce overtime since the appointment of the Strategic Director of Finance and Customer Services. Members also raised the need to move to e-billing for Council Tax. However, it was also suggested that the annual waste calendar be issued in the same letter as Council Tax bills to achieve efficiency on printing and postage	Supported	That OSMB consider establishing a task and finish group to review communications to residents
Recovery of Housing Benefit Overpayments (FCS – Fin 2)	No comment	Supported	N/A

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 14/12/17

Staffing savings from the Procure to Pay service (FCS – Fin 3)	Members received assurances that the progress for purchase orders was managed through an electronic system and noted the issues that had faced the service in the past two years	Supported	N/A
Review of Income Collection Arrangements (CW3)	No comment	Supported	N/A

63. BUDGET OPTIONS - ASSISTANT CHIEF EXECUTIVE'S OFFICE

In view of the time taken to review the proposals from the Strategic Directors of Finance & Customer Service and Regeneration & Environment, the proposals from the Assistant Chief Executive were deferred for consideration until Wednesday 20 December 2017.

64. DATE AND TIME OF NEXT MEETING

The next meeting of the Overview and Scrutiny Management Board would be held on Wednesday 20 December 2017 at 9.00 a.m. in Rotherham Town Hall.

OVERVIEW AND SCRUTINY MANAGEMENT BOARD
Wednesday, 20th December, 2017

Present:- Councillor Steele (in the Chair); Councillors Brookes, Clark, Cowles, Cusworth, Evans, Mallinder, Napper, Sheppard, Short and Walsh.

An apology for absence was received from Councillor Wyatt.

The webcast of the Council Meeting can be viewed at:-

<https://rotherham.public-i.tv/core/portal/home>

65. DECLARATIONS OF INTEREST

There were no declarations of interest.

66. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

67. TO CONSIDER WHETHER THE PRESS AND PUBLIC SHOULD BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF ANY PART OF THE AGENDA.

The Chair reported that there were no items of business on the agenda that would require the exclusion of the press or public.

68. BUDGET 2018/19 AND MEDIUM TERM FINANCIAL STRATEGY PROGRESS UPDATE

The Chair referred to the previous meeting held on 14 December 2017 and reminded Members that the purpose of the meeting was to review the outstanding income generation and savings proposals from the Council's directorates for the 2018-19 financial year.

It was noted that information requested at the meeting on 14 December 2017 had been circulated and would be referred to during the meeting by the relevant Strategic Director.

69. BUDGET OPTIONS - ASSISTANT CHIEF EXECUTIVE'S OFFICE

The Chair welcomed the Assistant Chief Executive to the meeting. Members considered the following budget proposals:

Title	OSMB Comments	Supported or Rejected	Actions

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 20/12/17

Centralisation of Performance Management & Quality Function (ACX1)	Members sought clarification in respect of timescales for centralising the function and it was confirmed that any changes would take place after April 2018 and would be subject to Cabinet Member, Commissioner and Strategic Director sign off. Members also reflected on the likelihood of performance management be improved through centralisation and the role of Cabinet Members in determining Council Plan indicators	Supported	N/A
Reduction in grant for infrastructure to voluntary and community services (ACX2)	Members were reassured that an equality impact assessment had been completed in respect of the proposal and provided support	Supported	N/A
Immigration Advice (RDF)/ Reduction in advice services contract – linked to advice services review (ACX3)	No comment	Supported	N/A

OVERVIEW AND SCRUTINY MANAGEMENT BOARD - 20/12/17

Reorganisation of Communications function (ACX4)	Members challenged the capacity of the function to respond to a reorganisation. It was noted that a new Head of Communications and Marketing had been appointed and would conduct a review early in 2018. Members recognised that a number of other income generation proposals from other directorates were dependent on the marketing of services and asked for a report back on the implementation of the proposals early in the 2018-19 financial year	Supported	That the Head of Communications and Marketing submit a report to OSMB in April 2018.
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70. BUDGET OPTIONS - CHILDREN AND YOUNG PEOPLE'S SERVICES

The Chair welcomed the Strategic Director of Children and Young People's Services and the Deputy Leader & Cabinet Member for Children's Services to the meeting. Members considered the following budget proposals:

Title	OSMB Comments	Supported or Rejected	Actions
Early Help Phase 2. Whole Service Review (CYPS1)	Members sought assurances that the proposals would lead to an improved service and were advised that the service can be improved with less management and a greater focus on families who require support. Members sought further assurances that the saving would be met during the year and noted that the intention was to deliver a part year saving from October 2018. Members were	Supported in principle, but noted that it would be subject to pre-decision scrutiny prior to any final decision by Cabinet	Strategic Director of Children and Young People's Services to submit a report to Improving Lives Select Commission on the outcome of the consultation in May 2018

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 20/12/17

	also keen to understand what the equality impact assessment for the proposal had identified and how consultation would be undertaken with service users		
Education Psychology Service (to move net Council General Fund spend to DSG High Needs) (CYPS2)	Members identified that this proposal would make real savings and expressed the view that this should have been done at an earlier stage	Supported	N/A
Revise the funding model for Admissions and Appeals (CYPS3)	Members sought clarification in respect of who responsible for the funding of admissions and appeals following the reforms in education that had resulted in the creation of academies. Clarification was provided in respect of accountabilities for maintained schools through the local authority and academies which were separate organisations or part	Supported	N/A

OVERVIEW AND SCRUTINY MANAGEMENT BOARD - 20/12/17

	of multi academy trusts		
Troubled Families – Payment by Results (CYPS4)	No comment	Supported	N/A
Schools Improvement Service (CYPS5)	Members expressed concern in respect of the proposal as the explanation provided did not correlate with the detail in the written proposal	Deferred for further consideration	Strategic Director of Children and Young People's Services to provide clarification on 10 January 2018
Sufficiency - Independent Fostering Agencies, First Preference (CYPS6)	Members sought and received assurance that the authority was more confident about placing with Independent Fostering Agencies	Supported	N/A
Sufficiency - Block contracts (residential) (CYPS7)	Members expressed some concern that the proposal was aspirational rather than realistic. Assurances were provided that it was realistic and the savings targets were real targets	Supported	N/A
Sufficiency - Foster Care Recruitment (CYPS8)	Whilst Members highlighted concerns that projected savings could be affected by increased demand, there was support for the proposal	Supported	N/A
Sufficiency - Edge of Care Interventions	Members reflected on the success of previous investments	Supported	N/A

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 20/12/17

(CYPS9)	in this area and were pleased to note that further funds would not be required, however they noted that progress would rely on the reconfiguration of Early Help during 2018-19		
Regional Agreement for Agency Social Workers (CYPS10)	Members sought assurances that all authorities would abide by the terms of an agreement. It was noted that all authorities in the region were signed up to and the potential delay arising from the need to give notice may lead to implementation commencing in-year rather than from 1 April 2018	Supported	N/A

71. BUDGET OPTIONS - PUBLIC HEALTH

The Chair welcomed the Director of Public Health and the Cabinet Member for Adult Social Care and Health to the meeting. Members considered the following budget proposals:

Title	OSMB Comments	Supported or Rejected	Actions
Active Rotherham savings – R&E reallocated funds (PH1)	Members indicated that this had been a good project and sought assurances as to how the reconfiguration would continue. It was confirmed that discussions were ongoing to identify how interventions could take place in	Supported	N/A

OVERVIEW AND SCRUTINY MANAGEMENT BOARD - 20/12/17

	other areas		
Withdrawal of £25k of Public Health re-allocated budget from the homelessness service (PH2)	Members expressed concerns in respect of the impact of this proposal on homeless people in the borough. It was expected that the reduction in funding would be mitigated from the Housing Revenue Account, however Members expressed further concern and requested clarification be provided at the next meeting of the Board	Deferred until 10 January 2018	Director of Public Health or Assistant Director of Housing to attend on 10 January 2018
Reduction in Sexual Health contract value by a minimum of 2.6% of the total year contract value, to reflect the reduction in Public Health Grant (PH3)	Members sought assurances in respect of the adequacy of the future service provision given that it was already being provided on a reduced contract. It was confirmed that robust contract management arrangements were in place to manage key performance indicators in this area, but the key aspect was to ensure that treatment was delivered at an earlier stage	Supported	Report on the implications of the proposal to be submitted to the Health Select Commission
Savings from redesigning children's obesity pathway/ decommissioning	No comment	Supported	N/A

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 20/12/17

sections of the healthy weight pathway (PH4)			
Reduce the amount spent on HIV prevention to £30k (PH8)	No comment	Supported	N/A
Two staff vacancies (Public Health Specialist for substance misuse commissioning and Children's) posts disestablished (PH9)	No comment	Supported	N/A

72. BUDGET OPTIONS - REGENERATION AND ENVIRONMENT

The Chair welcomed the Strategic Director of Regeneration and Environment and the Assistant Director for Culture, Sport and Tourism to the meeting. Members considered the following budget proposals which had been deferred at the meeting held on 14 December 2017:

Title	OSMB Comments	Supported or Rejected	Actions
Energy Efficiency Measures and Utility Procurement (R&E 3 – 6 – 8)	No comment	Supported	N/A
Stage 2 Implementation of Transport Review (R&E 4)	Having received the Equality Impact Assessment for the proposal, Members were able to support the proposal in principle.	Supported in principle, and noted that this would be the subject of pre-decision scrutiny prior to a future decision by the Cabinet	N/A

R&E 9a	Members sought and received assurances that saving could be achieved and the service could continue to be provided. Further concerns were expressed about the impact on frontline staff and it was acknowledged that this was an emotive point	Supported	N/A
Reduce or Stop the provision / maintenance of highway assets – Cenotaphs (R&E 11 – 4)	Members received the breakdown of which cenotaphs were the responsibility of the Council and were able to support the proposal	Supported	N/A

73. DATE AND TIME OF NEXT MEETING

The next meeting of the Overview and Scrutiny Management Board will be held on Wednesday 10 January 2018 at 11.00am in Rotherham Town Hall.

OVERVIEW AND SCRUTINY MANAGEMENT BOARD
10th January, 2018

Present:- Councillor Steele (in the Chair); Councillors Brookes, Clark, Cowles, Cusworth, Mallinder, Napper, Sheppard, Short, Walsh and Wyatt.

An apology for absence was received from Councillor Evans.

The webcast of the Council Meeting can be viewed at:-

<https://rotherham.public-i.tv/core/portal/home>

74. DECLARATIONS OF INTEREST

There were no Declarations of Interest reported.

75. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

76. TO CONSIDER WHETHER THE PRESS AND PUBLIC SHOULD BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF ANY PART OF THE AGENDA

The Chair reported that there were no items of business requiring the press and public to be excluded from this meeting.

77. INCREASE IN COUNCIL TAX EMPTY PROPERTY PREMIUM

Consideration was given to a report that detailed how from 2013/14 the Government introduced changes affecting the way that Council Tax was charged on certain types of empty property or second homes, by allowing Local Authorities increased discretion to set the level of charges locally.

One option available to Local Authorities was the introduction of a 50% Premium for long term empty properties which had been unoccupied and substantially unfurnished for a period of over two years. The principle of the introduction of the Premium was to incentivise owners to bring empty properties back into use.

The Council introduced the Council Tax Premium with effect from 1st April, 2013 with the 50% Premium being charged on the two year anniversary of a property becoming unoccupied and substantially unfurnished.

In the November, 2017 Budget statement, the Chancellor of the Exchequer announced that authorities would be given the power to increase the Council Tax empty homes premium from the current level of 50% to 100% as further encouragement to owners to bring empty properties back into use.

No further detail had yet been released by the Government regarding the implementation timeline or any exceptions that may be introduced and the change would require legislation meaning the earliest implementation date could not yet be confirmed.

Members queried whether information on the Valuation Tribunal appeals process was provided to affected individuals and recommended that this should become standard practice when issuing correspondence.

Resolved:-

1. That the recommendation to Council be supported for approval of an increase in the Empty Property Premium from 50% to 100% from the 1st April, 2018 or any later date upon which the Autumn Budget 2017 provision to increase the Empty Homes Premium was implemented.
2. That clarity be provided to affected persons on the appeals process.

78. HOUSING REVENUE ACCOUNT BUSINESS PLAN 2018-19

Consideration was given to the report which detailed how the Housing Revenue Account (HRA) recorded all expenditure and income relating to the provision of council housing and related services, and how the Council was required to produce a HRA Business Plan setting out its investment priorities over a thirty year period.

Following the introduction in 2012 of HRA self-financing, whereby the Council was awarded control over its HRA in return for taking on a proportion of national housing debt, Rotherham's HRA was in a strong position with a healthy level of reserves. However a number of policies have been introduced by Central Government that resulted in a reduction to HRA resources, namely:-

- 1% per annum reduction in Council rents over four years.
- Reinvigoration of the Right to Buy (reduction of qualifying period to three years): Reducing stock.
- Welfare reform - bedroom tax, universal credit and benefits cap: Impacting on tenants' ability to pay their rent, and increasing the resources required by the Council to collect rent from tenants in receipt of benefits.
- Introduction in the future of mandatory fixed term tenancies.
- Introduction in the future of the enforced sale of high value properties/ equivalent levy meaning the Council would have to pay in the region of £2m annually to the Treasury, to cover the costs of the discounts housing associations must offer now they could offer the Right to Buy to their tenants.

Whilst significant savings were required to ensure the HRA Business Plan was balanced over the thirty year period the extent of these pressures had reduced somewhat following recent policy announcements; the most significant of which was the return of the previous rent formula from 2020-21 onwards i.e. CPI + 1% for five years. This policy change increased HRA balances by over £104m over the life of the plan.

The subsequent review of the HRA Business Plan for 2018-19 was now focused on achieving:-

- Contributing to the borough's housing growth target of 900 homes per annum through building and/ or purchasing new properties.
- Maintaining and continuing to improve our 20,500 Council homes.
- Contributing to the development of low cost home ownership products that are needed locally and will play a critical role in Rotherham's overall economic growth.
- Continued investment to support the General Fund budget position.

The report further detailed a technical overview of the current position and the reason for changes to the Plan and considered alongside proposed 2018-19 rents, service charges and budgets.

Members requested further information on the options and parameters for Option D within the report, as it was not clear what the rationale was from the information provided. In response, officers confirmed that the HRA Business Plan had been subject to review since the summer of 2017 and various options for modelling the impact of growth and new homes being built. The various options had been tweaked and been subject to external review by consultants. Following on, Members requested more detail on why Option D was the preferred option.

Members sought further assurance in respect of the Council's confidence in the private sector to deliver the housing requirement for site clusters. In response, the Cabinet Member for Housing explained that the Council wanted to be in a position where the HRA could invest in housing growth year on year, but the private sector will need to deliver the majority of the housing requirement. The Council would do more than ever to intervene in the market to deliver as much as possible, but the burden would need to be met in the main by the private sector.

Resolved:-

1. That Cabinet be advised that the recommendations
2. That further detail of the options discounted for the Base Case be circulated to OSMB members prior to the Cabinet meeting.

79. HOUSING REVENUE ACCOUNT RENTS AND SERVICES CHARGES 2018-19

Consideration was given to the report which sought approval for the proposed values for the setting of the housing rents, non- dwelling rents and service charges for 2018/19.

Members referred to the district hearing scheme and the fluctuation of gas prices in the energy market and indicated that the cost of capital works in different schemes would need to be borne in mind in future.

Resolved:-

That Cabinet be advised that the recommendations be supported.

80. INTRODUCTION OF A CHARGING SCHEME FOR FOOD HYGIENE RATING RE-INSPECTION VISITS

Consideration was given to the report which detailed how the food hygiene rating displayed at food premises reflected the standards of food hygiene found on the date of inspection or visit by the Council. The food hygiene rating was not a guide to food quality, but rather to the standards at the premises. Very often, where a business had received a low food hygiene rating, the owners requested a re-visit from the Council following improvements to standards.

The Food Standards Agency had issued guidance which allowed Councils to charge for undertaking requested re-inspections under the Food Hygiene Rating Scheme. It was proposed that a fee of £150 be charged for such re-inspections.

The South Yorkshire Food Liaison Group, which was attended by the Food Hygiene Principal Officers considered the introduction of a re-inspection fee and it was agreed by the group that a county wide re-inspection fee should be considered.

Sheffield City Council already introduced charging for re-visits (£150) in accordance with the revised Brand Standard. The Brand Standards was guidance set by the Food Standards Agency which Local Authorities were required to follow when they operated the Food Hygiene rating Scheme.

Adopting this charging scheme brought with it advantages to business in that the timescale for re-inspections shortened and more than one re-inspection could be requested.

Resolved:-

That Cabinet be advised that the recommendations be supported.

81. BUDGET SCRUTINY FOLLOW UP

Further to the budget scrutiny meetings of the Overview and Scrutiny Management Board held on 14th and 20th December, 2017 respectively, consideration was given to additional information in respect of the following proposals which had been deferred previously:

- a) CYPS 5 – School Improvement – Members asked for more detail in respect of where the saving will come from and the impact on the service, including a description of the minimum service requirement.
- b) PH2 – Withdrawal of £25k funding from homelessness service – further information required detailing the impact of the reduction on the delivery of the homelessness strategy.

The Strategic Director of Children and Young People's Services provided a verbal update in respect of budget proposal CYPS 5 regarding the School Improvement Service. It was explained that the original proposal had been misleading in that the proposal did not relate to school improvement, but rather the Rotherham Youth Enterprise, which formed part of the Education and Skills Service in Children and Young People's Services. In elaborating on the revised proposal, it was reported that the number of full time equivalent redundancies arising was expected to be seven and the saving from the cessation of the service would be £183,500. In reviewing the proposal, Members expressed concerns regarding the plan to not fill a vacant post in the Early Years service and Members requested an update on this position in June 2018 to understand the impact of not filling the vacancy. Having received the verbal update, Members not willing to support the proposal and requested that a further report fully detailing the proposal be submitted to the next meeting on 31 January 2018.

Officers from Housing Services provided additional information on the proposal to withdraw £25,000 of funding for homelessness services from the Public Health budget. Assurances were provided that there would be no impact on homelessness services as there were other resources that could be used to mitigate the removal of the Public Health funding stream, such as the Housing Revenue Account and the Homelessness Grant.

Members reflected on the other areas where they had requested further information from the Strategic Director of Regeneration and Environment and noted that this information had been circulated separately and that they were able to provide support to the proposals.

Resolved:-

1. That the Strategic Director of Children and Young People's Services submit a report on the budget proposal in respect of Rotherham Youth Enterprise to the next meeting on 31 January 2018.

OVERVIEW AND SCRUTINY MANAGEMENT BOARD – 10/01/18

2. That, following the assurances provided, the budget proposal in respect of the withdrawal of £25,000 of funding for homelessness from the Public Health budget be supported.

82. DATE AND TIME OF NEXT MEETING

Resolved:- That the next meeting of the Overview and Scrutiny Management Board take place on Wednesday, 31 January 2018 at 11.00 a.m.