

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

Date and Time :- Wednesday, 10 April 2019 at 11.00 a.m.
Venue:- Town Hall, Moorgate Street, Rotherham.
Membership:- Councillors Brookes, Cowles, Cusworth, Evans, Keenan, Mallinder, Napper, Sansome, Short, Steele (Chair) Walsh and Wyatt.

This meeting will be webcast live and will be available to view [via the Council's website](#). The items which will be discussed are described on the agenda below and there are reports attached which give more details.

Rotherham Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair or Democratic Services Officer of their intentions prior to the meeting.

AGENDA

1. Apologies for Absence

To receive the apologies of any Member who is unable to attend the meeting.

2. Minutes of the Previous Meeting of the Overview and Scrutiny Management Board held on 13th March, 2019. (Pages 1 - 8)

To approve the minutes of previous meeting of the Overview and Scrutiny Management Board held on 13th March, 2019 as a true and correct record of the proceedings.

3. Declarations of Interest

To receive declarations of interest from Members in respect of items listed on the agenda.

4. Questions from Members of the Public and the Press

To receive questions from members of the public or press who are present at the meeting.

5. Exclusion of the Press and Public

To consider whether the press and public should be excluded from the meeting during consideration of any part of the agenda.

6. Request for Review of Response to Petition - Apologise to every individual who did not have an annual assessment under the Care Act 2014 (Pages 9 - 14)

To consider a request to review the response of the Chief Executive to a petition seeking an apology for every individual who did not have an annual assessment under the Care Act 2014.

Items for Pre-Decision Scrutiny

In accordance with the outcome of the Governance Review in 2016, the following item is submitted for pre-decision scrutiny ahead of the Cabinet meeting on 15 April 2019. Members of the Overview and Scrutiny Management Board are invited to comment and make recommendations on the proposals contained within the report.

7. Homelessness and Rough Sleeper Prevention Strategy (Pages 15 - 64)

Cabinet Portfolio: Housing

Strategic Directorate: Adult Care, Housing and Public Health

8. February 2018-19 Financial Monitoring Report (Pages 65 - 81)

Cabinet Portfolio: Corporate Services and Finance

Strategic Directorate: Finance and Customer Services

9. Forward Plan of Key Decisions - April to June 2019 (Pages 82 - 90)

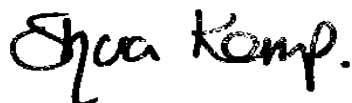
To review and identify items for pre-decision scrutiny from the Forward Plan of Key Decisions covering the period from 1 April to 30 June 2019.

10. Urgent Business

To determine any item which the Chair is of the opinion should be considered as a matter of urgency.

11. Date and time of next meeting

The next meeting of the Overview and Scrutiny Management Board will take place on Wednesday 24 April 2019 at 11.00 a.m. in Rotherham Town Hall.



SHARON KEMP,
Chief Executive.

OVERVIEW AND SCRUTINY MANAGEMENT BOARD
Wednesday, 13th March, 2019

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

Apologies were received from Councillors Sansome.

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

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

176. MINUTES OF THE PREVIOUS MEETING HELD ON 13 FEBRUARY 2019

Resolved:-

That the minutes of the previous meeting held on 13 February 2019 be approved as a true and correct record of the proceedings.

177. DECLARATIONS OF INTEREST

There were no declarations of interest.

178. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

A member of the public asked the Chair about the effectiveness of Democratic Services on a scale of 1 to 10, with 10. In response, the Chair indicated his confidence in the service and the support provided to elected Members. As a supplementary question, the member of public asked the Chair how he rated the performance of officers and the complaints procedure after it had taken six and a half months for his complaint to reach stage 2 of the Corporate Complaints Procedure. In response, the Chair indicated that he could not comment on individual cases and reminded the member of the public that he had followed up concerns on his behalf previously, which the Chair understood to have been followed up with officers.

A member of the public asked the Chair why the webcasting equipment was not used during the Board's deliberations of petitions and requests to review petition responses where the subject matter was not considered to be sensitive. In response, the Chair indicated that he had taken the decision in respect of webcasting, as he did not consider it appropriate to discuss concerns regarding decisions taken by officers publicly. Any deliberation would be followed up with a public record of the outcome of the deliberation and the reasons for any recommendation. It was consistent practice that discussions concerning individuals would be undertaken privately and he would continue to uphold that practice.

A member of the public asked a question concerning the Council's responsibilities and those of other public bodies in respect of protecting individuals from slavery. In response, the Chair indicated that the Council had adopted a policy on Modern Slavery in 2018, however he would ask an officer to respond directly to the member of the public in respect of the specific concerns raised.

179. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:-

That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for agenda item 7 (Site Cluster Programme Amendments) on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972

180. AREA HOUSING PANEL REVIEW

Consideration was given to a report submitted by the Strategic Director of Adult Care, Housing and Public Health which was due to be determined by the Cabinet at its meeting on 18 March 2019, which set out the basis for a review of the current Area Housing Panel arrangements, in the context of the new neighbourhood working approach.

The report proposed that the current geographical arrangements for Area Housing Panels should be reviewed and recommendations brought forward for Cabinet consideration later in the year. The report also referred to the current arrangements for the allocation and governance of the annual Area Housing Panel budget and the options considered for the structuring of the budget from 2019/20, including revised governance processes.

The Board were keen to further understand the administrative arrangements supporting the allocation of monies and the governance processes that would be followed. Assurances were sought for Members and Area Housing Panels to receive appropriate training and support. In response, the Cabinet Member for Housing indicated that the majority of training, support and awareness raising would be undertaken with elected Members. This would be addressed in the further report proposed to be considered by Cabinet, but it was acknowledged that there needed to be stronger governance processes around Area Housing Panels on a ward level.

Assurances were sought in respect of the procedures in place to ensure that the additional monies would be spent on council properties rather than other priorities in wards. In response, it was confirmed that guidance was in place to assist Members, officers and residents. It was confirmed that there should always be a substantial benefit for tenants associated with any proposal.

Clarification was sought in respect of whether officers or Members had decision making responsibility on the spend of funds. In response, the Cabinet Member for Housing confirmed that the priority would be remain legal at all times and the Housing Revenue Account would be audited annually. In the event of there being an issue or disagree, it would be referred to the Assistant Director of Housing Services and the Head of Service who would provide guidance for Members to consider. Following up, the Chair sought assurances as to who would provide final approval to spend funds. It was confirmed in response that funding would be allocated to each ward and it would be looked at with ward Members to fit in with Ward Plan priorities. The Cabinet Member confirmed that the governance arrangements needed further consideration. In the event of a dispute, there would need to be honest conversations to achieve a consensus so that monies could be allocated accordingly.

Members sought to understand what work would be undertaken with tenants before changes were implemented, as the proposals could be seen as a move to take power away from them. The Cabinet Member for Housing indicated that a significant amount of consultation had taken place with the Housing Involvement Panel and the Quality & Standards Steering Group. The feedback to date had indicated that tenants were supportive of the proposed move to a ward based model.

Members were broadly content with the proposals in the report, commenting that the recommendations were fair and the levelling out of funding per ward was the right course of action. However, concerns remained in respect of the lack of clarity as to who would ultimately be responsible for decision making and this would need to be confirmed before the proposals were implemented.

Resolved:-

1. That Cabinet be advised that the recommendations be supported.
2. That the second report in respect of arrangements for 2020/21 and beyond be brought for scrutiny prior to consideration by Cabinet
3. That the governance arrangements and clarity in respect of delegated decision making be addressed in the future report to be considered by Cabinet

181. SITE CLUSTER PROGRAMME AMENDMENTS

Consideration was given to a report submitted by the Strategic Director of Adult Care, Housing and Public Health which was due to be determined by the Cabinet on 18 March 2019 concerning proposed amendments to the Site Cluster programme which was increasing and accelerating the amount of new housing in Rotherham. Members noted that, at the point of reporting to Cabinet in 2017, the total scheme cost could only be

estimated. Given that the sites concerned were extremely challenging and extensive ground remediation work had been necessary to make them developable. Other unforeseeable costs had arisen from utilities diversions and an industry-wide increase in the cost of materials and labour. The report to Cabinet in July 2017 stated that in order to protect the Council from exposure to a situation where the amount exceeded the amount authorised, the development agreement provided the Council with the ability to reduce the number of units built on the final site. The report indicated to Cabinet that the authority needed to decide whether to reduce the programme to ensure the original budget was not exceeded, or to increase the budget to enable all 217 homes to be built, and Rotherham to receive the full range of benefits afforded by the partnership. The report recommended the latter approach.

It was reported that the Council and its Employer Agent, Rider Levett Bucknall, had challenged and scrutinised all costs presented by Wates and a range of efficiencies had been identified. The remaining risks had been analysed and a realistic maximum price had been calculated. If a decision was reached to increase the budget, there would be two further options to consider. One option was to continue with the current contractual arrangements. If any savings were identified, the final cost could potentially fall below the revised budget figure. However, the Council would bear the costs associated with any further risks that materialise for example as a result of the UK's exit from the European Union or adverse weather conditions. Alternatively, the Council could renegotiate the contract to a fixed, guaranteed maximum price contract, which would ensure no further risk of cost increases for the Council. This was the recommended approach.

Members were encouraged to see due diligence being undertaken in the management of the project, with measures devised to manage the risks associated. Whilst risk appetite was high at the outset of the project, it was evident that things had not progressed as had been intended and the approach now was to minimise the risk associated with the programme. Members sought assurances that the risk appetite had been lowered in the light of this experience and whether there was a commitment to pursue fixed price contracts in future. In response, the Cabinet Member for Housing indicated that a lot of lessons had been learned from this experience. The approach had been adopted as the Council was directly delivering homes and there was commitment the authority's leadership to make sure that they were built. It was accepted that there would be less risk with the proposed approach and more information would be provided in future before financial terms would be presented for approval. Assurances were provided that lessons had been learned and officers were clear on the need to provide as much information as possible and clearly assess risk.

A further question was put in respect of why the Council was not doing more to deliver housing directly. In response, the Cabinet Member for Housing indicated that there would be further reports coming for to Cabinet for determination that would propose to do exactly that. However, a point would be reached where there would no longer be sufficient monies available from the Housing Revenue Account and this would limit what more could be done in future.

Members sought assurances as to what work had been undertaken with Finance and Procurement to ensure that there would not be further spike in costs associated with the programme. Officers reiterated that lessons had been learned and there was a needed for a sizable contingency in the programme. Some increases referred to in the report had taken account of inflation and the costs of labour, but other costs could not be identified until the ground had been dug to establish conditions. With regard to assurances, officers were scrutinising every line of the project with Wates and believed the majority of risks to be known and anticipated no further increases.

Clarification was sought in respect of what lessons had been learned from experience. The Cabinet Member for Housing confirmed that multiple lessons had been learned, including the need to establish as much information as possible before agreeing the financial envelope and the need to hold developers to account much more. It was also noted that the tender process needed to be much clearer, but officers had taken a lot of learning from the project and a number of measures had been put into place as a result.

Members asked a number of questions concerning the financial information set out in the exempt appendix to the report. Assurances were provided by officers in respect of the robustness and reliability of the information provided.

The Board were satisfied with the proposed approach detailed within the report, but were also keen to ensure that the learning from the project, specifically in respect of tendering and contract arrangements, were shared broadly across the Council to ensure that this was built into future major contracts and procurement processes.

Resolved:-

1. That Cabinet be advised that the recommendations be supported.
2. That the Section 151 Officer be requested to share the learning from this project in respect of the tender and contract agreement process, to ensure that larger scale projects undertaken across the authority are well managed and controlled.

182. EUROPEAN UNION EXIT RISK ASSESSMENT AND CONTINGENCY PLANNING

Consideration was given a report which provided:-

- a briefing about progress towards the anticipated departure of the United Kingdom (UK) from the European Union (EU) including potential scenarios
- an assessment of issues and potential risks to the people and economy of Rotherham associated with the UK exit from the EU.
- an overview of the contingency planning undertaken by the Council and its partners in response to potential risks associated with EU exit.

The report reflected that there had been much uncertainty about how the UK would leave the EU and the clarity anticipated by autumn 2018 had yet to be realised. EU exit presented a significant change which would have economic and social consequences across the UK, including Rotherham. The Council had sought to identify and address the local risks through contingency planning based on potential scenarios, notably a 'no deal' EU exit where the impact and risks would be greatest. It was noted that EU citizens would need to apply for settled status and the Council and partners would support this process with the Home Office.

Clarification was sought from Members in respect of how EU citizens would be informed of the need to apply online for settled status and how the Council would be assisting them. In response, officers confirmed that there was a central government information campaign which was targeted across the country, which was anticipated to inform the majority of EU citizens. Within Rotherham, a communications strategy was being developed by the Council which would complement the central government campaign.

Members sought assurances from an emergency planning perspective and the extent to which the community had been included in the planning. In response, officers confirmed that emergency planning was critical for statutory and public bodies and a tactical process had taken place to check and challenge business continuity plans. Officers were assured that the Council was doing as much as possible. Furthermore, the Assistant Chief Executive explained that had been very difficult to communicate to the community around the EU Exit process, however there were a number of voluntary sector organisations that had been working closely with EU citizens around the challenges on how they feel. Whilst this had not been comprehensive, it needed to be noted such engagement had taken place. It was clarified that there was a separation between major incident plans and business continuity, therefore town and parish councils were not part of the business continuity process.

Clarification was sought as to the number of EU citizens in the borough and whether they had self-declared. In response, officers confirmed that the numbers quoted were an estimate, as any EU citizen could come to Rotherham. However, the sources used for the calculation were the 2018 Schools Census, Allowances for Pre-School, and the 2017-18 Annual Population Survey. In response to a question concerning the number of ex-patriots who might return to Rotherham following the EU Exit, it was explained that there was no data available to suggest what those numbers would be. There was no intelligence available to suggest that there would be an influx of people returning from the EU.

Members acknowledged that there was no precedent for the process of exiting the EU and consequently the robustness of business continuity plans would be critical. It was noted that the risks associated with business continuity and Brexit had been raised by the Audit Committee during the last twelve months and Members' view had been that there needed to be a joint agency approach to respond to the challenges presented. Concerns were also raised in respect of the Sheffield City Region and the impact of the loss of structural funding currently provided by the EU.

Assurances were sought on the impact of EU Exit on Council services and staffing arrangements. In response, officers explained that there would be changes in legislation which would impact on policy, which were principally thought to relate to environmental issues, however, the full extent would not be known until the arrangements for exiting the EU were confirmed. With regard to staffing, the authority would continue to have its role in emergency planning and civil contingencies, but this would be more of a leadership and coordinating role.

Reflecting on community tensions, Members indicated their concern around the potential for increases in hate crime and sought assurances in respect of what the Council and its partners were doing to mitigate that. In response, officers explained that there had been a lot of work put into monitoring community tensions, which had been led by South Yorkshire Police, but had been undertaken on a partnership approach. Members were advised that if they were aware of tensions, this could be fed into partners for monitoring and action as required. It was acknowledged that there needed to be broader engagement with Members and a need to share more information.

Following on, Members raised concerns about anger that they were encountering in the community generally and sought assurances around what the Council would do to ensure that Members were safe. In response, officers explained that a review of personal safety would be offered by Democratic Services through a completion of a risk assessment of ward surgeries and other community meetings that Members attend. It was noted that a training session on Personal Safety was due to take place later in March 2019 and all Members were encouraged to attend. Reference was also made to the need to review the provision of

information which be considered as 'sensitive interests' on Members' Register of Interests forms and the action to remove such information to protect Members' personal safety.

Reference was made to the diversity of the workforce supporting adult social care across the borough and clarification was sought as to the work being undertaken to ensure that people's lives would not be adversely affected if care homes struggled to retain and recruit. In response, officers confirmed that work had taken place with the health and social care sectors and contract managers were being supported. It was understood that there was not a significant proportion of the care workforce that would be affected by the EU Exit and consequently there was not expected to be a significant impact in the borough.

Assurances were sought from Members in respect of the capacity of the authority to deliver a referendum or other unplanned, borough-wide electoral event. In response, officers confirmed that Electoral Services were prepared to deliver any electoral event as required.

Resolved:-

1. That the content of the report and potential risks associated with EU exit be noted.
2. That the work undertaken by the Council and partners on contingency planning in response to risks associated with EU exit be noted.
3. That risk assessments in respect of personal safety be provided for Members' Ward Surgeries.

183. URGENT BUSINESS

The Chair reported that there were no items of business requiring the urgent consideration of the Board.

184. DATE AND TIME OF NEXT MEETING

Resolved:-

That the next meeting of the Overview and Scrutiny Management Board be held on Wednesday 27 March 2019 commencing at 11.00 a.m. in Rotherham Town Hall.

Summary Sheet

Committee Name and Date of Committee Meeting

Overview and Scrutiny Management Board – 10 April 2019

Report Title

Request for Review of Response to Petition – Apologise to every individual who did not have an annual assessment under the Care Act 2014

Is this a Key Decision and has it been included on the Forward Plan?

No

Strategic Director Approving Submission of the Report

Shokat Lal, Assistant Chief Executive

Report Author(s)

James McLaughlin, Head of Democratic Services
01709 822477 or james.mclaughlin@rotherham.gov.uk

Ward(s) Affected

All

Summary

A request has been received for Overview and Scrutiny Management Board to review the response provided by the Council to a petition calling for the Chief Executive to apologise to every individual who did not have an annual assessment under the Care Act 2014 and publicly state how many individuals this affected.

Under the petition scheme, Overview and Scrutiny Management Board will determine the request for the review and may take various actions depending on the information provided to it. This report is submitted to enable the Board to discharge its responsibilities in accordance with the scheme.

Recommendations

1. That consideration be given to the request to review the Council's response to the petition calling on the Chief Executive to apologise to every individual who did not have an annual assessment under the Care Act 2014
2. That the Chair of the Overview and Scrutiny Management Board write to the lead petitioner to outline the outcome of the board's consideration.

List of Appendices Included

Appendix 1 Request for Review by OSMB by the Lead Petitioner

Background Papers

Minutes of the Council Meeting held on 5 September 2018

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

No

Request for Review of Response to Petition – Apologise to every individual who did not have an annual assessment under the Care Act 2014

1. Background

- 1.1 The Council's Petition Scheme was amended in May 2017 to provide the public with a clear route to call for action on particular issues of concern and to register support or opposition in respect of any proposal.
- 1.2 Under the petition scheme, a lead petitioner may request a review of the Council's response by the Overview and Scrutiny Management Board. In doing so, the lead petitioner must set out in writing why the Council's response is considered to be inadequate.
- 1.3 On 5 September 2018, the Council received a petition requesting the Chief Executive to apologise to every individual who did not have an annual assessment under the Care Act 2014 and publicly state how many individuals this affected. As the petition had more than 20 signatures, the lead petitioner addressed the Council meeting and, in accordance with the scheme, the petition was referred to the relevant officer for response.
- 1.4 On 26 October 2018, a response was sent by the Chief Executive to the lead petitioner. A copy of the response is enclosed within the Lead Petitioner's submission at Appendix 1.

2. Key Issues

- 2.1 The lead petitioner has submitted a request for Overview and Scrutiny Management Board to review the response received to the petition. A copy of the request is attached as Appendix 1.
- 2.2 The lead petitioner has been invited to attend the Board and may make verbal representations for up to five minutes. The Board then has the opportunity to seek further information from the lead petitioner through questions.
- 2.3 In considering the request to review the response to the petition, Members may seek and have regard to additional information to inform the review.

3. Options considered and recommended proposal

- 3.1 Should the Board determine that the petition has not been dealt with adequately it may instigate an investigation and make recommendations to the relevant officer or the Council's Cabinet.
- 3.2 The Overview and Scrutiny Management Board may also decide that the authority's response to the petition should be discussed at a meeting of the Council.
- 3.3 Once the review request has been considered the lead petitioner will be informed of the result in writing by the Chair of the Overview and Scrutiny Management Board within 10 working days of the meeting.

4. Timetable and Accountability for Implementing this Decision

- 4.1 Overview and Scrutiny Management Board is responsible for considering the request to review the petition and communicating the outcome of the review within ten working days to the lead petitioner.
- 4.2 If Members determine that the request is valid and requires further investigation then Overview and Scrutiny Management Board will provide direction on whether it requires further consideration by an officer, the Cabinet or whether the response should be considered by the Council. The petition scheme does not provide a timescale for this to be completed, but where consideration is required by either Cabinet or Council this will be listed on the agenda for the next available meeting.

5. Financial and Procurement Implications

- 5.1 There are no financial or procurement implications associated with this report.

6. Legal Implications

- 6.1 There are no legal implications directly associated with this report.

7. Human Resources Implications

- 7.1 There are no human resources implications directly associated with this report.

8. Implications for Children and Young People and Vulnerable Adults

- 8.1 The petition itself was concerned with securing an apology for every individual who did not have an annual assessment under the Care Act 2014. However, this report in itself does directly not have implications for children and young people or vulnerable.

9. Equalities and Human Rights Implications

- 9.1 There are no equalities or human rights implications associated with this report.

10. Implications for Partners

- 10.1 There are no implications for partners arising directly from this report.

11. Risks and Mitigation

- 11.1 There are no identified risks associated with this report.

Report Author: James McLaughlin, Head of Democratic Services
01709 822477 or james.mclaughlin@rotherham.gov.uk

This report is published on the Council's website or can be found at:-
<http://moderngov.rotherham.gov.uk/ieDocHome.aspx?Categories=>

Review (by OSMB) of the Petition Response from Sharon Kemp (dated 26.10.18) - 27.2.19

The members of the Oversight and Scrutiny Management Board (OSMB) are asked to consider the following 8 points.

- 1 The response on 26.10.18 from the Chief Executive to the petition (addressed on 5.9.18) stated:
"Your petition called on the Chief Executive to apologise to every individual who has not had an annual assessment."
- 2 The petition addressed in the Council meeting on 5 September 2018 **did more than ask for an apology**. It called *on the Chief Executive of Rotherham Metropolitan Borough Council (RMBC) to write a letter of apology to every individual who did not have an annual assessment completed, as best practice required, under the Care Act 2014 between 1 August 2017 and 31 July 2018.*
- 3 On 28 August 2018, Anne Marie Lubanski, Strategic Director of Adult Care, Housing and Public Health issued the following statistics:

Out of a total of 3643 customers who are in receipt of an RMBC funded service,
1424 (39.19%) have not had a review or reassessment in the last 12 months.

This is broken down as follows:
471 (1-2 years);
390 (2-3years);
433 (3-4 years)
130 (over 4 years).
- 4 The answer to a question tabled at the Rotherham Council meeting on 25 June 2018 stated:
"It is correct that the Care Act [2014] requires the local authority to ensure that the support package an individual receives is adequate and proportional. Best practice requires the local authority to review an individual annually. However, some individuals due to their complex and changing needs may be reviewed several times a year."
- 5 In her response on 26.10.18 the Chief Executive does not even apologise. There is no reference to the action the petition called for – that she *"write a letter of apology to every individual who did not have an annual assessment completed"*.
- 6 In her response the Chief Executive states *"we have acknowledged previously that our timeliness of assessments has not been at a standard we would wish"* but offers no apology.
- 7 The stated values of RMBC include the following:

Respectful

We show regard and sensitivity for the feelings, rights and views of others.

- Value others as individuals
- Respect differences
- See things from another's point of view
- Pay attention to people's differing needs
- Be polite



- 8 The Chief Executive should lead by example in her actions and demonstrate that **she values others as individuals, respect differences, sees things from another's point of view, pays attention to people's differing needs and be polite by:**

writing a letter of apology to every individual who did not have an annual assessment completed, as best practice required, under the Care Act 2014 between 1 August 2017 and 31 July 2018.

Petition Response – Sharon Kemp 26.10.18

From: [Kemp, Sharon](#)

Sent: 26 October 2018 14:46

Subject: Petition

Dear Mr Harron

Your petition called on the Chief Executive to apologise to every individual who has not had an annual assessment. The authority faces the same challenges and pressures as other social care authorities in respect of undertaking reviews and re-assessments and we have acknowledged previously that our timeliness of assessments has not been at a standard we would wish. However, we are currently working with people who have care and support needs and their carers and families to ensure all assessments going forward will be undertaken with the person at the heart of the assessment.

The number of cases that the petition refers to were provided to you in an email from me dated 28 August 2018 and are separately recorded in the minutes of the Council meeting held on 5 September 2018, where the Cabinet Member for Adult Social Care and Health responded to a question from a member of the public. You can find those minutes on the Council's website through this link –

<https://moderngov.rotherham.gov.uk/documents/s117510/Council%20Meeting%205th%20September%202018.pdf>

Thank you for submitting your petition to the Council.

Kind regards

Sharon Kemp
Chief Executive
Rotherham Metropolitan Borough Council

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Petition - Signing Sheet Heading

Chief Executive write a letter of apology

This petition by Stand Up For Rotherham calls on the Chief Executive of Rotherham Metropolitan Borough Council (RMBC) to write a letter of apology to every individual who did not have an annual assessment completed, as best practice required, under the Care Act 2014 between 1 August 2017 and 31 July 2018 and to state publicly how many individuals this affects.

Background

The answer to a question tabled at the Rotherham Council meeting on 25 June 2018 stated:

"It is correct that the Care Act [2014] requires the local authority to ensure that the support package an individual receives is adequate and proportional. Best practice requires the local authority to review an individual annually. However, some individuals due to their complex and changing needs may be reviewed several times a year."

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Committee Name and Date of Committee Meeting

Cabinet – 15 April 2019

Report Title

Homelessness Prevention and Rough Sleeper Strategy 2019-22

Is this a Key Decision and has it been included on the Forward Plan?

Yes

Strategic Director Approving Submission of the Report

Anne Marie Lubanski, Strategic Director of Adult Care, Housing and Public Health

Report Author(s)

Sandra Tolley, Head of Housing Options Service
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Jill Jones, Homelessness Manager
01709 255618 or jill.jones@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

This report presents the new draft Homelessness Prevention and Rough Sleeper Strategy 2019-22. The strategy has been developed in consultation with council staff, stakeholders and residents, and sets the key strategic priorities over the next three years.

Recommendations

1. That the proposed Homelessness Prevention and Rough Sleeper Strategy 2019 – 2022.
2. That the Strategy be reviewed annually to provide an update of progress against the six aims.

List of Appendices Included

- Appendix 1 Draft Homelessness Prevention and Rough Sleeper Strategy 2019-22
- Appendix 2 Homelessness Prevention and Rough Sleeper Strategy Action Plan
- Appendix 3 Feedback from the consultation
- Appendix 4 Equalities Impact Assessment

Background Papers

Homelessness Prevention Strategy 2014-2018

Housing Allocation Policy

Crisis's Plan "Everybody In: How to end homelessness in Great Britain

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Overview and Scrutiny Management Board – 10 April 2019

Council Approval Required

No

Exempt from the Press and Public

No

Rotherham's Homelessness Prevention and Rough Sleeper Strategy 2019-22

1. Background

- 1.1. In 2012 the Homelessness Prevention Strategy 2014-2018 was formally signed off and published in March 2014, this followed a thorough consultation process. The strategy was updated in November 2016 and progress has been good.
- 1.2 The Homelessness Prevention Strategy 2014-18 has provided the framework throughout the Council and its partner agencies to support and advise homeless households and those threatened with homelessness, with the aim of preventing homelessness wherever possible, moving people on to more settled accommodation as soon as possible, and to provide appropriate support.
- 1.3 The Council is justifiably proud of the success of the Homelessness Prevention Strategy 2014-2018 and some achievements include:
 - The Council is now spending £50m on new Council housing.
 - The Council are purchasing factory built temporary emergency single person housing which is expected to be on site during the late autumn.
 - The Homelessness team has been working with Children and Young Peoples Services and other partners to improve the 16/17 year old protocol.
 - A street outreach service has been procured to identify an accurate rough sleeper position in Rotherham.
 - The Homelessness team have employed a Resettlement Officer to work specifically with rough sleepers and an Employment Solutions Officer to support and help people get back into work.
 - A Homelessness Forum has been set up called "Side by Side" since March 2017.
 - The Housing Allocations Policy has been reviewed to ensure homeless households receive the highest priority.
 - Homelessness Advice Outreach services have been increased where necessary.
 - Tenancy Support Officers have been introduced to support people in temporary accommodation since November 2018.
 - The Housing Options team have continued to work closely with landlords and letting agents to increase housing options in the private rented sector.

- The Council has been successful in gaining funding to provide accommodation with support in the community for single people and families who could not access refuges.
 - The Homelessness team have increased temporary supported accommodation which is self-contained flats and houses from 29 units to 50. In addition, the provision of accommodation for people fleeing domestic abuse has increased by 2 fully furnished houses and 2 more houses are currently being set up.
 - The Homelessness team had set up a Winter Shelter in partnership with the Fire and Rescue Service to provide a safe and warm space for Rough Sleepers at one of the local fire stations. There is now a process in place if it is necessary to use the Winter Shelter in the future.
 - The Homelessness team have started to scope options to set up a Property Guardian Scheme which is expected to open in March 2019 and this will accommodate 2 rough sleepers.
 - In 2016/17 the Council worked closely with providers and stakeholder in the Side by Side co-production focus groups to deliver four pathways of support to vulnerable people who are at risk of homelessness or are homeless.
- 1.4 The new strategy covering April 2019 to March 2022 has been drafted and attached as Appendix 1. The strategy is based on a sound evidence base and meets the increased demand and legislative requirements of the Homelessness Reduction Act 2017, it also reflects the views of people living and working in Rotherham.
- 1.5 The draft Homelessness Prevention and Rough Strategy 2019-2022;
- has been developed in consultation with key stakeholders
 - recognises the key issues affecting homelessness
 - sets out how the Council will work in partnership to prevent homelessness
 - demonstrates alignment to other key strategies and plans
 - provides residents with a clear and accessible document setting out how the Council is striving to end homelessness in Rotherham
- 1.6 The draft Homelessness Prevention and Rough Sleeper Strategy 2019-2022 bring together in a single document, the key homelessness prevention aims and objectives from other key strategic plans, including the Housing Strategy and the Housing Allocation Policy.

2 Key Issues

- 2.1 There have been changes in legislation since the last strategy but the Council continue the clear focus on early intervention to prevent homelessness and offer effective homelessness services, creating less disruption for people experiencing this difficult situation.

- 2.2 New legislation the Homelessness Reduction Act 2017, is clearly recognised in terms of preventing or relieving homelessness for everyone, not just those in priority need. The impact is that the Council are able to help more people sooner and therefore preventing crisis situations.
- 2.3 Since April 2018, there has been an increase usage of temporary accommodation, some of the occupants have complex needs so the Council need to accommodate households longer to give more time to try and relieve their homelessness by seeking alternative accommodation with the appropriate support.
- 2.4 The Government continues to prioritise homelessness and this will also be supported through Rotherham's Homelessness and Rough Sleeper Strategy 2019-22, together with Rotherham's Housing Strategy which has ambitions to develop new products and increase supply of affordable and social rented new homes.
- 2.5 Nationally, Crisis has written a plan to end homelessness. The plan called "Everybody In: How to end homelessness in Great Britain" details how to end homelessness in Great Britain. Rotherham's Homelessness and Rough Sleeper Strategy has embedded solutions which are detailed in Crisis' plan.

These are to:

- Prevent homelessness
 - Offer rapid housing solutions
 - End rough sleeping
 - Making welfare work
- 2.6 There are 6 aims in the Homelessness Prevention and Rough Sleeper Strategy 2019-22:
1. To support people with complex needs
 2. To prevent homelessness and offer rapid housing solutions to get people in urgent need rehoused quicker
 3. To increase support for young people to prevent homelessness
 4. To end rough sleeping and begging
 5. To improve access to tenancy support, employment and health support services
 6. To ensure there is sufficient decent emergency accommodation
- 2.7 Some of the key actions to be delivered over the next three years are as follows;
- Evaluate the impact of the changes to the Housing Allocation Policy for people at risk of homeless.
 - The ambition is to work with housing partners to extend the Housing First Model to enable more people to access the service by increasing the number of available units.

- Provide a digital web based service to help people find landlords who have available properties.
- Ensure “Early Help Assessments” are completed by housing to prevent families being evicted.
- Implement “Tenancy Health Checks” in Council homes to prevent problems from escalating and tenancies being jeopardised.
- Maintain decency of temporary accommodation and ensure accommodation meets the needs of the client group eg: those with a dog and or a disability

3 Options considered and recommended proposal

- 3.1 The social, economic and political environment in relation to housing and homelessness issues changes quickly and Homelessness Strategies become dated, requiring regular review. It is important that the Council monitor external factors and continues to demonstrate an understanding of local issues. It is recommended that this Homelessness Prevention and Rough Sleeper Strategy be finalised and published following approval by Cabinet and be reviewed annually.

4 Consultation on proposal

- 4.1 The strategy has been developed in consultation with a wide range of partners and stakeholders. Over the past 12 months, in preparation for the new Homelessness Prevention and Rough Sleeper Strategy the Council has listened and acknowledged the views of people with lived experience of homelessness. To help shape the strategy the Council have held forums, worked with members, staff and volunteers from a range of local organisations, as well as officers across all directorates. Feedback from the consultation is detailed in Appendix 3.

5 Timetable and Accountability for Implementing this Decision

- 5.1 The draft Strategy has also be distributed back to those who have been involved in its development; this includes public health, directorates within the Council, Support Providers, Commissioning, RSLs, Strategic Housing Forum and the Side by Side Homelessness forum.
- 5.2 Once completed the draft strategy will be presented to Cabinet for a final decision in April 2019, and it will then be published on the Council’s website.
- 5.3 A progress report to monitor the impact of the policy changes will be presented back to Cabinet in 12 months’ time following implementation.

6 Financial and Procurement Advice and Implications

- 6.1 The Council spends circa £1.6m per annum on Homelessness. This includes spend of circa £1m on Housing Related Support, which supports the overall strategy.

- 6.2 There are no direct procurement implications specific to this report. However where third party support is required to deliver against the new strategy, this must be procured in compliance with the Public Contracts Regulations 2015 and the Council's own Financial and Procurement Procedure Rules.

7 Legal Advice and Implications

- 7.1 The Homelessness Prevention and Rough Sleeper Strategy 2019-22 has been prepared in accordance with the Homelessness Reduction Act 2017. This Act sets out two new duties, namely the Homelessness Prevention Duty and the Homelessness Relief Duty which the Council must comply with. The Strategy describes how the Council will comply with these duties.

8 Human Resources Advice and Implications

- 8.1 None

9 Implications for Children and Young People and Vulnerable Adults

- 9.1 The Children and Young Peoples Service have been consulted and had an input into the draft Homelessness Prevention and Rough Sleeper Strategy 2019-22
- 9.2 Specific accommodation requirements for young people will form part of a Care and Support Accommodation Plan 2019.

10 Equalities and Human Rights Advice and Implications

- 10.1 Consultation process – Consultation was broadly representative of Rotherham's diverse communities.
- 10.2 An equality impact assessment has been completed. See Appendix 4

11 Implications for Partners

- 11.1 The draft Homelessness Prevention and Rough Sleeper Strategy 2019-22 includes projects that will be delivered in partnership with other Directorates particularly Adult Services and Children and Young People Services.
- 11.2 The Governance of this strategy will be via the Strategic Housing Partnership which includes representatives from Council services, housing associations, developers, support providers, health services, police voluntary and community organisations.
- 11.3 The Strategic Housing Partnership will receive quarterly progress updates against the Preventing Homelessness and Rough Sleeping Action Plan and associated impact measures and other supportive evidence. Where there is little evidence of sufficient progress The Strategic Housing Partnership will hold relevant agencies to account and may request further remedial action plans.

12 Risks and Mitigation

- 12.1 There is a risk that some elements of the document will become out of date, though as national legislation and policy continues to change under the current Government. Where this happens the Council will include a note on the Council's website explaining any updates.

13 Accountable Officers

Anne Marie Lubanski, Strategic Director of Adult Care, Housing and Public Health

Tom Bell, Assistant Director of Housing Services

Sandra Tolley, Head of Housing Options Services

Approvals obtained on behalf of:-

	Named Officer	Date
Chief Executive	Sharon Kemp	29/03/19
Strategic Director of Finance & Customer Services (S.151 Officer)	Graham Saxton	28/03/19
Assistant Director of Legal Services (Monitoring Officer)	Stuart Fletcher	28/03/19

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This report is published on the Council's [website](#).

Rotherham

Homelessness Prevention and Rough Sleeper Strategy 2019 - 2022

Insert photo

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Foreword

I am pleased to introduce Rotherham's Homelessness Prevention and Rough Sleeper Strategy. This defines how the Council intends to tackle homelessness and support those at risk of becoming homeless over the next 3 years.

Preventing homelessness in Rotherham continues to be one of the Council's highest priorities. Having a home is the first step in helping the most disadvantaged people who approach us for assistance.

Homelessness is an ever increasing problem in Rotherham and the Council are now seeing a rise in demand for homelessness services as people find themselves facing a housing crisis and need our help. This is demonstrated in the Homelessness Team's caseload figures which over the course of 2017/18 more than doubled (from 132 to 403 households open to the team).

Understanding and tackling the root causes of homelessness is at the heart of this strategy. We need to ensure that the right services and support are in place as quickly as possible to allow people not only to secure a decent quality home, but to have the skills and knowledge to deal with the challenges they may face in day-to-day life to sustain accommodation.

It is imperative that suitable accommodation is available to relieve homelessness so the Council are working with housing providers and private landlords to increase the availability of new homes to replace affordable homes as a result of the Right to Buy.

During the last two years the Council has:

- Increased temporary accommodation provision from 29 units to 50.
- Increased good quality welfare advice and support services for homeless people and rough sleepers through additional advice outreach services.
- Improved working relationships with the voluntary sector such as working alongside Shiloh.
- Developed positive relationships with private landlords in order to improve standards and the availability of private rented homes.

I would like to extend sincere thanks to our statutory and voluntary sector partners for their continued support. The Council knows that if it wants to eradicate homelessness it needs to work together across sectors and across borough boundaries. Effective joint working arrangements within the borough and across the South Yorkshire region are key to our ability to offer options and opportunities to prevent and resolve homelessness at the earliest opportunity. The Council will continue to build upon and further develop our partnership arrangements to ensure that it maximises our resources and continue to meet the needs of people who use our service.

Councillor Dominic Beck
Cabinet Member for Housing

Introduction

The Homelessness Prevention and Rough Sleeper Strategy 2019-2022 sets out the Council's long term vision for addressing the root causes of homelessness. The strategy seeks to develop a partnership approach to reducing homelessness over the next three years, working with all stakeholders and most importantly people who have experienced homelessness in order to develop effective solutions and to increase the range of available options.

The strategy has been developed in consultation with key partners including homelessness forums, elected members, staff and volunteers from a range of local organisations. It takes into account the recent legislative changes and the increasing demand being evidenced through presentations to the Council's Housing Options Service.

The Vision

- *To end homelessness in Rotherham*
- *Everyone has a place to call home*
- *The right support is in place at times of crisis to prevent homelessness occurring*

What is homelessness?

The legal definition of homelessness is that a household has no home in the UK or anywhere else in the world available and reasonable to occupy¹. Individuals do not have to be living on the street to be homeless - even if they have a roof over their head they can still be without a home.

Whilst rough sleeping is the most visible form of homelessness and will be perceived by many as representative of homelessness generally, it in fact represents one of the smallest percentages of homelessness in Rotherham.

The following housing circumstances are examples of homelessness:

- without a shelter of any kind, (sleeping rough)
- with a place to sleep but temporary, (in institutions or a shelter)
- living in unsecure housing (threatened with severe exclusion due to insecure tenancies, eviction, domestic violence, or staying with family and friends – ‘sofa surfing’)
- living in inadequate housing (illegal campsites in unfit housing, in extreme overcrowding)

What are the causes of homelessness?

For individual households, homelessness has many causes and often multiple interrelated factors. These can be ‘structural’ factors such as financial hardship, housing availability and access to welfare benefits, or ‘individual/personal’ factors such as family breakdowns, drug/alcohol problems, bereavement, experience of violence or abuse and their accommodation becoming unsuitable due to age or disability.

For most people who are at risk of, or experiencing homelessness, there is not a single intervention that can tackle this on its own, at population, or at an individual level. Co-ordinated multi-agency action is often required to enable people to access suitable support and deal with their personal challenges in order to sustain stable and suitable accommodation.

¹ <https://www.gov.uk/government/publications/homelessness-applying-all-our-health/homelessness-applying-all-our-health>

National Context

The Government's Homelessness Reduction Act 2017, implemented the most significant changes to homelessness law in decades. The principle of the Act is to help more people sooner and to prevent repeat homelessness. It effectively combines two new duties onto the original statutory rehousing duty. These are the Homelessness Prevention Duty and the Homelessness Relief Duty. The other changes to the homelessness legislation are:

- The Act extends the period an applicant is "threatened with homelessness" from 28 to 56 days. This means more homeless applications are triggered for people with a housing problem and risk of homelessness who meet the legal definition of 'may become homeless in the next 56 days'.
- The Act places a new duty on local authorities to help prevent the homelessness of all families and single people, regardless of priority need, who are eligible for assistance and threatened with homelessness.
- There is a duty for 'specified public bodies' with the agreement of the homeless person to refer them to the Council's homeless service that will need to take a homeless application, effective from 1st October 2018.
- There are no local connection criteria at the 56 day prevention stage.
- The new duty requires a local housing authority to meet the person or family and agree the actions that will form a written personal housing plan.

The Ministry of Housing, Communities and Local Government are currently consulting on proposals to improve support for Veterans (March 2019). These proposals:

- Make it clear that local authorities are expected to dis-apply any local connection requirement from divorced or separated spouses or civil partners of Service personnel who are required to move out of accommodation provided by the Ministry of Defence.
- Set out how local authorities can ensure that members of the Armed Forces and Veterans suffering from mental ill health are given appropriate priority for social housing.
- Set out how local authorities can identify applications from Members of the Armed Forces and Veterans to ensure that they are considered appropriately.

The Council's Housing Allocation Policy already complies with all of the above proposals; however the Council intends to improve information and awareness so that Members of the Armed Forces and Veterans are aware of the policy.

In 2018 the national homelessness charity Crisis, published their new plan called “Everybody In: How to end homelessness in Great Britain”². This was developed in collaboration with homelessness experts, world-wide research and pulled upon their 50 years of experience to outline evidence-based solutions that can end homelessness. This strategy has embedded the solutions detailed in the Crisis’s plan which are to:

- **Prevent homelessness** - The best way to tackle homelessness is to stop it happening in the first place.
- **Offer rapid housing solutions** – The Council can’t prevent all cases of homelessness, so when people do lose their homes they need a rapid response to find somewhere safe and secure to live.
- **End rough sleeping** - Rough sleeping is the most visible and damaging form of homelessness. It rightly causes the most concern among the public, decision makers, and advocates for homeless people in the charity sector. Rough sleeping is not usually the first form of homelessness people experience. However, tackling it must be central to our plan to end homelessness, given the extreme dangers posed to people living on our streets.
- **Making Welfare work** - To end homelessness, those who cannot afford housing must be given enough assistance to do so. And adequate support must be available to help homeless people into work where it’s appropriate for them.

² https://www.crisis.org.uk/ending-homelessness/plan-to-end-homelessness/?gclid=EAlaIqobChMI-6qQtLbc4AlVprXtCh0ChACKEAAYASAAEgJ7W_D_BwE

The Local Picture

Since the Government's Homelessness Reduction Act 2017 came into force in April 2018, the Rotherham picture has reflected the increasing trend being experienced nationally. The numbers of households who have lost their home, the use of temporary accommodation, the numbers of homeless presentations and the number of people sleeping rough have all seen an increase.

This is demonstrated in the Homelessness Team's caseload figures which over the course of 2017/18 more than doubled (from 132 to 403 households open to the team). In total, over the duration of 2017/18, the team prevented 714 households from becoming homeless either by assisting them in remaining in their existing home or through support in moving to a new home. Full outcome breakdown is detailed below:

Homelessness Prevention Outcome	Number of household in 2017/18
Assisted to remain in their existing home (<i>through crisis intervention, negotiation with family/friends, resolving benefit issues, working with private sector provider etc.</i>)	204
Moved to supported accommodation	131
Moved to private rented accommodation with the help of rent in advance or bond	84
Moved to private rented accommodation without support for upfront costs	85
Moved to social housing (either Council or Housing Association)	210
Total	714

During 2017/18 homelessness acceptances also increased by over 20% from 100 to 122. This relates to people who are homeless, eligible, in priority need, not intentionally homeless and who have a local connection. The main reason for homelessness is from people whose private rented tenancy has come to an end. The other primary reasons for homelessness are; family or parental evictions and domestic abuse/other forms of violence.

There has been an increasing demand from homeless households waiting for suitable accommodation which leads to sofa surfing. The Council currently have 722 applicants on the Council's Housing Register who have told us they have a homelessness issue and worryingly, 215 are families with children.

Vulnerable young people (aged under 25), are at particular risk of homelessness with approximately 7 presentations each month. These can include but are not limited to: lack of adequate income, access to affordable housing, family break-up and

experience of a traumatic event of domestic violence. This is particularly evident in those who were previously a Looked After Child in the care system.

The Youth Offending Team have also provided evidence that approximately 5 young offenders aged 16/17 have no accommodation and a further 4 young offenders are in need for support when they are being released from prison each month. The Council must work with accommodation support providers to ensure the correct level of suitable provision exists in Rotherham. That support must be put in place prior to release, to give young people the best possible start.

There has been increased demand for temporary accommodation to respond to the immediate issues of some of those facing homelessness. The increase in demand for temporary accommodation is due to people fleeing domestic abuse or having a physical or mental ill health need or have lost their private rented tenancy. As at the end of October 2018, there were 38 people were living in temporary accommodation compared to 21 in October 2016. Often those people using Council temporary accommodation have very complex or multiple needs which this can make the search for a permanent home more difficult leading to a longer stay in the temporary provision. Finding a permanent home with the right support to sustain the tenancy is essential to prevent further episodes of homelessness.

The incidents of people sleeping rough in Rotherham, when compared to neighbouring authorities, is low. The official 2018 annual return identified 5 individuals (2 in 2017). However, as this is based on a single 'sample night', the Council commissioned a rough sleeper outreach service to gain a more accurate figure; this found over 12 months 19 rough sleepers in Rotherham. All of were aged over 25 with the majority of these are men (16 individuals) and of a White British background (15 individuals). Although relatively low in numbers the suffering of people who experience rough sleeping is overwhelming. It severely affects their physical and mental health and personal safety. Research demonstrates that those affected by homelessness are ten times more likely to die than those of a similar age in the general population. The average age of death for homeless people is just 47 years old.

The national welfare reform changes have increased the financial vulnerability for residents on low incomes or receiving benefits this in turn impacts on their housing options as they struggle to find the upfront costs of accessing accommodation. This is clearly evident in Council tenant's rent arrears; with the average arrears for a tenant on Universal Credit being 84% higher than other tenants (£727 compared to £395) this presents a significant risk to income collection and manifests itself through increased bad debt provision. The forecast arrears balance for new Universal Credit claims is £320,000 for 2018-19.

Voice and Consultation

The strategy has been developed in consultation with a wide range of partners and stakeholders. Over the past 12 months the Council has listened to and acknowledged the views of people with lived experience of homelessness. To help shape the strategy the Council has held forums, worked with members, staff and volunteers from a range of local organisations, as well as seeking the input from officers across all directorates. Feedback from the consultation is detailed in Appendix 3. The main themes arising from the consultation were for the Council to increase homelessness prevention methods, increase tenancy support, improve access to information and end rough sleeping and begging.

Some of the key messages from the consultation included the need to:

- Support young people to access the right accommodation
- Provide appropriate support for people with complex needs
- Support victims of domestic abuse
- Provide appropriate temporary accommodation
- Prevent homelessness to reduce the impact on health
- Ensure there is easier access to services via digital methods and/or outreach
- Prevent evictions and early intervention
- Prevent the loss of private rented accommodation
- Reduce the number of aggressive beggars who are begging for money in a manner considered to be unduly intimidating.

Current Service Offer

Working in Partnership

Working in Partnership is an overarching principle of this strategy. The Council is one of a number of organisations including major public bodies, such as the police, health agencies, education and the fire and rescue service, local businesses and the voluntary and community sector who will be working together to achieve the aims of the strategy.

Positive multi-agency working is already being undertaken with the Adult Social Care, the Police and the Homelessness Team to specifically and proactively support help rough sleepers.

Partnerships will be maximised and will operate in a coordinated way to prevent homelessness and build on strong working relationships, common assessments and referral processes. The Council will also share information effectively to deliver better outcomes for homeless people

Housing is also part of the South Yorkshire Multi-agency Accommodation Hub-Strategic Group whose purpose is to improve multi-agency support in relation to offender accommodation during prison sentence and on release.

The aim is to ensure that no one is discharged from services without appropriate accommodation in place. For example prisons, mental health services and hospitals.

Rotherham Homelessness Service

Since the introduction of the Homelessness Reduction Act 2017, the Council has reshaped and continues to develop its homelessness service.

The service now has an increased focus on the quality of assessments and the development of Personal Housing Plans. These are a vital part of the initial contact and allow for the identification and addressing of the root causes and risks relating to homelessness early in the process. Increasing access to support at an earlier stage enables any intervention to be as effective as possible before the point of homelessness.

In recognition of this there has also been an increased investment in pre and post tenancy support services. New and existing tenants have the support in place to ensure that they have access advice and support with welfare benefit entitlement to be able to secure and sustain a tenancy. An Employment Solutions Officer has also been appointed to improve access to employment, education or training to ensure people have the means to pay housing rent and other associated costs of running a home.

The Homelessness Team currently work alongside Shiloh the charity that operates a Homelessness Day Centre. The centre supports local people facing homelessness. Shiloh offers support to adults who are homeless or at risk of becoming homeless by working with partner organisations to provide opportunities to help bring about

positive change in the lives of homeless people. Rough sleepers tend to go to Shiloh for a hot meal during the day but at night they sleep rough or sofa surf. Some of the rough sleepers lead chaotic lifestyles which makes it difficult to sustain a tenancy and independent living. As a result of this the Council has a provision of emergency housing.

Emergency Housing

The Council has a duty to provide emergency housing for people who may be eligible, homeless and in priority need of housing if they have nowhere else to stay. In addition to the Homelessness services available during working hours, the Homelessness “Out of Hours Service” is set up to help people move into temporary accommodation at weekends or during the night.

In 2018 the Council increased its temporary accommodation from 29 to 50 units. These units are fully furnished emergency homes, which include a mixture of flats, bungalows and houses and all can be assessed at any time by a key code. These properties are visited weekly to undertake a safe and wellbeing check and housing plans are completed for all using the properties to ensure there is a pathway to alternative suitable permanent housing.

There is currently a known gap in provision of emergency accommodation for rough sleepers with dogs. Dogs Trust’s Hope Project provides help with the cost of veterinary treatment for any dog whose owner is homeless but there is no emergency housing where a dog owner can take their pet. The Homelessness Prevention and Rough Sleeper Action Plan will address this gap in provision.

Rough Sleepers

Those on the streets are at greater risk of weather related illnesses particularly in the winter. Rotherham has a flexible approach to triggering and co-ordinating the Severe Weather Emergency Protocol (SWEP) and also do not follow a fixed approach solely based on temperature. An emergency shelter is provided to keep rough sleepers safe when the SWEP is triggered. It will also be triggered when factors such as wind, heavy rain and ice chill is forecasted.

The Homelessness Team had set up a Winter Shelter in partnership with the Fire and Rescue Service to provide a safe and warm space for Rough Sleepers at one of the local fire stations. There is now a process in place if it is necessary to use the Winter Shelter in the future.

Housing Strategy and Services

The Rotherham Housing Strategy 2019-22 sets out the Council’s commitment to increase and accelerate the supply of new homes to meet local need. It includes the development of care and support ready housing and makes a commitment to piloting new ways of working, and working in partnership to address issues such as homelessness and the need for more affordable homes.

The Housing Strategy 2019-2022 will help enable people to secure homes they can afford. Increasing demand for affordable housing means that some households find it difficult to access or sustain social or private rented accommodation.

Changes have also been made to the Council's Housing Allocation Policy, which should have a positive impact and improve the Council's ability to respond to the demand for accommodation from homeless households and for those people with other urgent housing need. These changes increase the higher banding status for homelessness households and increase the quota for properties advertised in the urgent housing need group (Band 2) from 50% to 60%.

Housing Selective Licensing

The Housing Selective Licensing Scheme is set up in Eastwood, Maltby, Dinnington, Thurgroft and Parkgate. The scheme has improved the conditions and quality of private rented housing in these areas. It is important that any housing offer is of good quality. Poor housing can have a negative impact on people's lives. The Council housing stock is of high quality with all properties consistently meeting the Government's decent home standards. However, quality can vary within the private sector. The Council's Selective Licensing Team are improving standards, tackling low housing demand and significant and persistent levels of antisocial behaviour related to the private rented sector in detailed areas. Levels of anti-social behaviour have fallen significantly in the selective licensing areas, and at a faster rate than the borough average.

Housing Support for Young People (aged under 25)

The local Early Help Assessment forms the basis of a shared partnership approach in helping young people who do not meet statutory intervention threshold. By sharing information and offering support when families/young people begin to experience difficulties (e.g. rental debt, antisocial behaviour etc.) their needs are addressed promptly and can effectively help to reduce the risk of escalation. Housing Services are currently funding two Early Help workers within Children and Young People's Services. The role is to work closely with the Housing Income Team to offer support to families who are at risk of homelessness.

Last year the Leaving Care Team was successful in receiving grant funding from Department for Education to develop a local 'House Project for Care Leavers'. The project enables young people to project manage, design, and get involved in maintenance and decorating their own property.

Complex Needs

The Council currently commission Housing Related Support to deliver a preventative programme to assist individuals with multiple needs where traditional statutory services have not been effective, (e.g. chaotic lifestyles or a history of failed tenancies). Many of these people require support packages to gain their independence and obtain suitable permanent accommodation or to help them sustain their current tenancies where there is a greater risk of homelessness.

Housing Related Supported services aim to achieve the following outcomes:

- More people living independently without support.
- A reduction in the number of people experiencing repeat homelessness, relapse and an escalation of negative behaviour.
- Improve the health and wider wellbeing of those accessing the service.
- Improving support for people experiencing domestic abuse

Rotherham's Housing First Scheme

Housing First concept is an established approach to long-term homelessness for the most complex and disengaged elements of the homeless population. There are 3 key elements to the model:

1. **The offer of mainstream housing.** The housing is offered on the basis that support is available, but continued occupation is not dependent on continued engagement with the support offered. The terms of tenancy do have to be abided by and people on Housing First should be subject to normal housing management processes.
2. **The support offered is much different to conventional Housing Related Support (HRS).** It is explicitly less goal-based and focuses on the building of relationships of trust and patient but persistent engagement with people on their own terms. This requires a highly-skilled and intensively managed set of staff, with sufficient time and space to build and maintain relationships with a group of people who can be highly chaotic.
3. **There are no time limits for the offer of support.** The key is for the support staff to persist and ensure that they are available to help at the point when people ask for help.

In April 18 the Council with partners from South Yorkshire Housing Association and Target Housing launched a Housing First Scheme providing a home for people, with highly complex needs, who were homeless or sleeping rough in the Rotherham area. The scheme offers housing to people first, with no conditions around receiving support with the belief that securing a stable home-base can be the starting point for the achievement of positive change. Whilst there are no conditions for the people receiving the accommodation the providers will always offer support, and persist with this offer.

The 7 principles for Rotherham's Housing First pilot are to ensure that:

- People have a right to a home
- Flexible support is provided for as long as it is needed
- The provision of housing and support should be separated
- Individuals should be given choice and control
- An active engagement approach is used
- The service is based on people's strengths, goals and aspirations
- A harm reduction approach is used.

Since the launch of the scheme 20 people with complex needs have been accommodated and there are 14 on the waiting list. The majority of people are now engaging more effectively with a range of support services. This creates the necessary condition for progress on issues such as reducing anti-social behaviour and anxiety leading to self-harm to be achieved. A six month review of the pilot was carried out by Homelessness Link and concluded that it had a positive impact and was operating within the principles of Housing First.

Delivering a new approach to addressing homelessness and rough sleeping

The strategy sets out a new approach to ensure that in Rotherham:

- No one sleeps rough; whether they are in tents, cars or, at worst, on the streets.
- Everyone has a safe, stable place to live: so that nobody is in emergency accommodation without a plan to quickly move into permanent housing.
- When homelessness is predictable the Council can prevent it: so that no-one leaves their home or is forced to leave a state institution like prison with nowhere to go.
- Those who cannot afford housing are given advice and support with welfare benefits. Help is provided so that homeless people can access employment where it is appropriate for them.

This will be delivered in partnership through **six overarching aims** based on the local picture, views of people with lived experience of homelessness and consultation with a partners and stakeholders.

These aims are;

1. To support people with complex needs.
2. To prevent homelessness and offer rapid housing solutions to get people in urgent need rehoused quicker.
3. To increase support for young people to prevent homelessness.
4. To end rough sleeping and begging.
5. To improve access to tenancy support, employment and health support services.
6. To ensure there is sufficient decent emergency accommodation.

In support of the Strategy the Preventing Homelessness and Rough Sleeping an action plan has been developed. The action plan will continue to develop and will be updated over the lifespan of this document to reflect changes or emerging demand. The action plan sets out the detail, ownership and timeframe on how the six aims will be achieved. The following tables provide a high level summary of the key actions and associated impact measures and outcomes.

Summary Aims, key actions and impact measures (for the next 3 years)

Aim	1. To support people with complex needs
Actions	<ul style="list-style-type: none"> ▪ The ambition is to work with housing partners to extend the Housing First Model to enable more people to access the service by increasing the number of available units. ▪ Work in partnership with support providers to ensure there is a whole person approach to support people with complex needs ▪ Develop joint working arrangements with adult social care, children's social care, mental health and substance misuse services. ▪ Provide a resettlement/floating support package for every person with complex needs to support them in accessing independent tenancies
Impact Measures	<ul style="list-style-type: none"> ▪ Reduce the number of homeless people with complex needs awaiting accommodation ▪ Reduction in the number of people with complex needs who present as homeless within 12 months of previously being accommodated
Outcome	<ul style="list-style-type: none"> ▪ No one sleeps rough; whether they are in tents, cars or, at worst, on the streets

Aim	2. To prevent homelessness and offer rapid housing solutions to get people in urgent need rehoused quicker
Actions	<ul style="list-style-type: none"> ▪ Improve access to information for people including landlords about services to prevent homelessness ▪ Provide a digital web based service to help people find Private Landlords who have available properties ▪ Evaluate the impact of the changes to the Housing Allocation Policy for people at risk of homeless ▪ Expand selective licensing areas for private rented accommodation ▪ Improve the referral pathway and service for people being discharged from hospital without suitable housing accommodation ▪ Improve information on how to access to social housing for members of the Armed Forces, Veterans, and their families ▪ Monitor the local causes of homelessness to align resources and services

Impact Measures	<ul style="list-style-type: none"> ▪ Increase the proportion of households supported by the Homelessness Team who are prevented from becoming homeless within 56 days ▪ Reduction in the number of applicants on the Council's Housing Register who have told us they have a homelessness issue ▪ Increase in the number of applicants assisted to move to private rented accommodation
Outcome	<ul style="list-style-type: none"> ▪ When homelessness is predictable the Council can prevent it: so that no-one leaves their home or is forced to leave a state institution like prison with nowhere to go.

Aim	3. To increase support for young people to prevent homelessness
Actions	<ul style="list-style-type: none"> ▪ Provide information for young people on their housing options to prevent homelessness ▪ Undertake housing advice sessions in special schools and colleges ▪ Continue to fund an Early Help Support Worker in Children and Young People's services ▪ Co-design the Children and Young Person's Housing Related Support service which will be procured in 2019 and jointly monitor performance with Commissioners. ▪ Provide a planned approach to rehousing prior to all young offenders leaving prison who have a local connection to Rotherham ▪ Set up 10 properties as part of the House Project for Care Leavers ▪ Ensure Early Help Assessments are completed by housing for families to prevent families being evicted
Impact Measures	<ul style="list-style-type: none"> ▪ Reduction in the number of young people (aged under 25) requiring Homelessness Team support ▪ Reduction in the number of young people who received homelessness support (aged under 25) who require support again within 12 months of being accommodated
Outcome	<ul style="list-style-type: none"> ▪ When homelessness is predictable the Council can prevent it: so that no-one leaves their home or is forced to leave a state institution with nowhere to go.

Aim	4. To end rough sleeping and begging
Actions	<ul style="list-style-type: none"> ▪ Explore the development of an “Alternative Giving Scheme” which aims to reduce rough sleeping and begging ▪ Ensure people have access to ongoing support if required when they move out of temporary accommodation into their own tenancy. ▪ Continue to work with partners to ensure continued advice and support for rough sleepers ▪ Consult with homeless rough sleepers to identify barriers to services ▪ Conduct quarterly rough sleeper counts and continue to undertake weekly outreach to connect people to services ▪ Provide outreach work in key locations ▪ Ensure there is sufficient capacity and support available to run SWEP (Severe Weather Emergency Protocols) all winter. ▪ Work closely with community protection and the police to carry out assertive outreach to beggars and to consider taking enforcement action when appropriate.
Impact Measures	<ul style="list-style-type: none"> ▪ Reduce the number of rough sleepers in Rotherham ▪ Increase the engagement rate of people identified as rough sleepers with support services
Outcome	<ul style="list-style-type: none"> ▪ No one sleeps rough; whether they are in tents, cars or, at worst, on the streets. ▪ All people begging will not be homeless

Aim	5. To improve access to tenancy support, employment and health support services
Actions	<ul style="list-style-type: none"> ▪ Ensure all people presenting as homeless who have substance misuse issues are referred straight away to commissioned treatment services ▪ Connect people to employment, training, volunteering ▪ Implement ‘Tenancy Health Checks’ to prevent problems from escalating and tenancies being jeopardised. ▪ Provide a planned approach via the South Yorkshire Accommodation Hub to rehousing prior to all offenders leaving prison who have a local connection to Rotherham ▪ Explore the introduction of a family mediation service ▪ Ensure people have speedy access to money advice, debt services and gambling support when needed

Impact Measures	<ul style="list-style-type: none"> ▪ Ensure all people presenting as homeless who have substance misuse issues are referred to commissioned treatment services within 24 hours ▪ Increase the proportion of individuals successfully connected to employment, training, volunteering opportunities ▪ Ensure no one is discharged from partner services without appropriate accommodation in place. (Including prisons, young offenders' institutes, rehabilitation centres, mental health services and hospitals).
Outcome	<ul style="list-style-type: none"> ▪ Improved health and financial resilience so that there are more options to access work and training opportunities. ▪ Those who cannot afford housing are given advice and support with welfare benefits. Help is provided so that homeless people can access employment where it is appropriate for them.

Aim	6. To ensure there is sufficient decent emergency accommodation
Actions	<ul style="list-style-type: none"> ▪ Address the gaps in temporary emergency accommodation provision by setting up temporary accommodation for dog owners and for people being discharged from hospital without suitable accommodation ▪ Provide an alternative option to refuge accommodation for those who this is not the most appropriate form of accommodation ▪ Carry out a regular safe and well-being checks ▪ Maintain decency of temporary accommodation
Impact Measures	<ul style="list-style-type: none"> ▪ Reduce the number of households accessing temporary accommodation ▪ Reduce the average time spent in temporary accommodation
Outcome	<ul style="list-style-type: none"> ▪ Everyone has a safe, stable place to live: so that nobody is in emergency accommodation without a plan to quickly move into permanent housing.

Resourcing the Strategy

In preparation for the delivery of this strategy the Council and partners have committed resources to tackle and prevent all forms of homelessness including:

- **Affordable Housing** – The council are investing £56m into the Rotherham affordable housing programme
- **Investing in Staff** – Three additional staff have been appointed in the Homelessness Team to help manage the increased volume of case work.
- **Out of Hours Homelessness Service** – The telephone service operates from 5pm to 8am Monday to Friday and 24/7 over the weekends and Bank Holidays. It is now run by staff that have experience in homelessness assessments and also have a full knowledge of homelessness legislation.
- **Using our assets** – To assist with the Council's statutory duty to offer temporary accommodation the Council has used Council assets to increase the portfolio of temporary accommodation from 29 to 50 units.
- **Increasing Housing Options** - The Council has recently reviewed its Housing Allocation Policy to give more priority to homeless households on the housing register.
- **External Funding Bids** – Over the past three years the Council has been successful in accessing additional Government Grant funding. A new sub regional funding bid covering Rotherham, Barnsley and Doncaster has been submitted for a rough sleeper initiative programme.
- Over the past 3 years we have been successful in accessing additional Government Grant funding:

Grant	17/18	18/19	19/20
Domestic Abuse	200,000	14,573	0
Flexible Homelessness Support	102,519	117,430	172,524
New Burdens	65,537	60,030	74,120
Rough Sleeper	37,500	37,500	0
Hclic	9,200	946	0
Cold Weather			6,270
Totals	414,756	230,479	252,914

- **Street Outreach** - The Council has recently commissioned a rough sleeper outreach service up to the end of March 2019. We will continue to seek alternative funding by bidding for external grants from the Ministry of Communities and Local Government. In the absence of additional funds we will use existing officers within the Homelessness Team to undertake early morning checks in the Town Centre.

The Street Outreach service provides information of people found to be sleeping rough. They work intensively with rough sleepers on Mondays, Wednesdays and

Fridays, starting at 6am to 9am to assist in finding accommodation, help to make benefit claims and seek medical help that may be needed.

- **Extreme Cold Weather Provision** – A winter shelter provision has been set up jointly with South Yorkshire Fire and Rescue Service and the Homelessness Team. The winter shelter provides a safe warm place in the Fire Station for rough sleepers. The service enables a swift response to help rough sleepers in Rotherham to stay overnight in a local Fire Station when the temperature is or feels like sub-zero.
- **Working with Partners** - The Council is working closely with partners and voluntary organisations to gather more information regarding individual circumstances. This will allow us to offer help and support at the earliest possible stage, and have more means of communicating with people due to extensive partnership working and through increased outreach work.

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Governance and Monitoring

Governance of this strategy will be via the Strategic Housing Partnership which includes representatives from Council services, housing associations, developers, support providers, health services, police voluntary and community organisations.

The Strategic Housing Partnership will receive quarterly progress updates against the Homelessness Prevention and Rough Sleeper Action Plan and associated impact measures and other supportive evidence. Where there is little evidence of sufficient progress the Strategic Housing Partnership will hold relevant agencies to account and may request further remedial action plans.

Additional management information relating to service demand and customer needs will be maintained and reported to Side-by-Side Homelessness Forum on a 6 weekly basis with more regular management oversight by the Housing Senior Management Team. The Side by Side Homelessness Forum's membership includes providers who work with homeless people. The Forum aims to work effectively together so that there is a clear local picture of homelessness issues in Rotherham. The Forum also increases the awareness of services, interventions available to reduce homelessness and rough sleeping.

Conclusion

This Homelessness Prevention and Rough Sleeper Strategy is Rotherham's response to a period of unprecedented change, including the Homelessness Reduction Act, public services facing significant financial challenges and social housing and welfare reforms. It builds on the recent achievements, whilst responding and adapting to the changing environment in which homelessness and support services are delivered.

The next three years will be very challenging given the wider economic climate and complex needs of local people who are at risk or experiencing homelessness. It is therefore essential that Rotherham continues to strengthen local partnership working and improve quality of joint support to help prevent and reduce homelessness.

To do this we will explore new models and approaches so that there is a shift in the focus from managing emergencies and crisis towards a way of working that supports prevention and sustainability of long term accommodation

Homelessness Prevention and Rough Sleeper Strategy 2019-22

Delivery Action Plan

Date of last update: 28/02/2019

Ref	Action	Lead	Target Date	Status	Update
Aim 1 – To Support People with Complex Needs					
1.01	The ambition is to work with housing partners to extend the Housing First Model to enable more clients to access the service by increasing the number of available units.	Commissioning Team Homelessness Team	March 2021		
1.02	Work in partnership with support providers to ensure there is a whole person approach to support people with complex needs	Homelessness Team	December 2019		
1.03	Develop joint working arrangements with adult social care, children's social care, and mental health and substance misuse services.	Strategic Housing Partnership Side by Side Homelessness Forum	December 2019		
1.04	Provide a resettlement/floating support package for every person with complex needs to support them in accessing independent tenancies	Homelessness Team Housing Management Team	March 2020		
Aim 2 – To prevent homelessness and offer rapid housing solutions to get people in urgent need rehoused quicker					
2.01	Improve access to information for people including landlords about services to prevent homelessness	Homelessness Team	March 2020		
2.02	Provide a digital web based service to help people find Private Landlords who have available properties	Housing Advice and Assessment Team	March 2020		
2.03	Expand selective licensing areas for private rented accommodation	Community Safety and Street Scene Team	March 2021		
2.04	Evaluate the impact of the changes to the Housing Allocation Policy for people at risk of homeless	Housing Advice and Assessment Team	Annual review		
2.05	Improve the referral pathway and service for people being discharged from hospital without suitable housing accommodation	Housing Occupational Therapy Team Homelessness Team	December 2019		

Appendix 2

Ref	Action	Lead	Target Date	Status	Update
2.06	Improve information on how to access to social housing for members of the Armed Forces, Veterans, and their families	Housing Advice and Assessment Team	December 2019		
2.07	Monitor the local causes of homelessness to align resources and services	Homelessness Team	Monthly		
Aim 3 – To increase support for young people to prevent homelessness					
3.01	We will provide information for young people on their housing options to prevent homelessness	Housing Advice and Assessment Team	September 2019		
3.02	Undertake housing advice sessions in special schools and colleges	Homelessness Team	Ongoing		
3.03	Provide a planned approach to rehousing prior to all young offenders leaving institutions who have a local connection to Rotherham	Homelessness Team Youth Offending Team	Ongoing		
3.04	Continue to fund a social worker in the Early Help team	Housing Income Team	Annual Review		
3.05	Ensure Early Help Assessments are completed by housing for families to prevent families being evicted	Housing Income Team Housing Management Team	December 2019		
3.06	Co-design the Children and Young Person's Housing Related Support service which will be procured in 2019 and jointly monitor performance with Commissioners.	Commissioning Team Homelessness Team	December 2019		
3.07	Set up 10 properties as part of the House Project for Care Leavers	Housing Advice and Assessment Team	June 2020		
Aim 4 – To end rough sleeping and begging					
4.01	Explore the development of an "Alternative Giving Scheme" which aims to reduce rough sleeping and begging	Homelessness Team	March 2020		
4.02	Ensure people have access to ongoing support if required when they move out of temporary accommodation into their own tenancy.	Resettlement, Temporary Accommodation and Support Team	March 2020		
4.03	Continue to work with partners to ensure continued advice and support for rough sleepers	Homelessness Team	March 2020		
4.04	Consult with homeless rough sleepers to identify barriers to services	Homelessness Team	March 2020		

Appendix 2

Ref	Action	Lead	Target Date	Status	Update
4.05	Conduct quarterly rough sleeper counts and continue to undertake weekly outreach work in key locations to connect people to services	Homelessness Team	Quarterly		
4.06	Provide outreach work in key locations	Homelessness Team	Monthly		
4.07	Ensure there is sufficient capacity and support available to run SWEP (Severe Weather Emergency Protocols) all winter.	Homelessness Team	June 2019, then annually		
4.08	Work closely with community protection and the police to carry out assertive outreach to beggars and to consider taking enforcement action when appropriate.	Homelessness Team Community Protection Policy	March 2020		
Aim 5 – To improve access to tenancy support, employment and health support services					
5.01	Provide a planned approach via the South Yorkshire Accommodation Hub to rehousing prior to all offenders leaving prison who have a local connection to Rotherham	Homelessness Team South Yorkshire Accommodation Hub	March 2020		
5.02	Ensure all individuals presenting as homeless who have substance misuse issues are refereed straight away to commissioned treatment services	Homelessness Team	December 2019		
5.03	Connect people to employment, training, volunteering	Housing Income Team	December 2019		
5.04	Ensure people have speedy access to money advice, debt services and gambling support when needed	Financial Inclusion Team	December 2019		
5.05	Explore the introduction of a family mediation service	Homelessness Team	June 2020		
5.06	Implement 'Tenancy Health Checks' to prevent problems from escalating and tenancies being jeopardised.	Housing Operations Team	August 2019		
Aim 6 – To ensure there is sufficient decent emergency accommodation					
6.01	Set up 6 "Step up Step Down properties" for hospital discharges	Home and Property Services Team Homelessness Team	March 2020		
6.02	Set up 6 Modular builds for short stay accommodation for single person	Home and Property Services Team Homelessness Team	March 2020		
6.03	Set up 2 assessable temporary accommodation units for people with a disability	Home and Property Services Team	March 2020		

Appendix 2

Ref	Action	Lead	Target Date	Status	Update
		Homelessness Team			
6.04	Set up a dog friendly temporary emergency accommodation	Home and Property Services Team Homelessness Team	March 2020		
6.05	Set up 4 dispersed properties for people fleeing domestic abuse	Home and Property Services Team Homelessness Team	March 2020		
6.06	Maintain decency of temporary accommodation	Home and Property Services Team	April 2019 – Ongoing		
6.07	Carry out a regular safe and well-being checks for all households placed into temporary accommodation	Tenancy Support and Resettlement Team	April 2019 – Ongoing		

Appendix 3

Homelessness Prevention and Rough Sleeper Strategy 2019-2022

Consultation

Consultation began in November 2017. Consultation was carried out with Rotherham residents, Council staff and a wide range of partners and stakeholders.

Consultation summary

Consultation took the form of;

- Attendance at community events
- Online and face to face surveys
- Emails
- Discussions at various groups and forums where information went on to be cascaded via wider sessions
- Social media coverage
- Circulation of the draft strategy
- Desktop review of existing consultation evidence

Consultation methodology

The consultation was promoted, both externally (of the council), and internally. External consultation was conducted between November 2017 and March 2019 via community events, conferences, meetings, and the council website using an online survey.

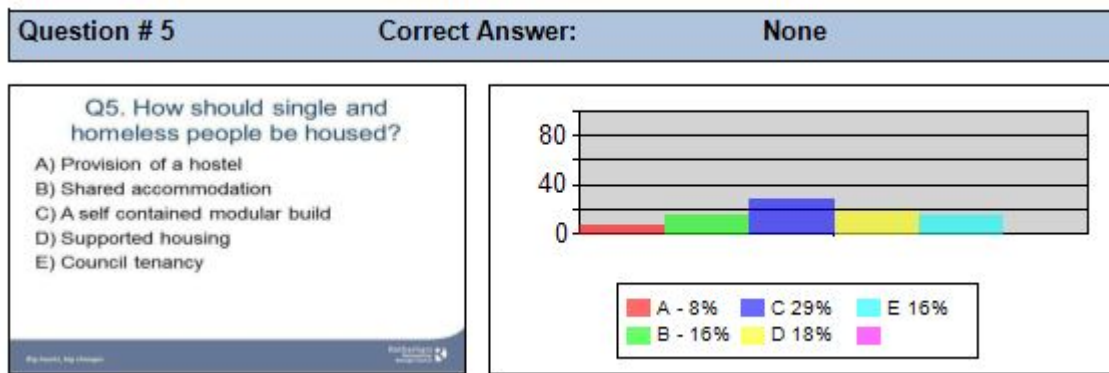
Internal pre-consultation took place with housing officers and related services by way of meetings, briefings and an online survey ran throughout July to October 2018. Wider internal consultation followed in the form of a shared draft strategy for comment in February 2019, where many services have provided valuable input into the strategies development.

The following presents an overview of the responses to this consultation;

1. Tenants conference 03/07/18

Over 200 people attended the tenant's conference where a presentation was given on the next Housing Strategy and the Homelessness Strategy.

The views of tenants were gathered using an electronic voting system as well as paper surveys. Question 5 asked: How should single and homeless people be housed? The results are detailed below;



Where attendees represented an organisation or tenant groups, they were asked to share the information wider and provide feedback.

2. Landlords Forum 24/09/18

Representatives from 12 landlords were provided with an overview of the key themes and where private sector will fit in. The group were provided with the online survey to complete as part of the consultation and the Forum were happy to receive updates on the progress of the revised Strategy at future meetings.

One of the landlords also represents local landlords at the Strategic Housing Forum where the draft of the Strategy was presented.

3. Housing Hub feedback

The key themes of the Homelessness Strategy were discussed at a number of 'Housing Hub' community sessions over the summer. The Housing Hub was used to engage with tenants on a range of housing related issues and to promote further tenant involvement opportunities. Events were held in local communities with hundreds of local residents attending each event. Feedback was positive in terms of the key themes emerging. Attendees were encouraged to provide feedback via a survey or email.

4. Rotherham Show 08/09/18

The Housing Options Service attended the Rotherham Show to speak to attendees about key housing issues including new build development and the emerging themes of the Homelessness Strategy. The show attracts around 70,000 visitors over the weekend. The team were able to discuss the strategy with attendees and collated feedback via a survey which has shaped the themes and key priorities of the strategy.

5. Key consultation partners 04/12/18

The draft strategy has been disseminated to the Health and Wellbeing Board, Housing Support Providers, Housing Associations and the Armed Forces Covenant Group.

6. Strategic Housing Forum 05/12/18

The themes of the strategy were presented at the forum. Attendees included representatives from across council directorates, housing associations, landlord sector, developers and supported housing providers. The strategy was well received and comments were made on specific areas including, homelessness, selective licensing and the private rented sector. All of which have been incorporated in the draft.

It was agreed that progress would be reported back to the group on a quarterly basis and the Forum would be responsible for holding the council and partners to account for delivering the strategy.

Where attendees represented another organisation, they were asked to share the information wider and provide feedback.

7. Rotherham Side by Side Homelessness Prevention Forum

The Side by Side Homelessness Forum's membership includes providers who work with homeless people. The Forum aims to work effectively together so that there is a clear local picture of homelessness issues in Rotherham. The Forum provided valuable input over a number of meetings and their feedback helped in the shaping of the strategies development.

8. The Mayoral Homelessness Summit

The Summit brought homelessness experts and practitioners in our region together. Attendees learnt about what was happening in other parts of the region and shared experiences and best practice of what does and doesn't work. Delegates had the opportunity to attend a number of workshops throughout the day, and feedback from the workshops has helped to shape the strategy. The workshops included:

- Housing First – can we develop a City Region approach?
- What can we learn from progress in Greater Manchester?
- How can we engage with the private rented sector and what should we expect from landlords?
- Can local housing providers sign up to the nine commitments in Everybody In?
- What is best practice in relation to the Homeless Reduction Act and the Duty to refer?
- Where is there best practice locally to tackle rough sleeping?

Some of the other key messages from the consultation included the need to:

- Support young people to access the right accommodation
- Provide appropriate support for people with complex needs
- Support victims of domestic abuse

- Provide appropriate temporary accommodation
- Prevent homelessness to reduce the impact on health
- Ensure there is easier access to services via digital methods or outreach
- End rough sleeping and begging
- Prevent evictions and early intervention
- Consider a “no eviction” policy from social housing
- Prevent the loss of private rented accommodation
- Reduce the number of aggressive beggars who are begging for money in a manner considered to be unduly intimidating.

APPENDIX 4 - The Homelessness Prevention and Rough Sleeper Strategy 2019-2022

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

<p>Under the Equality Act 2010 Protected characteristics are Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity. Page 6 of guidance. Other areas to note see guidance appendix 1</p>	
<p>Name of policy, service or function. If a policy, list any associated policies:</p>	<p>Homelessness Prevention and Rough Sleeper Strategy 2019 -2022</p>
<p>Name of service and Directorate</p>	<p>Housing Options, Adult Social Care, Housing and Public Health Directorate</p>
<p>Lead manager</p>	<p>Sandra Tolley, Head of Housing Options and Jill Jones Homelessness Manager</p>
<p>Date of Equality Analysis (EA)</p>	<p>19 February 2019</p>
<p>Names of those involved in the EA (Should include at least two other people)</p>	<p>Sandra Tolley, Head of Housing Options Jill Jones, Homelessness Manager Kim Firth, Homelessness Coordinator Sonia Dyson, Resettlement and Temporary Accommodation Coordinator Zaidah Ahmed, Corporate Equalities and Diversity Officer</p>
<p>Aim/Scope (who the Policy /Service affects and intended outcomes if known) See page 7 of guidance step 1</p> <p>The Homelessness Reduction Act 2017 is the most significant changes to homelessness law in decades. The principles of the Act are to help more people sooner and to prevent repeat homelessness. The Council is committed to this approach and will continue to focus on homelessness prevention.</p> <p>The Homelessness Prevention and Rough Sleeper Strategy sets out the Council's long term vision for addressing the root causes of homelessness, and seeks to develop a partnership approach to reducing homelessness over the next three years.</p> <p>It has been developed in consultation with key partners and takes into account recent legislative changes and the impact on increased demand for homelessness services.</p> <p>The intended outcomes of the Strategy are to:</p> <ul style="list-style-type: none"> • Support young people to access the right accommodation • Ensure there is provision of appropriate support for people with complex needs • Support victims of domestic abuse • Provide appropriate temporary accommodation • Prevent homelessness to reduce the impact on health • Make it easier to access services via digital methods or outreach • End rough sleeping • Prevent evictions and early intervention • Reduce the loss of private rented accommodation 	

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<ul style="list-style-type: none"> Reducing the number of aggressive beggars <p>Rotherham reflects the national trend in the number of households who have lost their home. The usage of temporary accommodation, the numbers of homeless presentations and the number of people sleeping rough continues to increase.</p> <p>The financial impact of welfare reform has had a negative impact on people on low income and those that depend on benefits. Poor housing or a lack of suitable housing can have a negative impact on people's lives including their ability to maintain good health and wellbeing, educational achievement, access to support services, and employment opportunities.</p> <p>It is essential that the root causes and risks relating to homelessness are identified early so the right type of support and intervention can be put in place before a person reaches the point of becoming homelessness.</p> <p>The Homelessness Prevention and Rough Sleeper Strategy 2019 -2022 will aim to:</p> <ol style="list-style-type: none"> 1.Support people with complex needs 2.Prevent homeless and offer rapid housing solutions to get people in urgent housing need rehoused quicker 3.Increase support for young people to prevent homelessness 4.Tackle and end rough sleeping and begging 5.Improve access to tenancy support, employment and health support services 6.Ensure there is sufficient decent emergency accommodation <p>A successful policy would see:</p> <ul style="list-style-type: none"> Families having a stable home which give the best start in life for children, and vulnerable adults. A reduction in the time spent living in temporary accommodation A reduction in the usage of temporary accommodation by homeless households will therefore reduce expenditure Families with children prevented from becoming homeless An increase in the number of homeless households prevented from becoming homeless Households on low incomes being helped to affordable housing. Good quality, stable homes help people to avoid financial hardship and can have a significant impact on people's health and wellbeing People are happy with the waiting time to move home <p>The Homelessness Prevention and Rough Sleeper Strategy 2019 -2022 impacts on all wards</p>

APPENDIX 4 - The Homelessness Prevention and Rough Sleeper Strategy 2019-2022

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What equality information is available? Include any engagement undertaken and identify any information gaps you are aware of. What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? See page 7 of guidance step 2

Key facts and statistics

- 263,400 people live in Rotherham Borough, about half living in and around the main urban area of Rotherham. The remainder live in smaller towns such as Wath, Dinnington and Maltby, and in numerous large villages and rural communities, all of which have their own distinct identities.
- 120,600 Rotherham residents are in employment whilst 106,000 people have workplaces in the Borough, giving a net outflow of 14,700 workers. One in five workers who live in Rotherham are employed in Sheffield and another one in five work elsewhere outside Rotherham.
- 45,259 children attend 117 Rotherham schools.
- One in four residents (25.2%) are aged 60 years or over and 22,500 people (8.5%) are aged 75 years or over. Rotherham has 56,900 children aged 0-17 (21.6% of the population).
- Rotherham's Black and minority ethnic (BME) population was 8.1% in 2011 and is now estimated at around 11%. The central area of Rotherham is far more ethnically diverse than the rest of the Borough. The largest minority ethnic group is Pakistani & Kashmiri (4% of the population), followed by the Slovak & Czech Roma (1.5% of the population). Rotherham also has smaller Black African, Indian, Chinese, Irish and Arab communities, all with between 500 and 2,000 people.
- The 2011 Census showed that 56,588 (22%) of Rotherham's population had a long term health problem or disability and 11.3% said their day-to-day activities were limited a lot by long term conditions (8.3% nationally). In November 2016, 30,306 Rotherham residents (11.6%) claimed Disability Living Allowance (16,680), Personal Independence Payment (6,100) or Attendance Allowance (7,516).
- One in six homes is rented from the council and although house prices have risen over the years, they are about half the national average.
- In the past 12 months homelessness acceptances has increased from 100 to 122. From the 122 households accepted as homeless, 67% of the main applicants were between the ages of 25 to 44. Acceptances are those people who are homeless, eligible, in priority need, not intentionally homeless and who have a local connection.
- The main reason for homelessness is from people whose private rented tenancy has come to an end. The other top reasons for homelessness are family or parental evictions and domestic abuse/other forms of violence.

APPENDIX 4 - The Homelessness Prevention and Rough Sleeper Strategy 2019-2022

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

- The incidents of people sleeping rough are still low in Rotherham compared to the Sub Region. In Rotherham, there were 19 people identifies as sleeping rough during the last 12 months. Of these 16 were men and 2 women and all were over the age of 25. Their nationality was 15 were White British, 2 were Eastern Europeans and 2 refused to disclose. 17 had a local connection to Rotherham and 2 had a local connection to Barnsley.
- The annual return for rough sleepers in 2017 was 2. This is because it was an actual count of Rough Sleepers on a particular night.
- The demand for temporary homeless accommodation is increasing. The table below shows the comparison over the past 3 years at the end of October each year:

Month and year	October 2016	October 2017	October 2018
Nos in temporary accommodation	21	33	38

The main reasons for temporary accommodation being used in the past 12 months are due to people:

- fleeing domestic abuse
- having physical health problems
- having mental ill health
- losing their tenancy

During 2017/18 there were 714 households prevented from becoming homeless, of these 124 were assisted to remain in their existing homes mainly due to:

- crisis intervention - providing emergency support
- negotiation with family and friends
- providing assistance to remain in private or social rented accommodation
- assistance in resolving housing benefit issues

Of the 714 households there were 510 households that were prevented from becoming homeless by helping to secure alternative housing as follows:

Moved to Supported accommodation	131
Moved to private rented accommodation with the help of rent in advance or bond	84
Moved to private rented accommodation without support for upfront costs	85
Moved to Social housing (either Council or Housing Association)	210

The review of the Homelessness Prevention and Rough Sleeper Strategy 2018 -2022 involved detailed consultation with a number of key stakeholders including the Council, Councillors, staff, partners, residents and voluntary groups.

APPENDIX 4 - The Homelessness Prevention and Rough Sleeper Strategy 2019-2022

RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)

The Strategy review took into account demographic information, supply and demand for properties. An assessment of waiting time to be rehoused for those who are homeless.

Engagement undertaken with customers. (date and group(s) consulted and key findings)

See page 7 of guidance step 3

The proposed changes to the Homelessness Prevention and Rough Sleeper Strategy 2019 -2022 has been discussed with elected members at:

September 2018 – Improving Places Select Commission. As part of the consultation a presentation was presented to members who were supportive of the proposals. The Panel were concerned about the impact of Universal Credit.

The findings are that the impact on rent arrears is now starting to become evident at individual account level, with the average arrears for a tenant on Universal Credit being £726.92 compared to £395.12 for other tenants i.e. the average arrears for a tenant on Universal Credit is 84% higher than other tenants. This presents a significant risk to income collection and manifests itself through increased bad debt provision. The forecast arrears balance for new Universal Credit claims is £625k for 2018-19. To mitigate this risk all new tenants who are eligible for Universal Credit have to make a claim and set up either a Direct Debit or a Recurring Card payment for rent prior to being issued with the keys for their new home.

Local partners have not reported any significant increase in demand for services following the roll out of the Universal Credit Full Service. For instance, whilst the Citizens' Advice Bureau has seen over a 120% increase in uptake of services this is not directly attributable to Universal Credit as there has only been a 1% increase in demand for benefits advice since the same period last year. For context, Citizens' Advice Bureau have only provided 92 pieces of advice about Universal Credit since July 2018, this comprises only 2% of the 4,125 issues that have been dealt with during that time.

Foodbank use has remained fairly constant, at levels seen before the rollout of the Universal Credit Full Service. Before the rollout there were on average 79 referrals per month. In the three months following rollout, there have been 74, 84 and 80 vouchers issued respectively i.e. no increase in the average number of referrals.

September 2018 - Other engagement/consultation has been undertaken at the Rotherham Show

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	<p>March, July and September 2018 - The Side by Side Partnership who are predominantly providers who work with homeless households have been consulted. They were supportive of the aims and the group highlighted further work will be required to prevent homelessness in the development of the Homelessness Prevention and Rough Sleeper Strategy 2019 - 2022</p> <p>October 2018 - Rotherfed who lead on Tenant Involvement have been consulted and also the Quality Challenge Group. Both groups were supportive of the draft proposals</p> <p>December 2018 - Strategic Housing Partnership were consulted. A presentation was made highlighting the proposals and the benefits for Rotherham people.</p> <p>Staff across both Children' and Adult Services have been provided with briefing papers relating to homeless households in Rotherham.</p> <p>The Strategy changes:</p> <ul style="list-style-type: none"> a) Bring benefits for other directorates and partners, particularly in reducing homelessness for families with children and contributing to local targets on homelessness prevention and financial inclusion / capability. b) Ensure that members, Council officers, partners and local people can be confident that the new Strategy will help local people access affordable housing quicker. <p>Further actions required –</p>
<p>Engagement undertaken with staff about the implications on service users (date and group(s) consulted and key findings)</p> <p>See page 7 of guidance step 3</p>	<p>The Homelessness Prevention and Rough Sleeper Strategy 2019 - 2022 has been developed with support from Council Officers and input from the Strategic Leadership Team.</p> <p>Councillors, staff and partners play a vital role in the review of the Homelessness Prevention and Rough Sleeper Strategy 2019 - 2022.</p> <p>The draft Homelessness Prevention and Rough Sleeper Strategy 2019 – 2022 has been circulated to a range of stakeholders, including; services across the Council, Rotherfed, public health, housing associations, the police, health, community protection,</p>

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	<p>Shiloh, support providers, Rotherham's Armed Forces Covenant group.</p> <p>Following approval the new Strategy will be effectively communicated to staff and members and the new Homelessness Prevention and Rough Sleeper Strategy 2019 – 2022 will be published and made available online.</p>
The Analysis	
<p>How do you think the Policy/Service meets the needs of different communities and groups? Protected characteristics of Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity. Rotherham also includes Carers as a specific group. Other areas to note are Financial Inclusion, Fuel Poverty, and other social economic factors. This list is not exhaustive - see guidance appendix 1 and page 8 of guidance step 4</p> <p>The new Homelessness Prevention and Rough Sleeper Strategy 2019 – 2022 should have a positive impact on all communities. However the impact will need to be reviewed based on specific need.</p> <p>The changes should improve the Council's ability to respond to the demand for accommodation from homeless households so that they can move quicker into suitable housing. The strategy will help homeless people living in temporary accommodation to move on quicker.</p> <p>The 'hidden' homelessness including people who are rough sleeping, or 'sofa surfing' will be assisted in accommodation and support services.</p> <p>The exploration of the development of an alternative giving scheme will help to reduce rough sleeping and begging</p> <p>By considering the expansion of the Housing First scheme and by working in partnership with support providers will ensure there is a whole person approach to support people with complex needs.</p> <p>Joint working arrangements with adult social care, children's social care, safeguarding, primary care, mental health and substance misuse will help people with drug, alcohol or gambling dependencies.</p> <p>The provision of a resettlement/floating support package for every complex needs individual/rough sleeper will help individuals move into an independent tenancy</p>	
<p>Analysis of the actual or likely effect of the Policy or Service: See page 8 of guidance step 4 and 5</p> <p>Does your Policy/Service present any problems or barriers to communities or Group? Identify by protected characteristics Does the Service/Policy provide any improvements/remove barriers? Identify by protected characteristics</p>	

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What affect will the Policy/Service have on community relations? Identify by protected characteristics

The new Homelessness Prevention and Rough Sleeper Strategy 2019 – 2022 should remove barriers to Social Housing. For example changes have been made to the Councils Housing Allocation Policy, which should have a positive impact and improve the Council's ability to respond to the demand for accommodation from homeless households and for those people with other urgent housing need. The Council will review the impact of the Allocation Policy changes on people who are at risk of homelessness.

The Council will ensure there are housing options and support for adults and children affected by domestic abuse, ensuring accommodation and appropriate support is provided, and that information sharing and support provision is more accessible. as one of the aims to the amendments will give more priority to people in urgent need. For example by increasing the quota of properties advertised in Band 2 from 50% to 60% will mean that people in need of urgent rehousing will be able to move more quickly away from unsuitable living conditions.

Vulnerable people are offered and provided with tenancy support which is tailored to individual needs to help them sustain their tenancy and live in the community.

The effect of the new Strategy will be closely monitored on areas such as:

- The number of homeless households on the Housing Register
- The numbers of people prevented and relieved from becoming homeless
- The numbers of caseloads per Homelessness Officer
- The number of children living in temporary accommodation
- Length of stay in temporary accommodation
- An analysis of tenancy termination reasons
- Expenditure on temporary accommodation and hotels
- Reduce the number of Council tenancy evictions
- Reduction in rent arrears for cases that have received Tenancy Support
- The number of evictions averted as a result of Tenancy Support

Please list any **actions and targets** by Protected Characteristic that need to be taken as a consequence of this assessment and ensure that they are added into your service plan.

Website Key Findings Summary: To meet legislative requirements a summary of the Equality Analysis needs to be completed and published.

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Equality Analysis Action Plan - See page 9 of guidance step 6 and 7

Time Period

Manager: Sandra Tolley, Head of Housing Options

Service Area: Housing Options, Adult Social Care Housing and Public Health Directorate Tel: 01709 255619

Title of Equality Analysis:

If the analysis is done at the right time, i.e. early before decisions are made, changes should be built in before the policy or change is signed off. This will remove the need for remedial actions. Where this is achieved, the only action required will be to monitor the impact of the policy/service/change on communities or groups according to their protected characteristic.

List all the Actions and Equality Targets identified

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Monitor the number of households prevented and relieved from becoming homeless including the protected characteristics	All	Annual on 31/3/2020 and 31/3/2021
Consider homelessness statistics relating to the protected characteristics	All	Annual on 31/3/2020 and 31/3/2021
Monitoring the number of Council evictions relating to the protected characteristics	All	31/3/2020
Monitor the impact of the new Strategy by analysis the number of homeless households assisted to alternative housing according to their protected characteristic.	All	Annual on 31/3/2020 and 31/3/2021

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Complete further EIA's in the future should there be further changes to the policy		All	
Name Of Director who approved Plan	Tom Bell, Assistant Director of Housing	Date	

*A = Age, D= Disability, S = Sex, GR Gender Reassignment, RE= Race/ Ethnicity, RoB= Religion or Belief, SO= Sexual Orientation, PM= Pregnancy/Maternity, CPM = Civil Partnership or Marriage. C= Carers, O= other groups

Website Summary – Please complete for publishing on our website and append to any reports to Elected Members SLT or Directorate Management Teams

Completed equality analysis	Key findings	Future actions
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Completed equality analysis	Key findings	Future actions
<p>Directorate: Adult Social Care Housing and Public Health Directorate</p> <p>Function, policy or proposal name: The Homelessness Prevention and Rough Sleeper Strategy 2019-2022</p> <p>Function or policy status: New (new, changing or existing)</p> <p>Name of lead officer completing the assessment:</p> <p>Sandra Tolley Jill Jones</p> <p>Date of assessment: 19 February 2019</p>	<p>The Strategy was developed off the back of extensive consultation. It will not have a negative or adversely affect any communities or individuals.</p> <p>The Homelessness Prevention and Rough Sleeper Strategy 2019-2022 sets out the Council's long term vision for addressing the root causes of homelessness, and seeks to develop a partnership approach to reducing homelessness over the next three years.</p> <p>It has been developed in consultation with key partners and takes into account recent legislative changes, and the impact on demand for homelessness services as a result of this.</p> <p>The 7 aims will; support people with complex needs, increase access to housing and rehousing people faster, prevent homelessness and increase support for young people, tackle and end rough sleeping and begging, create access to support, employment, improve the provision of temporary accommodation and sustain tenancies</p>	<p>Any future policy changes will be subject to an EA's</p> <p>We will be monitoring the effect of the changes of the policy on areas such as:</p> <ul style="list-style-type: none"> • The number of homeless households on the Housing Register • The numbers of people prevented and relieved from becoming homeless • The numbers of caseloads per Homelessness Officer • The number of children living in temporary accommodation • Length of stay in temporary accommodation • An analysis of tenancy termination reasons • Expenditure on temporary accommodation and hotels • Reduce the number of Council tenancy evictions • Reduction in rent arrears for cases that have received Tenancy Support • The number of evictions averted as a result of Tenancy Support

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DRAFT

Committee Name and Date of Committee Meeting

Cabinet – 15 April 2019

Report Title

February Financial Monitoring Report 2018/19

Is this a Key Decision and has it been included on the Forward Plan?

Yes

Strategic Director Approving Submission of the Report

Judith Badger, Strategic Director of Finance and Customer Services

Report Authors

Nikki Kelly, Finance Manager
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Graham Saxton, Assistant Director – Financial Services
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Ward(s) Affected

Borough-Wide

Report Summary

This report sets out an improved financial position compared to that previously reported to Cabinet in February 2019. It is based on actual costs and income for eleven months of the financial year with forecasts for the final month of 2018/19. Financial performance is a key element within the assessment of the Council's overall performance framework, and is essential for the achievement of the objectives within the Council's Policy Agenda. For that reason, this report is part of a series of monitoring reports for the current financial year which are brought forward to Cabinet on a regular basis.

In February 2019, the Council reported that it needed to identify a further £0.507m of cost reduction actions by the financial year-end in order to achieve a balanced budget. The current revenue position after eleven months shows an improved position on that previously reported, however £0.126m of cost reduction actions are still required by the financial year-end in order to achieve a balanced financial outturn, after taking account of the £10m budget contingency approved within the 2018/19 budget. This is a reduction of £0.381m in comparison to the £0.507m cost reductions reported in February 2019. This is largely due to the improved forecasts for Assistant Chief Executive and Adult Care Services.

The overspending against budget in Children's and Young People's Services Directorate is continuing in the current financial year as a result of demand for services outstripping budget capacity. The forecast overspend on Children's Services has remained broadly consistent with the last report at £15.704m

The number of Looked after Children hearings also places significant pressure on Legal Services within the Finance and Customer Services Directorate, with the current forecast overspend for Legal Services standing at £1.253m. The Finance and Customer Services Directorate overall is forecasting to outturn within budget after putting into place a range of actions to mitigate the legal service forecast overspend.

The Adult Care Services Directorate are on track to bring their overspend down to £5.399m. A combination of increased client numbers, the rising cost of care packages, and delays in delivery of savings plans have led to pressure on budgets across all client groups. A recovery plan has been developed to address previously undelivered savings and project plans are currently being finalised with the expectation that further savings will be identified from this activity.

Regeneration and Environment Directorate is forecasting a balanced budget, although it is facing challenges from a combination of declining business from the School Meals service and challenges with delivery of budget savings, including transport and property savings.

Mitigating savings and actions identified to date are set out in Table 1 and described in Paragraphs 2.2 to 2.9 of the report.

Recommendations

That Cabinet:

1. Note the forecast General Fund outturn position;
2. Note the actions being taken to reduce the forecast overspend;
3. Note the updated capital programme 2018/19 to 2021/22;
4. Note the capital grant funded budget inclusions and variations as detailed within the updated Capital Programme.
5. Approve the alternative budget savings proposals for the Regeneration and Environment directorate as referenced in Paragraph.2.4.4.

List of Appendices Included

None

Background Papers

Revenue Budget and Council Tax Setting Report for 2018/19 to Council 28th February 2018

Revenue Budget 2018/19 May Financial Monitoring Report to Cabinet 9th July 2018

July Financial Monitoring Report 2018/19 to Cabinet 17th September 2018

September Financial Monitoring Report 2018/19 to Cabinet 19th November 2018

December Financial Monitoring Report 2018/19 to Cabinet 18th February 2019

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Overview and Scrutiny Management Board – 24 April 2019

Council Approval Required

No

Exempt from the Press and Public

No

February Financial Monitoring Report 2018/19

1. Background

- 1.1 As part of its performance and control framework the Council is required to produce regular and timely reports for the Strategic Leadership Team and Cabinet to keep them informed of financial performance so that, where necessary, actions can be agreed and implemented to bring expenditure in line with the approved budget for the financial year.
- 1.2 Delivery of the Council's Revenue Budget, Medium Term Financial Strategy (MTFS) and Capital Programme within the parameters agreed by Council is essential if the Council's objectives are to be achieved. Financial performance is a key element within the assessment of the Council's overall performance framework.
- 1.3 This report is part of a series of financial monitoring reports to Cabinet for 2018/19, setting out the projected year-end revenue budget financial position in light of actual costs and income for eleven months of the financial year. This report includes, with revenue forecasts, details of capital spending and the projected capital outturn position.
- 1.4 In February 2019, the Council reported that it needed to identify a further £0.507m of cost reduction actions by the financial year-end in order to achieve a balanced budget. The current revenue position after eleven months shows an improved position on that previously reported, however, £0.126m of cost reductions are still required in order to deliver a balanced financial outturn after taking account of the £10m budget contingency approved within the 2018/19 budget.
- 1.5 The Final Local Government Finance Settlement 2019/20 confirmed funding to local authorities from a surplus on the Business Rates Accounts Levy. The Council's allocation is £0.969m, which, subject to ratification of the appropriate legislation, will be provided in 2018/19. This has been taken into account in latest forecasts.
- 1.6 In addition, Government announced on 28th January 2019 some upfront funding allocations to support councils with regard to EU Exit. The Council's allocation is £210k, split as £105k in 2018/19 and £105k in 2019/20. The £105k funding for 2018/19 has also been taken into account in supporting the budget.

2. Key Issues

- 2.1 Table 1 below shows, by Directorate, the summary forecast revenue outturn position after management actions which have already been quantified and implemented.

Table 1: Forecast Revenue Outturn 2018/19 as at February 2019

Directorate / Service	Budget 2018/19	Forecast Outturn 2018/19	Forecast Variance over / under (-)
	£'000	£'000	£'000
Children & Young People's Services	58,591	74,295	+15,704
Adult Care & Housing	58,425	63,824	+5,399
Public Health	16,014	16,014	0
Regeneration & Environment Services	44,264	44,264	0
Finance & Customer Services	15,571	15,571	0
Assistant Chief Executive	6,965	6,278	-687
Central Services, Capital Financing and Treasury Management	12,245	7,645	-4,600
SUB TOTAL	212,075	227,891	+15,816
Budget Contingency (£4.8m budget, £5.2m reserves)	4,800	(5,200)	-10,000
TOTAL	216,875	222,691	+5,816
Additional in-year cost reduction activity :			
Forecast of reduced severance costs frees up Capital Receipts to fund revenue transformation expenditure			-700
Use of Directorate balances			-3,916
Additional funding from Business Rates National Levy Account			-969
Funding for EU Exit			-105
= Further actions required to reduce total expenditure to within Budget Contingency			+126
Dedicated Schools Grant			5,310
Housing Revenue Account (HRA)	82,312	82,312	0

The following section (paragraphs 2.2 to 2.9) provide further information regarding the key reasons for forecast under or overspends within Directorates, the progress of savings delivery and how the Council plans to deliver a balanced budget by the end of the financial year.

2.2 Children's & Young People's Directorate (£15.704 forecast overspend)

- 2.2.1 Children & Young People Services face significant financial pressures in their placement budgets and in the delivery of key social work services, due to the number of children in the care system.
- 2.2.1 The budget pressure had been increasing month on month due to a steady rise in LAC numbers, but numbers and the budget are now stabilising (the budget position forecasting a financial pressure of £15.7m since October 2018) linked to the various projects instigated by the Directorate. At the end of February the projected overspend remains at £15.7m which in the main reflects pressures on staffing, transport and placement budgets.
- 2.2.2 The direct employees budgets stands at £40.9m and is a combination of core and grant funded services. The projected overspend is £618k across the directorate, which is a £182k favourable movement from the previous period. The main pressures arise from a combination of staffing and agency costs in children's social care (£763k) and business support (£833k). This is primarily due to the number of agency workers across the service during this financial year and delays in implementing the new staffing structure (part of the £362k overspend in Early Help). However, there has been a positive month- on-month reduction in the number of agency staff in Children's Social Care from 63 in April 2018 to 19 at the end of February 2019.
- 2.2.3 A significant element of the non-pay budgets relates to placements (£23.430m) with an estimated spend of £36.475m (excluding DSG funded placements). The financial pressure at the end of February is £12.584m, an adverse movement of £447k this period, which is mainly due to a reduction in estimated CCG income (£461k). Whilst the Right Child Right Care initiative and other demand management strategies are having a positive impact, the initial target levels of reduction of children in care are not being met and the reductions which are being achieved have been offset by new admissions into care. Another element of the placement strategy is to reduce the number of children in high cost placements by stepping down into lower cost placements e.g. independent fostering to in-house foster care. However, this reduction is not being achieved as planned and is having a significant impact on the placement pressures.
- 2.2.4 Other major budget pressures have also been incurred linked to the increase in the number of Looked After Children this financial year. Transport costs (car allowances, public transport and vehicles) are forecast to overspend by £670k whilst Section 17 & 23 payments are projected to overspend by £250k; the latter being financial assistance to safeguard and promote a child's welfare. Detailed spend analysis is being undertaken to monitor Section 17 and 23 payments, with a task and finish group in place and undertaking work to support a reduction in spend.

- 2.2.5 The budget pressure of £15.7m is based on numbers remaining stable and not increasing between now and the year end. Various projects are now in place and the impact is being closely monitored.
- 2.2.6 It should be noted that the position has been exacerbated by a significant amount of placements that have arisen from the complex child protection work and associated interventions with further cases related to Operation Stovewood.
- 2.2.7 A challenging examination of the budget continues to take place, recognising the need for these to be thoroughly reviewed, discussed and considered so that the Directorate can bring forward options for immediate implementation. Proposals are being actively pursued to identify savings having due regard for the continued safeguarding of vulnerable children.

2.3 Dedicated Schools Grant

- 2.3.1 The High Needs Block (HNB) is £31.2m and is under significant pressure due to rising numbers of children supported in specialist provision and the rising costs of Education Health Care (EHC) plans. Consequently, the central DSG reserve has changed over a two-year period from a £1m reserve deficit at the end of 2015/16 to £10.7m deficit at the end of the 2017/18 financial year.
- 2.3.2 The forecast at the end of February 2019 shows an in-year overspend of £5.3m based on minimal anticipated growth and therefore if the pressures on EHCs continue this will incur further financial pressures
- 2.3.3 Both the Early Years and the Schools' block are expected to be broadly in line with allocations in 2018/19.
- 2.3.4 The forecast overspend of £5.3m will increase the DSG central reserve from £10.7m to a deficit of £16.0m. The DSG High Needs Block recovery plan in place is currently being reviewed as part of the 2019/20 budget setting process which includes disapplication funds (£2.8m), now approved by the Secretary of State, and the impact of the Special Educational Need and Disability (SEND) / Social Emotional Mental Health(SEMH) strategies to improve the HNB financial sustainability.
- 2.3.5 The key areas of focus to reduce the overspend are:
- A revised Special School funding model;
 - A review of high cost, out of authority education provision to reduce cost and move children back into Rotherham educational provision;
 - Work with schools and academies to maintain pupils in mainstream settings wherever possible;
 - A review of inclusion services provided by the Council;
 - To redirect funding from the schools block into the high needs block in 2019/20.

2.4 Regeneration and Environment Directorate (Forecast balanced budget)

2.4.1 The Regeneration and Environment Directorate has approved savings of £2.765m to deliver in 2018/19 as well as savings requirements from previous years. This is a challenging position for the Directorate, and in order to meet this challenge, the Directorate will continue the tight financial discipline that enabled it to outturn within budget in 2017/18. Budget monitoring has, however, highlighted some significant pressures, many of which arise from delays in delivery of savings.

2.4.2 The major pressures are as follows:

- Facilities Management (£1.000m). The 2018/19 budget includes a £1m saving on property arising from service reviews within other Council services. A pressure of £875k is being reported in respect of this saving, as a result of delays in concluding the service reviews. The savings are expected to be achieved in the long term, but their delivery has been delayed. In addition, a pressure of £140k is being reported in respect of a saving to let office space at Riverside House, as a result of the proposed tenant withdrawing.
- Catering service (£338k). This mainly arises from a continuing impact of the loss of contracts resulting from academy conversions, where academy chains have alternative provider arrangements in place.
- Street Scene Services (£549k). This is mainly in respect of continuing additional demand pressures on Home to School transport, which was also a pressure in 2017/18.
- Centenary Market (£240k). This is in respect of the number of void units within the Market, which reflects the wider pressures on the retail trade within the town centre.

2.4.3 In order to try to mitigate these pressures the Directorate Management Team has continued to keep a tight control on budgets, limit officers to essential spending and have identified some non-recurring underspends including:

- Holding vacant posts where this can be done without significantly impacting on service delivery;
- Line by line scrutiny of all significant budgets;
- Additional income in Building Consultancy;
- Other windfall income, including additional garden waste income
- Maximisation of capital resources;
- Review of provisions and maximisation of grant funding
- Training to be approved at Departmental Leadership Team

It is envisaged that these actions will enable the Directorate to deliver a balanced budget by the financial year end.

2.4.4 Following these reviews, it has been determined that a number of outstanding savings for the R&E Directorate cannot be delivered as originally agreed and alternative savings are now proposed as set out below :

Savings Ref No	Description	Value £000
R&E5	Transformation of Community Safety and Street scene	53
R&E11	Sponsorship for Christmas Illuminations	36
R&E4a	Review of proactive food hygiene inspections & potential for shared service	55
R&E4c	Review of trading standards and potential for shared service	60
R&E21	Sponsorship for seasonal bedding	21
CCR1	Review of transport and fleet operations	3
CCR5	Fixed Penalty Notices SLA with Doncaster	78
	Rotherham Show (part only)	7
	TOTAL OF SAVINGS NOT BEING DELIVERED	313
Proposed alternative savings		
	Additional income from :	
	• Caretaking	(35)
	• Highways Licences	(50)
	• Business Centres	(25)
	• Cleaning	(62)
	• Bulky Waste	(10)
	• Green Spaces	(21)
	Deletion of 2 x vacancies in business unit and reduction in training budget	(110)
	TOTAL ALTERNATIVE SAVINGS	(313)

Cabinet are asked to agree the above alternative savings replacing those originally approved.

2.5 Adult Care & Housing (£5.399m overspend)

2.5.1 Adult Care and Housing Services are currently forecasting an overspend of £5.399m in 2018/19 (after allocation of £5.9m of the additional Better Care Funding). This has reduced from the previously reported £5.647m, mainly driven through effective budget management, plus internal/external challenge to the necessity of spend and value for money tests against the Better Care Fund plan for 2018/19.

2.5.2 Whilst there were no new budget savings for Adult Care agreed as part of the 2018/19 budget setting process, there are £3.224m of savings agreed in previous years to take effect in 2018/19, in addition to the £7.346m agreed in 2017/18. The forecast overspend for 2018/19 includes an anticipated shortfall of £6.995m in the delivery of these accumulated budget savings within the current financial year.

2.5.3 The main reasons for the delayed delivery of savings are the complexity, rather than the volume of new cases (including transition) – as the overall customer base has been relatively static. Also, contributing to the delay is historical assessment practice across all cohorts; in terms of over reliance on residential care, poor application of self-directed support and over provision of care hours. In addition reviewing team resources have had to be diverted to due to market failure over recent months.

- 2.5.4 The main budget pressures continue to be in respect of: Residential Care (+£4.6m), Domiciliary Care (+£1.3m) and the provision of Direct Payments/Managed accounts (+£0.2m), this includes pressures from anticipated delays in achieving budgeted savings.
- 2.5.5 These pressures have been reduced by underspends from higher than anticipated staff turnover within Commissioning and Assessment and Care Management (-£640k).
- 2.5.6 Neighbourhood Services (Housing General Fund) latest forecast is a favourable variance against budget, and this is included in the overall Directorate position. This is as a result of one-off savings generated from the housing repairs contracts.
- 2.5.7 Adult Care recognises that the primary pressures on its budget centre on previously undelivered savings. As a result, a suite of high level project plans have been developed to address the savings challenge which includes reviewing Learning Disability Services (My Front Door), right sizing care packages and resource/operating models.

Digital Transformation, Workforce Development and the Intermediate Care and Re-ablement Pathways will be enablers to these. This will be in line with the Rotherham Integrated Health and Social Care Place plan priorities.

Public Health (Forecast Balanced budget)

- 2.5.8 The Public Health ring fenced specific grant was reduced by a further £430k to £16.304m for 2018/19.
- 2.5.9 The latest forecast is an overall balanced budget, which includes a planned transfer from the Public Health Grant reserve of £441k in order to achieve a balanced budget. There are some forecast pressures within Sexual Health and Tobacco control but these are being offset by underspends within Drugs and Alcohol and Children's Obesity contracts, together with staff vacancies with the Public Health team.
- 2.5.10 Budget savings agreed as part of the budget setting process for 2018/19 totalling £0.653m are forecast to be fully achieved in year.

2.6 Finance & Customer Services (Forecast Balanced Budget)

- 2.6.1 Whilst F&CS Directorate is continuing to forecast a balanced outturn position, the Directorate has an underlying overspend of £1.253m as a result of the ongoing pressures on Legal Services from Children's Services. Significant challenges exist within this department from the continued demand for legal support with child protection hearings and court case costs relating to Looked After Children. Recruitment to vacancies is now nearing completion, but in the interim, there has been a heavy reliance this year on locum solicitors alongside a temporary arrangement with Sheffield City Council, which has come at a premium cost.

- 2.6.2 It is envisaged that these financial pressures will not diminish until the current resourcing problems are concluded, and the volume of social care proceedings reduces further. Work is ongoing to identify ways of reducing demand for legal advice, coupled with a management restructure within the department, with the aim of better controlled use of resources.
- 2.6.3 Legal Services also have pressures in respect of Statutory Costs, where the forecast overspend is currently projected at £107k as a result of the volume of statutory and planning notices. A review into the demand drivers for this area identified that a significant proportion of the costs relate to roads and highways. Consideration is being given to a better alignment of costs and responsibility in order to control spend.
- 2.6.4 Within Customer Information and Digital Services (CIDS), vacancies are deliberately being held across the service whilst a complete review of Digital Services management and staffing structures is implemented. This is being undertaken alongside consideration of current commitments and service demand. The legacy savings decisions that have been causing pressure within CIDS have now been resolved, with just one saving due to be completed in 2019/20.
- 2.6.5 Within Finance, reduced volume and value of staff absence claims from the Schools Traded Service has reduced the forecast overspend on this scheme from £211k at the last report to £125k as at February. The pressure in-year is being offset by vacancy control across the wider finance function, along with restrictions on overtime within Revenues and Benefits.
- 2.6.6 The recovery of Housing Benefit overpayments is now projected to deliver income in excess of budget of £300k as a result of robust recovery processes.
- 2.6.7 As a result of robust and rigorous management actions, the Directorate had identified and implemented mitigating actions to reduce the underlying overspend to £122k as at the end of February. Other mitigating funding and cost reductions have been identified to cover this remaining pressure and ensure that the Directorate delivers a balanced budget by the end of the financial year.

2.7 Assistant Chief Executive (£0.687m Forecast Underspend)

- 2.7.1 The Assistant Chief Executive's Directorate are forecasting a budget underspend of £0.687m, which is an increase of £133k since the last report.
- 2.7.2 Within the HR service, where there is naturally a high staff turnover, vacancies have been held for as long as possible to assist with the overall financial position of the Council, whilst over-achievement of income from salary sacrifice schemes has delivered a further £50k budget benefit.
- 2.7.3 Vacancies within Business and Innovation Team have been offset by expenditure to support the delivery of service transformation across the Council.

- 2.7.4 It should also be noted that a restructure within HR consultancy has delivered an in-year saving that will be removed from the budget in 2019/20 to contribute to future funding pressures.

2.8 Central Services (£4.6m forecast underspend)

- 2.8.1 As highlighted in previous financial reports to Cabinet and Council over the past year, a thorough review has been undertaken of all the Council's Central Services Budgets and Provisions, Corporate Funding and Accounting and Apportionments. This includes the classification of expenditure between revenue and capital and between HRA and General Fund. Savings from these reviews fed into the updated Medium Term Financial Strategy reported to Cabinet in December 2018. Capital financing decisions made as part of the 2017/18 financial outturn, along with further savings from treasury management activity, reviews of PFI funding and payment profiles, business rates relief grant income and finalisation of inflation funding requirements results in a further saving of £4.6m in 2018/19.
- 2.8.2 The Final Local Government Finance Settlement 2019/20, announced in January 2019, confirmed details of additional funding to local authorities from the Government's Business Rates Levy Account. The Council's allocation is £0.969m which is taken into account in reducing the forecast outturn overspend to £0.126m.
- 2.8.3 In addition the Government announced on 28th January 2019 some upfront funding allocations to support councils with regard to EU Exit. The Council's allocation is £210k, split as £105k in 2018/19 and £105k in 2019/20. The £105k funding for 2018/19 has also been taken into account within the budget.

2.9 Achieving a Balanced Budget in 2018/19

- 2.9.1 A range of actions as outlined in the Budget Report 2018/19 to Cabinet and Council in February 2018 have been implemented
- 2.9.2 Strategic measures have been put into place as part of mitigating budget pressures. These include:
- Further controls on recruitment and a reduction in the use of agency staff
 - Reductions on general spend across all Council services
 - Review of financing options, including PFI schemes and staff severance payments
 - Use of Directorate balances with re-provision for any liabilities to be funded by those balances being re-provided in future years.

It is anticipated that these and other actions implemented across the financial year will achieve a balanced financial outturn after taking account of the £10m Budget Contingency. The final outturn position will be finalised as part of completing the draft financial statements for 2018/19 by the end of May. A Financial Outturn report for 2018/19 will be submitted to Cabinet in July.

2.10 Housing Revenue Account (HRA) – (Forecast Balanced Budget)

2.10.1 The Housing Revenue Account is a statutory ring-fenced account that the Council has to maintain in respect of the income and expenditure incurred in relation to its council dwellings and associated assets. The approved budget included a revenue contribution to capital expenditure of £9.970m, and a contribution of £4.528m from the HRA reserves to provide an overall balanced budget. The forecast is that this will still remain the case.

2.10.2 However, there are currently a number of pressures including the following:-

- forecast increase in the cost of borrowing due to increase in bank interest rates (£185k)
- projected overspend on rent, rates and taxes due to an increase in voids (£30k)
- reduced fee income as a result of lower than anticipated Right to Buys (£26k)
- Costs re closure of neighbourhood offices (£30k)
- Increased system licence costs (£52k)
- Site clusters marketing costs (£123k)

2.10.3 These pressures are being mitigated as follows:-

- A reduction in the provision for bad debt as a result of improved collection rates (£256k)
- Additional rent income as a result of quicker turnaround of void properties (£230k)

3. Updated Capital Programme 2018/19 to 2021/22

3.1 The Capital Programme 2018/19 totals £99.750m, split between the general fund £57.862m and HRA £41.888m. Anticipated spend for 2018/19 has reduced overall by (£3.394m) from the position reported to Cabinet and Council in February 2019. The movement is based on the latest profiles of expenditure against schemes, factoring in slippage to future years of (£3.928m), and the addition of new inclusions to the capital programme, through grant approvals or as part of the Council's Budget Setting Report, totalling £0.534m.

3.2 The main items of slippage are within the Regeneration and Environment programme and include:

- Beighton Link Road – The exchange agreement for the purchase of the land has not yet completed, as such initial construction costs are now profiled into 2019/20 resulting in slippage of £1.087m.
- The Council was awarded grant of £900k towards the Parkway Widening scheme with a grant condition that the funding had to be used in 2018/19. This has meant that £400k of the Council's funding for the scheme is reprofiled into the latter half of the programme of works.
- Fleet Management – the £1.096m funding for the purchase of new fleet rather than continue to spot hire or lease hire is rephased into 2019/20 to match the timescale for the delivery of the fleet.

- £0.365m of Forge Island Flood Defences funding is reprofiled into 2019/20 pending the necessary external approvals required to enable construction to start on site.

3.3 Additional grant funded schemes are added to the Capital Programme on an ongoing basis in accordance with the Financial and Procurement Procedure Rules. In addition a number of new capital proposals, requiring corporate borrowing, have been added to the capital programme as set out in the Council's Budget Setting Report 2019/20. Grant schemes added since the report to Cabinet in February are listed below.

Table 2: New Grant Funded Schemes & Capital Proposals to be approved via the Budget Setting Report.

Directorate/Scheme	2018/19 £M	Post 2018/19 £m
Regeneration & Environment		
The Council has been awarded an additional DFC grant of £0.534m, this grant is to be used for minor works for equipment/buildings within Schools.	0.534	0.000
Total Additions	0.534	0.000

Table 3: Updated Capital Programme 2018/19 to 2022/23

Directorate	2018/19 Budget £m	2019/20 Budget £m	2020/21 Budget £m	2021/22 Budget £m	2022/23 Budget £m	Total Budget £m
General Fund Capital						
Children and Young People's Services	9.822	10.751	10.715	4.220	4.700	40.208
Assistant Chief Executive	1.338	0.210	0.210	0.210	0.210	2.178
Adult Care & Housing	4.069	6.237	11.993	6.066	3.921	32.286
Finance and Customer Services	5.187	3.976	4.828	1.775	1.775	17.541
Regeneration and Environment	35.446	49.621	41.129	18.113	6.238	150.547
Capitalisation Direction	2.000	2.000	2.000	2.000	0.000	8.000
Total General Fund Capital	57.862	72.795	70.875	32.384	16.844	250.760
Total HRA Capital	41.888	42.036	28.113	22.275	22.275	156.587
Total RMBC Capital Programme	99.750	114.831	98.988	54.659	39.119	407.347

3.5 Forecast position of Capital Programme 2018/19

The £99.750m of capital expenditure is funded as shown in the table below;

Table 4: Funding of the approved Capital Programme

Funding Stream	2018/19 Budget £m
Grants And Contributions	23.176
Unsupported Borrowing	26.391
Capital Receipts	6.295
Capital Receipts – Flexible Use	2.000
Total Funding - General Fund	57.862
Grants And Contributions	3.325
Housing Major Repairs Allowance	12.559
Capital Receipts	2.435
Revenue Contribution	23.569
Total Funding – HRA	41.888
Total	99.750

3.6 Capital Receipts

3.6.1 The Council continues to undertake a comprehensive review of its assets and buildings portfolio with the aim of rationalising both its operational and non-operational asset holdings. This may contribute to future capital receipts which are earmarked to support the revenue budget. Use of the new capital receipts flexibilities, introduced from the 1st April 2016, can be used to fund expenditure relating to transforming Council services to generate future revenue efficiency savings.

3.6.2 As at the end of February 2019 General Fund Capital receipts of £1.091m have been generated. This includes loan repayments of £0.637m which cannot be used flexibly to support the revenue budget as only those receipts raised by the disposal of property, plant and equipment can be utilised.

3.6.3 The forecast for the year-end total of capital receipts available for flexible use is between £1.1m and £1.7m following a recent auction for a number of properties.

4. Options considered and recommended proposal

4.1 The Council is currently forecasting a need to identify a further £0.126m of savings to enable a balanced financial outturn for 2018/19. To any extent that further savings are not identified and a balanced budget is not achieved for 2018/19, there will be an impact on the Council's reserves. Within the current financial climate, effective and careful use of reserves is ever more critical to the Council's ability to maintain a robust balanced budget.

5. Consultation on proposal

- 5.1 The Council consulted extensively on budget proposals for 2018/19. Details of the consultation are set out within the Budget and Council Tax 2018/19 report approved by Council on 28th February 2018.

6. Timetable and Accountability for Implementing this Decision

- 6.1 Strategic Directors, Managers and Budget Holders will ensure ongoing tight management and close scrutiny of spend for the remainder of this financial year.
- 6.2 Financial Monitoring reports are taken to Cabinet meetings during the year.

7. Financial and Procurement Advice and Implications

- 7.1 The current forecast identifies a need for additional actions and savings required to reduce expenditure by a further £0.126m in order to deliver a balanced financial outturn for 2018/19, after taking account of the £10m Budget Contingency.
- 7.2 If budget and planned savings and spend reductions are not delivered as intended, there will be an impact on the Council's reserves, as any expenditure in excess of budget impacts reserves levels. Control over spending is therefore critical to both a robust Reserves Strategy and Medium Term Financial Strategy. All savings are being closely monitored and tracked, with all areas at risk of shortfall subject to review to identify alternative options.
- 7.3 Failure to achieve planned savings and to contain revenue expenditure within the agreed budget for this financial year will have further implications for financial years 2019/20 and 2020/21, in the context of the proposals set out in the Budget and Council Tax Report 2019/20.
- 7.4 There are no direct procurement implications arising from this report.

8. Legal Advice and Implications

- 8.1 No direct legal implications

9. Human Resources Advice and Implications

- 9.1 No direct implications

10. Implications for Children and Young People and Vulnerable Adults

- 10.1 This report includes reference to the cost pressures on both Children's and Adult's Social care budgets.

11. Equalities and Human Rights Advice and Implications

- 11.1 No direct implications.

12. Implications for Partners

- 12.1 No direct implications. As management actions are developed some of these may impact upon Partners. Timely and effective communication will therefore be essential in these circumstances.

13. Risks and Mitigation

- 13.1 At a time of economic difficulty and tight financial constraints, managing spend in line with the Council's Budget is paramount. Careful scrutiny of expenditure and income across all services and close budget monitoring therefore remain a top priority if the Council is to deliver both its annual and medium term financial plans while sustaining its overall financial resilience.

14 Accountable Officer(s)

Graham Saxton, Assistant Director – Financial Services

Nikki Kelly, Finance Manager – Corporate Services

Approvals obtained on behalf of:-

	Named Officer	Date
Chief Executive	Sharon Kemp	29/03/19
Strategic Director of Finance & Customer Services (S.151 Officer)	Graham Saxton	28/03/19
Assistant Director of Legal Services (Monitoring Officer)	Stuart Fletcher	28/03/19
Assistant Director of Human Resources (if appropriate)	N/A	N/A
Head of Procurement (if appropriate)	N/A	N/A

Report Author: *Nikki Kelly, Finance Manager*
 01709 822632 or nikki.kelly@rotherham.gov.uk

Graham Saxton, Assistant Director – Financial Services
01709 822034 or graham.saxton@rotherham.gov.uk

This report is published on the Council's [website](#).

FORWARD PLAN OF KEY DECISIONS
1 April 2019 – 30 June 2019

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of Key Decisions due to be taken by the Authority and of those parts of the Cabinet meeting identified in this Forward Plan will be held in private because the agenda and reports for the meeting will contain confidential or exempt information as defined in the Local Government Act 1972.

Contact Information:-

Democratic Services
Riverside House
Main Street
Rotherham
S60 1AE

Email: james.mclaughlin@rotherham.gov.uk
Tel: 01709 822477

What is the Forward Plan?

The Forward Plan contains all the key decisions the Council expects to take over the next three months. It will be refreshed monthly and will give at least 28 days' notice of any Key Decisions and, if applicable, the Cabinet's intention to discuss an item in private. This gives you the opportunity to submit relevant documents to the decision maker concerning any individual Key Decisions and draws to your attention any relevant constitution process.

What is a Key Decision?

A Key Decision is one which is likely to:-

- relate to the capital or revenue budget framework that is reserved to the Council, or
- result in income, expenditure or savings of £400,000 or greater, or
- have a significant effect on two or more wards

A Key Decision can be made by the Cabinet. The Forward Plan also includes some matters which are not Key Decisions under the heading "Decisions which are not Key Decisions".

What does the Forward Plan tell me?

The plan gives information about:

- what key decisions are to be made in the next three months;
- the matter in respect of which the decision is to be made;
- who will make the key decisions;
- when those key decisions are likely to be made;
- what documents will be considered;
- who you can contact for further information

Who takes Key Decisions?

Under the Authority's Constitution, Key Decisions are taken by the Cabinet.

Key Decisions are taken at public meetings of the Cabinet. The Cabinet meets once a month on a Monday at 10.00am at the Town Hall, Rotherham.

Further information and Representations about items proposed to be heard in Private

Names of contact officers are included in the Plan.

If you wish to make representations that a decision which is proposed to be heard in private should instead be dealt with in public, you should contact Democratic Services by no later than five clear working days before the meeting. At the end of this document are extracts from the Local Government Act 1972 setting out the descriptions of information which may be classed as "exempt", and the definition of confidential information.

The members of the Cabinet and their areas of responsibility are:-

Councillor Chris Read	Leader of the Council
Councillor Gordon Watson	Deputy Leader of the Council and Cabinet Member for Children's Services and Neighbourhood Working
Councillor Saghir Alam	Cabinet Member for Corporate Services and Finance
Councillor Sarah Allen	Cabinet Member for Cleaner, Greener Communities
Councillor Dominic Beck	Cabinet Member for Housing
Councillor Emma Hoddinott	Cabinet Member for Waste, Roads and Community Safety
Councillor Denise Lelliott	Cabinet Member for Jobs and Local Economy
Councillor David Roche	Cabinet Member for Adult Social Care and Health

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
KEY DECISIONS TO BE TAKEN ON 15 APRIL 2019								
FINANCE AND CUSTOMER SERVICES								
February 2018/19 Financial Monitoring Report	1 Feb 2019	To note the current revenue and capital monitoring position	Corporate Services and Finance	Relevant officers, members and stakeholders	Report	Borough-wide	Public report	Judith Badger 01709 822046 judith.badger@rotherham.gov.uk
REGENERATION AND ENVIRONMENT								
Selective Licensing – Designation of sites in Parkgate and Thurgroft	1 Mar 2019	To designate the two areas in Thurgroft and Parkgate detailed in the report as Selective Licensing Areas under Part 3 of the Housing Act 2004.	Housing	Relevant officers, members and stakeholders	Report	Rother Vale and Rawmarsh	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Land Adjacent Chislett Community Centre - Asset Transfer Request Outside Of The Adopted Policy	1 Mar 2019	To approve the granting of an Asset Transfer Lease outside of current adopted policy.	Jobs and the Local Economy	Ward Members	Report with appendices	Keppel	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
DECISIONS THAT ARE NOT KEY DECISIONS TO BE TAKEN ON 15 APRIL 2019								
ADULT CARE, HOUSING AND PUBLIC HEALTH								
Response to Recommendations from Scrutiny Workshop: Adult Residential and Nursing Care homes	1 Nov 2018	To approve the recommendations of the Scrutiny Workshop: Adult Residential and Nursing Care Homes.	Adult Social Care and Health	Relevant officers, members and stakeholders	Report and appendices	Borough-wide	Public report	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk
Homelessness and Rough Sleepers Prevention Strategy	1 Feb 2019	To approve the strategy and action plan.	Housing	Relevant officers, members and stakeholders	Report	Borough-wide	Public Report	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
CHILDREN AND YOUNG PEOPLE'S SERVICES								
Update from Spotlight Review following the Ofsted Inspection of Adult Community Learning	1 Oct 2018	To respond to recommendations made by the Overview and Scrutiny Management Board and provide an update on the provision now being delivered by the college.	Children's Services and Neighbourhood Working	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Jon Stonehouse 01709 334162 jon.stonehouse@rotherham.gov.uk
KEY DECISIONS TO BE TAKEN ON 20 MAY 2019 OR LATER								
REGENERATION AND ENVIRONMENT								
Rotherham Employment and Skills Plan	1 Jan 2019	To endorse the Employment and Skills Plan	Jobs and the Local Economy	Relevant officers, members, stakeholders, public	Report	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Libraries Review	1 Jan 2019	To undertake consultation on the Library Strategy and future service delivery.	Cleaner Greener Communities	Relevant officers, members, stakeholders, public	Report and Appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Statement of Licensing Principles (Gambling Act 2005)	1 March 2019	To recommend to Council to consult on the Statement of Licensing Principles (Gambling Act 2005)	Waste, Roads and Community Safety	Relevant officers, members, stakeholders, public	Report and Appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Statement of Licensing Principles (Licensing Act 2003)	1 March 2019	To recommend to Council to consult on the Statement of Licensing Principles (Licensing Act 2003)	Waste, Roads and Community Safety	Relevant officers, members, stakeholders, public	Report and Appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Public Realm – Approval of Capital Funding Spend	1 March 2019	To approve the commencement of work on Public Realm, with funds to be provided from the Capital funding identified as part of the Town Centre Masterplan.	Jobs and the Local Economy	Relevant officers, members, stakeholders, public	Report and Appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
Fenton Road: Accelerated Construction	1 Apr 2019	To approve land acquisition and acceptance of Accelerated Construction grant funding to deliver site infrastructure on the land at Fenton Road.	Jobs and the Local Economy	Relevant officers, members, stakeholders, public	Report and Appendices	Rotherham West	Public Report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Disposal of Surplus Properties: - Site of former Maltby Library - Treeton Youth Centre - 6 Fitzwilliam Street, Swinton (former caretaker's residence at Swinton High School)	1 Apr 2019	To approve the disposal of surplus properties: - Site of former Maltby Library - Treeton Youth Centre - 6 Fitzwilliam Street, Swinton (former caretaker's residence at Swinton High School)	Jobs and the Local Economy	Relevant officers, members, stakeholders, public	Report and Appendices	Maltby, Rother Vale, Swinton	Public Report with exempt appendixes	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Cultural Strategy 2019-2025	1 Feb 2019	To approve the Cultural Strategy 2019 - 2025	Cleaner Greener Communities	Relevant officers, members, stakeholders, public	Report and Appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
CHILDREN AND YOUNG PEOPLE'S SERVICES								
SEND sufficiency – phase 2	19 March 2019	Approve proposals to consult on needs analysis and develop proposals for provision.	Children's Services and Neighbourhood Working	Appropriate officers, Members and Stakeholders	Report and Appendices	Borough-wide	Public Report	Jon Stonehouse 01709 334162 jon.stonehouse@rotherham.gov.uk
ASSISTANT CHIEF EXECUTIVE								
Council Plan Refresh	1 March 2019	To approve the refreshed Council Plan for 2019/20	All Portfolios, Lead Portfolio – Corporate Services and Finance	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Shokat Lal 01709 822773 shokat.lal@rotherham.gov.uk
Advice Services Review (Phase 2)	1 Feb 2019	To agree the way forward for future advice provision by the Council	Cleaner, Greener Communities	Relevant officers, Members and stakeholders	Report	Borough-wide	Public report	Shokat Lal 01709 822773 Shokat.lal@rotherham.gov.uk

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
DECISIONS THAT ARE NOT KEY DECISIONS TO BE TAKEN ON 20 MAY 2019 OR LATER								
CHILDREN AND YOUNG PEOPLE'S SERVICES								
New Children's Safeguarding Partnership	1 Mar 2019	To note the new Safeguarding Partnership Arrangements as per Working Together 2018	Children's Services and Neighbourhood Working	Appropriate officers, Members and Stakeholders	Report and Governance Structure	Borough-wide	Public report	Jon Stonehouse 01709 334162 jon.stonehouse@rotherham.gov.uk
ADULT CARE, HOUSING AND PUBLIC HEALTH								
Local Authority Declaration on Healthy Weight	1 Apr 2019	To seek agreement to sign the declaration	Adult Social Care and Health	Relevant officers and members	Report	Borough wide	Public report	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk
Response to Recommendations from Overview and Scrutiny Management Board: Modern Methods of Construction	1 Feb 2019	To respond to recommendations made in the scrutiny review of Modern Methods of Construction	Housing	Relevant officers, members and stakeholders	Report and appendices	Borough-wide	Public report	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk
REGENERATION AND ENVIRONMENT								
Public consultation on Supplementary Planning Documents	1 Apr 2019	To approve public consultation on the draft Supplementary Planning Documents	Jobs and the Local Economy	Relevant officers, members, stakeholders and public	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Public consultation on revised Statement of Community Involvement	1 Apr 2019	To approve public consultation on the draft revised Statement of Community Involvement	Jobs and the Local Economy	Relevant officers, members, stakeholders and public	Report and appendices	Borough-wide	Public report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
KEY DECISIONS TO BE TAKEN ON 10 JUNE 2019 OR LATER								
CHILDREN AND YOUNG PEOPLE'S SERVICES								
South Yorkshire Regional Adoption Agency	1 Aug 2018	To seek agreement to proceed with the revised Business Case for the SYRAA	Children's Services and Neighbourhood Working	Appropriate officers, Members and Stakeholders	Report	Borough-wide	Public report	Jon Stonehouse 01709 334162 jon.stonehouse@rotherham.gov.uk
Proposal to increase capacity at Rawmarsh Community School	19 March 2019	Approve capital investment to create additional capacity at the Academy	Children's Services and Neighbourhood Working	Appropriate officers, Members and Stakeholders	Report and Appendix	Rawmarsh	Public Report	Jon Stonehouse 01709 334162 jon.stonehouse@rotherham.gov.uk
REGENERATION AND ENVIRONMENT								
Adoption of Sex Establishment Policy	1 Apr 2019	Following the public consultation to make a decision to adopt a Sex Establishments Licensing Policy for Rotherham	Waste, Roads and Community Safety	Relevant officers, members, stakeholders, public	Report and Appendices	Borough wide	Public Report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Community Energy Switching Scheme	1 Apr 2019	To approve the development of a community energy switching scheme available to all residents in Rotherham	Jobs and the Local Economy	Relevant officers, members, stakeholders, public	Report and Appendices	Borough wide	Public Report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
Selective Licensing Phase 1 Review Consultation	1 Apr 2019	Consultation on the review of the existing Selective Licensing Designation in Eastwood, Masbrough, Dinnington and Maltby	Housing	Relevant officers, members, stakeholders, public	Report and Appendices	Borough wide	Public Report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk
ADULT CARE, HOUSING AND PUBLIC HEALTH								
Modular constructed single persons accommodation	1 Apr 2019	To approve the building of 10 modular homes.	Housing	Relevant officers and members	Report	Boston Castle	Public report	Anne Marie Lubanski 01709 822397 annemarie.lubanski@rotherham.gov.uk

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
DECISIONS THAT ARE NOT KEY DECISIONS TO BE TAKEN ON 10 JUNE 2019 OR LATER								
ASSISTANT CHIEF EXECUTIVE								
Council Plan Q4 Performance Report	22 nd March 2019	To report on the Council's performance against the Corporate Plan for quarter 4 in 2018/19.	All Portfolios, Lead Portfolio – Corporate Services and Finance	Appropriate officers, Members and Stakeholders	Report and appendices	Borough-wide	Public report	Shokat Lal 01709 822773 shokat.lal@rotherham.gov.uk
REGENERATION AND ENVIRONMENT								
Fitzwilliam Road Public Spaces Protection Order (PSPO)		To consider recommendations in respect of the proposed PSPO following public consultation	Waste, Roads and Community Safety	Relevant officers, members, stakeholders, public	Report and appendices	Rotherham East	Public Report	Paul Woodcock 01709 823815 paul.woodcock@rotherham.gov.uk

LOCAL GOVERNMENT ACT 1972 SCHEDULE 12A
ACCESS TO INFORMATION: EXEMPT INFORMATION
PART 1
DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes –
 - a. to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - b. to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

PART 2
QUALIFICATIONS: ENGLAND

Paragraphs 1-8 repealed.

- 9 Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.
- 10 Information which –
 - a. falls within any of paragraphs 1 to 7 above; and
 - b. is not prevented from being exempt by virtue of paragraph 8 or 9 above, is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information

LOCAL GOVERNMENT ACT 1972
SECTION 100A(3) – DEFINITION OF CONFIDENTIAL INFORMATION

Confidential information means –

- a. information furnished to the council by a Government department upon terms (however expressed) which forbid the disclosure of the information to the public; and
 - b. information the disclosure of which to the public is prohibited by or under any enactment or by the order of a court;
- and, in either case, the reference to the obligation of confidence is to be construed accordingly.