

## **ORANGE BOOK FOR INFORMATION**

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

**Date:** Wednesday, 5th September,  
2018

**Time:** 2.00 p.m.

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

1. Health Select Commission (Pages 1 - 11)
2. Improving Lives Select Commission (Pages 12 - 26)
3. Improving Places Select Commission (Pages 27 - 34)
4. Overview and Scrutiny Management Board (Pages 35 - 67)
5. Barnsley, Doncaster and Rotherham Joint Waste Board (Pages 68 - 71)

**HEALTH SELECT COMMISSION**  
**19th July, 2018**

Present:- Councillor Evans (in the Chair); Councillors Albiston, Andrews, Bird, Cooksey, R. Elliott, Jarvis, Keenan, Marriott, Rushforth, Short and Williams.

Also in attendance was Councillor Roche, Cabinet Member for Adult Social Care and Health.

Apologies for absence:- Apologies were received from Councillors Ellis and Taylor.

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

**14. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at the meeting.

**15. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS**

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

**16. MINUTES OF THE LAST MEETING**

Consideration was given to the minutes of the previous meeting of the Health Select Commission held on 14<sup>th</sup> June, 2018.

Reference was made to Minute 6 (Director of Public Health Annual Report) and the recommendations; the detail of which had been followed up and information was attached at Pages 11 and 12 of the agenda pack, including the video clip link.

Page 11 also made reference to Treatment 2 and the percentage of patients who were treated within 62 days. Latest data available had been requested.

Minute No. 7 (Health Village Evaluation Workshop) Recommendation 2 – the issues raised by Health Select Commission for inclusion in the outcome measures had been passed to relevant officers. A response to Health Select Commission feedback and a further report on the plans for the next phase of implementation would be submitted in September, 2018.

Resolved:- That the minutes of the previous meeting held on 14<sup>th</sup> June, 2018, be approved as a correct record.

**17. COMMUNICATIONS**

The Chair invited Councillor Jarvis from Improving Lives Select Commission to provide a brief update regarding the work currently taking place, which included:-

- Key activity and progress in relation to the provision of Domestic Abuse Services across Rotherham. The Domestic Abuse Strategy set out the collective vision for Domestic Abuse (DA) Services within Rotherham for the next three years. Important issues discussed included access to IT, informing commissioning, data quality, training and ensuring the voice of the child was heard. The referrals process was being looked at again.
- 2017/18 year-end performance under the key themes for Children and Young People's Services
- Implications for Looked After Children, previously Looked After Children and Care Leavers as a result of the Children and Social Work Act 2017 which was intended to improve the support for Looked After Children (LAC), promote the welfare and safeguarding of children and make revised provisions about the regulation of Social Workers.

**18. CARERS' STRATEGY IMPLEMENTATION - UPDATE**

Richard Smith and Nathan Atkinson gave the following powerpoint presentation on the Caring Together action plan:-

Caring Together Strategy Aims:-

- That every carer in Rotherham is recognised and supported to maintain their health, wellbeing and personal outcomes.
- To ensure carers are supported to maximise their financial resources.
- That carers in Rotherham are recognised and respected as partners in care.
- That carers can enjoy a life outside caring.
- That young carers in Rotherham are identified, supported and nurtured to forward plan for their own lives.
- That every young carer in Rotherham is supported to have a positive childhood where they can enjoy life and achieve good outcomes.

Six Key Themes:-

- Carers Support.
- Young Carers.
- Unknown Carers.
- Publicity and Promotion.
- Training Offer.
- Quality Assurance.

Progress:-

- Memorandum of Understanding developed.
- Bite size training modules co-produced and delivered to carers groups.
- Networking and light respite opportunities provided to support carers.
- Established a triage system through a single access point shared by Early Help and Children's Care.
- Four young carers awareness sessions delivered by Barnardos to Safeguarding Leads/Year Heads from Rotherham Schools and wider South Yorkshire School representatives.
- As part of Safeguarding Awareness Week and Open Day Safeguarding Event was held at Barnardos Headquarters on 10<sup>th</sup> July, 2018.
- Two newly qualified Rotherham G.P.s met with Rotherham Young Carers Service users and staff on 19<sup>th</sup> June, 2018 to raise their awareness of issues faced by young carers and their families in accessing healthcare.
- Sarah Champion MP met with Service users and staff from Rotherham Young Carers on 22<sup>nd</sup> March, 2018.

Future Work:-

- Partnership workshop with Carers' Forum – August, 2018.
- Review of Carers Self-Assessment process and pathway.
- Strengthen carers' voice with My Front Door.
- Communication plan for engagement and involvement of carers.
- Develop Quality Assurance Standards as part of the operational framework (to deliver Care Act responsibilities).
- CYPS Commissioning and Barnardos are exploring other ways to raise awareness with G.P.'s.
- G.P.'s have bi-monthly learning event and within schools and wider services who work with children and young people.
- New Rotherham Young Carers' Service leaflet distributed widely at events, schools and libraries.

The Carers' Strategy was very comprehensive and its implementation was ambitious and exciting moving forward. Its strategic aims recognised the work with carers and support to maintain carers' health, wellbeing and personal outcomes. Additional resources had been put into the carers' workstream with new commissioning and operational leads.

A discussion and a question and answer session ensued and the following issues were raised and clarified:-

- Under the key theme 3 building on the knowledge base of unknown carers and how they could be identified.

It was noted that a new joint post with the CCG recognised the need to focus on work with carers and with a model in place this would focus on the challenge for those who had not self-identified. The links with health and wider networks were very important.

- Was any work taking place in schools, particularly with learning mentors, to identify young carers?

Work was taking place with Head Teachers and relationships with schools were positive. An all age approach was taken to identify young people with caring responsibilities.

- How was the action plan progressing and how was it monitored?

The action plan and strategy were ambitious documents and the Council had a statutory responsibility to publish information and guidance, to provide parity of esteem for carers and to provide preventative services. Additional resources had been provided to support the action plan. A working group had been set up to oversee the action plan and an operational steering group fed back on actions.

- How did the Strategy dovetail with the Health and Wellbeing Board and was this being monitored?

This was reflected in Aim 4 of the Health and Wellbeing Strategy which was refreshed just before Easter. A number of developments were in the pipeline to help registered carers.

Resolved:- That Richard Smith and Nathan Atkinson be thanked for their informative presentation.

## 19. SAVINGS FROM INTEGRATED SEXUAL HEALTH SERVICE 2019-20

Gill Harrison, Public Health Specialist, presented a report on the progress made in relation to the All Service Review (ASR) savings 2019/20 from the Integrated Sexual Health Services budget as agreed at the 28<sup>th</sup> February 2018 Council meeting (Minute No. 157 refers) which resulted in a 2.6% reduction from the overall contract value for the commissioned Integrated Sexual Health Service (ISHS).

Since 1<sup>st</sup> April, 2013, every local authority had a legal duty to protect the public's health with the Regulations stating that the Director of Public Health was responsible for ensuring that there were effective arrangements in place for preparing, planning and responding to health protection concerns. Following a tendering exercise in 2016, the contract was awarded to Rotherham NHS Foundation Trust (TRFT) with the new service, providing a broad range of contraceptive services and a comprehensive STI prevention, testing and treatment, starting on 1<sup>st</sup> April, 2017.

The savings had been profiled for 2019/20 due to the service only having recently been out to tender with a budget reduction from the original value and also due to them taking on the responsibility for the provision of contraceptive services in primary care (GPs and Pharmacy).

As part of the original tender TRFT were commissioned to provide clinics at a range of times and locations to give more opportunities to members of the public to attend clinic sessions. TRFT proposed to stop providing the newly opened Sunday clinic as it was not as well utilised as other clinics and was more expensive to run. This would result in a saving of £26,000 and the TRFT had also undertaken an equality analysis to consider the impact of the Sunday clinic cessation.

Local authorities were mandated by the Health and Social Care Act (2012) to prevent the spread of STIs including HIV prevention. Public Health had a budget of £30,000 for this work and the current contract had now come to an end. TRFT sub-contracted with a third sector organisation, Yorkshire MESMAC, who were already providing awareness raising, prevention and testing for all STIs including HIV. A contract variation had, therefore, been agreed between Public Health and TRFT to include specific HIV prevention work within their existing service. This resulted in a £30,000 saving.

The ISHS was a good service that achieved good results and had worked well with survivors of CSE.

Discussion ensued and Dr. Nadi Gupta, Lead Clinician, and colleagues, Natalie Gibbons (Lead Nurse) and Julie Bentley (Service Manager) responded on:-

- Demographics of people using the service on a Sunday.

The service was for Under 25's, a high risk group for STIs and a targeted service. Over the past year there had been 400 attendances to the Sunday clinic, which began on 1<sup>st</sup> April, 2017 and was open to males and females. Further demographic information was not available.

- Concerns about a reduction in the service.

Data from the Police website indicated 138 active CSE ongoing investigations and the service had active cases every month.

- Service impact of cutting out the Sunday clinic.

The service was currently available 7 days a week Monday to Friday up to 8.00 p.m. with clinics on Saturdays and Sundays plus outreach services in various locations. The joint integrated service saw the closure of the Sunday clinic as an option having the least impact on a broad sexual health service.

- Funding arrangements moving forward, including for PrEP (pre-exposure prophylaxis) and MESMAC.

PrEP was an anti-viral drug funded by NHS England and was currently undergoing a three year trial to see if it worked as a preventative measure. ISHS were involved in the national trial.

MESMAC were already providing services to vulnerable people and would work in collaboration to avoid duplication to deliver those essential services of additional HIV prevention, testing and outreach to vulnerable groups.

- Was there confidence and appropriate coverage in the free emergency hormonal contraception provided by pharmacies?

Take up had been good and work was taking place with 29 pharmacies across the borough which provided a good geographical spread.

- The new service must have identified a gap in provision which had led to the creation of the Sunday service and would there be an impact on Accident and Emergency (A&E)?

Closure of the Sunday service would be closely monitored, but it had not been set up for a targeted need in a specific demographic. Footfall and demographics for all the clinics would be closely monitored. It was noted that no other Local Authority in the Yorkshire and Humber region had a sexual health service operating on a Sunday and Public Health England did not advise doing so. However, the value of the Sunday service was recognised at a time when many people required it. There would need to be an evaluation of the impact on A & E following cessation of the Sunday service.

- Was the Sunday service picking up any CSE cases over and above the Monday to Saturday service and were there links with CYPS to meet the needs of those young people? What systems were in place regarding repeat users of EHC who were young or vulnerable people?

Young people in the under 16 cohort were always seen by a health adviser with a detailed assessment with information shared for any pathways of concern.

The Cabinet Member for Adult Social Care and Health pointed out that the decision to reduce the funding for this service was not taken lightly and was taken in the context of the savings required by the Council. £1 million had already been cut from the Public Health Grant overall for next year on top of further savings required by the Council.

The TRFT pointed out that the sexual health service in general received on average 350 calls per day, but would ensure with the reduced contract and robust management arrangements in place treatment would continue to be delivered at an early stage.

The TRFT were keen to point out that in Rotherham CSE remained high on the agenda and was a town where these kind of services required appropriate funding. The service remained concerned about the reduction in the contract, but the closure on a Sunday would help to make maximum savings with minimum impact on young people.

Resolved:- (1) That the impact assessment and progress made in relation to the ASR PH3 savings from the Integrated Sexual Health Service budget be noted.

(2) That an update be received on service user evaluation once collated and an evaluation provided on the impact on Accident and Emergency following cessation of the Sunday service.

## **20. SCRUTINY WORKSHOP - ADULT RESIDENTIAL AND NURSING CARE HOMES**

The Chair reported on the main findings and recommendations arising from the Scrutiny workshop undertaken by the Select Commission in April, 2018 to consider residential and nursing care home for adults aged over 65.

The Council contracted with 35 independent sector care homes for adults aged 65+ with 1,709 beds available for residential care and nursing care, including residential and nursing places for people with dementia. As at April, 2018, 19 were rated as Good, 14 Required Improvement, 1 was Inadequate with one still to be inspected by the CQC.

Rotherham had 700 more beds than comparator local authorities, but most were residential beds. There was a shortage of nursing beds due to a number of homes deregistering from providing nursing care and becoming solely residential care homes. Greater availability of nursing beds could assist in reducing demand for acute services by potentially reducing hospital admissions and facilitating discharge back to the care home after an inpatient stay once the patient was well enough.

The findings were set out in the report but the key themes were:-

- Governance.
- Management.
- Operational issues.
- Finances.
- Workforces.

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A discussion and a question and answer question ensued with the following issues being raised:-

- Contract compliance and information sharing with individual ward councillors on care homes experiencing problems to aid queries at surgeries.

Ward Members would be given some insight into concerns in their own areas, but the detail of concerns would remain commercially confidential and sensitive.

- Process for someone becoming a Care Home Manager and the qualifications required.

The process was controlled by CQC and registration of Care Home Managers was their responsibility, but the Quality Board would be proactive regarding any concerns. Details of qualifications required would be subject to confirmation.

- Availability of training for staff in care homes, monitoring take up and application of the training.

Training and workforce development for 2019/20 was currently under review. This training would be open to care homes and any adult care provider whether they were private or voluntary. There was regular liaison with managers about specific training needs and how best the training could be taken up by operational staff.

- How was take up of the Care Home Support Service and the Clinical Quality Adviser monitored?

The service was commissioned by the CCG and overseen by key members of the Quality Board. Compliance Officers were in regular dialogue with front line staff to focus on any identified areas. Care homes need to be receptive to this service and engage. Statistics on take up would be fed back.

- How could residents and families be made aware of an expected level of care before someone went into a care home and so they recognised signs or concerns so these could be addressed and resolved quickly?

Families were welcome to look at CQC ratings for care home who worked closely with the Council. It was important that family members visited regularly and liaised with staff. Anything of concern should be fed back to the Local Authority and CQC so that it could be screened from a safeguarding perspective. Should any Elected Member be alerted to concerns these should be fed back to the Council.

In care settings it was expected that a social worker would be providing information. Self-funding and self-selection of homes by individuals presented more of a challenge. Valuable information was available on the website along with a good mixture of signposting to other organisations and information, advice and guidance would be developed further.

The Chair asked the Health Select Commission if there were any additional recommendations the Commission wished to make and there were two with regard to training and to support from the Care Home Support Service and Clinical Quality Adviser.

Resolved:- (1) That briefings should be provided for Ward Members on issues relating to any care home in their ward at an early stage.

(2) That Rotherham MBC Officers liaise with the Care Quality Commission regularly around Registered Managers in care homes to identify any potential concerns.

(3) That all care homes be encouraged to work with the Care Home Support Service and Clinical Quality Adviser.

(4) That all care home staff be encouraged to attend organised training sessions and that the take up and impact of the training be monitored.

(5) That the final report be submitted to the Overview and Scrutiny Management Board for consideration.

## **21. HEALTH SELECT COMMISSION DRAFT WORK PROGRAMME**

Janet Spurling, Scrutiny Officer, submitted the final draft of the Select Commission's work programme for 2018/19 Municipal Year.

The overall priorities for the Select Commission for 2018/19 included:-

- Rotherham Integrated Health and Social Care Place Plan
- Adult Social Care including Carers
- Autism Strategy
- Health and Wellbeing Strategy implementation
- Social and Emotional Mental Health
- South Yorkshire and Bassetlaw Integrated Care System (Joint Health Overview and Scrutiny Committee)

Appendix 2 of the report submitted set out the proposed membership for each of the NHS Trust Quality Account Sub Groups for consideration. The membership was based on the previous year's membership to retain the knowledge developed by Members of those health partners' services.

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It also included the proposed membership for the new Performance Sub-Group that would meet quarterly to consider performance issues particularly where requested by the Overview and Scrutiny Management Board.

Discussion ensued on the detail and it was noted that the reducing health inequalities work may link in with the work by the Overview and Scrutiny Management Board on the roll out of universal credit and poverty flow which was still to be fully determined.

Sub-group memberships had been drafted and any Member unable to commit should contact the Chair.

Resolved:- (1) That the draft work programme for the 2018/19 Municipal year be approved.

(2) That the proposed membership for the Quality Account Sub-Groups and Performance Sub-Group for 2018/19 be as follows:-

<b>RDaSH</b>	Councillor Evans (Chair) Councillors Andrews, Ellis, Jarvis, Marriott and Rushforth
<b>Rotherham Hospital</b>	Councillor Short (Chair) Councillors Albiston, Bird, Cooksey, R. Elliott and Williams
<b>Yorkshire Ambulance Service</b>	Councillor Evans (Chair) Councillors Keenan, Short, Taylor and Wilson
<b>Performance</b>	Chair – to be confirmed Councillors Andrew (to be confirmed), Bird, R. Elliott, Ellis and Jarvis

(3) That it be noted that should any urgent items emerge during the year this may necessitate a review and re-prioritisation of the work programme.

## **22. HEALTHWATCH ROTHERHAM - ISSUES**

No issues had been raised.

If anyone required a copy of the Annual Report if they contacted the Chair he would arrange for one to be circulated after the meeting.

**23. SOUTH YORKSHIRE, DERBYSHIRE, NOTTINGHAMSHIRE AND WAKEFIELD JOINT HEALTH OVERVIEW AND SCRUTINY COMMITTEE UPDATE**

The Chair gave an update for the South Yorkshire, Derbyshire, Nottinghamshire and Wakefield Joint Health Overview and Scrutiny Committee (JHOSC) by confirming:-

- The Governing Bodies of the CCGs were currently considering the hospital services review report.
- Information was also awaited on the timelines from NHS colleagues to develop the JHOSC work programme for the year.
- The Judicial Review appeal regarding the hyper-acute stroke service changes had been rejected so health partners were proceeding to implementation of the decision as soon as possible.

Resolved:- That the information be noted.

**24. HEALTH AND WELLBEING BOARD**

Consideration was given to the submitted minutes of the Health and Wellbeing Board held on 14<sup>th</sup> March and 16<sup>th</sup> May, 2018.

Reference was made to consultation on the proposals for the Children's Ward at Rotherham and for a regular update to be provided to the Health Select Commission.

The Cabinet Member for Adult Social Care and Health confirmed his concerns about the consultation with Councils and the need for more detail arising from the review.

Resolved:- That the minutes of the Health and Wellbeing Board held on 14<sup>th</sup> March and 16<sup>th</sup> May, 2018, be noted.

**25. DATE AND TIME OF NEXT MEETING**

Resolved:- That a further meeting be held on Thursday, 6<sup>th</sup> September, 2018, commencing at 10.00 a.m.

**IMPROVING LIVES SELECT COMMISSION**  
**17th July, 2018**

Present:- Councillor Cusworth (in the Chair); Councillors Allcock, Beaumont, Brookes, Elliot, Jarvis, Marles, Marriott, Price, Senior and Julie Turner.

Councillor Steele was in attendance at the invitation of the Chair.

Councillor Hoddinott was in attendance for Minute No. 13 (Domestic Abuse Update).

Apologies for absence were received from Councillors Clark, Hague, Ireland, Khan, Pitchley, Short and Joanna Jones (Co-optee).

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

**9.            DECLARATIONS OF INTEREST**

Councillor Senior made a non-pecuniary Declaration of Interest in Minute No. 13 (Domestic Abuse Update) - Manager of Charity that works with victim adults and children affected by Domestic Abuse.

Councillor Jarvis made a pecuniary Declaration of Interest in Minute No. 17 (Spotlight Review - Adult Community Learning) - links with North Notts College.

**10.          QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS**

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

**11.          COMMUNICATIONS**

**Training**

Caroline Webb, Senior Adviser (Scrutiny and Member Development), reminded Members that there were 2 Corporate Parenting training sessions to be held as follows in the Town Hall:-

Thursday, 19<sup>th</sup> July, 2018 2.00-4.00 p.m.

Monday, 23<sup>rd</sup> July, 2018 9.30-11.30 a.m.

**Corporate Parenting Panel**

Councillor Jarvis gave an update on the recent meeting of the Panel held on 9<sup>th</sup> July which included:-

- The young people had received national recognition from the prestigious Diana Award recognising their outstanding contribution to society
- Councillor Watson voted the Looked After Children's Council Champion

- The issue of securing a bank account to enable the LAC Council to access funding
- 2 young people had been elected as Treasurer and Vice-Treasurer
- Revised Terms of Reference

**12. MINUTES OF THE PREVIOUS MEETING HELD ON 5TH JUNE, 2018**

Consideration was given to the minutes of the previous meeting of the Improving Lives Select Commission, held on 5<sup>th</sup> June, 2018, and matters arising from those minutes.

Arising from Minute No. 5 (Barnardo's Reachout Service Update), it was noted that there was a discussion on potential limitations of the Service and if the preventative strategy focussed solely on awareness raising with potential victims rather than work with potential abusers. The commissioning team had confirmed that it was something they did want to build up and would include in the needs analysis going forward.

Resolved:- That the minutes of the previous meeting of the Improving Lives Select Commission, held on 5<sup>th</sup> June, 2018, be approved as a correct record, for signature by the Chairman.

**13. DOMESTIC ABUSE UPDATE**

Further to Minute No. 103 of December, 2017, Councillor Hoddinott, Cabinet Member for Waste, Roads and Community Safety, and Sam Barstow, Head of Community Safety, Resilience and Emergency Planning, presented an update in relation to key activity and progress in relation to the provision of Domestic Abuse Services across Rotherham.

The Domestic Abuse Strategy was a partnership strategy, adopted by the Safer Rotherham Partnership and endorsed by the Cabinet. The Strategy set out the collective vision for Domestic Abuse (DA) Services within Rotherham for the next 3 years. There had been some key achievements to date, a number of which were outlined in further detail in the report submitted. A summary of key achievements was as follows:-

- The agreement of a revised action plan
- Reduction in waiting lists in commissioned DA Services
- Additional funding secured through Housing
- Revised training offer
- Commencement of a Perpetrator Programme
- Development of a handbook for practitioners
- Delivery of an independent peer review
- Subject of the Council's independent Health Check
- OFSTED – Rated Good
- PEEL – Rated Good
- Complete data set
- Delivery of a targeted World Cup operation

- Additional DA support over the Christmas period
- Enhanced engagement with Service users

Domestic Abuse had been subject to 2 independent reviews and was a specified area within the Council Commissioners' Independent Health Check. The Service had also undergone a full independent peer review led by colleagues from Bradford City Council and a sector-led improvement specialist. The full outcome report was attached as Appendix A to the report submitted. The findings of the report were largely consistent with those issues identified by the Partnership and made a clear case for improvement in some areas. It also identified a number of areas of good and effective practice.

There was a clear ambition of partners to work closely with Service users, victims and survivors to better understand how the Service worked for them and to work together on designing services for the future. During the Peer Review assessors and the team also ensured that Service users' voices were captured to inform the overall outcome; this was done through a focus group.

Rotherham RISE had agreed to work with the Domestic Abuse Co-ordinator to plan an annual calendar of engagement events the purpose of which was to hear both feedback and consult on key policies/strategies.

Discussion ensued with the following issues raised/clarified:-

- How was the voice of the child captured? As a result of the work with Peer Review, a much deeper audit had been undertaken by South Yorkshire Police looking across all of the districts and at the voice of the child within those DASH assessments (Domestic Abuse, Stalking, Harassment and Honour Based Violence). Following this audit, the Police had increased their training offer specifically around DASH and capturing the voice of the child. In addition, it had been made a specific requirement of all MARAC (Multi Agency Risk Assessment Conference) Chairs that, when receiving/reviewing/discussing cases, a specific question was asked of how the voice of the victim had been identified and responded to. As part of the broader governance and assurance, a series of "dip samples" of cases, with the first taking place in Housing Services. This would look at decisions to move victims and if alternatives could be found. The next area subject to dip sampling would be Police records to establish if there were children
- The dip samples would look for specific reference within the DASH assessment to seek assurance that this is captured in the paperwork and practice. This may include details to establish if there were any children in the property at that time; what action police officers had taken; what the follow on actions were at the time e.g. was it passed through to the Multi Agency Safeguarding Hub (MASH) particularly when looking at medium and standard risk

In respect of the evaluation of the Perpetrator Programme; research from other programmes have shown that there is potential for increased risk to the victim. The concern expressed in the report was not based on any incidents/experience in Rotherham

- Further details was asked about Police willingness to engage. Details was given about their involvement in the Domestic Abuse Priority Group and to address the issues raised in the PEEL Review
- For example, a collective challenge was that of the backlog of standard and medium risk incidents around domestic abuse and the referral of those incidents particularly into the MASH. The Police had flagged and raised this as a legitimate concern and was being addressed at a partnership level. Assurances had been given that, whilst there was a backlog, it was triaged by professionals within the Police reviewing the cases and referring those considered to be high risk to the MASH on a timely manner.
- The Police had been requested to submit the performance analysis by the August meeting of the Domestic Abuse Priority Group. Clarification was sought whether there was a correlation between the change in reporting and increase in incidents and the decrease in referrals and reductions in positive outcomes.
- An increase across all crime types at the moment but in general those increases were as a result of the improved crime recording standards by the Police. There was a concern that there had been a slight dip in the level of incidents of domestic abuse, however, it was felt to be under reported.
- Repeat incidents – were services managing to resolve and support the victims or did they keep coming back?
- The Home Office prescribed a list of what they agreed was an official list of outcomes (18 potential) for the Police that then constituted an outcome to a particular incident or crime. It could range from a simple Caution through to Restorative Justice, Charge and Summons. The Police in Rotherham were looking at and understanding the outcomes. The documentation had been shared around the Council so there could be an understanding of the analysis of those outcome rates and some action in place to improve those
- Concerns were raised about online-abuse (e.g. stalking and harassment) and whether this is reported as an incident or a crime; how the risk is assessed and the potential for escalation. The Safer Rotherham Partnership, as a result of its priority setting process this year, had specifically identified stalking and harassment as an objective. There was a broader issue around online issues; cyber was a huge enabler of crime and a huge risk area that was not properly understood. It was intended to hold a dedicated conference

with partners around understanding what information was potentially on line, how to capture that information legally and legitimately and use it as part of investigations. The Police had had powers around stalking and harassment for some time. The Council also had a role to play in terms of its own tools and powers around stalking and harassment particularly when it linked into wider anti-social behaviour issues which would be reported in due course

- It was important to recognise that the Council did not always have to be at the exact level of the Police and if they said it was a crime it was resources and to this end the SRP and partners over the past year had co-located some of their key services around enforcement
- Clarification was sought about thresholds across services of risks particularly when children were present and ensure that these are consistent. Early Help assessments were used to understand the whole picture of a family in relation to children. The SRP were pushing the use of the tools that already existed and colleagues within the MASH actively challenging the risk levels that come through from Police colleagues
- Whilst the peer review highlighted positive work taking place, a number of gaps were also identified. There were a number of other players in terms of domestic abuse, particularly in the voluntary sector, that the Authority needed to engage and work with. It was important to get the system working together i.e. data sharing, governance and referrals. Challenges were put to partners who it were felt were not stepping up to the mark
- There was confidence that the challenge was happening and would continue to do so

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

(2) That the intentions in relation to varied case audits be noted and that a report in relation to the findings and learning as a result be submitted.

(3) That the action plan and engagement timetable be circulated to Select Commission Members.

(4) That regular updates continue to be submitted.

(5) That the Cabinet Member for Waste, Roads and Community Safety submit a briefing paper in January 2019 to include an update on the action to address stalking and harassment and progress of the final report.

#### 14. CHILDREN & YOUNG PEOPLE'S SERVICES (CYPS) 2017/2018 YEAR END PERFORMANCE

Alisa Barr, Head of Service, and Deborah Johnson, Performance Assurance Manager, presented the 2017/18 year-end performance under the key themes for Children and Young People's Services

Due to the comprehensive nature of the report, summaries of 'good and improved performance' and 'areas for improvement' were reported provided together with a more detailed report for each Service Area i.e. Early Help, Children's Social Care and Education and Skills Section.

Performance had been considered against local targets, including associated 'RAG' tolerances. They were reviewed annually and set in consideration of available national and statistical neighbour benchmarking data, recent performance levels and Rotherham's

##### What is working well

- Satisfaction rates for Early Help were consistently high with 100% of families completing exit surveys in March rating the Early Help intervention they received as Good or Excellent. The Service had achieved a total annual performance of 96% overall
- Annual performance showed that Rotherham's local total engagement rate was high (92.2%) with 59.7% of families contacted and engaged within 3 working days
- During the year partners had completed 15.9% of the total Early Help Assessments (6.5% 2016/17)
- Troubled Families' target of engaging with 633 families during the year had been exceeded (1,073 by the end of March, 2018)
- 96% of children living in the 30% most deprived super output areas were registered with a Children's Centre of which 68% were actively engaged
- Primary attendance rate was currently 95.7% compared to 96% nationally and secondary was 94.5% compared to 94.6% nationally
- Youth Justice Board statistics showed that Rotherham had made a positive decrease of 49.6% in the number of First Time Entrants from the same period last year. Re-offending rates had also decreased by 6.6% (29.2%)
- 5.6% decrease in the number of contacts with Children's Social Care, however, the referral rate had increased from 26.6% to 28.6%
- The re-referral rate had made incremental improvements (23.1%), a 4.4% decrease on the 2016/17 outturn evidencing that casework practice was significantly improving
- Provisional performance in relation to assessment timeliness was 78%, a 7.3% decline on the previous year, however, the volume of assessments completed had increased by 32%
- Less than 1% of children ceasing a Child Protection Plan (CPP) were subject to that Plan for 2 years or more. At the end of the reporting year there was only one child being supported through a CPP for

more than 2 years and only 10 who had been on a Plan for more than 18 months

- The Looked After Children's Virtual School had ensured 97% of eligible Looked After Children had a Personal Education Plan
- Rotherham's Care Leavers Service graded Outstanding by Ofsted in the 2017 re-inspection of services
- The number of children living in a family based placement remained relatively stable at 82.4% (81.1% at the end of March 2017)
- Rotherham was top quartile performer for timeliness of adoptions with the adopted training package recognised by Ofsted as an area of excellence
- Performance in the Early Years Foundation Stage Profile for a Good Level of Development continued to rise and be above the national average
- 64.0% of pupils met the expected standard combined Reading, Writing and Mathematics (RW&M) in Key Stage 1 assessments (59.8% in 2016/17) and improvement of 4.2% and placed Rotherham above the national average
- 61% of pupils met the expected standards in R,W&M with regards to Key Stage 2 (53.9% in 2016) an improvement of 71.% and in line with the national average
- At Key Stage 4 the Rotherham Progress 8 score was +0.06, 0.09 above the national average score of -0.03

#### What are we worried about

- 85.3% of Early Help Contacts triaged within 5 working days, whilst below the 100% target, was consistent with last year's outturn
- 212 Payment by Results claims submitted for the Families for Change programme taking the total for the Programme to 292. Whilst a significant improvement, it remained behind at this stage of the programme compared to other authorities
- Annual outturn figure of 3.3% for Not in Education, Employment or Training against the local target of 3.1%
- Children subject to Child Protection had increased from 370 to 656 and Looked After Children 488 to 624 which equated to increases of 77% and 29% respectively
- The provision outturn position for the timeliness of Initial Child Protection Conferences was 83.9%, 7.1% lower than last year
- Compliance against the local CPP visit standard was 89.1% which was less than 1% below last year's outturn position
- Decline in the timeliness of CPP Review Conferences of 94.6% compared to 98.6%
- Compliance for plans in date had seen an outturn position of 82.7% for eligible Children in Need, 86.7% for children subject to CPP and 89.7% for LAC
- Increase in the last 3 months in the number of LAC who were experiencing multiple placement moves. The provisional figure was 13.1% (81 out of 618 children) was an increase on 11.9% for 2016/17

- LAC Health and Dental assessment performance was low although there was a suggestion that there was still some time lag in inputting data onto Liquid Logic by Social Workers
- 14.8% of pupils achieved English Baccalaureate (Ebacc) at grade 5 or above, 4.9% below the national average (all schools) and 6.6% (state funded schools). 17.0% achieve Ebacc at grade 4 or above, 4.9% below the national average (all schools) and 6.9% (state funded schools)
- A decline in the proportion of children and young people attending a “good or better” school of 2% to 84.0% at the end of December 2017
- 85.3% were triaged within 5 working days for Early Help Contacts which was maintained performance against last year
- 58.7% of families had been contacted and engaged within the 3 working days timescale with a further 32.5% being engaged with outside of the timescales. The total annual outturn was 92.2%
- Of the 68 Early Help Assessments in scope for completion in March 2018, 45.6% were completed within the target timeframe
- Progress and support for partners to complete Early Help Assessments was ongoing. By the end of March 2018 15.9% of EHAs in 2017/18 had been completed by partners which was a significant improvement on last year
- Primary and secondary schools completed 67.5% of partner EHAs with the remaining partners (including Health) completing the remaining 32.5%
- Children centres’ registration rates during 2017/18 was 91% against a 95% target. However, performance in the 30% most deprived Super Output Area neighbourhoods was better with 96% of children registered against the 95% target overall

Discussion ensued on the report with the following issues raised/clarified:-

- A Performance Sub-Group had been established to scrutinise performance on a quarterly basis
- Clarification was sought on the eligibility for the Looked After Children for an Personal Education Plan.
- Eligibility was considered as opposed to all LAC children as a proportion of them were below the age of 3 years and not in education. The Authority had chosen to have a Personal Education Plan (PEP) for all children over the age of 3 years that attended provision. Sometimes there were very good reasons why a child of 3 years was not attending provision i.e. if moving placement and delayed the start until in a more stable provision but if a child attended school and was of school age they would have a PEP in place
- There was confidence that the 97% of eligible LAC who had a PEP was correct as it was closely monitored. Every time a child underwent a LAC Review the Independent Reviewing Officer (IRO) would be checking that a copy was available

- The 15 children without PEP at the end of 2017/18 were known, a number of which had only recently entered the care system
- Every child who came into care was allocated an IRO. The rise seen in LAC presented some significant challenges but the Directorate was clearly aware of its statutory duties to ensure every child had its review in the timescale required. Other experienced officers without caseloads were being utilised to provide additional capacity in an effort to maintain as best performance as possible
- There were a number of plans in motion currently one of which was Right Child Right Care which attempted to ensure that the Service was actively identifying and moving in an appropriately timely manner any child who should be safely, and could be, safely discharged from care so as making a child's time in care no longer than it should be. That involved discussions with foster carers and SGO, exploration of the extended family who perhaps in the past had not been in a position to care for the child and review all opportunities for the rehabilitation of older children
- Members of the Senior Leadership team were employing significant rigour around the review of decision making on every child coming into care to absolutely ensure that no alternative support could be offered to prevent them from coming into care
- Placement disruptions were not increasing. Recent evidence was showing greater stability for LAC. There was a pilot programme of intensive intervention programmes through the internal Therapeutic Team with evidence of the young people who had accessed the programme being extremely positive
- It was hoped that the figure for the placements lasting more than 2 years would decrease which would mean that more young people were being supported through to greater independence
- There was concern about the level of need and demand on services. A Head of Service and an Assistant Director had been put in place to review all children coming into care/subject of Protection Plans to provide assurance that those decisions were the right decisions. The situation had stabilised, however, the numbers had risen in the last 2 months due to a large number of sibling groups being taken into care
- It had been anticipated that the fortnightly performance meetings instigated during the improvement journey would cease, however, they have been retained to keep oversight. It was known that some of the recorded visits were not being completed within the preferred timescales, however, due to the performance meetings, it was known it was a recording issue

- New methodology was being employed for Social Workers which took time to capture the information in different ways
- Whilst the numbers of CPPs had risen, the children were subject to them for shorter periods of time
- There were a number of factors that made Rotherham's situation unique e.g. Ofsted, Casey, Jay. It was known that the Authority had families whose children had received a service from the Directorate previously but not received it at the right time and their needs were more complex and complicated now. There were also significant ongoing Police Operations which added complexity to the environment the Directorate was operating in as well as a Complex Abuse Enquiry in the Borough

The Chair thanked Officers for the report.

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

(2) That the Cabinet Member attends the September Select Commission meeting to enable further discussion on the year end outturn.

**15. CHILDREN AND SOCIAL WORK ACT 2017 - IMPLICATIONS FOR PRACTICE (CSW ACT 2017)**

Ian Walker, Head of Service, reported on the implications for Looked After Children, previously Looked After Children and Care Leavers as a result of the Children and Social Work Act 2017.

The Act was intended to improve the support for Looked After Children (LAC), previously Looked After Children and Care Leavers, promote the welfare and safeguarding of children and make revised provisions about the regulation of Social Workers.

There were 64 Sections in the Act of which the first 10 had direct relevance to LAC and Care Leavers:-

**Section 1**

Introduced the 7 principles of Corporate Parenting which local authorities must give due regard to for both LAC and Care Leavers whether or not they were the local authority who looked after the child (set out in the report submitted).

The Corporate Parenting Panel would need to review and formally adopt the principles and then benchmark current practice against them. The Panel may then need to agree and implement an action plan in order to ensure that any shortfalls were reviewed and addressed.

**Section 2**

A requirement for local authorities to publish information about the services it offered to Care Leavers which may assist them in preparing for adulthood and independent living. The services may include health and wellbeing, education and training, employment, accommodation and participation in society. It was distinct from the Special Educational Needs and Disability (SEND) local offer stipulated by the Children and Families Act 2014.

Although Rotherham had a formal offer to its Care Leavers, as approved by the Corporate Parenting Panel in February, 2017, it would benefit from a review as the focus on the health and wellbeing of Care Leavers and their participation in society was not as well developed as it could be. In addition, the Leaving Care Team had instigated further developments over the past 12 months including a formal offer for Care Leavers who were pregnant or young parents.

**Section 3**

A requirement for local authorities to appoint a personal adviser for Care Leavers who requested one up until the age of 25 regardless of whether the young person intended to pursue education or training. The local authority also had a duty to carry out an assessment of the young person's needs and to provide the necessary advice and support. This duty had come into force as from 1<sup>st</sup> April, 2018.

A scoping exercise had been undertaken with Trafford Council who had been offering such support for a number of years which suggested that approximately 15% of Care Leavers were actively receiving support in any given week. On average this equated to each young person receiving 2 hours Personal Adviser time per week. In Rotherham this would equate to approximately one full-time equivalent Personal Adviser role.

The Leaving Care Team had recently received approval to increase the number of Personal Advisers and, therefore, it was anticipated that the additional function would be assimilated within existing staff resources.

**Section 4**

Placed a duty on local authorities to make advice and information available to parents, designated teachers in maintained schools and academies to promote the educational achievement of Previously Looked After Children. A local authority must appoint an officer employed by them or another authority to discharge the duty to provide advice and information.

### **Section 5**

Placed a duty on the governing body of a maintained school to designate a member of school staff to have responsibility for promoting the educational achievement of Previously Looked After Children including those who were now the subject of adoption, special guardianship or Child Arrangements Order.

Meetings had already taken place between the Virtual School, the Head of LAC Service, Therapeutic Team manager, Post-Adoption Team, Post-SGO Social Worker and the post-Adoption Therapeutic Intervention Worker to consider how to work in collaboration in the discharge of the new statutory responsibilities of the Virtual School.

### **Section 6**

Imposed a provision on all existing and new academy agreements requiring the proprietor of an academy to designate a member of staff to have responsibility for promoting the educational achievement of relevant children and young people. The proprietor must ensure that person undertook training and had regard to guidance issued by the Secretary of State.

The Virtual School in Rotherham would ensure that all academies in the Council were made of the new legal requirement.

### **Section 7**

Amendment of the Children and Young Persons Act 2008 to require the governing body of a maintained school to ensure that the designated teacher for Looked After pupils had regard to any guidance from the Secretary of State.

The Virtual School in Rotherham would ensure that maintained schools were made aware of the new legal requirement.

### **Section 8**

Extended the definition of the permanent provisions in the Children Act 1989 so that it included kinship care, adoption and other types of long term care. The courts would now be required to consider the impact on the child concerned of any harm they had or were likely to have suffered, their current and future needs and the way in which the long term plan for the child's upbringing would meet those current and future needs. Social Workers would have to give full consideration to the issues in the child's Care Plan and as a result they may require some additional guidance from the Public Law Outline Care Manager to ensure they abided by this additional expectation.

### **Section 9**

Amended the Adoption and Children Act 2002 and required courts and adoption agencies to consider the child's relationship with their prospective adopters in decisions relating to the adoption if the child had been placed with those prospective adopters.

**Section 10**

Amended legislation to allow local authorities in England and Wales to place children in secure accommodation in Scotland.

Some consultation had already taken place with partners who would be required to support some of the new requirements but further awareness raising would need to be undertaken with maintained schools and academies within Rotherham.

Discussion ensued with the following issues raised/clarified:-

- The offer to care leavers who were pregnant/young parents included physical support in terms of accommodation and financial support as well as emotional support. There were a number of young people who had evidenced their success in being young parents and, as a result, a peer group was being set up so they could “buddy” a young person who became pregnant
- Clarification was sought on the financial implications of extending the support to care leavers up to the age of 25 years. Work had been undertaken with Trafford Council had enabled an estimate of the number of young people aged 24-25 years that may seek financial support of the Authority. There was confidence that by managing the processes the Service would have sufficient resources with the additional Personal Adviser to ensure continuity of meeting the needs of those care leavers
- At present the Service was confident it could manage the current situation, however, if the number of LAC continued to rise then there would be significant pressure. Currently there were 167 children in scope for Right Child Right Care and so far it had achieved almost 1/3 of the required discharges from care
- The Virtual School was robust in challenging schools in their spending of the Pupil Premium on the LAC and would not allow it to be included within the whole school budget
- There would be a new Social Worker Regulator with requirements as to how an Authority evidenced its ongoing professional practice

Resolved:- (1) That the changes in practice that the Act would require along with the specific implications there would be for Rotherham Children and Young People’s Services be noted.

(2) That the Corporate Parenting Panel keep under review the implications of the Act as they developed.

(3) That the Head of the Looked After Children Service inform the Senior Adviser, Scrutiny and Member Development, as to whether Pupil Premium funding was ringfenced.

**16. IMPROVING LIVES SELECT COMMISSION WORK PROGRAMME AND PRIORITISATION**

Caroline Webb, Senior Adviser (Scrutiny and Member Development), presented an outline work programme for 2018/19.

It was hoped that the programme would be finalised in September with a regular report provided on the reports coming forward.

Resolved:- (1) That the prioritised items within the Improving Lives Select Commission's work programme 2018/19, as submitted, be approved.

(2) That updates be provided to each meeting of the Select Commission on the progress of the work programme and for further prioritisation as required.

**17. SPOTLIGHT REVIEW FOLLOWING THE OFSTED INSPECTION OF ADULT COMMUNITY LEARNING**

Caroline Webb, Senior Adviser (Scrutiny and Member Development), presented a report on the spotlight review that had taken place following the Ofsted inspection of Adult Community Learning.

A cross-party working group had been established to examine what actions had been taken to address the issues raised by the Ofsted inspection and had consisted of Councillors Clark (Chair), Beaumont and Cusworth. Councillor Short had also contributed to the planning meeting which had determined the key lines of enquiry for the review.

Ofsted had raised areas of concern arising from the previous inspection in 2014 which had not been addressed in a timely manner. It had further identified that quality improvement plans had not been enacted sufficiently quickly and that Elected Members had not received clear information with regard to performance.

A very clear picture had been provided by the Deputy Leader and officers as to the events leading to the inadequate judgement in June 2017. Following management intervention significant improvements had been made which had become evident later in the year post-inspection.

Resolved:- (1) That areas of concern raised in external inspections or reviews be referred to the relevant Select Commission on a timely basis alongside a plan detailing what action was proposed to address identified areas of improvement.

(2) That the Corporate Performance, Intelligence and Improvement Team ensure that learning from the reporting of areas of concern and, in particular the issues arising from the spotlight review, be applied to inform how performance management information was shared and acted upon.

(3) That future performance reports and scorecards should signpost Members clearly to areas of declining performance and actions taken to address these.

(4) That further details be provided to the Improving Places Select Commission to clarify how Council priorities linked to the skills agenda and community engagement would be delivered by Rotherham and North Notts College and how outcomes would be reported to Members.

(5) That the Council's representatives on the Sheffield City Region Combined Authority Scrutiny Panel be asked to keep oversight of the devolution of adult education provision to ensure good outcomes for Rotherham learners.

**18. DATE AND TIME OF THE NEXT MEETING**

Resolved:- That a further meeting be held on 18<sup>th</sup> September, 2018,. Commencing at 5.30 p.m.

**IMPROVING PLACES SELECT COMMISSION**  
**26th July, 2018**

Present:- Councillor Mallinder (in the Chair); The Mayor (Councillor Buckley); Councillors Atkin, Jepson, Khan, McNeely, Reeder, Sansome, J. Turner, Vjestica, Walsh and Wyatt.

Also in attendance : Councillor Hoddinott (Cabinet Member for Waste, Roads and Community Safety) for item 11; and Councillor Allen (Cabinet Member for Cleaner, Greener Communities) for item 12.

Apologies for absence were received from Councillors B. Cutts, Elliot, Fenwick-Green, Jones, Sheppard and Whysall.

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

**7. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at this meeting.

**8. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS**

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

**9. COMMUNICATIONS**

The following matters were discussed:-

(1) Representatives of the Muslim community of Rotherham were welcomed to the meeting (Minute No. 11 below refers).

(2) Councillor Walsh will represent the Improving Places Select Commission in respect of the audit of performance indicators.

(3) Councillor Sansome (Vice-Chair of the Improving Places Select Commission) will be a member of the Budget working group established by the Overview and Scrutiny Management Board.

(4) Councillor McNeely (a member of the Rotherham Town Centre Marketing Board) reported that the most recent meeting of the Board had considered the effect upon town centre businesses of the temporary relocation of the bus station and the consequent alterations to bus routes. The meeting had been very well attended and the Board's views had been submitted to the South Yorkshire Passenger Transport Executive.

(5) The Chair reported that the Young Tenants' group (Council housing tenants) had a meeting scheduled for Monday 30th July, 2018, at which they will progress their work with the Council and with Rotherfed and will also be taken upon a tour of the Town Hall.

**10. MINUTES OF THE PREVIOUS MEETING HELD ON 7TH JUNE, 2018**

Resolved:- That the minutes of the previous meeting of the Improving Places Select Commission held on Thursday, 7th June, 2018, be approved as a correct record for signature by the Chairman.

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

Further to Minute No. 103 of the meeting of the Improving Places Select Commission held on 3rd January, 2018, consideration was given to a report of the Superintendent Registrar concerning the monitoring of the performance of the contractual agreement which the Council has with Dignity Funerals Ltd. for the provision of bereavement services for the Rotherham Borough area.

Councillor Hoddinott (Cabinet Member for Waste, Roads and Community Safety) spoke about the requirement for Dignity Funerals Ltd. to provide a comprehensive performance report about the bereavement services for scrutiny by Elected Members of the Council.

The Select Commission welcomed Mr. S. Gant and Mrs. N. Cooke (both of Dignity Funerals Ltd.) who explained the improved relations between Dignity Funerals Ltd. and the Borough Council and the way in which the contractual agreement and performance of service delivery was being monitored. In presenting the Annual Performance Report from Dignity Funerals Ltd. the specific details mentioned were:-

(i) the Company making significant financial investment in capital works and maintenance at the East Herringthorpe Cemetery and Crematorium and the eight other Municipal cemeteries located throughout the Borough area;

(ii) Dignity Funerals Ltd. have improved performance during the past year, although there are some services not yet being offered (eg: woodland burials);

(iii) details of the company's service delivery throughout the country and the use being made of surveys and feedback from the public, clients, funeral directors and other interested parties; the use and effectiveness of surveys was still under review by the Company;

(iv) the scanning of older burial records, to make such records available by electronic means and thereby preserving the original records (some of which are in a delicate condition and require careful handling under appropriate supervision);

(v) Dignity Funerals Ltd. comply in full with the General Data Protection Regulation requirements;

(vi) staff training within the Company;

(vii) an explanation of the refurbishment work on the Chapel at the East Herringthorpe Cemetery, due to open during September, 2018 (the project include increased capacity to accommodate people attending funerals, the provision of a new Book of remembrance, the installation of the Wesley Media System and refurbished waiting and toilet facilities); (Members were invited to visit the Chapel for a guided tour of the project works);

(viii) the management of vehicular traffic within the East Herringthorpe Cemetery remains a difficult issue to manage.

The following issues were highlighted by Members during discussion and questions/answers:-

: the care being taken with to preserve older burial records; the costs of scanning and the availability of burial records by electronic means in the future;

: operational performance targets and the need to ensure that each funeral service is conducted correctly and is not unduly hurried;

: some maintenance works are retained by the Council (eg: the chapel and the boundary wall at the Masbrough cemetery);

: the forthcoming establishment of a Project Liaison Group, with representation from the Borough Council and from Dignity Funerals Ltd.; one of the functions of the Project Liaison Group will be to meet with representatives of the Borough's communities and faith groups and discuss the specific requirements for burials of the deceased of particular faith groups; availability of minutes of meetings as a means of providing information about current issues under consideration;

: the use of 'mystery shopper' exercise to ensure the maintenance of required standards of service;

: comparing the hours when the bereavement services are open and available to the public with those of neighbouring and similar local authorities; it was noted that the hours are specified within the contractual agreement;

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- : the implications for the delivery of bereavement services of the Court judgement in the case of Adath Yisroel Burial Society v HM Senior Coroner for Inner North London (case heard on 27 and 28 March 2018);
- : grounds maintenance undertaken by Glendale Ltd.; the process for the re-tendering for this contract is due to begin during 2019;
- : the suggestion of an open day for the refurbished Crematorium Chapel;
- : liaison meeting with Funeral Directors; liaison with community groups and “friends of ..” organisations;
- : traffic management difficulties during the period of the refurbishment project of the Chapel at the East Herringthorpe Cemetery;
- : health, welfare and safety and the regular testing of equipment;
- : consideration of investment in modern, fuel-efficient cremators;
- : the availability of burial space capacity around the Rotherham Borough area (eg: churches and Parish Councils); producing forward plans for the possibility of obtaining land to extend cemeteries; the role of the Environment Agency in assessing applications for new cemeteries or for extensions to existing cemeteries;
- : the routine monitoring of contract performance, including all aspects of inspection (eg: Environmental Health); noting that there is now an officer of the Council as the initial, single point of contact in respect of the contractual agreement.

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

(2) That the progress made on establishing the new contract management arrangements be noted.

(3) That the Annual Performance Report from Dignity Funerals Ltd. as now submitted, be received and its contents noted.

(4) That future performance reports shall wherever possible utilise the red-amber-green (RAG) method of reporting on individual performance items.

(5) That the establishment of a Project Liaison Group, to facilitate discussions with the community and with faith groups about bereavement, burial and cremation issues, be supported.

(6) That a further progress report about the performance of the bereavement services contract be submitted to a meeting of the Improving Places Select Commission to be held early in 2019.

**12. ROTHERHAM'S CULTURAL STRATEGY - UPDATE ON PROGRESS**

Further to Minute No. 75 of the meeting of the Improving Places Select Commission held on 19<sup>th</sup> July, 2017, consideration was given to a report of the Assistant Director, Culture, Sport and Tourism providing an update on the progress of the development of a Cultural Strategy for Rotherham.

The report stated that the purpose of the Cultural Strategy was to:-

- Shape Rotherham's vision for culture, leisure and green spaces;
- Strengthen the distinctive identity of the Borough;
- Grow engagement and participation in culture, sport and green spaces, enabling and encouraging more people to get active, get creative and get outdoors;
- Develop shared principles with which to embed quality, excellence and innovation;
- Build consensus about priorities for development and investment;
- Make the best use of existing resources and secure new investment;
- Optimise the impact of culture, sport and green spaces and cross-cutting themes and priorities, such as health and wellbeing, place making and the child-centred Borough.

Councillor Allen (Cabinet Member for Cleaner, Greener Communities) explained the purpose of developing a Cultural Strategy which would be an overarching document for culture, sport and tourism in the Borough area. The Cultural Strategy (currently in draft form) will link to education and to the Council's other strategic documents. The Cultural Partnership Board has been established and meets on four occasions per year (recently at World Café workshop). The development of the Cultural Strategy will be overseen by a working group of officers and will include wide-ranging consultation with the public, with the Council's partner organisations and with other stakeholders. A specific consultation event will take place at the Rotherham Show on the weekend of 8th and 9th September, 2018. Both the Borough Council and the Rotherham Together Partnership will be asked to approve the final version of the Cultural Strategy.

Members of the Select Commission raised the following matters during debate:-

: links to schools and colleges; specific consultation with children and young people (including the Lifestyle Survey and the Youth Cabinet); Members were invited to suggest other groups which could be included in the consultation process;

: the importance of the Embassy for Reimagining Rotherham as a Local Cultural Education Partnership (Members of the Select Commission asked to be provided with additional details of this partnership);

: discussion of the means of ensuring the effectiveness of the consultation event at the forthcoming Rotherham Show;

: consultation within the electoral wards around the Borough and ensuring the involvement of hard-to-reach groups (an example of the Wingfield Ward neighbourhood newsletter was distributed at the meeting).

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

(2) That the Improving Places Select Commission shall establish a working group of Members to consider in detail the contents of the draft Cultural Strategy for Rotherham.

**13. COMMUNICATIONS AND ENGAGEMENT ABOUT CHANGES TO REFUSE AND RECYCLING COLLECTIONS SERVICES**

Further to Minute No. 133 of the meeting of the Cabinet and Commissioners held on 16<sup>th</sup> April, 2018, consideration was given to a report of the Assistant Director, Community Safety and Street Scene, about the implementation of new waste and recycling services across the Rotherham Borough area.

The principal features of the new services were:-

- a subscription-based garden waste collection service (£39 per year), from October, 2018; the service will be provided throughout the year;
- a new black (with pink lid) 180 litre wheeled bin for household waste, from late January 2019; the colour of this bin and lid had been decided after a public poll undertaken by the Rotherham Advertiser that had closed on 25<sup>th</sup> April, 2018.
- using the existing green 240 litre bin for paper and card and the existing black 240 litre bin for other recycling (glass, metal, plastic) from late January 2019.

The report and presentation highlighted the following issues:-

: details of the kerbside waste and recycling project communications and engagement plan;

: the specific changes to the service were:-

- Introduction of plastic recycling at the kerbside;
- doubling the space residents will have for glass, metal cans, cardboard and paper;
- every household will overall have more space in the bins than currently and recycling will be easier
- with more overall space, the new household waste bin will be reduce in size to 180 litres and will have a pink lid to identify it;

- subscribers to the garden waste collection service will receive a new 240 litre wheeled bin, coloured brown.

: the specific recycling targets and implications for the Council's budget;

: the timescale in which the changes will occur and the engagement with and communications with the general public and with community groups; attendance at some community events, door-to-door engagement with households in some areas; provision of information at household waste recycling centres;

: provision of general information about the service changes, press releases and use of social media; direct mail to households and use of stickers and tags attached to the existing waste bins;

: promotion of the chargeable garden waste service;

: community engagement at large events such as the Rotherham Show (8 and 9 September 2018).

Members of the Select Commission raised the following issues during discussion:-

: the assorted types of plastic which may and may not be suitable for recycling;

: the cross-contamination of waste and cleanliness of the bins;

: the involvement of community groups, Parish Councils and Area Housing Officers in the dissemination of information about the service changes;

: method of payment for the garden waste service;

: use of communal bins in places where space and road access for the refuse collection vehicles are limited;

: the importance of effective communications and clarity and simplicity of the message delivered to the public about the new services.

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

(2) That a seminar be arranged for all Members of the Council about the changes to the Council's waste and recycling services.

**14. DATE AND TIME OF THE NEXT MEETING**

Resolved:- That the next meeting of the Improving Places Select Commission take place on Thursday, 20th September, 2018 at 1.30 p.m.

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD**  
**6th June, 2018**

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

Apologies for absence:- Councillor Wyatt.

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

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

**1. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**2. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS**

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

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

The Chair reported that there were exempt appendices included with the report at item 8 on the agenda (Forge Island Development) and that the meeting would go into closed session if there was a need to refer to those appendices.

**4. THE HOUSE PROJECT**

Consideration was given to a report which recommended participation in a project with funding from the Department for Education (DfE) which would aim to co-produce with care leavers an approach to finding alternative housing solutions for securing a permanent home for young people leaving care.

The proposed project was a DfE Innovation Funded project which sought to further test the idea of the House Project and to explore the possibilities of its application in other local authority areas. It was noted that a number of elements would need to be tested as part of the project. This would include:

- Bringing young people together to develop and manage the project. More specifically RMBC will need to consider how young people become part of the management board and how they make an application to gain accommodation via the House Project as part of the first phase of the feasibility study.

- Working with housing colleagues to determine the most appropriate accommodation strategy for the project. This will explore the feasibility of utilising council homes in the project, whilst recognising it must not disadvantage those already on the housing register or be detrimental to the Housing Revenue Account in terms of maintaining income collection rates and asset values.
- Developing a personalised housing plan for each young person as soon as practicable to enable the property allocation process to work effectively and ensuring waiting times for properties to become available are not too long.
- Working with young people to identify the right accommodation that meets their needs and be responsible for the accommodation.
- Exploring what will be the best temporary tenancy/licensing arrangements and how the young people can transfer into a permanent home.
- Working together to consider the scope of decision making for young people and what elements of housing management can be handed over to young people in a way that supports RMBC to manage the expectations of young people while at the same time shows commitment to the principles and values of the project.

The report recommended that the Cabinet progress the offer so that the Council could become one of the five areas taking forward an exploration of the feasibility of becoming involved in the development of a House Project.

**Resolved:-**

1. That Commissioner Bradwell be advised that the recommendations be supported.
2. That the governance arrangements be clarified to include provision for oversight by non-executive Members.
3. That the Leaving Care Service link to the Scrutiny Review of Modular Housing Solutions to examine how care leavers can be involved in its development
4. That consideration be given to how care leavers with additional needs are included in the project.
5. That the Project Board for young people be established at the earliest opportunity.
6. That consideration be given to how care leavers with additional needs are included in the project.

## **5. ROTHERHAM LOCAL PLAN - ADOPTION OF THE SITES AND POLICIES DOCUMENT**

Consideration was given to a report which recommended approval for the Sites and Policies Document to be referred to Council for formal adoption as part of Rotherham's Local Plan. It was reported that the document had been examined by an independent Planning Inspector and found to be "sound" subject to some changes. The Inspector's final report set out changes, known as Main Modifications.

It was reported that the Sites and Policies Document allocated land to meet the targets for new homes and jobs, fixed in the adopted Core Strategy. Most new development proposed would be focused in the Rotherham Urban Area (including at Bassingthorpe Farm) and the three Principal Settlements for Growth at:

- Wath upon Dearne, Brampton Bierlow, West Melton
- Dinnington, Anston and Laughton Common, and
- Bramley, Wickersley and Ravenfield Common.

Members noted that adoption of the plan would enable the release of the development sites chosen by the Council as the most appropriate to promote the sustainable growth of Rotherham. This would significantly boost the supply of new homes and jobs that Rotherham would need and support the delivery of the Council's Economic Growth Plan and Housing Strategy. It would also help ensure a five year supply of housing land to protect the Council against speculative development on other non-preferred sites. Adoption of the plan would also bring into force the development management policies designed to protect and enhance the environment. Such policy protection was required to complement the plan's growth ambitions and ensure new development was delivered in a sensitive manner.

### **Resolved:-**

1. That Cabinet be advised that the recommendations be supported.
2. That specific briefings on major planning developments be provided to ward members on a ward-by-ward basis.
3. That Equality Impact Assessments be explicitly referenced in the cover report of all items submitted for Cabinet and Pre-Decision Scrutiny.

## **6. FORGE ISLAND DEVELOPMENT**

Consideration was given to a report which provided an update on the Forge Island Development and sought approval to delegate authority to officers to progress the scheme at pace.

It was reported that the Council was currently out to the market to secure a development partner for Forge Island. Stage 1 of the process had been completed and the Council had invited three potential development partners to submit detailed development proposals. The deadline for proposals to be received was 29 June 2018.

In order to allow a scheme to progress as quickly as possible it was proposed that the Strategic Director of Regeneration and Environment, in consultation with the Cabinet Member for Jobs & the Local Economy and the Strategic Director of Finance & Customer Services, be given the authority to select a development partner from among the bids submitted in June. In addition, it was proposed that the Council complete outstanding property purchases at Riverside Precinct and progress with the flood defence work required for development to take place.

Members sought clarification as to why the decision making for the development had to move at pace. In response, the Strategic Director explained that things moved quickly when projects entered the delivery stage, but there would be a requirement for Member decision making and oversight at various stages and reports would be brought forward at appropriate points.

Assurances were sought in respect of the viability of the development and that the pace of the project was manageable. In response, the Strategic Director acknowledged that circumstances would change quickly and the priority was to remain focused on getting the right offer and branding in place for the town to ensure that private investors bought into that aspiration. Members expressed a clear view that this was a critical decision that would shape the destiny of the town centre for a generation and that it was important that the developers bidding for contracts were clear around what was required.

Members expressed concerns in respect of the proposed delegation of powers to officers and confirmation was provided that the delegation of authority to officers, in consultation with the relevant Cabinet Member, was a legitimate method of decision making and consistent with the Executive Procedure Rules that had been amended by the Council on 23 May 2018.

**Resolved:-**

1. That Cabinet be advised that the recommendations be supported.
2. That Cabinet be recommended to confirm how it will hold decisions makers to account for exercising delegated powers in respect of the Forge Island redevelopment aspects of the Town Centre Masterplan.

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3. That the quarterly updates are provided to the Overview and Scrutiny Management Board on decision making and the implementation of the project.
4. That the flood alleviation programme be referred to Improving Places as part of its powers to scrutinise flood risk management functions

**7. TO DETERMINE ANY ITEM WHICH THE CHAIRMAN IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY.**

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

**8. DATE AND TIME OF NEXT MEETING**

**Resolved:-**

That the next meeting of the Overview and Scrutiny Management Board be held on Wednesday 20 June 2018, commencing at 11.00 a.m., in Rotherham Town Hall.

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD**  
**20th June, 2018**

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

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

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

**9. DECLARATIONS OF INTEREST**

There were no declarations of interest by Members or officers.

**10. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS**

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

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

The Chair confirmed that there were no items on the agenda which would require the exclusion of the press or public from the meeting.

**12. BUDGET SETTING PROCESS 2019/20 AND MEDIUM TERM FINANCIAL CHALLENGE**

Consideration was given to a briefing paper which the Board had requested to inform its approach to scrutinising emerging budget proposals for the 2019-20 financial year. The paper outlined the Council's budget setting process for 2019/20 and the anticipated scale of the financial challenge in the medium term.

It was reported that the outline timetable for the budget setting process for 2019/20 required identified budget options to meet the estimated budget gaps for 2019/20 and 2020/21 by September 2018 in order to agree options for public consultation, supported by narrative on budget principles and approach by late September/early October. Within the timeline, consultation with Overview and Scrutiny Management Board on budget options was planned to commence on 3 October 2018, which would be followed by a detailed process of review of those budget options by Overview and Scrutiny Management Board and Cabinet Budget Working Group throughout October and November 2018.

Members noted that the finalisation of the budget proposals for 2019/20 was planned for the end of December 2018, following receipt of the Provisional Local Government Finance Settlement for 2019/20, which was expected to be issued by the Government in early December. The Budget and Council Tax 2019/20 report, incorporating the Medium Term Financial

Strategy was proposed to be reported to Overview and Scrutiny Management Board on 13 February 2019, the Cabinet on 18 February 2019 and the Budget Council meeting on 27 February 2019.

It was further reported that the Cabinet had established the following Service Design Criteria, which were guiding the development of budget options:-

- Enable more people to help themselves and each other, through customer insight, early help, early intervention, prevention and a strengths based approach to delivery.
- Rationalise the Council's estate, reducing the number of face to face delivery locations and ensuring that any delivery sites are co-located alongside other public services.
- Share/integrate Council services with other public services where it makes sense to do so.
- Move more transactions with residents online, with face-to-face delivery the exception rather than the rule.
- Seek income generation opportunities that leverage the Council's assets and resources and consider commercial opportunities.
- Define, but continuously review, the Council's core offer and stop delivering non-core services and/or seek income from residents/businesses to fund non-core services. Consider around statutory and non-statutory service provision.
- Consider withdrawal from the delivery or provision of services where there is a functioning local market and facilitate market growth aiming to keep value local.
- Use incentives and sanctions in more creative ways to influence the behaviour of residents that better helps themselves and reduces cost to the Council.
- Create the conditions for economic growth, employment and inward investment.
- Test the 6 by 6 model for tiers of management/spans of control and benchmark against standard approaches.
- Invest in the Council's enabling functions, to drive efficiency, productivity and performance of council services, benchmarking with others.
- Consider where there are invest to save opportunities to speed up service change.
- Consider the needs of Neighbourhoods to inform service redesign.

Members reflected on the financial challenges faced by the Council, noting the specific challenges within adult and children's social care services, and queried what proposals would be brought forward and whether re-engineering of business processes was happening. In response, the Chief Executive indicated that the recent Ofsted report could provide reassurance to Members around the quality of practice in Children and Young People's Services, but acknowledged that further work was required to look at unit costs in both adult and children's social

care. Discussions also focused on the approaches that would need to be examined to assist in reducing unit costs associated with children's social care and the need to move away from building based services. It was acknowledged that there would not necessarily be a eureka moment where solutions were identified and it would require ongoing work from Members and officers alike.

In response to a question around the state of the Council's finances and the lessons from Northamptonshire County Council's financial crisis, the Strategic Director of Finance and Customer Services confirmed that the authority was not in the same position as Northamptonshire. However, the need to address the budget challenges identified was amplified by the outcomes of the best value inspection at Northamptonshire.

Members echoed the comments that they had reported following the previous two years of budget scrutiny in respect of the timely submission of proposals for scrutiny and consultation with the public. The Leader of the Council acknowledged the frustrations of Members and provided further assurances that the Cabinet was meeting regularly to analyse early budget options so that they could be submitted for scrutiny at an earlier point. Further reflections on the impact of government intervention were also used to explain the difficulties in developing longer-term financial plans, however Members were advised that the longer term view was part of the Cabinet's considerations. An important area of work was revisiting previously agreed savings to ensure that those targets had been met and budget savings delivered.

**Resolved:-**

1. That the report be noted.
2. That the Chair of the Overview and Scrutiny Management Board, Leader of the Council and the Cabinet Member for Corporate Services and Finance meet to discuss the development of the budget in more detail to inform the scrutiny process for the 2019-20 budget.

**13. COUNCIL PLAN QUARTER 4 PERFORMANCE MONITORING REPORT**

Consideration was given to the report which confirmed how the Council Plan represented the core document that underpinned the Council's overall vision, setting out headline priorities, indicators and measures that would demonstrate its delivery. Alongside it sat the Council's Performance Management Framework which explained to all Council staff how robust performance monitoring and management arrangements were required to ensure effective implementation.

To ensure that the delivery of actions and their impact was assessed, formal quarterly performance reports were required to be submitted to the public Cabinet and Commissioners' Decision-Making meeting, with an opportunity for pre-decision scrutiny consideration in line with new governance arrangements. This report was the fourth and final report in the 2017/18 reporting cycle covering quarter 4 (1st January 2018 to 31st March 2018).

The Performance Report and Performance Dashboard/Scorecard (Appendices A and B) provided an analysis of the Council's current performance against 14 key delivery outcomes and 72 measures. This report was based on the current position of available data, along with an overview of progress on key projects and activities which also contributed towards the delivery of the Council Plan.

At the end of the fourth and final quarter (January to March 2018) 25 measures had either met or had exceeded the target set in the Council Plan. This represented 43.9% of the total number of indicators where data was available or where targets have been set. The direction of travel was positive for 32 (49.2%) of the indicators measured in this quarter. The Priority area with the highest proportion of targets met was Priority 4 (Extending Opportunity and Prosperity).

Members expressed disappointment at the failure to hit targets against priority measures relating to Children and Young People's Services and sought assurances that a 'Plan B' existed to improve performance. In response, the Cabinet Member took an alternative view on the data supplied and considered that social workers were better supporting children and young people and outcomes were improving as a result. Reference was also made to the need for smarter working to help reduce costs and refine processes to work with families to keep children at home rather than entering care. Assurances were provided by officers in respect of the tests applied before children entered the care system.

Reference was made to the challenging target in respect of smoking reduction in Public Health and Members asked for information on the approaches being used to tackle the issue. In response, it was advised that it was an aspirational target that had proved challenging to meet. The new 'Get Healthy Rotherham' service had been launched in April 2018 and was expected to help make inroads to improve performance. Members reiterated the need to focus on preventing children and young people from smoking, which would further assist in improving health and meet the target in the longer term.

Clarification was sought of performance levels for information, advice and guidance in adult social care. In response, Members were reminded that it was a challenging year for the service which necessitated the need for an improvement plan to take positive action. It was noted that additional staff from mental health, occupational therapists and people from the voluntary sector were brought together to empower and provide good quality advice

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and information at the first point of contact. Improving satisfaction with these service was a key area of work for the directorate during 2018-19 and would also form part of the Medium Term Financial Strategy.

Members made reference to the steady year on year increase in the direct payment system in adult social care and sought to understand what further measures would be required to better meet the target and address any examples of unwillingness to move over to the system. In response, Members were advised that it was the choice of an individual, but further development of strength based assessments and encouraging individuals to find the solutions would be key, along with improvements in customer experience and communication.

Reference was made to performance in respect of the maintenance of unclassified roads and what the likely impact would be. In response, the Assistant Director of Community Safety and Street Scene confirmed that it was an issue facing all highways authorities, however Rotherham had benefited from the 2020 Roads Programme which had seen an extra £10m invested in the road network to arrest problems on unclassified roads, as well as improve the state of major routes maintained by the Council. Reference was made to the impact of the bad winter on the road network and it was confirmed that some additional funds had been received from central government to deal with the issues presented by the inclement weather.

Separate to the report under consideration, reference was made to the general dissatisfaction with the South Yorkshire Police Connect system and the frustrations of residents across the borough in reporting and receiving responses from the police. The Leader of the Council reported that the Cabinet Member for Waste, Roads and Community Safety had raised the Council's concerns in writing to the Police and Crime Commissioner for South Yorkshire and the Chief Constable of South Yorkshire Police.

Discussions also focused on performance in respect of spend on agency, interim and consultancy staff and the percentage of employee performance and development reviews undertaken across the authority. Members reflected that it was disappointing to see the latter indicator not being on target.

Assurances were sought in respect of the way in which Cabinet Members held Strategic Directors and other officers to account for performance indicators across their portfolios. The Leader of the Council confirmed that performance was regularly kept under review by all Cabinet Members and that robust arrangements were in place. Members reiterated that the role of Overview and Scrutiny Management Board was to hold the executive to account and it would continue to do so throughout the year with the receipt of the Council Plan Performance Monitoring updates.

**Resolved:-**

1. That the report be noted.
2. That the specific issues in respect of Connect and South Yorkshire Police be raised when the Safer Rotherham Partnership present their Annual Report on 18 July 2018.
3. That Cabinet Members continue to monitor performance, hold officers to account and alert relevant scrutiny Members to issues at the earliest opportunity.

**14. EQUALITY AND DIVERSITY PEER REVIEW FINDINGS AND PROGRESS UPDATE**

Consideration was given to a report detailing the outcomes of the a peer review of the Equality and Diversity function undertaken by Barnsley and Doncaster councils in October 2017 and the progress made in implementing actions arising from the review's recommendations.

The purpose of the peer review was to offer an external assessment of the Council's self-evaluation against the Equality Framework for Local Government (EFLG). The EFLG comprises five performance areas:

- knowing your communities;
- leadership, partnership and organisational commitment;
- involving your communities;
- responsive services and customer care;
- and a skilled and committed workforce.

It was reported that the peer review focussed predominately on the first two performance areas – 'knowing your communities' and 'leadership, partnership and organisational commitment.' However, relevant observations around the other performance areas were also noted by the peer review team.

The Peer Review Team agreed with the Council's self-assessment that it was performing at the 'developing' level, which meant that the Council currently 'understands the importance of equality.' A number of strengths were also identified by the Peer Review Team, including examples where the Council was working above the 'developing level'. The Peer Review team found that:

- The Equality for All Strategy was forming a strong foundation in building robust Equality and Diversity infrastructure.
- There were examples of excellent practice amongst frontline staff (such as the Neighbourhoods Teams).
- Core pieces of data were in place (such as JSNA, borough/ward profiles etc.)

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- Data sharing systems were in place, including through the Rotherham Together Partnership.
- There were examples of services using data to develop more responsive services (for example, Sight and Sound, Safer Neighbourhoods).
- Some services were using engagement activity to inform service planning and decision-making (for example, Different but Equal, Views from Rotherham, Early Help).
- There was evidence of strong political and executive leadership and commitment to the Equalities agenda at a senior level.

From the review's recommendations, the Council identified five key areas to focus on:-

- The Council needs to embed standards around equalities and diversity across the organisation, by determining what information Directorates should collect, how they should do this and how this information will inform decisions about services. This should include embedding equalities within Service Plans as well as influencing the design and commissioning of services.
- There also needs to be a more comprehensive and consistent approach to Equality Impact Assessments.
- A comprehensive evaluation of the current policy and action plan should take place, with the completion of an annual report with more outward facing objectives. This will ensure that the Council can be more responsive and proactive in identifying emerging equalities and diversity priorities.
- A Community Engagement Strategy and Toolkit should be developed so that the Council has a clear, consistent and joined up approach to community engagement, which gives appropriate consideration to equality and diversity.
- Officers and members should be supported to build the knowledge and expertise to embed equalities protocols and practice, and representation from all protected groups in the workforce should be increased.

Members raised concerns in respect of the accuracy of the report which cited seven protected characteristic groups, when there were nine protected characteristic groups enshrined in law. Further concerns were aired in respect of the findings in respect of young people and disabled people.

Reference was made to the finding that there was a gap in deeper understanding of intersectional issues, such as BME older people or LGBT travellers, assurances were sought in the actions taken to address those issues. In response, it was confirmed that work was being done to build such considerations in the community engagement framework, and specific work had taken place within Adult Social Care to address issues around BME older people. It was acknowledged that work was required with the gypsy and traveller community.

Members expressed frustration with the report and the Chair recommended that a meeting organised separately to address the concerns with the Cabinet Member and Assistant Chief Executive.

**Resolved:-**

1. That the findings and recommendations of the Equalities and Diversity Peer Review be noted.
2. That the progress made to date on implementing the recommendations of the Equalities and Diversity Peer Review be noted.
3. That a meeting be held between the Cabinet Member for Corporate Services and Finance, the Assistant Chief Executive, the Chair of Overview and Scrutiny Management Board and Councillor Brookes to address the board's concerns regarding equalities.

**15. OVERVIEW AND SCRUTINY ANNUAL REPORT 2017-18**

Consideration was given to the final draft of the Overview and Scrutiny Annual Report for 2017-18, which was submitted for recommendation to the Council meeting on 25 July 2018.

It was reported that the Overview and Scrutiny Annual Report provided a retrospective summary of the work undertaken by the Overview and Scrutiny Management Board (OSMB) and the three Select Commissions during the last year. The report also offered a look ahead for 2018-19 in terms of future priorities through a headline work programme. Members noted that the scrutiny work programme, as outlined in the annual report, helped to achieve corporate priorities by addressing key policy and performance agendas and the outcomes would focus on adding value to the work of the Council.

It was reported that pre-decision scrutiny had added another dimension to the scrutiny function with over 90% of recommendations made by Scrutiny accepted by Cabinet and Commissioners on a range of policy decisions during 2017-18. In addition to pre-decision scrutiny, the report set out all aspects of Scrutiny work including holding to account, performance management, raising concerns and policy development.

**Resolved:-**

1. That the Annual Report 2017-18 be recommended for approval to Council on 25 July 2018, subject to any changes agreed at the meeting.
2. That any committee membership details for 2018-19 that change following the Council meeting on 25 July 2017 be reflected in the final published version of the report.

**16. OVERVIEW AND SCRUTINY PROCEDURE RULES**

Consideration was given to the recently revised Overview and Scrutiny Procedure Rules, which were adopted by the Council at its meeting on 23 May 2018, following a review by the Association of Democratic Services Officers (ADSO).

The key change made to the procedure rules were to remove reference to Commissioners in the context of the return of the majority of powers to local democratic control and to ensure consistency with the amendments made to the Executive Procedure Rules and Access to Information Procedure Rules.

**Resolved:-**

That the new Overview and Scrutiny Procedure Rules be noted.

**17. FORWARD PLAN OF KEY DECISIONS - JUNE TO AUGUST 2018**

Consideration was given to the Forward Plan of Key Decisions for the period from 1 June to 31 August 2018, which was submitted to enable Members to identify future Cabinet reports for pre-decision scrutiny activity during that period.

**Resolved:-**

1. That the Forward Plan of Key Decisions be noted.
2. That Members notify the Chair of any reports to be considered for pre-decision scrutiny in July and August 2018.

**18. YOUTH CABINET/YOUNG PEOPLE'S ISSUES**

The Chair reported that Janet Spurling was due to meet with the Youth Cabinet to refine the report and recommendations arising from the Children's Commissioner Takeover Challenge meeting held on 25 April 2018. From there, it was intended that the report of the Youth Cabinet would be presented to the Overview and Scrutiny Management Board on 18 July 2018.

**Resolved:-**

That the update be noted.

**19. WORK IN PROGRESS**

The Chairs of the Select Commissions provided the following updates on work undertaken and planned activities:-

***Health Select Commission***

Councillor Evans reported that the Commission had met in the previous week and had received the annual report of the Director of Public Health and learned more about the 'Make Every Contact Count' initiative. The Commission had also received the evaluation report on the Health Village roll out. He further reported that the Joint Health Overview and Scrutiny Committee had met and it was noted that proposed changes to hyper acute stroke services had been deferred pending a judicial review in respect of the proposals.

***Improving Lives Select Commission***

Councillor Cusworth reported on the most recent meeting of the Improving Lives Select Commission which had taken place on 5 June 2018. At that meeting updates had been provided on the Barnardo's Reach Out Service, CSE Post Abuse Services and Edge of Care Provision.

It was reported that the Commission had established a sub-group to monitor performance issues in Children and Young People's Services. Furthermore a performance dashboard for Members detailing various data had been established to better reflect performance.

It was further reported that the July meeting of the Commission would receive reports on Domestic Abuse, the Performance Outturn for 2017/18 and an update on the Early Help consultation.

***Improving Places Select Commission***

Councillor Mallinder reported on a meeting where the Commission had considered the issue of Young Tenants Involvement and it had been interesting to receive three young tenants who had set out what was working and what was not working from their perspective. A sub-group of Members had been established to work with Housing and RotherFed to examine how furniture can be provided to those in need.

It was further reported that the Commission would meet with the Chief Executive of Gullivers to hear more about the ambition for the site next to Rother Valley Country Park. It was also reported that the next meeting would involve representatives of Dignity to discuss bereavement services.

**Resolved:-**

That the update be noted.

**20. CALL-IN ISSUES - TO CONSIDER ANY ISSUES REFERRED FOR CALL-IN**

The Chair reported that there had been no Cabinet decisions had been called in for review by Overview and Scrutiny Management Board.

**21. TO DETERMINE ANY ITEM WHICH THE CHAIRMAN IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY.**

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

**22. DATE AND TIME OF NEXT MEETING**

**Resolved:-**

That the next meeting of the Overview and Scrutiny Management Board be held on Wednesday 4 July 2018, commencing at 11.00 a.m. in Rotherham Town Hall.

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD**  
**4th July, 2018**

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

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

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

**23. DECLARATIONS OF INTEREST**

Councillor Walsh declared a personal interest in agenda item 6 (Community Energy Switching Scheme) on the basis that he was a corporate member of the Energy Institute.

Councillor Napper declared a personal interest in agenda item 8 (Allotments Self-Management) on the basis that he held an allotment with a parish council within the borough.

Councillor Steele declared a person interest in agenda item 8 (Allotments Self-Management) on the basis that he held an allotment with a parish council within the borough.

**24. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS**

A question was asked by a member of the public concerning her view that there has been a lack of progress in resolving issues for a number of adult survivors of child sexual exploitation and how decisions were made. In response, the Chair indicated that he was aware of the various responses provided by the Leader of the Council on this subject and would follow up these concerns with the Leader outside of the meeting.

A question was asked by a member of the public in respect of decision making by the Overview and Scrutiny Management Board in respect of requests to review petitions. In response, the Chair referred to the Constitution and its various appendices as being the guiding rules on how decision making worked within the Council. Furthermore, it was explained at the beginning of the meeting on 31 January 2018 that Members would go into closed session to deliberate the merits of the request received and the decision had been taken subsequent to that deliberation.

**25. MODERN METHODS OF CONSTRUCTION PILOT TO BUILD AFFORDABLE HOMES**

Consideration was given to a report due to be determined at the Cabinet and Commissioners' Decision Making Meeting on 9 July 2018 which sought approval to deliver 12 bungalows for older people through a pilot to test alternative modern construction methods.

It was reported that funding for the pilot would come from the Housing Revenue Account (HRA) and subject to confirmation, grant funding from the Sheffield City Region's Housing Fund. It was explained that 'Modern methods of construction' (MMC) was a generic term used to cover several different types of homes manufactured in a factory environment and either fully or partially assembled in the factory, or the component parts assembled on site. MMC could provide an efficient alternative to traditional construction methods for the following reasons:-

- Increased pace of delivery
- Quality and energy efficiency can be higher
- Some providers claim the costs are lower than traditional construction

Members noted that the MMC project was intended to achieve the following outcomes:

- 12 new Council bungalows for older people to rent
- Making the best use of HRA small sites to deliver new Council homes

The proposals received a broad level of support from Members. A number of questions were asked and assurances were provided in respect of the number of bedrooms, the implications of the 'Bedroom Tax' and the quality of buildings through modern methods of construction.

Members were supportive of the need to learn through this approach and sought to understand how flexible the buildings could be in respect of future technologies that may become available. It was confirmed that an element of future proofing would be required, along with a degree of flexibility to take on board new technologies as they developed.

Assurances were provided that there would be further reports as the proposals developed and Members would be provided with the detail of the sites concerned.

**Resolved:-**

1. That the Cabinet be advised that the recommendations be supported.
2. That the Cabinet consider aligning this project with the work of the Scrutiny Task and Finish Group on housing to avoid duplication.
3. That future proposals detail how the Council will market and promote the benefits of modern methods of construction for affordable homes.

**26. COMMUNITY ENERGY SWITCHING SCHEME**

Consideration was given to a report due to be determined at the Cabinet and Commissioners' Decision Making Meeting on 9 July 2018 in respect of undertaking a feasibility study for the development of a community energy switching scheme in Rotherham to reduce the number of people in Rotherham paying high tariffs for gas and electricity.

The overarching feedback from Members was that the proposal was a step in the right direction that would have the benefit of assisting the poorest with energy bills. Whilst it recognised that the proposed Cabinet decision related solely to the conduct of a feasibility study, Members were keen to see this delivered swiftly so that residents across the borough could benefit at the earliest opportunity from potential savings on energy bills.

**Resolved:-**

1. That Cabinet be advised that the recommendations be supported.
2. That Cabinet encourage officers to deliver this project swiftly.
3. That, subject to the outcome of the study, consideration be given to the marketing and promotion of the scheme

**27. ALLOTMENTS SELF-MANAGEMENT**

Consideration was given to a report due to be determined at the Cabinet and Commissioners' Decision Making Meeting on 9 July 2018 in respect of the introduction of a self-management arrangement for allotments owned by the Council.

It was reported that the Council and Rotherham and District Allotments Association had worked together to review the current allotments service and explored possible alternative service models to drive long-term improvement. This had recognised the pressure the service had been under since 2011 arising from reduced public spending. The review gathered evidence to support the assessment of options, including a survey of existing plot-holders, an audit of Council-owned allotment sites, and information about management models in place elsewhere in Britain. Consequently, the Review concluded that the adoption of a self-management model offered the best prospects for service improvement and involving allotment users.

Members were very supportive of the proposal and sought assurances in respect of the future work that was proposed to be undertaken to widen the demographics of people with allotments on council owned sites. Further assurances were sought in respect of roles and responsibilities in the context of the statutory function of the Council and it was confirmed

that the proposals were designed to pass operational decisions to the proposed alliance.

In response to a question from Members, it was confirmed that public liability insurance will be covered by the Council under the proposed alliance arrangements.

**Resolved:-**

1. That Cabinet be advised that the recommendations be supported.
2. That Improving Places Select Commission receive an update on the implementation of this project, at a time to be agreed by the Chair and Vice-Chair of the Select Commission.

**28. TO DETERMINE ANY ITEM WHICH THE CHAIRMAN IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY.**

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

**29. DATE AND TIME OF NEXT MEETING**

**Resolved:-**

That the next meeting of the Overview and Scrutiny Management Board be held on Wednesday 18 July 2018 at 11.00 a.m. in Rotherham Town Hall.

**30. EXCLUSION OF THE PRESS AND PUBLIC**

**Resolved:-**

That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in under paragraph 3 of Part I of Schedule 12A of the Local Government Act.

**31. STRATEGIC PROPERTY - RIVERSIDE HOUSE LEASE**

Consideration was given to a report to be determined at the Cabinet and Commissioners' Decision Making Meeting on 9 July 2018 which proposed the restructure of the lease for Riverside House. It was reported that approval was sought to delegate the final details and future lease arrangements for Riverside House to the Strategic Director – Regeneration and Environment, in consultation with the Strategic Director – Finance and Customer Services and the Assistant Director - Legal Services.

The principles of the proposed lease were detailed within the report and Members discussed financial issues associated with the recommended approach and the need to become more efficient in the use of assets owned by the Council.

**Resolved:-**

1. That Cabinet be advised that the proposal to restructure the lease arrangement for Riverside House be supported.
2. That Cabinet be recommended to take an “in principle” decision to approve the restructure of the lease arrangement for Riverside House and delegate authority as outlined in the published officer recommendations.
3. That efforts to co-locate more public services within Riverside House be supported.
4. That Overview and Scrutiny Management Board monitor the impact of the proposed change through the budget reporting process.

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD**  
**18th July, 2018**

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

Apologies for absence:- Councillors Brookes.

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

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

**32. MINUTES OF PREVIOUS MEETINGS**

**Resolved:-**

That the minutes of the meetings held on 10 and 31 January, 14 and 21 February, 7 and 21 March, 11 April, 16 May and 6 June 2018 be approved as true and correct records of the proceedings.

**33. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**34. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS**

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

**35. EXCLUSION OF THE PRESS AND PUBLIC**

The Chair reported that there were no items of business requiring the exclusion of the press or public from the meeting.

**36. YOUTH CABINET/YOUNG PEOPLE'S ISSUES**

Consideration was given to a report which outlined the findings and recommendations from a spotlight review undertaken by Rotherham Youth Cabinet in respect of improving access to work experience opportunities for all young people in Rotherham.

Members paid tribute to the approach work of the Youth Cabinet and young people at the Children's Commissioner Takeover Challenge meeting in April. Furthermore, the Board indicated that Members fully supported the report and recommendations made by the Youth Cabinet.

**Resolved:-**

1. That the review report be received and the conclusions and recommendations of the Youth Cabinet, as outlined in sections 5 and 6 of the report, be noted.

2. That the report be forwarded to Cabinet and Commissioners and partners for consideration and to Council for information.
3. That a detailed response to the recommendations be presented to Overview and Scrutiny Management Board in the autumn of 2018.

### **37. COMMUNICATIONS AND MARKETING UPDATE**

Consideration was given to a report and presentation in respect of the progress being made with the new Communications and Marketing Strategy. Members received an update on and an overview of some of the major milestones that had been achieved to date.

Members noted that the service wanted to:-

- Be open and transparent
- Keep people well informed, leading to residents having more confidence in the council and pride in their area
- Explain and reiterate the council's aims and objectives (priorities) through all communications
- Ensure the council's voice is heard in media stories
- Consider opportunities to involve and engage

Members welcomed the presentation and acknowledged that there had been improvements in the Council's communications since the turn of the year, with specific reference to the fortnightly Member Briefing issued to all councillors. Turning to the broader issue of communication, Members referred to the mixed quality of information supplied from services regarding notification of works, events or disruption to service provision in wards. In response, the Assistant Chief Executive advised that this was an area in need of development that linked in to neighbourhood working. It was acknowledged that a consistent dashboard of information for councillors which covered the borough, with links to individual wards. The development of such a dashboard with services would be a priority for the incoming Head of Neighbourhoods.

Clarification was sought as to whether responsibility for consultations would sit with the Communications service or if individual services in directorates would be responsible. It was confirmed that work to develop a consultation and engagement framework was planned, but directorate would be responsible for delivering consultation with corporate oversight being provided by the Performance, Intelligence and Improvement service with support from Communications and Marketing to publicise and make consultation documents accessible.

#### **Resolved:-**

1. That the report and presentation be noted.

2. That the establishment of a dashboard for Members sharing ward intelligence and information be supported, to link services, neighbourhood working and civic and community leadership through Members.

### **38. FINANCIAL OUTTURN 2017-18**

Consideration was given to a report which outlined the final revenue and capital outturn position for the 2017/18 financial year.

It was noted that the Revenue Budget 2017/18 was approved by Council on 8 March 2017. A budget of £221.560m (including Public Health) was set for General Fund services; this excludes schools budgets and Housing Revenue Account (HRA). The final outturn position was a £3.237m underspend. The original budget proposed a planned use of reserves of £10.467m, therefore only £7.230m will be utilised leaving £3.237m which will be available to support the budget in later years. A summary of the outturn position for each Directorate is shown in the table in Section 3.1 below. The Council continues to face demand pressures, in particular, in respect of social care. The total overspends on Social Care were £7.737m on Children's and £4.059m on Adults. The Council's General Fund minimum balance reserve remains at £11.269m. The reserve is held to protect the Council against unforeseen events and realisation of contingent liabilities. The Housing Revenue Account (HRA) had an underspend of £2.353m. The schools outturn position which is funded by the ring-fenced Dedicated Schools Grant had an underspend of £0.097m. The Capital Outturn shows an underspend of £13.359m against the estimated spend for 2017/18 included within the Capital Programme.

Members expressed concerns that the outturn position hid the significant overspends in social care services for children and adults and sought assurances in respect of the work being undertaken to analyse and reduce spending in these areas and associated spending in Legal Services.

A specific query was raised in respect of the Thermal Improvement Scheme funded through the Housing Revenue Account and whether the final report on the works undertaken had been completed and outcomes shared. As the service was not present at the meeting, it was agreed that a response would be sought and provided in writing to Members.

Assurances were offered to Members that the Workforce Management Board, a committee of senior officers from across the authority, were robustly challenging appointments to vacant posts and contributing to the reduction in spend in respect of agency, interims and consultancy staff. It was further explained that analysis was taking place of the way in which Legal Services provided support to Children and Young People's Services for court proceedings relating to bringing children into care to ensure that the approach adopted was still necessary and providing best value.

Further concerns were expressed in respect of the financial position for social care services for children and adults and assurances were sought that previously agreed savings had been delivered. It was explained that discussions were ongoing and the review of the budget was being led by the Leader of the Council and Chief Executive. Specific reviews that had been previously committed to were reported to be delivering required savings and the aim would continue to be to balance the budget. It was also confirmed that services analyse information from comparable authorities to benchmark and review practices to reduce costs where possible. The significant increase in demand for social care services for children arising from the complex abuse inquiry was cited as the principle cause of overspending in Children and Young People's Services by the Cabinet Member for Corporate Services and Finance. He further indicated that the Council could not let children and young people down and that there were also legacy issues that had led to increase spend. Despite line-by-line analysis of each budget, the increase in demand was the main cause of pressure and that would continue to be the case until demand reduced.

Members concluded that the financial position was of concern and the next report on the agenda providing the first budget update of the 2018-19 financial year was a source of further concern.

**Resolved:-**

That the Financial Outturn 2017-18 be noted.

**39. MAY 2018-19 FINANCIAL MONITORING REPORT**

Consideration was given to a report which set out the financial position at the end of May 2018 and was based on actual costs and income for the first two months of 2018/19 and forecast for the remainder of the financial year. Members noted that financial performance was a key element within the assessment of the Council's overall performance framework, and was essential to achievement of the objectives within the Council's policy agenda. To that end, the May Financial Monitoring Report was the first in a series of monitoring reports for the new financial year which would continue to be brought forward to Members on a regular basis.

It was reported that, as at May 2018, the Council had a forecast year-end overspend of £5.8m on the General Fund, after taking account of the £10m budget contingency approved within the 2018/19 budget and the actions underway to address budget pressures, particularly in Children's and Adult's social care. Members noted that the Children's and Young People's Services Directorate continued to overspend against budget in 2018/19. Due to demand for services outstripping budget capacity the number of children in care had increased in the financial year, up 23.3% (from 509 to 628) since May 2017. This had been exacerbated by the number of high cost placements that had arisen from a combination of complex child protection cases and Operation Stovewood. This increase

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD - 18/07/18**

in the number of Looked after Children also placed significant pressure on Legal Services within the Finance and Customer Services Directorate. The current forecast overspend for Legal Services was £1.010m before mitigating actions.

It was further reported that Adult Care Services were forecasting an overall overspend of £6.221m. Residential and Nursing Care budgets across all client groups were under pressure due to a combination of increased client numbers, the rising cost of care packages, and delays in delivery of savings plans. A recovery plan had been developed to address previously undelivered savings and project plans were being finalised with the expectation that further savings would be identified from that activity.

The Regeneration and Environment Directorate had forecasted a balanced budget, although it was facing challenges from a combination of declining business from the School Meals service, losses on PFI contracts, and challenges with delivery of budget savings. Management activity was underway to identify areas of overspend and put mitigating measures in place, whilst maintaining service delivery.

Members were advised that the overall budget position would continue to be closely monitored with provision of regular updates. Within the 2018/19 budget, new savings of £15.2m were required to achieve a balanced budget. This was in addition to £6.5m of savings that were approved in prior years for delivery in 2018/19, making a total savings requirement of £21.7m. Progress in delivery of these savings was reflected in the forecast overspends and supporting narratives of the Directorates. Members noted that all savings were either on track or mitigating actions in place with the exception of savings in Adult Social Care and a small amount in Children & Young People's Directorate. These positions were reflected in the financial monitoring forecast outturns and the Directorate narratives.

Following on from the debate on the previous agenda item, Members expressed frustration at the apparent lack of progress being made in resolving the challenges that leading to predicted overspends in social care services for children and adults. The Chair reflected on the work that the Board had undertaken in monitoring and challenging in respect of the budget in the previous two municipal years and was concerned that agreed plans were not being delivered. He reiterated the need for a deliverable financial plan and the importance of robust contingency arrangements. In response, it was confirmed that budget options for the next financial year, which would deal with the overspends and plans for savings in future years, were being considered presently and would be presented for scrutiny in October 2018

Members sought clarification in respect of potential budget pressures arising if Better Care funding ceased after 2020 and what contingencies had been planned for. In response it was confirmed that there would be an increase in Better Care Fund monies in 2019/20, however the

Government had not confirmed its intentions beyond that time. As a follow up, Members queried the timescale for the recovery strategy for adult social care and when they could expect to see it relieving some of the budgetary pressures facing the service. In response, it was explained that plans were currently being put in place and the impact of this would be reported in the monthly financial update to Cabinet.

Noting that time was of the essence and the overspend position seemed to be drifting and accepting the increase in the number of Looked After Children and the pressure that had created, Members sought information in respect of the actions being taken to reduce spending in Children and Young People's Services. In response, it was explained that the specific report on Children's Services which was the next agenda item would explain the actions in more detail. Members noted that there were 646 children in care, which highlighted the incredible increase in demand faced by the service. Work was ongoing to look at reducing unit cost, where there had been an impact arising from previous work. It was explained that actions in respect of market management, reviewing the right care arrangement appropriate to the child and discharging children and young people into alternative settings at the appropriate time. It was confirmed that there were around 70 Looked After Children currently in out of authority placements.

Further assurances were sought in respect of spend on agency, interim and consultancy staff and whether a moratorium on recruitment would be implemented. In response, reference was made to the enhanced controls implemented through the Workforce Management Board, which had placed tighter restrictions on recruitment. A significant decrease in agency workers in Children and Young People's Services had been realised in quarter 1 of the current year, alongside an overall reduction in the number of posts going to advert. In addition, directives on reducing spend by delaying or not renewing contracts were to be issued. Responding to a further query in respect of the number of agency staff in Children and Young People's Services, it was confirmed that there had been a steady reduction with 12.5% of the workforce consisting of agency staff, which compared to the national average of 16%. It was explained that there had been a number of reasons for the increase in use of agency staff, such as Operation Stovewood and the complex abuse inquiry, as well as preparations for the Ofsted inspection.

Clarification was sought in respect of the deferment of decisions in Children and Young People's Services that would have delivered increased savings, such as Phase 2 of the restructuring of the Early Help service. It was confirmed that the deferral of the decision had been at the request of the Commissioner for Children's Social Care. An explanation was also provided for the delay with the Business Support review and where that piece of work was currently.

**Resolved:-**

1. That a group of OSMB Members be established to monitor in year spend.
2. That a monthly report on vacancy management be submitted to the group of OSMB Members
3. That consideration be given to building in adequate time for consultation when planning the implementation of budget savings to avoid delays in realising savings. when planning budget savings programme that build in time for adequate consultation to avoid savings being delayed.
4. That a breakdown detailing the spend within Children and Young People's Services on the Complex Abuse Inquiry, staffing and the High Needs Block be provided to the group of OSMB Members

#### **40. BUDGET MONITORING - CHILDREN AND YOUNG PEOPLE'S SERVICES**

Consideration was given to a report in respect of financial monitoring against the budget for Children and Young People's Services. It was reported that demand in Children's Services was high and continuing to rise across all key areas which include children in need of help, protection and children requiring care. The main factors that have impacted on demand were:

- Complex abuse inquiry and Operation Stovewood – 105 children in care had been referred from these investigations;
- Improved social work practice intervention in legacy cases specifically re neglect; and
- National increase in statutory intervention and a budget shortfall of £2bn predicted by 2020.

It was reported that the Children's Services budget for 2018/19 (excluding schools) was £57.4m. Expenditure in the 2017/18 financial year was £69.8m and forecast expenditure before mitigating actions in 2018/19 was £72.7m, which represented an in year pressure of £15.3m that had increased compared to initial estimates in March due to a continued net increase, albeit at a slower rate, in the number of children admitted into care. In year mitigations of £5.7m had reduced this pressure to £9.6m.

Members noted that demand on the service remained high and had continued to rise across all key areas, which included children in need of help and protection and children requiring care. Demand seen at the front door through to children in care and in key service areas was significantly high when compared to our nearest and statistical neighbours with the number of looked after children ('LAC') significantly higher than most neighbouring authorities.

Clarification was sought in respect of the approach to tackling the increased demand and it was explained that there was a continuing focus on the need to reduce demand. The authority would continue to meet its statutory obligations, but where there were opportunities to reduce spend these would be evaluated and taken where appropriate. Members noted that caseloads for social workers had increased as a result of increase demand and that Ofsted had confirmed that the criteria followed was consistent with national standards. The Deputy Leader reiterated the Council did not want to bring children into care, but did so because it was the only course of action left according to national guidelines and the law.

Assurances were sought in respect of how effective vacancy management would deliver savings. It was explained that all current vacancies were being reviewed and some posts were forecast to be vacant for some time, with some vacant from the beginning of the financial year. It was also confirmed that there were two consultants presently working in the Children and Young People's Services directorate.

Reference was made to the level of performance in the directorate which had been recently considered by the Improving Lives Select Commission, where it was noted that an increasing number of indicators were off target. Members expressed concern at the prospect of maintaining performance levels whilst seeking to make savings. Officers relayed confidence that the planned mitigations would deliver the savings requirement, but advised that pressures would continue if demand rose further.

**Resolved:-**

1. That the new Strategic Director of Children and Young People's Services be invited to attend a meeting of Overview and Scrutiny Management Board in November 2018 to set out his financial plan for Children and Young People's Services.
2. That further details on in-year mitigations be submitted to the sub-group of Overview and Scrutiny Management Board members in September 2018.
3. That a detailed breakdown of spend be provided to the sub-group of Overview and Scrutiny Management Board members to provide assurance in respect of extra pressures faced by the service.

**41. SAFER ROTHERHAM PARTNERSHIP ANNUAL REPORT**

Consideration was given to the annual report of the Safer Rotherham Partnership (SRP) and a presentation by the Cabinet Member for Waste, Roads and Community Safety, the Head of Community Safety, Resilience and Emergency Planning and Superintendent Steve Chapman of South Yorkshire Police.

The presentation detailed achievements in the previous twelve months, including the findings of independent peer reviews, the return of community safety powers to local democratic control by the Secretary of State, revised processes and stronger engagement. Emphasis was placed on the importance of data and the use of data by partners and it was acknowledged that there was increased accountability amongst partners.

Members noted the priorities of the Safer Rotherham Partnership:-

- Preventing child sexual exploitation
- Building confident and cohesive communities
- Reducing the threat and harm of domestic abuse
- Reducing and managing anti-social behaviour
- Reducing violent crime and sexual offences

It was reported that an independent health check of the partnership had been conducted by Blackburn with Darwen Council, which had provided an assurance that the partnership was developing in the right way and highlighted areas for further development, such as strategic alignment of resources and commissioning. Domestic abuse had been a key area of focus for the SRP and it was noted that there was increased confidence in the quality of particular services, however there would need to be more joined up work in the response to victims and to share data to further improve.

Members raised their frustrations at the failure to share performance information and data in respect of hate crime since December 2017, which had been raised with the Cabinet and at the SRP Board also. Assurances were given that the data would be shared.

Further frustrations were shared in respect of the lack of confidence in the 101 Connect system on the part of both Members and the communities that they represented. Assurances were sought that the reduction in crime reporting had not occurred as a result of people not bothering to report incidents. In response, Superintendent Chapman felt that there could be an element of that issue, but he believed that it was because the level of crime had plateaued and there was a better understanding of crime recording within the force. He further explained the variety of crimes that police constables have to understand and be confident in investigating.

In response to a query in respect of the benefits of working in partnership in neighbourhoods, anecdotal examples were provided that had led to direct results, such as arrests and seizures of motorbikes, and the use of housing data for warrant applications. It was explained that structures and processes were now in place and the picture would be better informed in future through the use of data. Further reference was made to local offender management plans and the potential for sharing information with Members to ensure that individuals remain safe.

Members thanked the Cabinet Member for Waste, Roads and Community Safety, the Head of Community Safety, Resilience and Emergency Planning and Superintendent Chapman for their attendance and for preparing a good, timely report for the Board's consideration.

**Resolved:-**

1. That the Safer Rotherham Partnership Annual Report be noted.
2. That further work be undertaken to establish protocols for sharing local offender management plans or information supporting such plans to ward councillors.

**42. WORK PROGRAMME AND PRIORITISATION - OVERVIEW AND SCRUTINY MANAGEMENT BOARD**

Consideration was given to a report detailing the outcomes of the work programming and prioritisation activity undertaken by the Overview and Scrutiny Management Board earlier in the municipal year.

It was reported that Members had agreed the following principles:-

- The work programme should be realistic in what can be achieved however the work programme will need to remain flexible throughout the year to allow for any policy changes or emerging issues which warrant investigation. As a consequence, all work programmes should allow 'headroom' in their planning to ensure there is capacity for this flexibility.
- Given the pressures on capacity, opportunities to review issues at an earlier pre-decision stage should be explored and it was agreed that further discussions take place with the Leader to ensure that pre-decision items are scheduled earlier in the process.
- Each select commission will agree its prioritised work programme at their next meeting. The Audit Committee will be mindful of the scrutiny priorities in developing its work plan. The outline work plan will be circulated to OSMB for approval with a summary included in the Annual Report.
- Once issues for review have been identified, members, in conjunction with officers, will scope the terms of reference and determine the most appropriate style of review to undertake to ensure an effective outcome within the available capacity (e.g. workshop sessions; spotlight reviews; in-depth pieces of work).
- Each Select Commission Chair and Vice-Chair will meet with the relevant portfolio holder(s) on a regular basis to discuss policy and performance issues, planned and on-going scrutiny reviews and any emerging issues within their portfolio

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- There will be an informal meeting with chair and vice-chair with their respective Link Officer and Scrutiny Officer to review the work programme and forward plan to ensure appropriate prioritisation and ensure all relevant information is available to members in advance of scrutiny.
- Performance Monitoring/Financial Monitoring – each chair/vice chair will lead on questioning on areas in council plan/financial monitoring which relate to their commission's remit.

It was reported that Members had agreed that the overall priority for its work remained the ongoing monitoring of the Budget and Medium Term Financial Strategy. In addition to this, the following issues were raised for scrutiny:-

- Impact of roll-out of Universal Credit (cross cutting with other select commissions)
- Feasibility of introducing energy collectives
- Scrutiny of long-term contracts/commissioning
- Action plan arising from the Corporate Health Check

**Resolved:-**

1. That the action points outlined in Paragraph 3.1 be endorsed as a basis for its work planning.
2. That the prioritised items within the Overview and Scrutiny Management Board's work programme for 2018/19 be approved.
3. That the outline work programmes of the Select Commissions be noted.
4. That regular updates be provided on the progress of the work programme and further prioritisation as required.

**43. WORK IN PROGRESS - SELECT COMMISSIONS**

The Chairs of the Select Commissions provided the following updates on work undertaken and planned activities:-

***Improving Places Select Commission***

Councillor Mallinder outlined the agenda for the meeting scheduled to take place on 26 July 2018 which would include receipt a report from Dignity in respect of bereavement services. Work was also underway to plan a day to focus on the Cultural Strategy and meetings continued to take place with the Commission's Link Officers.

***Health Select Commission***

Councillor Evans reported that the Health Select Commission was scheduled meet on 19 July 2018 to consider the impact of the budget savings made in respect of sexual health and the implementation of the Carers Strategy. He further reported that the quarterly briefing with health partners would take place on the afternoon of 19 July 2018.

***Improving Lives Select Commission***

In the absence of the Chair and Vice-Chair of the Improving Lives Select Commission at that point in the meeting, it was reported that a meeting had taken place on 17 July 2018 where consideration had been given to the following items:-

- Domestic Abuse update
- Children & Young People's Services (CYPS) 2017/2018 Year End Performance
- Children and Social Work Act 2017 - Implications for Practice

**Resolved:-**

That the update be noted.

**44. CALL-IN ISSUES**

The Chair reported that there were no call-in requests for the Board to consider.

**45. URGENT BUSINESS**

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

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

That the next meeting of the Overview and Scrutiny Management Board be held on Wednesday 1 August 2018 at 11.00 in Rotherham Town Hall.

**BARNSELEY, DONCASTER AND ROTHERHAM JOINT WASTE BOARD**  
**6th July, 2018**

Present:- Councillor C. McGuinness (Doncaster MBC), Councillor P. R. Miller (Barnsley MBC) and Councillor S. Sansome (Rotherham MBC), together with Mrs. L. Baxter, Mr. T. Smith and Mrs. R. Fleetwood (Rotherham MBC), Mr. P. Castle (Barnsley MBC) and Mr. C. Pratt (Doncaster MBC).

Apologies for absence were received from Councillor E. Hoddinott (Rotherham MBC), Mrs. G. Gillies and Mr. L. Garrett (Doncaster MBC) and Mr. J. Busby (DEFRA).

**1. APPOINTMENT OF CHAIRMAN FOR THE MUNICIPAL YEAR 2018/2019**

Agreed:- That Councillor Emma Hoddinott of Rotherham Metropolitan Borough Council be appointed Chair of the Barnsley, Doncaster and Rotherham Joint Waste Board for the 2018/2019 Municipal Year.

**2. APPOINTMENT OF VICE-CHAIRMAN FOR THE MUNICIPAL YEAR 2018/2019**

Agreed:- That Councillor Roy Miller of Barnsley Metropolitan Borough Council be appointed Vice-Chair of the Barnsley, Doncaster and Rotherham Joint Waste Board for the 2018/2019 Municipal Year.

In the absence of both the Chair and the Vice-Chair, it was agreed that Councillor S. Sansome (Rotherham MBC) be appointed Chair of this meeting.

(Councillor Sansome in the Chair)

**3. DECLARATIONS OF INTEREST**

There were no Declarations of Interest made at this meeting.

**4. MINUTES OF THE PREVIOUS MEETING HELD ON 26TH FEBRUARY, 2018**

Consideration was given to the minutes of the previous meeting of the Barnsley, Doncaster and Rotherham Joint Waste Board, held on 26th February, 2018.

Agreed:- That the minutes of the previous meeting of the BDR Joint Waste Board be approved as a correct record for signature by the Chairman.

## **5. APPROVAL OF DELEGATIONS UNDER THE SECOND INTER-AUTHORITY AGREEMENT FOR THE MUNICIPAL YEAR 2018/19**

The Barnsley, Doncaster and Rotherham Joint Waste Manager submitted a report stating that one of the contractual documents entered into between the Barnsley, Doncaster and Rotherham Local Authorities at financial close of the BDR Waste PFI project was an Inter-Authority Agreement (IAA). This IAA creates the Joint Waste Board (“JWB”) as a joint committee pursuant to Section 101(5) of the Local Government Act 1972, which is established as part of the joint working arrangements between the Local Authorities for the management and administration of what are termed Relevant Contracts under the IAA. At the date of today’s meeting, the BDR Waste PFI Contract is the only Relevant Contract to which the IAA applies and is referred to as the “Principal Contract”.

The submitted report detailed how the functions of this Joint Waste Board will be delegated down to the BDR Steering Committee and the BDR Manager in order to deal more efficiently with the day-to-day decisions that will be required under the Principal Contract. All decisions of the JWB, BDR Steering Committee and the BDR Manager will be made in accordance with the provisions of the prevailing Inter-Authority Agreement.

The report highlighted that these arrangements may be altered during October or November 2018, subject to the approval of the Joint Waste Board.

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

(2) That the Joint Waste Board notes that:-

(a) with the exception of the decisions reserved to the Local Authorities for a unanimous decision under the Inter-Authority Agreement, all other decisions in respect of the Principal Contract are delegated by the Joint Waste Board to the Authorised BDR Steering Committee Member;

(b) the Authorised BDR Steering Committee Member may elect to delegate certain decisions to the BDR Manager;

(c) the BDR Manager may delegate any decisions delegated to them to a member of the Joint Waste Team (if the right to delegate is granted by the Authorised BDR Steering Committee Member); and

(d) Barnsley Metropolitan Borough Council’s representative on the BDR Steering Committee will be the Authorised BDR Steering Committee Member for 2018/19 until such time as the Doncaster Metropolitan Borough Council’s representative becomes available.

## **6. BDR JOINT WASTE PROJECT - MANAGER'S ANNUAL REPORT 2017-2018**

The Barnsley, Doncaster and Rotherham Joint Waste Manager submitted a report which highlighted and updated the following issues relating to the Joint Waste Private Finance Initiative (PFI), for the period April 2017 to March 2018:-

- BDR Liaison Committee elected a new Chair, Mr. A. Comerford;
- BDR Liaison Committee new key priorities agreed for 2017/18;
- Contract delivery (including performance and targets);
- Complaints;
- Health and Safety;
- Finance – the Operational Management Budget Out-turn 2017/18;
- Communications;
- Resources;
- South Yorkshire Municipal Waste Strategy;
- Renewi Corporate Social Responsibility Fund.

Agreed:- That the BDR Manager's Annual Report 2017/18 be received and its contents noted.

## **7. CURRENT ISSUES**

During the spell of hot weather, there had been several complaints about flies from the Bolton Road site. The damage caused to the doors of the Mechanical Biological Treatment building and the replacement of those doors had potentially contributed to an increase in the number of flies.

Agreed:- That the information be noted.

## **8. RISK REGISTER**

The Barnsley, Doncaster and Rotherham Joint Waste Board considered the updated Waste PFI risk status report (risk register) which had been maintained during the various stages of the joint waste project. The report stated that fourteen risks are registered, with none added and none deleted since the last Joint Waste Board meeting held on 26th February, 2018.

Agreed:- That the updated information on the risk status report, as now submitted, be received.

**9. DATE, TIME AND VENUE FOR THE NEXT MEETING**

Agreed:- (1) That the next meeting of the Barnsley, Doncaster and Rotherham Joint Waste Board be held on Friday, 21st September, 2018, at the Town Hall, Rotherham, commencing at 2.30 p.m.

(2) That the next following meeting of the Barnsley, Doncaster and Rotherham Joint Waste Board be held on a Friday during November or December, 2018 at the Town Hall, Rotherham.