



CABINET

Monday, 20 May 2019

10.00 a.m.

**Council Chamber, Rotherham Town Hall,
Moorgate Street, Rotherham. S60 2TH**

Cabinet Members:-

Leader of the Council
Deputy Leader of the Council,
Children's Services and Neighbourhood Working Portfolio
Adult Social Care and Health Portfolio
Cleaner, Greener Communities
Corporate Services and Finance Portfolio
Housing Portfolio
Jobs and the Local Economy Portfolio
Waste, Roads and Community Safety Portfolio

Councillor Chris Read
Councillor Gordon Watson

Councillor David Roche
Councillor Sarah Allen
Councillor Saghir Alam
Councillor Dominic Beck
Councillor Denise Lelliott
Councillor Emma Hoddinott

Rotherham
Metropolitan
Borough Council 

CABINET

Venue: Council Chamber - Rotherham Town Hall, Moorgate Street, Rotherham, South Yorkshire S60 2TH

Date and Time: Monday, 20th May, 2019 at 10.00 a.m.

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

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

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

A G E N D A

1. Apologies for Absence

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

2. Declarations of Interest

To invite Councillors to declare any disclosable pecuniary interests or personal interests they may have in any matter which is to be considered at this meeting, to confirm the nature of those interests and whether they intend to leave the meeting for the consideration of the item.

3. Questions from Members of the Public

To receive questions from members of the public who wish to ask a general question in respect of matters within the Council's area of responsibility or influence.

Subject to the Chair's discretion, members of the public may ask one question and one supplementary question, which should relate to the original question and answered received.

Councillors may also ask questions under this agenda item.

4. Minutes of the Previous Meeting (Pages 1 - 8)

To receive the record of proceedings of the Cabinet meeting held on 15th April, 2019.

5. Exclusion of the Press and Public

Agenda Item 11 has an exempt appendix. Therefore, if necessary when considering that item, the Chair will move the following resolution:-

That under Section 100(A) 4 of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12(A) of such Act indicated, as now amended by the Local Government (Access to Information) (Variation) Order 2006.

CHILDREN'S SERVICES AND NEIGHBOURHOOD WORKING

6. Special Educational Needs and Disabilities (SEND) Sufficiency - Phase 2 (Pages 9 - 46)

Report of the Strategic Director of Children and Young People's Services

Recommendations:-

1. That approval be given to the publication of the refreshed Special Education Needs Strategy (2019) as part of the Borough's Local Offer for Children with SEND.
2. That approval be given to a period of consultation with schools and settings in relation to the additional capacity required in borough and seek proposals to increase educational provision for Special Education Needs and Disability (SEND) across the Borough.
3. That a further report be submitted following consultation with schools and settings, seeking approval of the proposals recommended for implementation and the associated allocation of capital investment to support the proposals.

7. Rotherham Multi-Agency Arrangements for Safeguarding Children (Pages 47 - 90)

Report of the Strategic Director of Children and Young People's Services

Recommendations:-

1. That the Rotherham Multi-Agency Arrangements for Safeguarding Children be endorsed.

CLEANER GREENER COMMUNITIES

8. Cultural Strategy 2019-2025 (Pages 91 - 117)

Report of the Strategic Director of Regeneration and Environment

Recommendations:-

1. That the new Cultural Strategy 2019 – 2026 be considered and endorsed.

9. Consultation on a New Library Strategy 2020 - 2025 (Pages 119 - 224)

Report of the Strategic Director of Regeneration and Environment

Recommendations:-

1. That consultation be undertaken with the public, partners, stakeholders and interested parties in respect of developing a new Library Strategy 2020 – 2025.
2. That a further report be brought to Cabinet detailing proposals for a draft library strategy 2020 – 2025. The report will identify potential improvements to service and potential efficiencies.
3. That the Assistant Director of Culture, Sport and Tourism notify the Department for Digital, Culture, Media and Sport of the consultation and potential changes to service provision.

CORPORATE SERVICES AND FINANCE

10. Council Plan Refresh (Pages 225 - 266)

Report of the Assistant Chief Executive

Recommendations:-

1. That the refreshed Council Plan for 2019-2020 be agreed and accepted.
2. That Council be recommended to adopt the refreshed Council Plan for 2019-20.
3. That quarterly performance reports continue to be presented to public Cabinet meetings, with opportunities for pre-decision scrutiny.

JOB'S AND THE LOCAL ECONOMY

11. Disposal of Surplus Properties (Pages 267 - 280)

Report of the Strategic Director of Regeneration and Environment

Recommendations:-

1. That approval be given to the proposed disposal of the Council's freehold interest in the following properties:-
 - (a) The site of the former Maltby Library, High Street, Maltby and greenspace land to the rear.
 - (b) Treeton Youth Centre and the adjacent land, Church Lane, Treeton.
 - (c) Former caretaker's residence at 6 Fitzwilliam Street, Swinton.
2. That the Assistant Director for Planning, Regeneration and Transport be authorised to agree and implement the method of disposal for each asset.
3. That the Head of Legal Services be authorised to negotiate and complete the necessary legal agreements.

12. Public Consultation on Revised Statement of Community Involvement (Pages 281 - 303)

Report of the Strategic Director of Regeneration and Environment

Recommendations:-

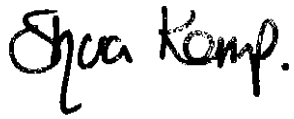
1. That approval be given to public consultation on the Draft Revised Statement of Community Involvement as detailed in Appendix 1.
2. That following consultation a further report be brought to Cabinet in October 2019 to consider the adoption of the Statement of Community Involvement.

13. Recommendations from Overview and Scrutiny Management Board

To receive a report detailing the recommendations of the Overview and Scrutiny Management Board in respect of the above items that were subject to pre-decision scrutiny on 15 May 2019.

14. Date and Time of Next Meeting

The next meeting of the Cabinet will be held on Monday 10 June 2019 at 10.00 a.m. in Rotherham Town Hall.

A handwritten signature in black ink, reading "Sharon Kemp". The signature is written in a cursive, flowing style.

SHARON KEMP,
Chief Executive.

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THE CABINET - 15/04/19

THE CABINET
Monday, 15th April, 2019

Present:- Councillor Read (in the Chair); Councillors Alam, Allen, Beck, Hoddinott, Lelliott, Roche and Watson.

Also in attendance Councillor Steele (Chair of the Overview and Scrutiny Management Board).

131. DECLARATIONS OF INTEREST

There were no declarations of interest to report.

132. QUESTIONS FROM MEMBERS OF THE PUBLIC

(1) A member of the public described a number of concerns relating to homelessness, the lack of available provision and numbers of staff to meet local need. He also expressed health and safety concerns around the urban area of Ferham for young people and pets, which had a serious problem with fly-tipping. He, therefore, suggested the Cabinet and officers should take cognisance, as part of their monthly meetings, and visit the areas in question.

The Leader pointed out Cabinet Members were regularly out and about in Wards dealing with various issues as part of their portfolios, but it was important that the meetings of Cabinet remained at the Town Hall as they were webcast to enable the public to view the proceedings.

Councillor Beck, Cabinet Member for Housing, referred to Item 9 of the agenda pack and the presentation of the Homelessness Prevention and Rough Sleeper Strategy 2019/22 which would support and advise homeless households and those threatened with homelessness moving towards more settled accommodation as soon as possible.

The Homelessness Team had also increased temporary supported accommodation from 29 units to 50 and the Council were investing more than £50 million over the next four to five years building affordable homes.

Over the course of 2017/18 the Homelessness Team prevented more than 700 households from becoming homeless either by assisting them in remaining in their existing home or through support in moving to a new home. Of these around a quarter of those rehoused were into the private sector through positive relationships with landlords.

In terms of the concerns around litter in Ferham Enforcement Officers would be directed to the area to deal with the issues. It was also noted that Ferham was within a Selective Licensing area so landlords were expected to raise standards for residents. Of those that refused to comply the Council would seek to prosecute.

Councillor Allen, Cabinet Member for Cleaner Greener Communities, reinforced the need to improve cleanliness standards in Ferham and was more than happy to visit the area with officers to address the concerns.

133. MINUTES OF THE PREVIOUS MEETING

Resolved:- That the minutes of the Cabinet meeting held on 18th March, 2019, be agreed as a true and correct record of the proceedings, subject to a clerical correction at Minute No. 129.

134. EXCLUSION OF THE PRESS AND PUBLIC

There are no items requiring the press or the public be excluded from the meeting.

135. RESPONSE TO RECOMMENDATIONS FROM SCRUTINY WORKSHOP: ADULT RESIDENTIAL AND NURSING CARE HOMES

Consideration was given to the report which set out the response to the recommendations from the scrutiny workshop undertaken in April, 2018 by the Health Select Commission to consider residential and nursing care home for adults aged over 65. The purpose of the workshop was to consider progress in bringing about improvements to safety, quality and effectiveness in the sector.

In light of their findings following the workshop, the Health Select Commission made four recommendations:-

- (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 Council officers liaise with the Care Quality Commission regularly around Registered Managers in care homes to identify potential concerns.
- (3) That all care homes be encouraged to work with the Care Home Support Service and Clinical Quality Advisor to raise standards.
- (4) That care home staff be encouraged to attend organised training sessions and that the take up and the impact of training be monitored.

In accordance with the Overview and Scrutiny Procedure rules, Cabinet was required to respond to any recommendations made by scrutiny and this report was, therefore, submitted to meet that requirement.

The recommendations from the Health Select Commission scrutiny workshop have been accepted by Adult Care and the actions outlined in Appendix A would be implemented as part of the on-going requirements

for the service.

The Chair of the Overview and Scrutiny Management Board was pleased that all recommendations had been accepted and thanked all Members who had worked hard to improve the quality of people's lives.

Resolved:- That the response to the recommendations of the Health Select Commission's report in respect of Adult Residential and Nursing Care Homes, as set out in Appendix A, be approved.

136. RESPONSE TO RECOMMENDATIONS FROM IMPROVING LIVES SELECT COMMISSION - SPOTLIGHT REVIEW OF THE OFSTED INSPECTION OF ADULT COMMUNITY LEARNING

Further to Minute 36 of the meeting of Council held on 25th July, 2018, consideration was given to the report which responded to the findings and recommendations of a spotlight review undertaken by the Improving Lives Select Commission in March, 2018 which followed the Ofsted Inspection of Adult Community Learning in June, 2017.

The purpose of the review was to seek assurance that there was a clear understanding of the issues leading to the inadequate judgement in June, 2017; that the issues arising from the inspection have been addressed and that there were clear plans in place to ensure that adult learners have pathways to secure employment or skills training. The conclusions and recommendations made by Members were based on information gathered from the spotlight review and examination of related documentation.

There were five broad recommendations arising from the review; all of which had been accepted and work had already progressed in relation to the relevant actions.

Work had been undertaken with Rotherham and North Notts College in relation to their role in the contribution to the Employment and Skills Plan and they would continue to contribute to the Strategy's development which was going well.

In accordance with the Overview and Scrutiny Procedure Rules, the Cabinet was required to respond to any recommendations made by scrutiny and this report was, therefore, submitted to meet that requirement.

The Chair of the Overview and Scrutiny Management Board was also pleased to see all the recommendations were supported.

Resolved:- That the response to the spotlight review following the Ofsted Inspection of Adult Community Learning be approved and the up-to-date position noted.

137. FEBRUARY 2018/19 FINANCIAL MONITORING REPORT

Consideration was given to the report which set out an improved financial position compared to that previously reported to Cabinet in February 2019. It was based on actual costs and income for eleven months of the financial year with forecasts for the final month of 2018/19.

Financial performance was a key element within the assessment of the Council's overall performance framework, and essential for the achievement of the objectives within the Council's Policy Agenda. For that reason, this report was part of a series of monitoring reports for the current financial year which were brought forward to Cabinet on a regular basis.

In February 2019, the Council reported that it needed to identify a further £0.507m of cost reduction actions by the financial year-end in order to achieve a balanced budget. The current revenue position after eleven months showed an improved position on that previously reported, however £0.126m of cost reduction actions were still required by the financial year-end in order to achieve a balanced financial outturn, after taking account of the £10m budget contingency approved within the 2018/19 budget.

This was a reduction of £0.381m in comparison to the £0.507m cost reductions reported in February, 2019. This was largely due to the improved forecasts for Assistant Chief Executive and Adult Care Services.

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

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

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

Regeneration and Environment Directorate was forecasting a balanced budget, although it was facing challenges from a combination of declining

business from the School Meals Service and challenges with delivery of budget savings, including transport and property savings.

Mitigating savings and actions identified to date were set out in detail as part of the report along with details of the capital grant funded budget inclusions and variations within the Capital Programme 2018/19 to 2021/22.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-scrutiny process who were in support of the recommendations.

Resolved:- (1) That the forecast General Fund outturn position be noted.

(2) That the actions being taken to reduce the forecast overspend be noted.

(3) That the updated capital programme 2018/19 to 2021/22 be noted.

(4) That the capital grant funded budget inclusions and variations as detailed within the updated Capital Programme be noted.

(5) That the alternative budget savings proposals for the Regeneration and Environment Directorate as referenced in Paragraph.2.4.4 be approved.

138. HOMELESSNESS AND ROUGH SLEEPERS PREVENTION STRATEGY

Consideration was given to the report which presented the new draft Homelessness Prevention and Rough Sleeper Strategy 2019-22. The Strategy had been developed in consultation with Council staff, stakeholders and residents and set the key strategic priorities over the next three years.

There were six aims in the Homelessness Prevention and Rough Sleeper Strategy 2019-22:-

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

The Strategy was based on a sound evidence base and met the increased demand and legislative requirements of the Homelessness

Reduction Act 2017, it also reflected the views of people living and working in Rotherham.

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

New legislation the Homelessness Reduction Act 2017, was clearly recognised in terms of preventing or relieving homelessness for everyone, not just those in priority need. The impact was that the Council were able to help more people sooner and therefore, prevent crisis situations.

The Homelessness Team were currently working alongside agencies such as Shiloh, the charity that operated a Homelessness Day Centre, and were lucky to have this support in Rotherham. The centre supported local people facing homelessness.

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

In 2018 the Council increased its temporary accommodation from twenty-nine to fifty units.

It had also been noted that there was little provision of emergency accommodation for rough sleepers with dogs. The Homelessness Prevention and Rough Sleeper Action Plan would address this gap with the provision of two pet friendly units with specialist furnishing and floor coverings.

The Council with partners from South Yorkshire Housing Association and Target Housing also launched a Housing First Scheme providing a home for people, with highly complex needs, who were homeless or sleeping rough in the Rotherham area. The scheme offered housing to people first, with no conditions around receiving support with the belief that securing a stable home-base could be the starting point for the achievement of positive change.

Since the launch of the scheme twenty people with complex needs have been accommodated and there were fourteen on the waiting list.

The Council had also previously commissioned a rough sleeper outreach service, but the funding had now ceased. Existing officers within the Homelessness Team would now embed this as part of their checks within the town centre.

Cabinet Members welcomed the report and its vision to end homelessness in Rotherham, the production of the Strategy in accordance with the Homelessness Strategy, 2017 and the legal definitions of homelessness and rough sleeping.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-scrutiny process who were in support of the recommendations, subject to an annual review of the Strategy being submitted to the Improving Places Select Commission; reporting specifically on the Strategy's financial sustainability and compliance with Homelessness Reduction Act, 2017.

Resolved:- (1) That the proposed Homelessness Prevention and Rough Sleeper Strategy 2019 – 2022 be approved.

(2) That the Strategy be reviewed annually to provide an update of progress against the six aims.

139. SELECTIVE LICENSING – DESIGNATION OF SITES IN PARKGATE AND THURCROFT

In accordance with the pre-election publicity restrictions in respect of the European elections this report was deferred.

140. RATIONALISATION OF THE PROPERTY PORTFOLIO - LAND ADJACENT TO CHISLETT COMMUNITY CENTRE - ASSET TRANSFER REQUEST OUTSIDE OF THE ADOPTED POLICY

Consideration was given to the report which sought approval for the granting of an Asset Transfer Lease, without break options, which was a diversion from the current adopted policy and therefore could not be approved under the existing Officer Scheme of Delegation.

Chislett Community Centre - Kimberworth Park Community Partnership (KPCP) held an Asset Transfer lease, on the youth and community centre, dated 24th February, 2014 under a twenty-one year lease without break options and, therefore, fell outside the Council's current Adopted Asset Transfer Policy. This was granted to allow the partnership to secure funding to extend/develop and refurbish the community centre.

The Partnership subsequently requested that the existing term of the lease be extended to a ninety-nine year lease to secure the long term future of the Community Centre, which was approved by Cabinet and Commissioner's on the 11th September, 2017.

At this time the Partnership also requested that the currently underutilised, former garage site to the north east be transferred to them under the Adopted Asset Transfer Policy with a mutual break option which could be dealt with under the existing Officer Scheme of Delegation. It was proposed to use this area as additional parking for the community centre,

maintaining the required secondary access to the adjoining Redscope Primary School.

This current request, therefore, related to the lease for this part of the land. As the Partnership intend to carry out major improvements to this area of land they have requested that consideration be given to an Asset Transfer Lease, without break options, in line with the existing terms of the Chislett Centre. The lease would expire at the same time as the Community Centre lease.

The proposal was considered acceptable as, the former garage site had very limited development opportunity, due to its size and location, and served as the secondary access, to Redscope Primary School, which needed to be retained. Onsite parking at Chislett was restricted, and therefore without utilising this area of land users and visitors would have to park on Kimberworth Park Road, which could cause issues for neighbouring residents.

In order to mitigate any future maintenance liabilities to the Council, it was recommended that the access road was also included within the transfer, with full rights of access reserved over both this access way and the former garage site for Redscope Primary School

Resolved:- (1) That the request for an Asset Lease agreement as detailed within the report be approved.

(2) That the Acting Assistant Director – Planning, Regeneration and Transport be authorised to negotiate the terms of the request and the Assistant Director of Legal Services be authorised to complete the necessary documentation.

141. RECOMMENDATIONS FROM OVERVIEW AND SCRUTINY MANAGEMENT BOARD

Consideration was given to the circulated report, the contents of which were included as part of the relevant items and the details included accordingly.

142. DATE AND TIME OF NEXT MEETING

Resolved:- That the next meeting of the Cabinet take place on Monday, 20th May, 2019 at 10.00 a.m.

Committee Name and Date of Committee Meeting

Cabinet – 20 May 2019

Report Title

Special Educational Needs and Disability (SEND), Sufficiency and increase in educational provision - Phase 2

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

Yes

Strategic Director Approving Submission of the Report

Jon Stonehouse, Strategic Director of Children and Young People's Services

Report Author(s)

Mary Jarrett, Head of Inclusion - Performance, Commissioning and Inclusion.
Dean Fenton, Head of Service - School Planning, Admissions and Appeals, Education.

Ward(s) Affected

Borough-Wide

Report Summary

This report contains the proposed second phase of the Council's plans to increase and develop special education needs provision in Rotherham and outlines the available capital budget allocated by central government to enable these developments to be implemented.

The report recommends that the Council consults with providers in relation to new provision to meet the needs identified within the sufficiency strategy.

Recommendations

1. That approval be given to the publication of the refreshed Special Education Needs Strategy (2019) as part of the Borough's Local Offer for Children with SEND.
2. That approval be given to a period of consultation with schools and settings in relation to the additional capacity required in borough and seek proposals to increase educational provision for Special Education Needs and Disability (SEND) across the Borough.

3. That a further report be submitted following consultation with schools and settings, seeking approval of the proposals recommended for implementation and the associated allocation of capital investment to support the proposals.

List of Appendices Included

Appendix 1 SEND Sufficiency Strategy 2019 refresh.
Appendix 2 Implementation table for Phase 1 (2017-2020)
Appendix 3 Equalities Impact Assessment

Background Papers

Yes

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

Yes

Exempt from the Press and Public

No

Special Educational Needs and Disability (SEND), Sufficiency and increase in educational provision - Phase 2

1. Background

- 1.1 Phase 1 of the Rotherham SEND sufficiency planning began in 2017. A report was approved by Cabinet on 16th October 2017 to begin a period of consultation on proposals to increase SEND capacity of provision across the Borough by 125 places by 2021. On 19th February 2018 following consultation, Cabinet approved proposals to complete phase 1 of SE which will create 125 additional permanent Special Educational Needs places for children with SEN between 2018 and 2021. Appendix 2, to this report shows the progress made to date.
- 1.2 The sufficiency data was refreshed in October 2018 and like other Local Authorities in England this showed that Rotherham continues to see a rise in the numbers of children and young people with SEND and that this growth is likely to continue.
- 1.3 The Council want children and young people with SEND to learn in Rotherham at good or outstanding schools. This can be delivered either by specialist resource units based within local schools or by special schools.
- 1.4 Mainstream schools will receive support from a range of inclusion services and from receiving specialist targeted support delivered by primary and secondary outreach teams specialising in Social Emotional and Mental Health and supporting children and young people with autistic spectrum conditions.
- 1.5 This work will include post-16 provision to ensure that pathways are in place to prepare young people for adulthood including independence, employment opportunities and Further and Higher Education provision.
- 1.6 In recognition of the national rise in numbers of children with SEND, the Department for Education (DfE) announced that there would be additional funding made available. In May 2018 the government announced national funding of £50m and later in December 2018 a further £100m for capital investment for school places for children and young people with SEND. In Rotherham this funding amounts to an additional £348k allocated from DfE's – Special Provision Capital Fund.
- 1.7 Increasing SEND school places in Rotherham will reduce the need for children to travel longer distances to school. The number of pupils currently placed outside the Local Authority is approximately 189. The population data suggests that this will continue to grow unless there is on-going investment to develop new provision in Rotherham.
- 1.8 The Dedicated Schools Grant (High Needs Budget) is significantly overspent and the Council are currently developing a recovery plan to address this. Indications are that there will continue to be significant increases in out of authority placements should local capacity not be increased. This will lead to further pressure on high needs funding as 'out of authority' placements are significantly more expensive than 'in authority' placements.

- 1.9 The SEND Sufficiency Strategy 2017-19 (Phase 1) has resulted in the development of an additional 125 new places within Special Schools and Inclusion Units. These developments will be finalised by September 2020 and whilst some places have been used during 2018 the majority will be accessed during the academic year 2019-2020 (see Appendix 2) and should begin to reduce the numbers of children and young people being placed in out of authority placements.
- 1.10 The SEND Sufficiency Strategy 2019 Phase 2 (Appendix 1) outlines the population data and projected growth over the next 10 years. The data demonstrates a significant increase in the number of children and young people with autism, moderate learning difficulties and social, emotional and mental health difficulties who will require additional support.
- 1.11 Therefore the SEND Sufficiency Strategy 2019 Phase 2 (Appendix 1) specifically proposes developing the use of SEND Inclusion Units within mainstream school settings to ensure that vulnerable pupils can access a mainstream curriculum but also receive high quality support, care and preparation for adulthood alongside this curriculum.

2. Key Issues

- 2.1 The increase in SEND provision within the Authority is necessary due to the increased pupil population since 2010 as outlined in the needs analysis contained within the appended SEND Sufficiency Strategy. (Appendix 1)
- 2.2 The SEND Sufficiency Strategy sets out Rotherham's strategic intentions which are:
- 2.2.1 For Academies and Local maintained schools to receive high quality support to enable them to become as inclusive and resilient as possible; so that children receive a high quality education which differentiates learning and teaching to support the diverse needs of individual children and young people.
 - 2.2.2 To ensure that there is a high quality programme of workforce development to train education, health and care staff to meet the needs of Rotherham's children, young people and their families.
 - 2.2.3 To ensure that Rotherham schools can deliver a high quality graduated response from health, social care and teaching staff to ensure that inclusion support from specialist inclusion services are available at the point of identified need.
 - 2.2.4 To ensure sufficiency of school places within Rotherham for children aged 0-19 who have identified special education needs and whose education, health and care plans identify that only special school provision can meet their identified education, health and care needs and reduce dependence on high cost out of area placements which remove children and young people from their local communities.

- 2.2.5 To ensure a sufficient range of provision for young people aged 16-25 to ensure that there are a variety of pathways to support young people to become confident, independent adults.
- 2.3 The creation of additional in borough provision will lead to a longer term saving on high needs funding as in borough placements cost on average £30k per annum less than out of authority placements.
- 2.4 The sufficiency plan will be refreshed annually to take account of the changing picture of demand. This will be reviewed and monitored annually to assist forward planning in relation to the phase 3 identification of additional provision needed from 2025 onwards.

3. Options considered and recommended proposal

- 3.1 **Option 1** – retain SEND sufficiency at the current level. This will mean that pupil numbers with SEND continue to rise without a linked rise in ‘in borough’ provision, increasing the number of out of authority placements and increasing further the pressures that exist on the High Needs Block of the Dedicated Schools Grant.
- 3.2 **Option 2 – Recommended** option, to seek Cabinet approval of the Special Education Needs Strategy 2019 for publication. To approve a period of consultation with schools and settings in relation to the additional places required and seek proposals to increase educational provision for Special Education Needs and Disability (SEND) across the Borough linked to the allocation of available capital funding from central government. Following identification of the preferred projects, to seek approval to deliver the projects and allocate capital investment where necessary to support delivery.

4. Consultation on proposal

- 4.1 Ahead of receiving this funding, the DfE asked local authorities to complete and publish a concise plan to show how they would invest their share of the fund on their local offer page, and the DfE are now asking local authorities to refresh that plan to receive the additional funding announced in May and December 2018.
- 4.2 A condition of receiving the additional capital funding is that authorities prepare and publish strategic plans setting out how the special educational needs of children and young people in their area should be met and, in particular, how the special provision capital fund will be used in accordance with the overall strategic plans that authorities have drawn up.
- 4.3 **DfE - Special provision capital fund Guidance (extract):**

Local authorities will need to:

- **Consult with parents and carers.** *Effective engagement with parents and carers is crucial in building and implementing a strategy that develops support for changes. This helps local authorities ensure that services will meet the needs of children and families.*

- **Consult with schools, FE colleges and other institutions which offer special educational provision.** Local authorities should work with providers to identify how capital investment can best improve the quality of provision available for children and young people with EHC plans.
- **Consider how to invest revenue and capital funding strategically** to maximise the benefit of both in the context of the current infrastructure and programmes. This might include looking at how to expand participation in an existing learning programme by making capital adjustments so that children and young people with SEN and disabilities can also attend.
- **Collaborate with other local authorities** to form partnerships to work effectively across borders.

Before receiving the SEND funding allocation, local authorities need to:

- *Consult with parents and carers of children with SEN and disabilities and young people with SEN and disabilities.*
- *Work with education providers to agree how the capital can best be targeted.*
- *Fill in the short plan template, confirming that the requirement to consult with parents, carers and young people has been met, and including information about the other groups that they have consulted.*
- *Publish a plan on their local offer page showing how they plan to invest their funding, before the deadline specified below.*
- **Note:**
 - *Where local authorities work collaboratively on projects, these must be listed on each local authorities' plan with an explanation of which other local authorities they have collaborated with and how.*
 - *Where a project will both create additional places and improve facilities for current and future pupils, local authorities should show on the plan how much funding will be spent on each of the two objectives. This may involve estimating how much of the project's investment would go towards each of these two aims.*

*Local authorities do **not** need to send the completed form to the Department for Education.*

*Local authorities **should not** include costings where this would have a negative commercial impact. Where not all costings are included in the first publication of the plan, local authorities should re-publish the plan as soon as it is no longer commercially sensitive to publish this information.*

- 4.4 The Local Authority consulted with interested parties in line with the guidance from the Department as above with the outcomes informing Phase 1 proposals approved by Cabinet. Good practice dictates that SEND sufficiency should be kept under review as pupil numbers and needs can change over a period of time.
- 4.5 This report seeks permission to begin a period of consultation with schools and settings regarding the additional places required in response to the SEND Sufficiency Strategy refresh, and to seek proposals to increase SEND capacity across the Borough linked to the allocation of available capital funding from central government.

5. Timetable and Accountability for Implementing this Decision

5.1 Implementation timetable:

May 2019	Seek Cabinet approval to publish the SEND sufficiency strategy update and consult with schools and settings in relation to proposals to create additional capacity.
September 2019	Seek Cabinet approval of recommended proposals to create additional SEND capacity and the allocation of capital funding to deliver approved projects.
October 2019 to September 2020	Delivery of capital projects approved by Cabinet to create additional capacity.

- 5.2 Individual capital projects will be project managed by the Council's Asset Management Service with accountability for delivery to the Strategic Director of Regeneration and Environment.
- 5.3 Project implementation work with respective schools and Academy Trusts to implement the proposals will be led by officers in education and overseen by the Strategic Director of Children and Young People's Services.

6. Financial and Procurement Advice and Implications

- 6.1 The CYPS programme has school capital funding which could be used to support the SEN proposals received from schools and academies where capital works are required. A business case will be required from each interested party that will outline the proposal and benefits of the scheme, both financial and operational.
- 6.2 Any investment proposals or cost implications that may result from the analysis of the consultation feedback will be subject to future reports and approval mechanisms in the context of the Council's Budget and Medium Term Financial Strategy.
- 6.3 The High Needs Block has an overall deficit of £15.8m at the end of 2018/19 and includes a 2018/19 in-year overspend of £5.1m. The proposals outlined in the report are part of the financial recovery plan to operate the Dedicated Schools Grant High Needs Block within the annual funding allocation, which is £31.44m in 2019/20.

- 6.4 The projected annual cost savings on the High Needs budget of developing the SEN units on mainstream school and academy sites is estimated to be in the region of £1.5m (based on a cost saving of £30k per place per annum) through reduction in the number of high cost placements. The savings will reduce current spend against the Dedicated Schools Grant (DSG) and will not impact on the Council's revenue budget.
- 6.5 The savings will be achieved in two ways. Firstly, through reducing the need for high numbers of newly assessed children and young people to be educated outside Rotherham, and being able to offer high quality provision in borough. Secondly, for those children and young people currently placed in provision outside Rotherham, investigation with families about whether a child's needs can be better met in a Rotherham provision at annual review of the Education Health and Care plan. This will significantly reduce the escalating costs to the Dedicated Schools Grant High Needs budget.
- 6.6 The proposals are also expected to have a positive impact on the Councils Home to School Transport budget, due to a reduction in the number of out of authority placements and the additional transport journeys incurred.

7. Legal Advice and Implications

- 7.1 Should any of the proposals brought forward to create additional SEND capacity meet the requirement threshold to complete a full prescribed alteration under, the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 (guidance dated April 2016), then separate proposals would be brought forward for Cabinet determination as part of the delivery programme.
- 7.2 Section 14 Education Act 1996 requires a local authority to have regard to securing SEN provision is made for pupils with SEN Needs. Following enactment of The Children and Families Act 2014, the local authority retains responsibility for commissioning services for vulnerable children and young people with SEN and to keep such provision for children and young people with SEN and disabilities under review including its sufficiency (s.315 Education Act 1996), and to promote wellbeing and improve quality, working in concert with parents, young people, and providers. The Act is clear that, when considering any re-organisation of provision, decision makers must be clear how they are satisfied that the proposed alternative arrangements will lead to improvements in the standard, quality and/or range of educational provision for children with SEN.

8. Human Resources Advice and Implications

- 8.1 The proposals will create teaching and learning and support staff employment opportunities and recruitment to these posts will be required following Rotherham Metropolitan Borough Council recruitment procedures for Local Authority maintained provision and Academy Trust recruitment procedures where proposals are linked to Academy status schools.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 The additional SEND places created within the borough will give more children and young people the opportunity to access high quality provision closer to home to meet their educational needs.

10. Equalities and Human Rights Advice and Implications

- 10.1 Section 149 of the Equality Act 2010 requires that public bodies, in exercising their functions, have due regard to the need to:

- i. eliminate discrimination, harassment, victimisation and other unlawful conduct under the Act,
- ii. advance equality of opportunity and
- iii. foster good relations between persons who share a protected characteristic and persons who do not share it.

- 10.2 An Equalities Impact Assessment (EIA) (Appendix 3) was completed following Cabinet approval of the Send sufficiency phase 1 proposals. This was refreshed in January 2019 and will be refreshed again during the consultation with schools and settings and seeking of proposals to create additional capacity period and details of the revised EIA will be included within the follow-up Cabinet report scheduled for September 2019 seeking approval of projects and allocation of capital to provide the facilities needed.

- 10.3 The Council must ensure it meets its public law duties when making decisions, including meeting its public sector equality duty. It must consider all relevant information, disregard irrelevant information, act in accordance with the statutory requirements and make its decision in a fair and transparent manner.

- 10.4 The additional specialist provision provided in phase 2 would allow more parents and carers to access education for their child in accordance with their wishes within the local area in future years, in an inclusive and innovative learning environment.

11. Implications for Partners

- 11.1 There will need to be further involvement and engagement with Planning Department, Asset Management Services, Transport services, SEND Specialist Services, Finance Section and Schools and Academies, who will all be engaged and involved in the development of the new provision. This will be overseen by the Strategic School Organisation Group and SEND Board, reporting to the Strategic Director of Children and Young People's Services, Chief Executive and Elected Members as necessary and appropriate.

12. Risks and Mitigation

- 12.1 There are always risks and uncertainties when school place provision is considered, since future pupil numbers are based on estimations. Over provision at one school could influence pupil numbers at other schools. However, current provision is full or over-subscribed and this trend is set to continue, meaning that more pupils are being placed in provision out of authority increasing the financial burden on the High Needs Block.

13. Accountable Officer(s)

Jon Stonehouse – Strategic Director of Children and Young People's Services

Approvals obtained on behalf of:-

	Named Officer	Date
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	01/05/19
Assistant Director of Legal Services (Monitoring Officer)	Bal Nahal	26/04/19
Assistant Director of Human Resources (if appropriate)	Amy Leech	26/03/19
Head of Procurement (if appropriate)	N/A	N/A

*Report Author: Mary Jarrett (Head of Service – Inclusion Services)
Dean Fenton (Head of Service – School Planning, Admissions and Appeals)*

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

Appendix 1

SEND Sufficiency Strategy Refresh

February 2019

Draft V3

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1. Introduction and Vision

- 1.1 This SEND Sufficiency refresh is designed to up date and inform the 2017-2021 Strategy at its midway point as Rotherham Metropolitan Borough reviews data and forecasting in relation to need and to inform planning for the allocation of increased government funding.
- 1.2 Phase One of Rotherham's SEND sufficiency strategy focussed on creating additional places within Rotherham Special Schools including 20 additional places at Abbey School, the creation of Rotherham Opportunities College and additional places at the Rowan and Aspire Centres. Phase 2 will focus on developing support for mainstream schools by reviewing Inclusion Services; developing Specialist Resource Units for children and young people with SEND based within mainstream provision and improving preparation for adulthood via a strategic review and development of Rotherham's post-16 offer for children with SEND.
- 1.3 The Vision:
Rotherham Metropolitan Borough Council's vision is to give every child the best start in life. The vision and priorities for Children in Rotherham with SEND is described within our Voices work:
 - Believe me and believe in me
 - Get me help quicker
 - Plan for my adulthood with me
- 1.4 We want to improve the life chances of children and young people with SEND by offering them wherever possible an opportunity to study in Rotherham within good or outstanding schools with education and support delivered either by specialist resource units based within their local schools or by special education provision delivered by a special school.
- 1.5 Mainstream schools will benefit from a holistic review of Inclusion Services and from receiving specialist targeted support delivered by Primary and Secondary Outreach teams specialising in Social Emotional and Mental Health and supporting children and young people with Autistic Spectrum Conditions.
- 1.6 Finally Rotherham will review its post-16 provision to ensure that it is ambitious for all young people and offers a range of pathways for children and young people with SEND to optimise a range of nationally recognised preparing for adulthood outcomes including increasing independence, employment opportunities and Further and Higher Education provision.
- 1.7 Special Education Needs are defined within the Code of Practice 2015 as:

"A child or young person has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for him or her".

“A child of compulsory school age or a young person has a learning difficulty or disability if he or she has a significantly greater difficulty in learning than the majority of others of the same age, or has a disability which prevents or hinders him or her from making use of facilities of a kind generally provided for others of the same age in mainstream schools or mainstream post-16 institutions”.

1.8 Developing the Analysis for this Strategy

The methods used to develop the needs assessment were through the development of data by Children and Young Peoples (CYPS) Performance team based on the following key lines of enquiry of:

- Rotherham children and young people with an Education Health and Care Plan.
- Key transition points at Early Years Foundation Stages to KS1, KS2, KS3 KS4 to Post 16 identifying projected cohort size by age and primary need.
- Post 16 Population
- SEND Primary need and future requirements by projections against Rotherham 0-25 years Population data. The focus for Primary Needs were;
 - Social Emotional and Mental Health
 - Autism
 - Severe Learning Difficulties
 - Moderate Learning Difficulties
- Current provision and future requirements by projections against Rotherham 0-25 years population data.

1.9 School Census Information from the Spring Returns for Children and Young People who are identified as SEN Support for the following years: 2015,2016,2017,2018.

1.10 Rotherham's 0-25yr population projection figures available from the Office for National Statistics (ONS) 2016 based population projections.

1.11 The forecasts and projections of need/demand are based on an 'as is' approach without any additional support or intervention being introduced.

1.13 Therefore the purpose of this document is to determine the needs identified from a range of local data regarding current SEN education provision and provide an evidence base to develop the authority's response to meet the SEN needs of children and young people of Rotherham.

1.14 The Department for Education Code of Practice Statutory Guidance (2015) states:

'A child or young person may have special educational needs when a learning difficulty or disability means that they require support that is different or additional to that which is normally available to pupils of the same age.'

SEN can be characterised by a range of needs and difficulties. There are four broad areas of need identified:

- Communication and interaction - speech, language, and communication needs and difficulties with interaction with others. This includes Autism Spectrum Disorder.
- Cognition and learning - learning difficulties vary in severity and may make it difficult to learn everything or just certain things.
- Social, emotional and mental health difficulties - this covers a wide range of needs and these may be seen in a child or young person as withdrawn and isolated behaviours, or as challenging and unsafe behaviours.
- Sensory and/physical needs - these include visual and hearing impairment and physical and mobility needs.

2. National and Local Context

2.1 This Needs Analysis is informed by a wide range of current national legislation, the most relevant of which are:

- Education Act 1996 and 2011
- SEND Code Of Practice 2015
- Working Together to Safeguard Children 2015
- Carers and Disabled Children Act 2000;
- Children and Young Persons Act 2008;
- Children and Families Act 2014;
- Care Act 2004;
- Human Rights Act 1998;
- Care Standards Act 2000;
- Children Leaving Care Act 2000;
- Freedom of Information Act 2000;
- Sexual Offences Act 2003;
- Children & Adoption Act 2002 and 2006;
- Equality Act 2010;

2.2 Rotherham Borough Council has a statutory duty under The Education Act 1996 Section 14(1) to ensure that it provides sufficient school places for all pupils who are resident within the Borough. It has specific duties to ensure that there is sufficient provision for pupils with SEND, an Education Health and Care (EHC) plan; and where an EHCP has determined that the provision should be met in designated specialist provision.

2.3 As well as mainstream schools and colleges, currently, specialist placements in Rotherham consist of four main types of provision:

1. Enhanced resource provision located on mainstream school sites.
(These include Speech and Language Units, Primary and Secondary Hearing Impairment Units; Specialist Autism Resource.)
2. Academies and maintained special school provision located in Rotherham (for children and young people best placed in mainstream schools) (Rotherham has 2 Schools for children and young people with SLD;
3. Schools for children with Moderate Learning Difficulties and 1 school for children with physical disabilities with a specialist Autism unit and 2 Pupil Referral Units which are developing their provision for children and young people with complex social, emotional and mental health difficulties.
4. Academies and maintained special school provision located in other local authorities.
5. Special Schools in the independent non-maintained sector.

2.4 The special provision fund allocations first announced by the government on 4th March 2017, supported local authorities (LAs) to make capital investments in provision for pupils with special educational needs and disabilities. Local authorities can invest in new places and improvements to facilities for pupils with education, health and care (EHC) plans in mainstream and special schools, nurseries, colleges and other provision.

2.5 Further to that on 29th May 2018, the government announced a further £50 million additional grant funding and on 16th December 2018, a further £100 million. It is envisaged that these allocations will support local authorities to create new places and improve facilities at existing schools. This funding is primarily intended to develop provision for pupils with more complex special educational needs (i.e. an EHC plan or a statement of special educational needs) in mainstream and/or special schools

2.6 The most relevant local guidance documents/strategies are:

- The Rotherham Joint Strategic Needs Assessment (JSNA)
- The Rotherham Children & Young Peoples Plan
- The Looked After Children's Strategy 2016-2019
- CYPS Sustainability Plan 2016-2021
- The Early Help Strategy 2016-2019
- The Rotherham Voices Strategy.
- SEND Sufficiency Strategy 2017-2021

3. A Demographic Profile of Rotherham 2018/19

3.1 Geography

Rotherham is one of four metropolitan boroughs in South Yorkshire and lies at the centre of the Sheffield City Region. The Borough is divided into 21 wards covering a wide diversity of urban, suburban and rural areas. Rotherham developed as a major industrial centre of coal mining and steel making which have shaped the Borough's character. Following the decline of traditional industries, regeneration has brought new opportunities to the area including service industries and advanced manufacturing. Rotherham is also proud of its environment where 70% is open countryside; there are 3 country parks and numerous urban parks.

- 3.2 The Borough covers 110 square miles and can be divided into three main areas. In the north are the Dearne Valley, Wentworth and Rawmarsh, featuring a number of small industrial communities, rural areas around Wentworth Woodhouse and regenerated industrial area at Manvers. Central Rotherham is a densely populated urban area with a range of commercial, industrial and residential uses, and an ethnically diverse population. The southern half of the Borough has a scattering of former mining communities and suburban villages set in an extensive rural area, which has strong commuting links to the nearby city of Sheffield. Sheffield and Rotherham form a single travel-to-work area with a large joint economy and overlapping housing markets.

3.3 Population and Age Structure

Rotherham has a steadily growing population which reached a record level of 263,400 in 2017. The population is growing as a result of natural increase (more births than deaths), net inward migration and increased life expectancy. Rotherham has 161,400 people of working age (61%) which is slightly lower than the English average.

- 3.4 Rotherham has an ageing population whereby the number of older people is increasing fastest, and their health and social care needs place increasing pressure on care and support services at a time of prolonged financial constraint. There are 51,000 people aged 65+ including 6,000 people aged 85+ whose numbers are projected to increase by a third over the next 10 years.
- 3.5 There are 50,900 children aged 0-15 in Rotherham and 26,100 young people aged 16-24. Whilst the majority get a good start in life, child poverty is highly polarised across the Borough and life chances can vary greatly. In the most deprived areas, 25% of the population are aged 0-15 but in the least deprived, the proportion is only 16%. Rotherham has a lower proportion of young people aged 18-24 than the national average due to people moving elsewhere to study or work. The number of Looked after Children in the Borough has increased from 380 in 2012 to 610 in 2018.

3.6 Gender

Of Rotherham's population of 134,000 (50.9%) are female and 129,400 (49.1%) are male. There are more males than females up to the age of 24 as more boys are born

than girls. Amongst those aged 69 years and over, women outnumber men as a result of longer life expectancy, so that two thirds of people aged 85+ are women.

3.7 Race/Ethnicity

According to the 2011 Census, 20,842 people in Rotherham identified themselves as belonging to Black and Minority Ethnic (BME) groups, or 8.1% of the population. This proportion is well below the national average although the number of BME residents doubled between 2001 and 2011. The number in 2016 probably exceeds 26,000 or 10% of the population. The largest BME group is Pakistani and Kashmiri who numbered 7,900 in 2011.

- 3.8 At the time of the 2011 Census, there were 13,147 people born outside the UK and living in Rotherham or 5.1% of the population, compared with 6,473 in 2001. The number has since increased further through migration, especially from Slovakia, Poland and latterly Romania. New migrant communities and growing ethnic diversity have brought challenges to public services in ensuring equality of access to people from different cultural backgrounds. Pupils from Black and Minority Ethnic (BME) groups made up 16.6% of the school population.

3.9 Health and Longevity

Life expectancy for males in Rotherham is 1.4 years below the national average and for females the gap is greater at 1.9 years. However, the gap in healthy life expectancy is over 5 years for both males and females. Health inequalities within the Borough are illustrated by the 9.5 year gap in life expectancy for men living in the most deprived areas and the least deprived, and a 7 year gap for women. Particular health and lifestyle concerns in Rotherham are obesity, alcohol and smoking related illness, cancer smoking in pregnancy and low breastfeeding initiation. Older people in Rotherham are far more likely to be disabled and be in poor health than average.

3.10 Disability

The 2011 Census showed that 56,588 (21.9%) of Rotherham's population had a long term health problem or disability and 11.3% said their day-to-day activities were limited a lot by long term conditions (8.3% nationally). In November 2016, 30,306 Rotherham residents (11.6%) claimed Disability Living Allowance (16,680), Personal Independence Payment (6,100) or Attendance Allowance (7,516).

3.11 Social Deprivation and Economic Inequality

According to the Indices of Deprivation 2015, Rotherham is the 52nd most deprived district in England, amongst the 16% most deprived. A key feature of deprivation since 2007 is polarisation with deprivation increasing in the most deprived areas and reducing in the least deprived. The 2015 index showed 20% of people in Rotherham living in areas amongst the 10% most deprived in England compared with only 12% in the 2007 index. The central areas of Rotherham and pockets in other parts of the town are very deprived whilst many suburban and rural areas are quite affluent.

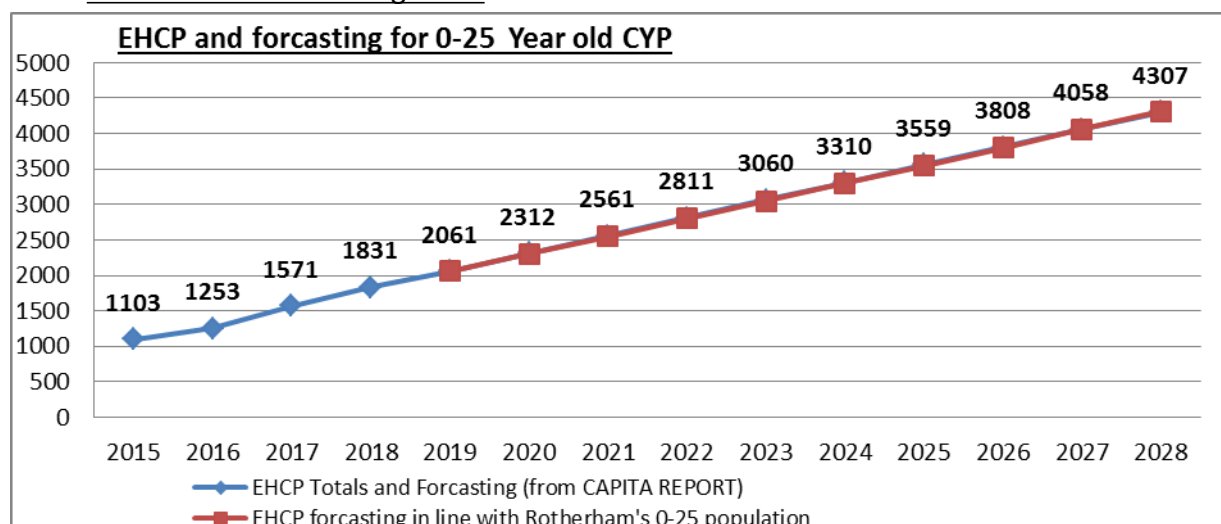
- 3.12 Of the working age population, 121,100 (76.1%) are economically active and 114,400 people (71.9%) are in employment, both below the national average. 6,750 people, or 4.2% of working age residents regard themselves as unemployed of which 2,700 were claiming JSA in November 2017. 8.7% of the working age population have no qualifications, above the national average. In 2017, gross weekly pay for Rotherham residents was £494 (full-time) compared with £502 in Yorkshire and Humber and £556 in England (median earnings). Levels of pay are lower than in the region and nationally, especially for women who earn an average of £283 (full and part time) per week compared with £494 for men. Rotherham women earn only 57% of men's pay compared with 66% nationally.
- 3.13 Rotherham is a borough of contrasts and different parts of the community have been affected by economic change over the long and short term. One in nine people aged 16-64 are workless as a result of either unemployment or long term sickness. The latter affects 10,900 people or 6.9% of the working age population, well above the national average of 4.6%.

4. The Needs of Young People in Rotherham

4.1 Education, Health & Care Plan Data

The methodology for the following forecasts is outlined at para 1.2. The data sets used for the analysis were derived from a Capita report covering Children & Young People who have an Education and Care Health Plan (EHCP) in place at the end of January for the following years: 2015, 2016, 2017, and 2018.

4.2 Chart 1. Forecast EHCP growth

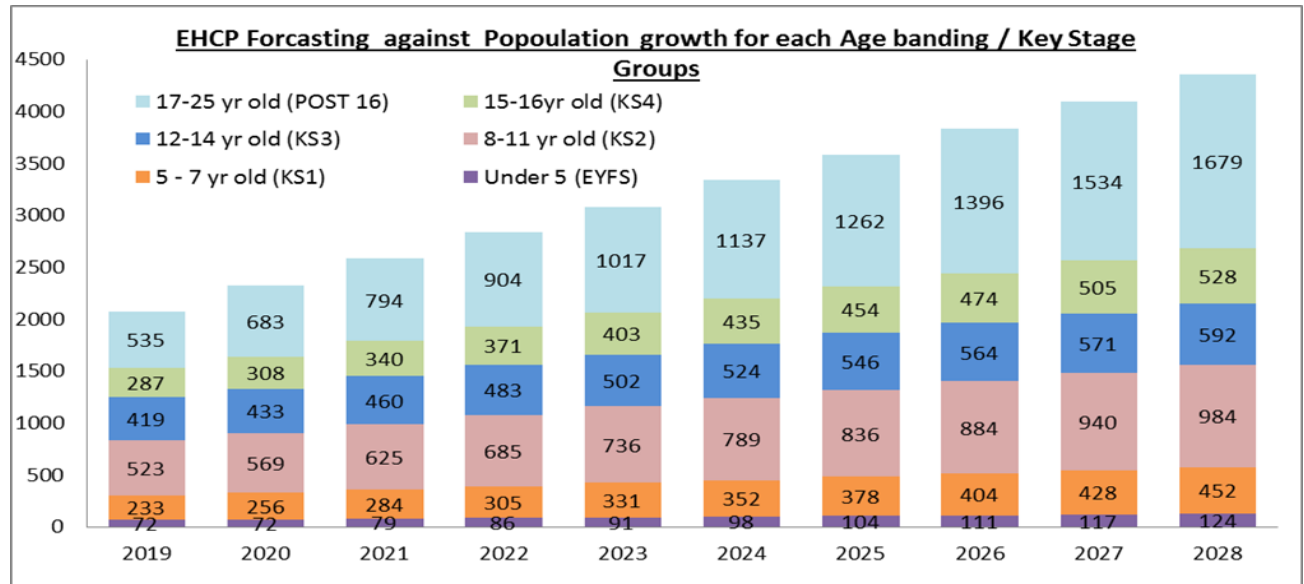


The Number of CYP on EHCP's is currently at 2095 (as at 11/02/19) – forecasting over the next ten year period would see a potential increase of over 700 EHCP's in the next 2 years. Forecast projection for the next 4 to 5 years would see a potential rise of over

1000 additional CYP on EHCP's , while looking long-term to 8-9 years ahead the number of CYP on EHCP's could potentially double in numbers to be over 4000.

Over the 10 year forecast this is an increase of 105%.

4.3 Chart 2. Forecast Population Growth Age/Key Stage Groups



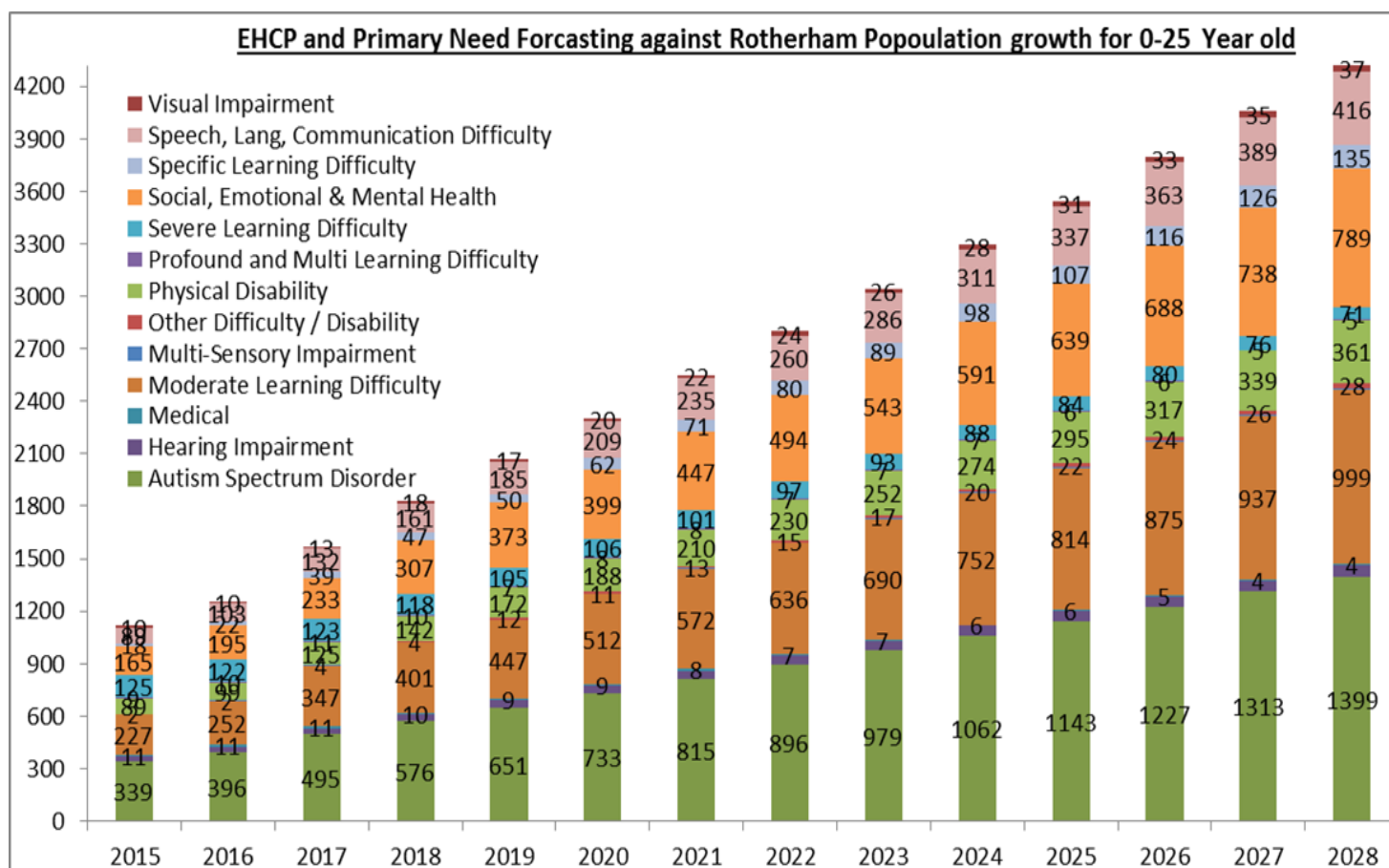
In accordance with Rotherham population projections, future forecasting analysis was completed by 'Age banding splits and transition groups (Key stage groups)'. This indicated that children and young people :-aged 8-11 years old (covering Key Stage 2 phase) and children and young people who are of Post 16+ age are the most affected cohort now and will continue to be the most affected CYP that require support.

Aged 5-7 years (KS1) cohort indicates an increase from 233 to 452 CYP with an EHCP over a 10 year period, seeing an increase in need of 93%

Aged 8-11 years (KS2) cohort indicates an increase from 523 to 984 CYP with an EHCP over a 10 year period, seeing an increase in need of 88%.

Aged 17-25 years (Post 16) cohort indicate an increase from 535 to 1679 CYP with an EHCP over a 10 year period, seeing an increase in need of 213%

4.4 Chart 3. Forecast Primary Need growth



Primary Needs for CYP with EHCP's shows the 2019 cohort three highest primary needs in Rotherham being: -

Autism Spectrum Disorder – 651 CYP-32% of 2019 cohort

Moderate Learning Difficulty -447 CYP -22% of 2019 cohort

Social, Emotional & Mental Health – 373 CYP-18% of 2019 cohort

Analysis on forecasting projections of primary needs shows that within the next 10 years, the number of CYP with a primary need of ASD, MLD, SEMH increase as follow;

- MLD cohort indicates an increase from 447 to 999 CYP with an EHCP over a 10 year period, seeing an increase in primary need of 123%
- ASD cohort indicates an increase from 651 to 1399 CYP with an EHCP over a 10 year period, seeing an increase in primary need of 114%
- SEMH cohort indicates an increase from 373 to 789 CYP with an EHCP over a 10 year period, seeing an increase in primary need of 111%

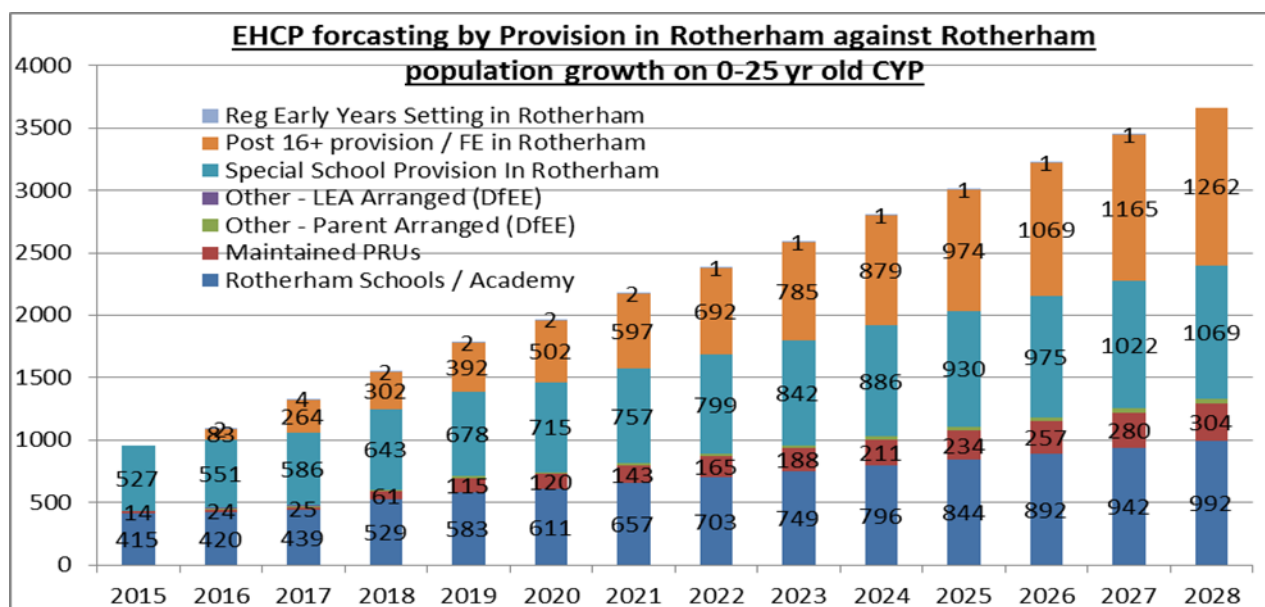
These needs are our largest primary needs now and projected for the future.

Further analysis indicates that for children with MLD the potential increase in need will be most significant at age 8-11years KS2 and Post 16.

For children with ASD the potential increase in need will be most significant at KS1, KS2 and Post 16.

For children with SEMH the potential increase in need will be most significant at KS2 and Post 16.

4.5 Chart 4. Forecast for School/College Provision



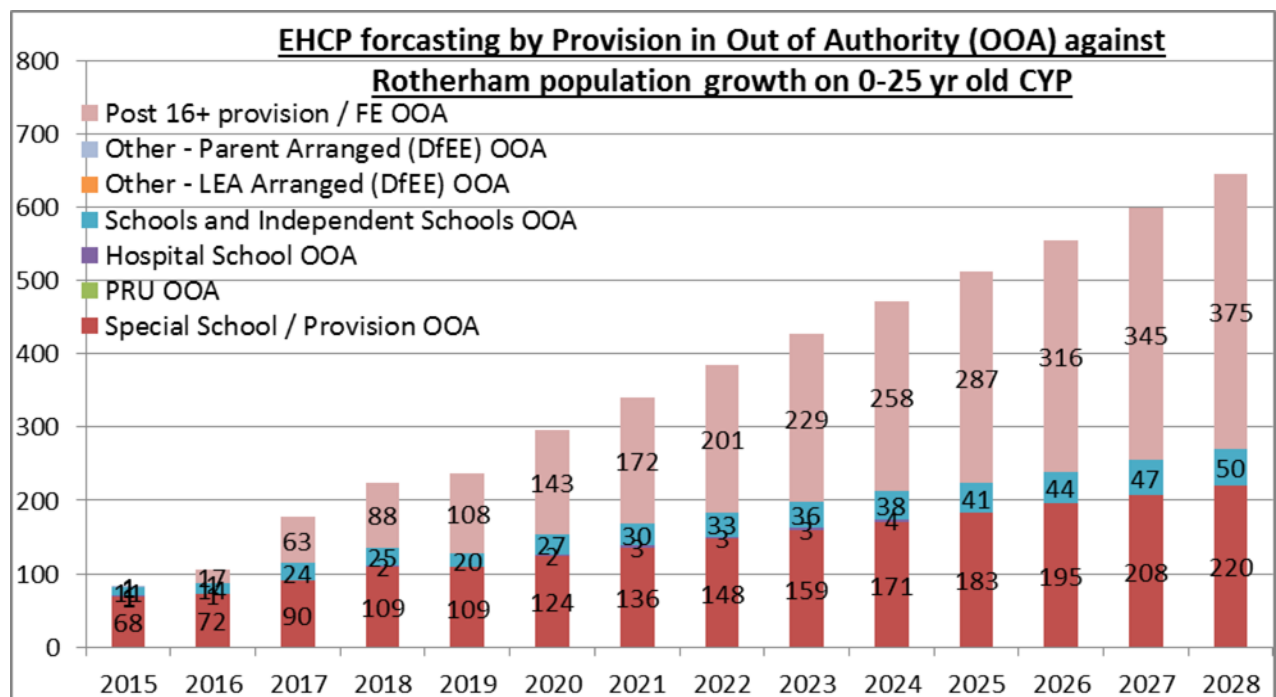
The forecast indicates that 'Rotherham Special Schools' and 'Post 16+ places in Higher / Further Education' are the most affected provisions with a sharper increase in need identified with the highest number of children attending these school types.

Growth in demand for school/FE places for children with EHCPs is projected as follows:

Post 16 Provision - currently 392 to 1262 CYP with an EHCP over a 10 year period, seeing an increase in demand by 870 (221%)

Special School Provision - currently 678 to 1069 CYP with an EHCP over a 10 year period, seeing an increase in demand by 391 (57%)

Rotherham Schools/Academy - currently 583 to 992 CYP with an EHCP over a 10 year period, seeing an increase in demand by 409 (70%)

4.6 Chart 5. Forecast for School/College provision Out Of Authority area

As part of the 'Provision' data analysis, the 'Out Of Authority' (OOA) education of children and young people with an EHCP, where children attend schools not within the Rotherham borough, was also taken in to account.

5. Education Offer in Rotherham and Use of Out of Area Placements:

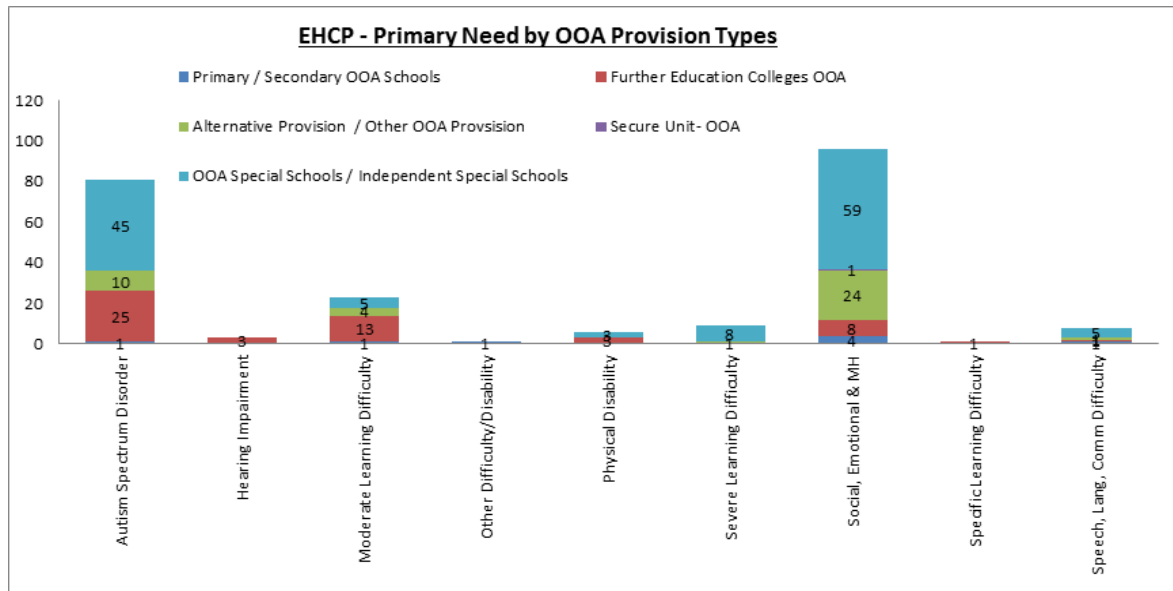
5.1 Rotherham has embarked on a continuing education sufficiency program and increased education provision for both new Secondary and Primary school places as well as SEND places since April 2012, resulting in the addition of 2,222 school places being made available up to 2021.

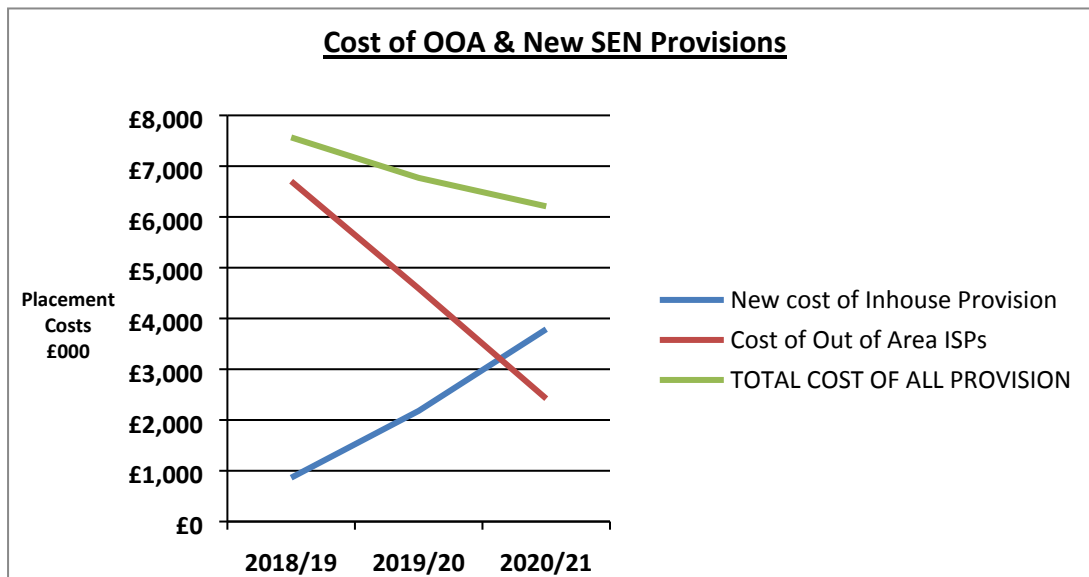
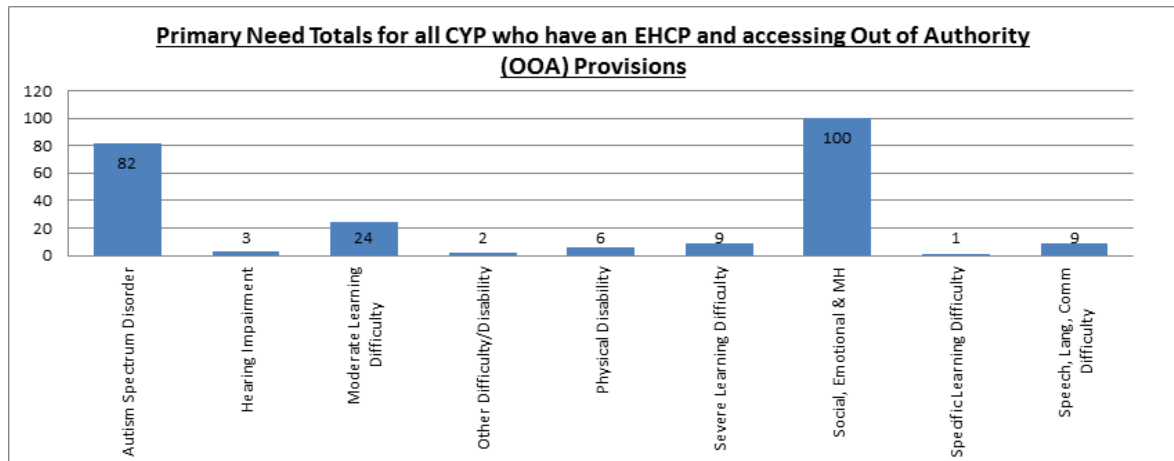
- 155 SEND places (including current projects completed 2018-2021)
- 575 Secondary School places
- 1,492 Primary School places

5.2 The Spring School Census data January 2018, showed that of the 45,028 pupils on role at all schools in Rotherham, 7,513 (16.7%) pupils were identified as having SEND, either an EHCP, Statement or SEN Support.

- 4117 pupils with SEND in a Nursery or Primary setting
- 2,550 pupils with SEND in a Secondary setting

- 5.3 Of the 44,176 pupils in a mainstream school setting, 6,667 (15%) pupils were identified as having SEND.
- 5.4 Of the 852 pupils on role at special schools or Pupil Referral Units in Rotherham, 846 (99.3%) were identified as having SEN.





5.5 The current forecast cost of SEN Placements for the financial year 2018/19 is £7.6m with £6.7m of these costs incurred through commissioned out of area placements with specialist Education providers. Following the increase in capacity of in borough local provision through the SEND Sufficiency strategy, 229 places over the 2 year period from September 2018 to 2020 the forecast cost of out of area provision falls to £2.4m. This is based on the assumption that OOA places reduce from 185 to 100 and that growth of 169 places are accommodated in the new resources. The cost of In house provision increases from £863k to £3.8m over the same period due to the increase in capacity in local provision. The shift in provision from expensive out of area placements to lower cost in house provision would generate cost reductions of £1.4m over the 2 year period which is reflected in a reduced overall placement cost of £6.2m in 2020/21.

5.6 This clearly demonstrates that a reduction in dependence on out of area placements for children with SEMH and Autism will not only create a cost saving for the Local Authority but also enable children to be educated within their communities, with friends and peers.

5.7 Use of Special Provision Capital fund

As part of the vision for children and young people with special educational needs (SEN), local authorities are required to ensure that there are sufficient good school places for all pupils including those with SEN. From 2018-2021 the government has now invested a total of £365 million.

5.8 Authorities are able to utilise the funding in a way that ensures improved special provision for children with Education, Health and Care Plans.. The funding can be invested across mainstream schools, academies, special schools, special units, early years and FE Colleges. It can also be used for other provision for children and young people aged 0-25.

5.9 Local authorities are encouraged to spend the additional funding in ways that enhance facilities and the number of places available to young people with complex needs. The government has given guidance that this can be achieved through:

- *Creating new (additional) places at good or outstanding provision*
- *Improving facilities or developing new facilities*

This can be through:

- *Expansion(s) to existing provision, including at the same site or at a different site.*
- *Reconfiguring provision to make available space for additional places or facilities.*

- *Re-purposing areas so that they meet the needs of pupils with special educational needs and disabilities.*
- *Other capital transactions that result in new (additional) places or improvements to facilities.*
- *Investing in provision that is located in another local authority where this supports providing good outcomes for children in their area.*

6. Strategic Intentions:

- For Academies and Local maintained schools to receive high quality support to enable them to become as inclusive and resilient as possible; so that children receive a high quality education which differentiates learning and teaching to support the diverse needs of individual children and young people.
- To ensure that there is a high quality programme of workforce development to train education, health and care staff to meet the needs of Rotherham's children, young people and their families.
- To ensure that Rotherham schools can deliver a high quality graduated response from health, social care and teaching staff to ensure that inclusion support from specialist inclusion services are available at the point of identified need.
- To ensure sufficiency of school places within Rotherham for children aged 0-19 who have identified special education needs and whose education, health and care plans identify that only special school provision can meet their identified education, health and care needs and reduce dependence on high cost out of area placements which remove children and young people from their local communities.
- To ensure a sufficient range of provision for young people aged 16-25 to ensure that there are a variety of pathways to support young people to become confident, independent adults.

7. Measures of Success:

- Reviews of Education, Health and Care plans indicate that needs are being met, children and young people with SEND in Rotherham demonstrate academic attainment in accordance with or exceeding that of nearest neighbours.
- Fewer children are sent out of area to be educated.
- Reduction in budget spend on out of area placement

8. Milestones (Academic Year 2020-2021):

1. To develop 2 additional Specialist Resource Units of up to 15 places each within mainstream Schools to deliver support, education and outcomes for children with Autism and/ or SEMH, some of whom may demonstrate challenging behaviours. Units to be operational for start of September 2019. Both units to be developed within mainstream secondary schools which are either Ofsted

'Good' or 'Outstanding', who can offer post-16 provision and who can evidence a long term commitment to inclusion which can be demonstrated by their existing outcomes for children and young people with EHCPs, their rates of exclusions and their evidence of investment in an infrastructure to support children and young people with SEND. The Local Authority will pay Element One, Two and Three funding during Year 1 with a view to schools then registering this provision during academic year 2019-20. It is expected that each place will receive funding of £15,000. There will be funding of up to £250,000 per school for capital costs.

2. To develop two specialist primary resource of an additional 20 places (10 per school) to offer specialist teaching and support to vulnerable children with ASD or MLD who via behaviours or learning are unable to be taught within a fully mainstream curriculum, it is planned that this primary provision will feed into either of the secondary provisions described above. Both units to be operational by September 2019. These places will be funded at £10,000 per place with the expectation that the schools who develop the units can demonstrate their commitment to inclusive practice via outcomes for children and evidence of preventing exclusions. There will be funding available of up to £250,000 for capital costs.
3. To develop a Primary Outreach SEMH Team which will work with primary schools to develop behaviour management within schools to support specific children and young people as identified via the primary partnerships with a view to reducing exclusions of primary aged children and developing best practice models across Rotherham. The Primary Outreach Team will also deliver specialist learning and training packages to disseminate good practice and consistency of approach across the borough.
4. To undertake a full commissioning review of post-16 provision in Rotherham to identify a range of support for post-16 learners including provision for vulnerable young people who wish to continue in formal education, to develop supported apprenticeships and workplace learning for older young people and ensure that these are correctly resourced and pathways are understood across the borough. To report back to SEND Strategic Board by December 2019 so that recommendations can be implemented by September 2020 in accordance with Year 2 Implementation.
5. To undertake a full service review of RMBC Inclusion Services and their traded models to ensure that the requisite support is made available to meet the identified needs of children and young people as appropriate and to ensure that an holistic package of support is made available to children, young people and their families and that services begin to deliver Services in accordance with the Rotherham Voices Strategy. The Review to report back to the SEND Strategic Board by July 2019 to ensure that any necessary adjustments required supporting the delivery of services described above can be made.

Year 2 (Academic Year 2021-2022)

1. To develop a Secondary SEMH Outreach team: To develop a 'crisis' response to support secondary schools where older children and young people are escalating into crisis or who need off-site support and a bespoke curriculum. This Resource to be supported by development of alternative provision in Rotherham.
2. To implement the outcomes of the post-16 review and create a post-16 sufficiency strategy which develops and promotes preparation for adulthood and ensure that young people across Rotherham have a range of options post-16 and post-19 that support them into further learning, careers and independent adult life.
3. To review and rerun the data analysis as above in January 2020 to identify whether the strategic plan is delivering the anticipated outcomes, to identify or develop new trends and to review progress of sufficiency strategy.

9. Consultation and Advice

The contents of this strategic plan have been shared with

- The Rotherham SEND Strategic Board
- Rotherham CCG
- RESP
- Rotherham Children's Service Directorate
- Rotherham Parents Carers Forum

The Plan is available for download on the Rotherham Local Offer.

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Appendix 2

SEND Capacity Increases

Phase 1

(125 places approved by Cabinet in February 2018 to be delivered 2018-21).

Phase 1 projects	Project, estimated cost and funding stream.
<i>Cherry Tree House / Nexus Trust</i> (Completed September 2018)	<i>10 SLD places</i> <i>£113k - DfE Grant (Year 1)</i>
<i>Rowan Centre</i> (Completed September 2018)	<i>10 primary ASC places</i> <i>£50k - DfE Grant (Year 1)</i>
<i>Rowan Centre</i> (Completed September 2018)	<i>15 High level SEMH therapeutic places (Primary and Secondary)</i> <i>£100k - approved Capital Programme – invest to save.</i>
<i>Abbey School Nexus Trust</i> (Completed October 2018)	<i>20 complex needs primary / secondary places</i> <i>£3k – DfE Grant (Year 1)</i> <i>£254k - approved Capital Programme – invest to save.</i>
<i>Newman School</i> (Completed September 2018)	<i>10 Early Years transition places.</i> <i>£200k - approved Capital Programme – invest to save.</i>
The Willows School (2018/19 financial year) In progress	10 MLD places. <i>£200k - approved Capital Programme – invest to save.</i>
Wales High School (2019/20 financial year)	10 secondary ASC places. <i>£166k – DfE Grant (Year 2)</i> <i>£34k - approved Capital Programme – invest to save.</i>
Aspire (site TBC) (2019/20 financial year)	<i>15 High Level SEMH therapeutic places (Primary and Secondary)</i> <i>£75k - approved Capital Programme – invest to save.</i>
Milton School (2020/21 financial year)	10 Complex Needs primary / secondary places. <i>£166k DfE Grant (Year 3)</i>

	£34k - approved Capital Programme – invest to save.
Waverley Junior Academy. (2020/21 financial year)	10 primary ASC places. £ TBC – funded from Section 106 of the Town and Country planning act developer contributions.

Appendix 3

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

Under the Equality Act 2010 Protected characteristics are age, disability, gender, gender identity, race, religion or belief, sexuality, civil partnerships and marriage, pregnancy and maternity. Page 6 of guidance. Other areas to note see guidance appendix 1	
Name of policy, service or function. If a policy, list any associated policies:	Proposal to increase SEND provision sufficiency in the Borough
Name of service and Directorate	Education and Skills (CYPS)
Lead manager	Jenny Lingrell / Pepe Dilasio
Date of Equality Analysis (EA)	30.11.17 / 7.1.19 (revised)
Names of those involved in the EA (Should include at least two other people)	Dean Fenton Paula Williams (initial assessment only) Jo Smith Rob Holsey Steve Harrison
Aim/Scope (who the Policy /Service affects and intended outcomes if known) See page 7 of guidance step 1 Proposals to increase SEND sufficiency in Borough by 125 places to reduce the number of out of authority placements and to address the rising demand for places through demographic growth.	
What equality information is available? Include any engagement undertaken and identify any information gaps you are aware of. What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? Consultation has sought the views of all stakeholders including parents and carers, elected Ward, Parish and Parliamentary members, all schools and governing bodies, staff and union representatives, neighbouring local authorities, children and young people, specialists in SEND and employees .	
Engagement undertaken with customers. (date and group(s) consulted and key findings) See page 7 of guidance step 3	A full consultation has been undertaken with all relevant stakeholders and the summary outcome was presented to Cabinet in February 2018 and published on the local offer website. Cabinet approved the investment of £1.3m in total to create 50 new SEND places between 2018 and 2021 (the timeline is linked to the SEND grant – payable over 3 years from DfE) A period of consultation will take place during 2019 in relation to the refreshed SEND/SEMH place need and investment of a further £1.3m capital to create additional capacity.
Engagement undertaken with staff about the implications on service users (date and	Consultation has included seeking the views of staff.

Appendix 3

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

group(s) consulted and key findings) See page 7 of guidance step 3	
The Analysis	
<p>How do you think the Policy/Service meets the needs of different communities and groups? Protected characteristics of age, disability, gender, gender identity, race, religion or belief, sexuality, Civil Partnerships and Marriage, Pregnancy and Maternity. Rotherham also includes Carers as a specific group. Other areas to note are Financial Inclusion, Fuel Poverty, and other social economic factors. This list is not exhaustive - see guidance appendix 1 and page 8 of guidance step 4</p> <p>The number of pupils being placed out of authority and the rising number of new SEND cases requiring specialist provision has put significant pressure on existing provision. The proposal to create 50 new SEND places is intended to ease current pressure on provision, create more options for parents locally, reduce transport costs, enable children to be educated closer to home.</p> <p>The securing of an additional £1.3m capital and revision of SEND/SEMH demand for places analysis has led to the commencement of a further piece of work to consult widely during 2019 in relation to type of Additional capacity required, invite expressions of interest from schools and settings in relation to proposals to meet need and inform investment of capital.</p>	
<p>Analysis of the actual or likely effect of the Policy or Service: See page 8 of guidance step 4 and 5</p> <p>Does your Policy/Service present any problems or barriers to communities or Group? Identify by protected characteristics Does the Service/Policy provide any improvements/remove barriers? Identify by protected characteristics NO</p> <p>The proposal is designed to create more places, increase choice, mirror good practice from existing provision, offer more varied provision, reduce travel and placement costs and increase parental satisfaction.</p> <p>There will be more places funded by the High Needs Budget as a result of this development. As Rotherham schools are relatively well funded, this will not have an adverse effect on their ability to provide a suitable education for the majority of their pupils.</p> <p>What affect will the Policy/Service have on community relations? Identify by protected characteristics</p> <p>The proposal to create additional places in borough has been consulted on with local stakeholders who have and continue to be involved with the process and parents forum and the relationships with the LA and providers has been regarded as a national model of good practice.</p>	

Appendix 3

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

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

Consultation on the proposals

Identification of funding streams

Identification of premises / providers / infrastructure needs

Report to Cabinet

Implementation of projects

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

Appendix 3

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

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

Time Period October 2017 to December 2018 / January 2019 to December 2021

Manager Dean Fenton / Mary Jarrett

Service Areas: Education and Inclusion

Tel: 01709 382121

Title of Equality Analysis:

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

List all the Actions and Equality Targets identified

Action/Target	State Protected Characteristics (A,D,RE,RoB,G,GI O, SO, PM,CPM, C or All)*	Target date (MM/YY)
Seek approval to commence consultation	A, D,	October 2017
Consultation period	“	December 2017
Seek approval from Cabinet	“	February 2018.
Publish details on Local Offer website		March 2018
Submit required information to DfE by statutory return		March 2018
Commence implementation programme and capital projects		April 2018
Form task and finish group		January 2019

Appendix 3**RMBC - Equality Analysis Form for Commissioning, Decommissioning, Decision making, Projects, Policies, Services, Strategies or Functions (CDDPPSSF)**

Establish sufficiency and needs analysis		April 2019
Report to Cabinet seeking approval to consult on sufficiency and place need		June 2019
Consult on sufficiency and needs analysis and seek proposals for provision		June /July 2019
Report to Cabinet detailing the outcome of consultation and seeking approval of proposals to add to capacity		2019
Name Of Director who approved Plan	Jon Stonehouse - Strategic Director CYPS	Date 11.1.2019

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

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

Appendix 3

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

Completed equality analysis	Key findings	Future actions
<p>Directorate: CYPs</p> <p>Function, policy or proposal name: Proposals to increase SEND capacity</p> <p>Function or policy status: Consulting on proposals to add new, or changing of or adding to existing provision</p> <p>Name of lead officer completing the assessment: Dean Fenton</p> <p>Date of assessment: 30.11.2017 / 4.1.2019</p>	<p>Proposal to increase SEND provision.</p> <p>Stakeholder feedback.</p> <p>Capital highlighted and aligned to projects.</p>	<p>Post approval DLT oversight and governance of implementation.</p>

Committee Name and Date of Committee Meeting

Cabinet – 20 May 2019

Report Title

Rotherham Multi-Agency Arrangements for Safeguarding Children

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

Yes

Strategic Director Approving Submission of the Report

Jon Stonehouse, Strategic Director of Children and Young People's Services

Report Author(s)

Phil Morris, Business Manager, Rotherham LSCB
phil.morris@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

This report presents the Rotherham Multi-Agency Arrangements for Safeguarding Children. They have been developed, in accordance with statutory guidance, by the three safeguarding partners in consultation with the wider partnership. These arrangements will become effective from September 2019.

Recommendations

1. That the Rotherham Multi-Agency Arrangements for Safeguarding Children be endorsed.

List of Appendices Included

Appendix 1 Rotherham Multi-Agency Arrangements for Safeguarding Children.
Appendix 2 Initial Equality Screening Assessment

Background Papers

HM Government (2018) Working Together to Safeguard Children – a guide to inter-agency working to safeguard and promote the welfare of children.

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Improving Lives Select Commission

Council Approval Required

No

Exempt from the Press and Public

No

Rotherham Multi-Agency Arrangements for Safeguarding Children

1. Background

- 1.1 The Children Act 2004, as amended by the Children and Social Work Act 2017, requires that the three safeguarding partners (Local Authorities, Clinical Commissioning Groups and Chief Officers of Police), make arrangements to work in partnership together along with relevant agencies to safeguard and promote the welfare of children in the area. This replaces the requirement to establish Local Safeguarding Children Boards under the Children Act 2004 and the Local Safeguarding Children Board Regulations 2006.
- 1.2 Working Together to Safeguard Children (2018), is the statutory guidance which outlines what the responsibilities of safeguarding partners are, delivered through the new safeguarding arrangements. This includes a shared accountability between the three key partners, the requirement to have independent scrutiny and the transition from Serious Case Reviews to Child Safeguarding Practice Reviews.
- 1.3 The three key partners must publish their arrangements by June 2019 and implementation of those arrangements must be effected by September 2019. Transitional guidance has also been published to set out the change from Local Safeguarding Children Board (LSCB) to the new multi-agency arrangements for safeguarding children, which includes new accountability arrangements for Child Death Reviews and the move away from Serious Case Reviews.

2. Key Issues

- 2.1 The statutory guidance requires that the multi-agency safeguarding arrangements are implemented through a shared accountability with the three safeguarding partners. This is a shift away from current Local Safeguarding Children Board accountability which currently lies with the Chief Executive of the Council. This shared accountability between the three key partners is both welcomed and is strongly reflected in the new multi-agency safeguarding arrangements.
- 2.2 The new safeguarding arrangements build on the strengths of the current partnership working in relation to safeguarding children under the auspices of the Local Safeguarding Children Board; and this serves to provide a firm foundation for continuing with the good progress which has been made in relation to safeguarding children and for planning new strategic priorities and objectives. See Appendix 1.
- 2.3 There is also a requirement for independent scrutiny to provide assurance in judging the effectiveness of multi-agency arrangements to safeguard and promote the welfare of all children in Rotherham. It has been agreed by the safeguarding partners that this will be provided through an Independent chairperson.

- 2.4 In order to bring transparency for children, families and all practitioners about the safeguarding activity undertaken, the safeguarding partners will publish a report, at least annually, in relation to the effectiveness of the safeguarding arrangements in practice.

3. Options considered and recommended proposal

- 3.1 The proposed safeguarding arrangements have recognised the positive partnership working in Rotherham in relation to safeguarding children. The final proposal for the arrangements, which has had a number of iterations following consultation, has been developed by the three safeguarding partners to build on the strengths of the Local Safeguarding Children Board.

4. Consultation on proposal

- 4.1 The proposal has extensive consultation across the partnership via the Local Safeguarding Children Board. The Health and Wellbeing Board, Safeguarding Adults Board and Safer Rotherham Partnership have also received briefings on the changes to statutory guidance and have been given opportunities to contribute to the development of the new arrangements.

5. Timetable and Accountability for Implementing this Decision

- 5.1 The new safeguarding arrangements will be published by 29th June 2019 and implemented by 29th September 2019.
- 5.2 The safeguarding partners Chief Officer Group has the responsibility to ensure that the new arrangements are implemented and that the above timetable is adhered to.

6. Financial and Procurement Advice and Implications

- 6.1 The LSCB in Rotherham operates within a £329k budget and is funded from partner contributions as outlined in the table below:

RMBC	185,431
Rotherham CCG	75,315
Rotherham CCG (training)	22,000
SY Police	44,475
SY Probation	1,077
CAFCASS	550
Total	328,848

- 6.2 The £329k budget does not have a built in contingency for Serious Case Reviews – this is addressed as and when one arises and the key partners are asked to contribute to the costs.
- 6.3 Discussions are on-going with regards to each agencies contribution under the new Multi-Agency Arrangements for Safeguarding Children.

6.4 There are no procurement implications arising from this report.

7. Legal Advice and Implications

7.1 The new safeguarding partnership arrangements comply with Working Together 2018. The arrangements must be published before the end of June 2019 and implemented before the end of September 2019.

8. Human Resources Advice and Implications

8.1 It has been agreed that for 2019/20 the same level of resource will be provided to that for 2018/19 resulting in no changes to the establishment/staffing arrangements of the business unit for this period, therefore there are no HR implications.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The remit of the new safeguarding arrangements are to ensure that children are protected from harm and their welfare promoted. Opportunities are developing in collaboration with the Safeguarding Adults Board to ensure that a continuum of safeguarding support is provided to young people transitioning into adulthood; and that organisations individually need to evidence their safeguarding responsibilities from both a children's and adult perspective.

10. Equalities and Human Rights Advice and Implications

10.1 Inherent within safeguarding children partnership responsibilities are the duties to promote equalities and human rights for both children and their families.

11. Implications for Partners

11.1 The new safeguarding arrangements have been developed by the three key safeguarding partners in consultation with the wider partnership.

12. Risks and Mitigation

12.1 Intrinsic to the safeguarding children arrangements are a partnership Executive Group to oversee the arrangements, reporting to a partnership Chief Officer Group twice annually.

13. Accountable Officer(s)

Jon Stonehouse, Strategic Director Children and Young People's Services

Approvals obtained on behalf of:-

	Named Officer	Date
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	26/04/19
Assistant Director of Legal Services (Monitoring Officer)	Bal Nahal	23/04/19

Assistant Director of Human Resources (if appropriate)	N/A	N/A
Head of Human Procurement (if appropriate)	N/A	N/A

Report Author: *Phil Morris, Business Manager, Rotherham LSCB*
phil.morris@rotherham.gov.uk

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

Rotherham

Multi-Agency Arrangements for Safeguarding Children

April 2019

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1. Introduction

Welcome to the new Rotherham Multi-Agency Arrangements for Safeguarding Children which are established in accordance with the Children and Social Work Act 2017 and Working Together to Safeguard Children 2018.

In this document we have set out the way in which partners in Rotherham will work together to identify the needs of children in Rotherham and to provide children with the help and protection they require.

There have been very significant improvements in the ways in which partners work together to protect children in Rotherham since 2014. The three statutory partners and the wider partnership of local agencies and organisations within Rotherham are committed to building on the progress already made and to securing further improvements that will ensure that children and families are given help as early as possible and are protected effectively when they need to be.

We will:

- Work together and with the wider partnership to safeguard children in Rotherham
- Ensure that the partnership demonstrates openness and transparency in all its work
- Work with children and families to make sure our services are responsive to their needs
- Keep a strong oversight of performance and safeguarding practice to provide high levels of assurance
- Ensure that we allocate adequate resources and expertise to fulfil our responsibilities
- Keep a continued focus on learning and improvement

2. Signatories



Chris Edwards, Chief Officer, NHS Rotherham Clinical Commissioning Group

Chris Edwards

Date:



Sharon Kemp, Chief Executive, Rotherham Metropolitan Borough Council

Sharon Kemp

Date:



Tim Forber, Assistant Chief Constable, South Yorkshire Police

Tim Forber

Date:

3. Background

The Children Act 2004, as amended by the Children and Social Work Act 2017, requires that the three safeguarding partners (Local Authorities, Clinical Commissioning Groups and Chief Officers of Police), make arrangements to work in partnership together along with relevant agencies to safeguard and promote the welfare of children in the area.

Working Together to Safeguard Children (2018), is the statutory guidance which outlines what the responsibilities of safeguarding partners are, delivered through the new safeguarding arrangements. This includes a shared accountability between the three key partners, the requirement to have independent scrutiny and the transition from Serious Case Reviews to Child Safeguarding Practice Reviews.

The three key partners must publish their arrangements by June 2019 and implementation of those arrangements must be effected by September 2019. Transitional guidance has also been published to set out the change from the Local Safeguarding Children Board (LSCB) to the new safeguarding children arrangements, which includes new accountability arrangements for Child Death Reviews and the move away from Serious Case Reviews.

4. Safeguarding Partners responsibilities

The safeguarding partners in Rotherham are:

- **NHS Rotherham Clinical Commissioning Group**
- **Rotherham Metropolitan Borough Council**
- **South Yorkshire Police**

The geographic area for which the safeguarding partners have safeguarding responsibilities is the Rotherham Local Authority area. The NHS services in the area consist of the NHS Rotherham Clinical Commissioning Group, the Rotherham Foundation NHS Trust, and the Rotherham, Doncaster and South Humber NHS Trust. The Police force for the area is South Yorkshire Police.

The plan for Rotherham recognises the importance of strong leadership for the new arrangements to be effective in bringing together the various organisations and agencies and the lead representative from each of the three safeguarding partners will play an active role at all levels of the new arrangements.

The key responsibilities of the safeguarding partners are to:

- Ensure that there is a shared responsibility between organisations and agencies to safeguard and promote the welfare of all children in a local area.
- Agree on ways to co-ordinate their safeguarding services.
- Act as a strategic leadership group in supporting and engaging others.
- Implement local and national learning including from serious child safeguarding incidents.
- Achieve the best possible outcomes for children and families ensuring they receive targeted services that meet their needs in a co-ordinated way.

The purpose of these local arrangements is to support and enable local organisations and agencies to work together in a system where:

- Children are safeguarded and their welfare promoted
- Partner organisations and agencies collaborate, share and co-own the vision for how to achieve improved outcomes for vulnerable children
- Organisations and agencies challenge appropriately and hold one another to account effectively
- There is early identification and analysis of new safeguarding issues and emerging threats
- Learning is promoted and embedded in a way that local services for children and families can become more reflective and implement changes to practice
- Information is shared effectively to facilitate more accurate and timely decision making for children and families

In order to work together effectively, the safeguarding partners with other local organisations and agencies will develop processes that:

- Facilitate and drive action beyond usual institutional and agency constraints and boundaries

- Ensure the effective protection of children is founded on practitioners developing lasting and trusting relationships with children and their families
- To be effective, these arrangements must link to other strategic partnership work happening locally to support children and families. In Rotherham we have regular meetings that bring together the chairs of the children's and adults' safeguarding boards, the chair of the health and wellbeing board, the chair of the children and young people's transformation board and the chair of the safer Rotherham partnership. These meetings, supported by the business units for the various boards, ensure that priorities and business plans are shared and aligned.

5. Relevant agencies

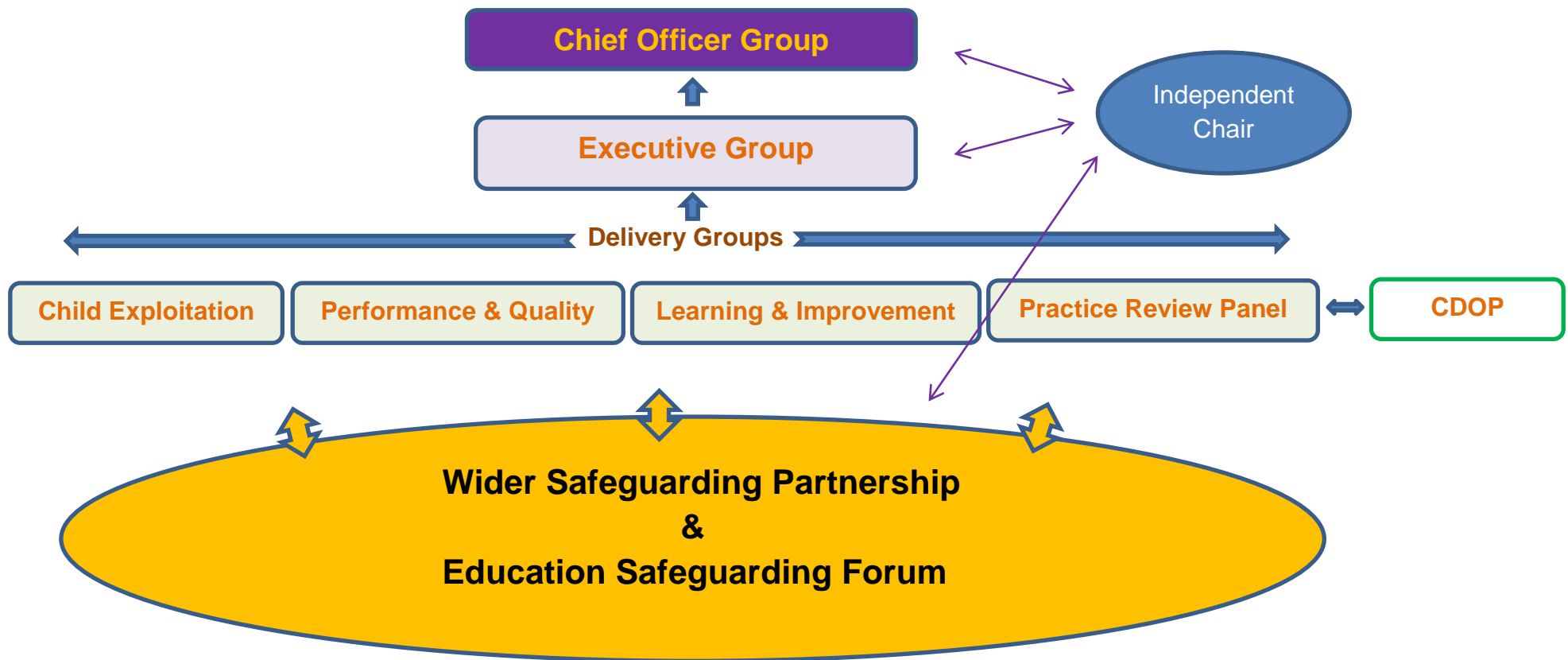
Relevant agencies are those organisations and agencies whose involvement the safeguarding partners consider is required to safeguard and promote the welfare of local children. Strong, effective multi-agency arrangements are ones that are responsive to local circumstances and engage the right people. For local arrangements to be effective, they will engage organisations and agencies that can work in a collaborative way to provide targeted support to children and families as appropriate. This approach requires flexibility to enable joint identification of, and response to, existing and emerging needs, and to agree priorities to improve outcomes for children. Every agency is able to participate across the partnership safeguarding arrangements as can be seen in section 8 and are aware of their responsibilities within the arrangements. The relevant agencies include all Educational Establishments, NHS Trusts, Private and Voluntary Sector providers of services in Rotherham.

All applications to register a children's home in the Rotherham local authority area must undertake a location assessment in accordance with the Children's Homes (England) Regulation 2015. In addition, all children's homes in the area will be required, as part of the local safeguarding assurance framework, to undertake a safeguarding self-assessment once every 2 years.

A comprehensive list of the relevant agencies can be found at Appendix 1.

These agencies and organisations are statutorily required to act in accordance with these arrangements (Working Together 2018, Chapter 3, paragraph 19 and Children Act 2004 section 16G).

6. Structure



7. How the Safeguarding Partnership will work

The Chief Officer Group will meet twice annually to provide strategic oversight and will agree the local vision and priorities for safeguarding children in Rotherham. It will ensure that there are strategic links with other partnership boards in relation to safeguarding children and will be the mechanism for escalation of safeguarding issues or risks from the Executive Group and the Independent Chair. The Chief Officer Group will also agree the funding and resourcing arrangements for the partnership and will agree and publish reports, at least annually, on the effectiveness of local safeguarding arrangements.

The Executive Group will meet every two months and will analyse emerging and current safeguarding issues to advise the Chief Officers on priorities. It will ensure that the local safeguarding arrangements are compliant with statutory guidance and meet local need, setting out the priorities within the Business Plan. The Executive Group will receive regular reports on the progress of the Business Plan, providing challenge to the Delivery Groups, and manage a risk log in relation to key aspects of safeguarding, overseeing escalations and managing dispute resolution. It will ensure that the Delivery Groups are supported by the required partnership representation and will set and monitor the budget in accordance with the business plan.

The Delivery Groups will each meet at a frequency needed to deliver the objectives in the business plan and this, along with their responsibilities, will be set out in their respective terms of reference. Each Delivery Group will develop a work plan aligned to the Business Plan and will report to the Executive Group on progress, highlighting key achievements, risks or issues. The frequency of reporting will be determined by the Executive Group. The Delivery Groups will need to work closely with one another and will, if the need arises, initiate task and finish groups which draw on expertise from across the partnership.

The Wider Partnership will meet 3 times annually as a minimum. It will operate on a conference or workshop style in order to fully engage the wider partnership in Rotherham, taking account of different perspectives on key priorities and emerging issues. Participation of agencies will be proactive and tailored to particular themes or issues and organisations from across the Wider Partnership will be encouraged to bring their knowledge and expertise to both these meetings and also to participate in relevant Delivery Groups.

The Education Safeguarding Forum will meet on a termly basis. It is a forum where safeguarding leads from schools, early years and other educational settings can engage in topical discussion and information sharing in relation to statutory safeguarding responsibilities, key priorities and emerging themes. It is also an opportunity to listen to an educational perspective on safeguarding issues within the system and an opportunity to disseminate key messages and best practice. Risks and issues will be reported to the Executive Group and the relevant Delivery Groups.

8. Safeguarding Partnership membership and responsibilities

Chief Officer Group: Frequency x 2 annually	
Membership	Key Responsibilities
<p>Independent Chair</p> <p>Chief Executive (Rotherham Metropolitan Borough Council)</p> <p>Chief Officer (NHS Rotherham Clinical Commissioning Group)</p> <p>Assistant Chief Constable (South Yorkshire Police)</p> <p>Lead Member for Children's Services (Participating Observer) Rotherham Metropolitan Borough Council</p> <p>Representative from Office of South Yorkshire Police and Crime Commissioner (for budget items)</p> <p>Others in attendance as required</p>	<ul style="list-style-type: none"> • Approves the local safeguarding arrangements to meet statutory requirements and local need. • Approves the local vision and priorities for safeguarding children. • Is accountable for the effectiveness of the arrangements in the local area. • Approves the funding and resourcing arrangements for the safeguarding partnership. • Ensures strategic link with other partnership boards in relation to safeguarding children. • Mechanism for escalation and resolution of relevant issues from Executive Group/Independent Chair. • Approves and publishes reports, at least annually, on the effectiveness of local safeguarding arrangements. • The Chief Officer Group will meet twice annually. • The Independent Chair will chair the Chief Officer Group. <p>Should the lead representatives delegate their functions they remain accountable for any actions or decisions taken on behalf of their agency. If delegated, it is the responsibility of the lead representative to identify and nominate a senior officer in their agency to have responsibility and authority for ensuring full participation with these arrangements.</p>

Executive Group: Frequency – once every 2 months

Membership	Key Responsibilities
<p>Independent Chair</p> <p>Director of Children's Services (Rotherham Metropolitan Borough Council)</p> <p>Chief Nurse (Rotherham Clinical Commissioning Group)</p> <p>Chief Superintendent - District Commander (South Yorkshire Police)</p> <p>Chief Nurse (The Rotherham Foundation NHS Trust)</p> <p>Chief Nurse (Rotherham Doncaster and South Humber NHS Trust)</p> <p>Assistant Director, Safeguarding (Rotherham Metropolitan Borough Council)</p> <p>Designated Nurse – Nurse Consultant (Rotherham Clinical Commissioning Group)</p> <p>Business Manager (Advisor)</p> <p>Others in attendance as required</p>	<ul style="list-style-type: none"> • Analyse emerging and current safeguarding issues to advise Chief Officers on priorities. • Ensure that the local safeguarding arrangements are compliant with statutory guidance and meet local need – sets the local vision and priorities. • Receives reports on the progress of the business plan and its impact, issues of concern and new and emerging issues • Manages a risk log in relation to key aspects of safeguarding and oversees escalation and dispute resolution • Develops and ensures the delivery of the safeguarding partnership business plan • Develops and oversees the production of a public report, at least annually • Ensures delivery groups are supported by the required partnership representation • Provides detailed monitoring and challenge of the delivery groups activity against the objectives in the business plan • Receives updates from and has a mechanism to raise issues with the local Channel Panel, MAPPA Board, Local Family Justice Board. • Sets and monitors the budget in accordance with the business plan <p>Should the lead representatives delegate their functions they remain accountable for any actions or decisions taken on behalf of their agency. If delegated, it is the responsibility of the lead representative to identify and nominate a senior officer in their agency to have responsibility and authority for ensuring full participation with these arrangements.</p>

Delivery Groups: Frequency (see below)	
Membership	Key Responsibilities
Membership and frequency of meeting of each Delivery Group is defined in its Terms of Reference and is drawn from the three safeguarding partners and across the wider partnership	<p>Child Safeguarding Practice Review Panel (monthly)</p> <ul style="list-style-type: none"> • Consideration of Serious Safeguarding Cases (Rapid Reviews) and recommendation to Independent Chair Assurance Group for Local Safeguarding Practice Reviews • Development of Recommendations and Action Plans arising from cases <p>Performance and Quality Delivery Group (6 weekly)</p> <p>Multi-Agency Auditing of safeguarding practice.</p> <ul style="list-style-type: none"> • Development of partnership Performance Management Framework and challenge within the partnership. • Safeguarding Assurance for organisations S11, S175 (schools), Voluntary & Com Sector safeguarding self-assessment. • Receive findings from cases reviewed at the Practice Standards Group. <p>Child Exploitation Delivery Group (quarterly)</p> <p>Development of responses to and review the effectiveness of partnership working in relation to:</p> <ul style="list-style-type: none"> • Child Sexual Exploitation • Missing Children • Child Criminal Exploitation • Trafficking/Modern Slavery <p>Learning and Improvement Delivery Group (quarterly)</p> <ul style="list-style-type: none"> • Audit and Review Action Plan(s) Implementation • Multi-Agency Safeguarding Policies and Procedures • Development and evaluation of Safeguarding Training • Website and Newsletters, Safeguarding Awareness Week

Delivery Groups Reporting to the Executive Group						
	February	April	June	August	October	December
Performance & Quality Delivery Group	DELIVERY GROUP CHAIRS MEET WITH EXECUTIVE GROUP	✓		✓		
Learning & Improvement Delivery Group			✓		✓	
Child Exploitation Delivery Group		✓		✓		✓
Child Practice Review Panel		✓	✓	✓	✓	✓
Child Death Overview Panel				✓ (Annual Report)		

Wider Safeguarding Partnership – Frequency x 3 annually

Membership	Key Responsibilities
<p>Core Membership:</p> <p>Independent Chair</p> <p>Children and Young Peoples Services</p> <p>South Yorkshire Police</p> <p>Rotherham Clinical Commissioning Group</p> <p>The Rotherham NHS Foundation Trust</p> <p>RDaSH NHS Foundation Trust</p> <p>Named Safeguarding Professionals</p> <p>Business Manager</p> <p>Relevant Agencies:</p> <p>National Probation Service</p> <p>Community Rehabilitation Company</p> <p>CAFCASS</p> <p>South Yorkshire Fire & Rescue</p> <p>Colleges and Training Providers</p> <p>RMBC Adult Services</p> <p>Voluntary & Community Sector Commissioned services</p> <p>Children's homes in local area</p>	<ul style="list-style-type: none"> • Provides wider partnership engagement, perspective and challenge on the key priorities emerging issues and the business plan • Participation in Delivery Groups as appropriate to the role of the organisation and needs of the delivery group • Ensure wide dissemination of safeguarding issues and key messages across the borough • Participation in meetings which focus on a particular theme or issue • Meetings have a workshop/conference style rather than formal board <p>The wider safeguarding partnership will be flexible and inclusive - for example being responsive to themed meetings by inviting a wider range of organisations and extending invites to members of delivery groups.</p>
Education Safeguarding Forum – Frequency one per school term	
<p>All Schools and Academies</p> <p>Pupil Referral Units</p> <p>Special Schools</p> <p>Early Years settings</p> <p>Colleges</p>	<ul style="list-style-type: none"> • Engagement with the Safeguarding Partnership: • Statutory Safeguarding responsibilities • Emerging themes and priorities • Dissemination of key messages and best practice • Issues and challenges fed back to Executive Group

9. Independent scrutiny

The role of independent scrutiny, provided by an independent chairperson, will provide assurance in judging the effectiveness of multi-agency arrangements to safeguard and promote the welfare of all children in Rotherham, including arrangements to identify and review serious child safeguarding cases. This will be part of a wider system which includes the independent inspectorates' single assessment of the individual safeguarding partners, Joint Targeted Area Inspections (JTAs) and Peer Review activity across the region. Safeguarding partners will ensure that the scrutineer is objective, acts as a constructive critical friend and promotes reflection to drive continuous improvement. The independent chair will consider how effectively the arrangements are working for children and families as well as for practitioners, and how well the safeguarding partners are providing strong leadership.

Key responsibilities of the Independent Chair:

- Agree with the safeguarding partners how effectively the arrangements are working for children and families as well as for practitioners, and how well the safeguarding partners are providing strong leadership.
- Scrutinise the work of the delivery groups and the progress of the business plan.
- Scrutinise the Annual Report developed by the safeguarding partners.
- Act objectively as a critical friend to promote reflection and drive continuous improvement.
- Lead challenge sessions in relation to organisations' safeguarding children arrangements.
- Have access to and is sighted on relevant (single and multi-agency) safeguarding performance data and quality assurance information to effectively challenge practice and across the partnership to improve outcomes for children.
- Have an influencing role within and across the partnership with regard to multi-agency practice and outcomes for children.
- Participate in reviews by Inspectorates when required, including JTAI's. Holds partners to account for Improvement Plans (including attendance at Improvement Boards) arising from Inspection and Peer Review activity.

- Be alerted to serious safeguarding cases, incidences of whistleblowing relating to safeguarding matters and act as a point of escalation when safeguarding partners are unable to find a resolution within the partnership.
- Seek assurance and scrutinises decision making in relation to Serious Child Safeguarding Cases.
- Have a line of sight to frontline practice and outcomes for children – where appropriate is able to observe practice, engage with practitioners, children and their families with regard to their experience of the safeguarding system.
- Communicate with external local/regional/national organisations and governmental departments where appropriate in relation to safeguarding matters impacting on partnership working and outcomes for children.
- Engage with community groups or community representatives in matters relating to safeguarding children.
- Chair the Chief Officer Group of the safeguarding partners.
- Chair the Executive Group of the safeguarding partnership.
- Chair / facilitate wider safeguarding partnership meetings.
- Meet with chairs of other Partnership Boards (SAB, SRP, and HWbB).

Meet with Leaders and Officers relating to specific safeguarding issues across the partnership. Should the Independent Chair be unavailable, chief officers will nominate the most appropriate partner representative to fulfil the Chair's role.

10. Multi-agency threshold guidance for help and protection of children

The development of a common understanding of language across a partnership is important to enable services and practitioners to be clear and unambiguous about what the risks and needs are for a child. This helps practitioners understand the differences between a child and their family needing help and what constitutes harm, ensuring that they receive the right level of support at the right time. This is especially important for those working in universal services, particularly schools and other education settings, who

have regular contact with children and their families and can offer an appropriate Early Help response when problems arise.

It is, therefore, important that there are clear criteria amongst all organisations and agencies working with children and families in Rotherham for taking action and providing help across the full continuum of need. This will ensure that services are commissioned effectively and that the right help is on offer dependent on the individual needs of each child.

The safeguarding partners have agreed with their relevant agencies the levels for the different types of assessment and services to be commissioned and delivered. A threshold document and continuum of need guidance, which sets out the local criteria for action, will be published as part of the online safeguarding children procedures and promoted to all partners. It will be transparent, accessible and easily understood.

This will include:

- The process for the early help assessment and the type and level of early help services to be provided.
- The criteria, including the level of need, for when a case should be referred to local authority children's social care for assessment and for statutory services under:
 - Section 17 of the Children Act 1989 (children in need).
 - Section 47 of the Children Act 1989 (reasonable cause to suspect a child is suffering or likely to suffer significant harm).
 - Section 31 of the Children Act 1989 (care and supervision orders).
 - Section 20 of the Children Act 1989 (duty to accommodate a child).
- Clear procedures and processes for cases relating to:
 - The abuse, neglect and exploitation of children.
 - Children managed within the youth secure estate.
 - Children with disabilities.

11. Dispute resolution, escalation and whistleblowing

Working together effectively to safeguard and promote the welfare of children is essential to achieving good outcomes for children and young people in Rotherham. On occasion, there will inevitably be some areas of disagreement or concern between professionals, agencies or organisations in relation to safeguarding responsibilities, whether this is in relation to the decisions or actions of a single agency or organisation or within a partnership context.

Therefore, in order to promote and maintain effective multi agency working, it is vital that these concerns and disagreements are raised and discussed in a timely, open and transparent manner and that appropriate resolution is sought; and escalated to achieve this if necessary. Wherever possible, all efforts should be made to resolve these issues at the lowest possible level between professionals, agencies and organisations, as it is at this level that the child and their family's circumstances are known best.

For individual children's circumstances refer to the multi-agency [dispute resolution protocol](#) which provides guidance and a process for escalation and resolution of concerns. Ultimately if this does not achieve a satisfactory resolution then the Executive Group and Independent Chair should be notified.

Where there are issues which appear to be more systemic in nature then escalation should be made to the Safeguarding Partnership Executive Group and Independent Chair. If an issue cannot be resolved at the Executive Group, the Independent Chair will bring Chief Officers together in order to reach resolution.

The Independent Chair will arbitrate at the Chief Officer Group if an issue cannot be resolved. A log of all escalations and their outcomes will be managed by the Executive Group and reported into the Chief Officer Group and within the Safeguarding Partners annual report.

Each individual organisation or agency must have whistleblowing procedures and guidance available and accessible to their workforce, including volunteers. Further guidance on whistleblowing for organisations within the safeguarding partnership can also be found [here](#). This sets out the definition, legal requirements and what to do. Whilst the guidance provides a number of pathways for whistleblowing, if it relates to the safeguarding of children in Rotherham, a whistle blower may also wish to contact the Independent Chair of the Safeguarding Partnership.

12. Safeguarding Effectiveness and Assurance

The Performance and Quality Delivery Group is the lead Delivery Group for providing oversight and challenge in relation to safeguarding effectiveness in Rotherham.

12.1 Partner organisations' safeguarding self-assessment

We will continue with the regular safeguarding assurance reviews of organisations safeguarding arrangements across the partnership. This is undertaken through a self-assessment by each organisation, followed by a peer challenge drawn from across the partnership and led by the Independent Chair. The safeguarding self-assessment standards are both inclusive and applicable to both safeguarding children and adults and are undertaken jointly with the Rotherham Safeguarding Adults Board.

12.2 Performance Management Framework

The safeguarding Performance Management Framework is developed on a quarterly basis. It includes data and intelligence from across the partnership in relation to practice and outcomes for children across the continuum of need, including early help. It provides a holistic view of the effectiveness of partnership working, including single agency practice and findings from inspections, and a focal point for partnership challenge. Key trends, concerns or messages are communicated from the Delivery Group to the Executive Group.

12.3 Multi-Agency Auditing

Auditing is one of the ways that the effectiveness of multi-agency practice and outcomes for children can be measured. It is a way of locating good practice in addition to areas for improvement and can provide a level of assurance to the way that partners are working together to safeguard children.

The Performance and Quality Delivery Group will develop an annual audit schedule which reflects the priorities of the safeguarding partnership and any emerging issues. Audits developed and agreed within the partnership and organisations are expected to allocate the required resource to undertake audit work within the timescales agreed in the schedule. Recommendations are developed from the findings of audits and transferred to the Learning and

Improvement Delivery Group for implementation. Periodically re-audits will be undertaken to establish whether the necessary improvements have been implemented.

13. Listening to the voice of children and families

Rotherham partners have made a commitment to being a child friendly borough and through our new multi-agency arrangements we will build on the engagement with children and young people that is already in place. We will ensure that children in Rotherham have a strong voice in making sure that all partners understand what it is like to be a child or young person in Rotherham and what needs to happen to make their childhood as safe as possible. Their voice will influence decisions at a strategic, operational and individual level.

Safeguarding Partners will continue to work with the following groups:

- Youth Cabinet
- LAC Council
- Different but Equal Board
- Young Inspectors

Safeguarding Partners will receive reports on the following services:

- Child Protection Advocacy Service (Barnardo's)
- Rights to Rights (LAC children's rights service)
- Rotherham Young Carers service

All the quality assurance mechanisms of the partnership, the performance framework, case audits, agency audits and practice reviews will monitor the ways in which children's views are taken into account by services. We will seek increase the ways in which all services listen to the views of the children they are working with through routine feedback, consultation events with young people on specific safeguarding issues and through lifestyle surveys.

The aims of our work with young people will be to shape services based on their experiences, to increase their understanding of safeguarding issues and how to keep

themselves safe, but most importantly to understand how we can shape the environment and communities around children to enable them to be safe.

14. Inter-agency learning and development

There should be a culture of continuous learning and improvement across the organisations that work together to safeguard and promote the welfare of children, so as to identify what works and what promotes good practice; and where improvements need to be made.

In order to do this the Rotherham Safeguarding Children Partnership will utilise a shared local learning and improvement framework across all those local organisations working with children and families. This local framework describes the way that professionals and organisations providing services to children and their families need to reflect on the quality of their services, outcomes for children and learn from their own practice and that of others. It explains the requirements for an integrated local learning and improvement framework and the principles to be used when undertaking Child Practice Reviews, as well as other forms of reviews, audits and quality assurance activity.

The Learning and Improvement Delivery Group is the lead delivery group for taking learning forward from this work and where necessary commissioning inter-agency training.

On an annual basis the Learning and Improvement Delivery Group will develop and publish a learning and development prospectus for inter-agency safeguarding training and workforce development. This will utilise a partnership safeguarding competency framework to enable all organisations to establish what the learning needs are in relation to their workforce.

The prospectus for each year will be based on the priorities of the safeguarding partnership and is flexible and responsive to emerging issues which have been highlighted at any point during the year. Training will be commissioned and delivered collaboratively with other partnership boards, for example, the Safer Rotherham Partnership in relation to domestic abuse.

Inter-agency training is mostly delivered from safeguarding leads within the partnership, however, some specialist training will be commissioned and from external provider where a need is identified and this is a priority. Training is at no cost to any safeguarding partner organisation within Rotherham.

Every participant is required to provide feedback in relation to the training course received and then as a follow up so that all learning activity can be monitored for impact on practice and outcomes for children.

15. Child Safeguarding Practice Reviews

The Safeguarding Practice Review Panel is the lead delivery group for coordinating local Child Safeguarding Practice Reviews.

The purpose of reviews of serious child safeguarding cases, at both local and national level, is to identify improvements to be made to safeguard and promote the welfare of children. Understanding whether there are systemic issues, and whether and how policy and practice need to change, is critical to the system being dynamic and self-improving. Reviews should seek to prevent or reduce the risk of recurrence of similar incidents. They are not conducted to hold individuals, organisations or agencies to account, as there are other processes for that purpose.

The responsibility for how the system learns the lessons from serious child safeguarding incidents lies at a national level with the Child Safeguarding Practice Review Panel (the National Panel) and at local level with the Rotherham safeguarding partners.

The National Panel is responsible for identifying and overseeing the review of serious child safeguarding cases which, in its view, raise issues that are complex or of national importance. The National Panel should also maintain oversight of the system of national and local reviews and how effectively it is operating.

Locally, the Rotherham safeguarding partners will make arrangements to identify and review serious child safeguarding cases which, in their view, raise issues of importance in relation to their area. We will commission and oversee the review of those cases, where they consider it appropriate for a review to be undertaken.

Serious child safeguarding cases are those in which:

- abuse or neglect of a child is known or suspected and
- the child has died or been seriously harmed

Serious harm includes (but is not limited to) serious and/or long-term impairment of a child's mental health or intellectual, emotional, social or behavioural development. It should also

cover impairment of physical health. This is not an exhaustive list. When making decisions, judgment should be exercised in cases where impairment is likely to be long-term, even if this is not immediately certain. Even if a child recovers, including from a one-off incident, serious harm may still have occurred.

16C (1) of the Children Act 2004 (as amended by the Children and Social Work Act 2017) states:

Where a local authority in England knows or suspects that a child has been abused or neglected, the local authority must notify the Child Safeguarding Practice Review Panel if:

- (a) the child dies or is seriously harmed in the local authority's area, or
- (b) While normally resident in the local authority's area, the child dies or is seriously harmed outside England.

Rotherham local authority will notify any event that meets the above criteria to the National Panel. They should do so within five working days of becoming aware that the incident has occurred. The local authority should also report the event to the safeguarding partners in their area (and in other areas if appropriate) within five working days.

Rotherham local authority must also notify the Secretary of State and Ofsted where a looked after child has died, whether or not abuse or neglect is known or suspected.

The duty to notify events to the Panel rests with the local authority. Others who have functions relating to children should inform the safeguarding partners of any incident which they think should be considered for a child safeguarding practice review.

The criteria which the Rotherham safeguarding partners will take into account include whether the case:

- Highlights or may highlight improvements needed to safeguard and promote the welfare of children, including where those improvements have been previously identified
- Highlights or may highlight recurrent themes in the safeguarding and promotion of the welfare of children

- Highlights or may highlight concerns regarding two or more organisations or agencies working together effectively to safeguard and promote the welfare of children
- Is one which the child safeguarding practice review panel have considered and concluded a local review may be more appropriate

Rotherham Safeguarding partners will also have regard to the following circumstances:

- Where the safeguarding partners have cause for concern about the actions of a single agency
- Where there has been no agency involvement and this gives the safeguarding partners cause for concern
- Where more than one local authority, police area or clinical commissioning group is involved, including in cases where families have moved around
- Where the case may raise issues relating to safeguarding or promoting the welfare of children in institutional settings

The Rotherham Safeguarding Partners will take account of the findings from local reviews and from all national reviews, with a view to considering how identified improvements should be implemented locally, including the way in which organisations and agencies work together to safeguard and promote the welfare of children. The safeguarding partners will highlight findings from reviews with relevant parties locally and will regularly audit progress on the implementation of recommended improvements in conjunction with the other delivery groups. Improvement will be sustained through regular monitoring and follow up of actions so that the findings from these reviews make a real impact on improving outcomes for children.

When commissioning a reviewer for the report the Rotherham Safeguarding Partners will consider whether the reviewer has the following:

- Professional knowledge, understanding and practice relevant to local child safeguarding practice reviews, including the ability to engage both with practitioners and children and families

- Knowledge and understanding of research relevant to children's safeguarding issues
- Ability to recognise the complex circumstances in which practitioners work together to safeguard children
- Ability to understand practice from the viewpoint of the individuals, organisations or agencies involved at the time rather than using hindsight
- Ability to communicate findings effectively
- Whether the reviewer has any real or perceived conflict of interest

When compiling and preparing to publish the report, the safeguarding partners will consider carefully how best to manage the impact of the publication on children, family members, practitioners and others closely affected by the case. The safeguarding partners will ensure that reports are written in such a way so that what is published avoids harming the welfare of any children or vulnerable adults involved in the case. The report will be submitted to the National Panel and Ofsted 7 working days prior to the publication of the report on the Rotherham Safeguarding Partners website.

15.1 Transitional arrangements for Serious Case Reviews (SCR)

Rotherham LSCB will continue to carry out all of its statutory functions, including commissioning SCRs where the criteria are met, until the point at which safeguarding partner arrangements begin to operate in Rotherham. Rotherham LSCB will set out any decisions on SCRs which are outstanding at the time of handover to the new arrangements.

Where an SCR has not been completed and/or published at the point the new safeguarding partner arrangements begin to operate, for example, if they have only recently been commissioned, Rotherham LSCB will seek to complete and publish the SCR within six months of the date of the decision to initiate a review, but has a maximum of 12 months to do so and can function as a LSCB for that purpose only. The latest date for completion and publication of an SCR is 29 September 2020. In this 12 month grace period the LSCB will not commission any further SCRs or continue with any other former activities.

Information relating to any incidents where decisions on SCRs have not been taken will be passed to the safeguarding partners. The LSCB will also pass on to safeguarding partners

any information relating to learning arising from such SCRs (including where these are still in progress), so that the safeguarding partners can consider follow-up actions as appropriate.

During the grace period, LSCBs may not commission new SCRs, even if the incident occurred before the start of the grace period, or carry out any other former functions.

If an SCR is not completed or not published by the end of the grace period, the LSCB will pass the complete but unpublished SCR or where it has not been completed, all information relating to the review (which will include learning arising from it), to the safeguarding partners, the Child Safeguarding Practice Review Panel and the DfE.

In considering such cases, the safeguarding partners will take into account any decision previously made by the LSCB regarding whether or not an SCR should be initiated. Particularly (though not exclusively) if further information comes to light about a case which was notified before the date of transition, they may decide to commission a local review, even if the former LSCB has previously determined not to initiate an SCR of the same incident. The safeguarding partners will determine how to make use of information from SCRs which remain incomplete (or complete but unpublished) at the end of the grace period.

The safeguarding partners may conclude, for example, that the information gathered during the course of the incomplete or unpublished SCR gives rise to the need for a local review. They may therefore decide to appoint a reviewer to undertake a local review, if they decide this is appropriate. The reviewer will be given access to the information from the incomplete SCR for use as appropriate.

The safeguarding partners are not required to publish completed but unpublished SCRs. However, they may do so, if they agree this is appropriate. In the interests of clarity, they should make clear that the review was commissioned and approved by the former LSCB.

16. Review of Partnership Safeguarding Arrangements

The partnership will, through the Executive Group, carry out a brief review six months after the new arrangements are implemented. There will be a full review after one year and annually thereafter which will include the wider safeguarding partnership and education forum.

17. Reporting

In order to bring transparency for children, families and all practitioners about the activity undertaken, the Rotherham safeguarding partners will publish a report annually. The report will set out what we have done as a result of the arrangements, including on child safeguarding practice reviews, and how effective these arrangements have been in practice.

In addition the report will include:

- Evidence of the impact of the work of the safeguarding partners and relevant agencies, including training, on outcomes for children and families from early help to looked-after children and care leavers
- An analysis of any areas where there has been little or no evidence of progress on our agreed priorities
- A record of decisions and actions taken by the partners in the report's period (or planned to be taken) to implement the recommendations of any local and national child safeguarding practice reviews, including any resulting improvements
- Ways in which the we have sought and utilised feedback from children and families to inform their work and influence service provision
- Evidence of the impact of the work of the safeguarding partners and relevant agencies, including training, on outcomes for children and families from early help to looked-after children and care leavers
- Any updates to the published arrangements and the proposed timescale for implementation

The report will be published on the Rotherham Safeguarding Partners website.

The report will be submitted to other key local partnerships including the Health and Well-being Board, Safer Rotherham Partnership and the Children and Young Peoples Transformation Board. The report will also be submitted to the Council's Improving Lives Select Commission for scrutiny and a copy of the published report will be sent to the Child Safeguarding Practice Review Panel and the What Works Centre for Children's Social Care within seven days of being published.

18. Funding and resourcing

Working in partnership means that organisations and agencies should collaborate on how they will fund their arrangements. The three safeguarding partners and relevant agencies in Rotherham should make payments towards expenditure incurred in conjunction with local multi-agency arrangements for safeguarding and promoting welfare of children. The funding will be transparent to children and families in Rotherham, and sufficient to cover all elements of the arrangements, including the cost of local child safeguarding practice reviews.

The safeguarding partners will agree the level of funding secured from each partner, which should be equitable and proportionate, and any contributions from each relevant agency, to support the local arrangements. The funding agreement and any decisions will be the responsibility of the Chief Officer Group with a representative of the South Yorkshire Police and Crime Commissioners office for that purpose. It has been agreed that for the 2019-20 financial year, the joint funding arrangements will continue on the same basis as for 2018-19 and be reviewed by the partners in readiness for 2020-21.

Organisations and agencies will also be expected to ensure that they support the work of the delivery groups and any task and finish groups through appropriate attendance of their staff required to support the work of the safeguarding partners. In addition partners will, from time to time, be asked to contribute to any conferences or events relevant to the safeguarding partnership and offer meeting rooms to facilitate multi-agency meetings.

19. Information Sharing

Effective information sharing underpins partnership working and is a vital element of both early intervention and safeguarding. Research and experience have shown repeatedly that keeping children safe from harm requires practitioners and others to share information about:

- A child's health and development and any exposure to possible harm.
- A parent who may need help, or may not be able to care for a child adequately or safely; and
- Those who may pose a risk of harm to a child.

The Rotherham multi-agency Safeguarding Children Procedures which can be found here contain detailed guidance, which must be followed, in relation to information sharing including:

- The General Data Protection Regulations (GDPR) and the Data Protection Act 2018
- The Seven Golden rules for Information Sharing
- Confidentiality and Consent
- National Guidance on Information Sharing

20. Management of Data

Prior to the new safeguarding arrangements in Rotherham being implemented, the LSCB will ensure that all historical records relating to the LSCB and its predecessor, the Area Child Protection Committee, are secure and are transferred to the new safeguarding partnership arrangements, including all information held electronically and in hard copy (including the records of information retained at the Rotherham Metropolitan Borough Council, records management centre). This will ensure that any historical records that may be appropriate for the National Independent Inquiry into Sexual Abuse are kept securely and are traceable. The new safeguarding arrangements will adhere to the Data Protection Act 2018 and the General Data Protection Regulations.

The Rotherham Multi-Agency Arrangements for Safeguarding Children is a statutory body in its own right, and is not a public authority for the purposes of the Freedom of Information Act 2000.

21. Appendix 1: Relevant Agencies

Education and childcare

- The proprietor of an Academy school within the meaning given by section 1A of the Academies Act 2010.
- The proprietor of a 16-19 Academy within the meaning given by section 1B of the Academies Act 2010.
- The proprietor of an alternative provision Academy within the meaning given by section 1C of the Academies Act 2010.
- The governing body of a maintained school within the meaning given by section 20(7) of the School Standards and Framework Act 1998.
- The governing body of a maintained nursery school within the meaning given by section 22(9) of the School Standards and Framework Act 1998.
- The governing body of a pupil referral unit within the meaning given by section 19(2) of the Education Act 1996.
- The proprietor of an independent educational institution registered under section 95(1) of the Education and Skills Act 2008.
- The proprietor of a school approved under section 342 of the Education Act 1996.
- The proprietor of a Special post-16 institution within the meaning given by section 83(2) of the Children and Families Act 2014.
- The governing body of an institution within the further education sector within the meaning given by section 91(3) of the Further and Higher Education Act 1992.
- The governing body of an English higher education provider within the meaning of section 83 of the Higher Education and Research Act 2017.
- Any provider of education or training—
 - (a) to which Chapter 3 of Part 8 of the Education and Inspections Act 2006(c), and

(b) In respect of which funding is provided by, or under arrangements made by, the Secretary of State.

- A person registered under Chapter 2, 2A, 3 or 3A of Part 3 of the Childcare Act 2006.
- The provider of a children's centre within the meaning given by section 5A (4) of the Childcare Act 2006.

The above includes all Schools and Academies, Pupil Referral Units, Special Schools, Early Years Settings, Colleges and Alternative Provision.

Health and Social Care

- The National Health Service Commissioning Board (known as NHS England) as established under section 1H (1) of the National Health Service Act 2006.
- An NHS trust established under section 25 of the National Health Service Act 2006: **(The Rotherham Foundation NHS Trust, Rotherham Doncaster and South Humber NHS Foundation Trust)**
- An NHS foundation trust within the meaning given by section 30 of the National Health Service Act 2006.
- The registered provider of an adoption support agency within the meaning given by section 8(1) of the Adoption and Children Act 2002.
- The registered provider of a registered adoption society within the meaning given by section 2 of the Adoption and Children Act 2002.
- A registered provider of a fostering agency within the meaning given by section 4 of the Care Standards Act 2000.
- A registered provider of a children's home within the meaning given by section 1 of the Care Standards Act 2000. **(Independent Children's Homes named here)**
- A registered provider of residential family centre within the meaning given by section 4(2) of the Care Standards Act 2000.

- The registered provider of a residential holiday schemes for disabled children within the meaning given by regulation 2(1) of the Residential Holiday Schemes for Disabled Children (England) Regulations 2013/1394(b). (Liberty House).

Criminal Justice

- The Children and Family Court Advisory and Support Service (Cafcass) as established under section 11 of the Criminal Justice and Court Services Act 2000.
- Providers of probation services as defined by section 3(6) of the Offender Management Act 2007.
- Youth offending teams as established under section 39 of the Crime and Disorder Act 1998.

(Rotherham does not have a Youth Offending Institute with the borough. Children placed in such organisation out of borough will be monitored by the Youth Offending Service which will also secure assurance on the safeguarding policies and procedures of the Institute.)

Police and Immigration

- The British Transport Police as established under section 18(1) the Railways and Transport Safety Act 2003.
- National Crime Agency
- Any person or body for whom the Secretary of State must make arrangements for ensuring the discharge of functions under section 55 of the Borders Citizenship and Immigration Act 2009.

Other agencies or organisations

- Charities within the meaning given by section 1 of the Charities Act 2011

- Religious Organisations as set out in regulation 34 of, and Schedule 3 to, the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012
- Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012.
- Any person or body involved in the provision, supervision or oversight of sport or leisure.

The above includes all voluntary and community sector organisations, faith groups, youth groups, sports and leisure activities.



Initial Equality Screening Assessment

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality and diversity.

A **screening** process can help judge relevance and provide a record of both the process and decision. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions.

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity.
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an equality analysis.

Directorate: CYPS	Service area: LSCB
Lead person: Phil Morris	Contact number:

1. Title: Rotherham Multi-Agency Arrangements for Safeguarding Children

Is this a:

☒

Strategy / Policy

☐

Service / Function

☐

Other

If other, please specify

2. Please provide a brief description of what you are screening

The report presents the Rotherham Multi-Agency Arrangements for Safeguarding Children. They have been developed, in accordance with statutory guidance, by the three safeguarding partners in consultation with the wider partnership. These arrangements will become effective from September 2019.

3. Relevance to equality and diversity

All the Council's strategies/policies, services/functions affect service users, employees or the wider community – city wide or more local. These will also have a greater/lesser relevance to equality and diversity.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

Questions	Yes	No
Does the activity have implications regarding the accessibility of services to the whole community?		✓
Is there an impact for an individual or group with protected characteristics? (Discrimination, harassment or victimisation of individuals with protected characteristics)		✓
Have there been or likely to be any public concerns about the policy or proposal?		✓
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?		✓
Could the proposal affect the Council's workforce or employment practices?		✓

If you have answered **no** to all the questions above please complete **sections 5 and 6**.

If you have answered **yes** to any of the above please complete **section 4**.

4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals prior to carrying out an **Equality Analysis**.

Considering equalities and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

Please provide specific details for all three areas below and use the prompts for guidance.

- **How have you considered equality and diversity?**

(**think about** the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)

- **Key findings**

(**think about** any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)

- **Actions**

(**think about** how you will promote positive impact and remove/reduce negative impact)

Date to scope and plan your Equality Analysis:	
Date to complete your Equality Analysis:	
Lead person for your Equality Analysis (Include name and job title):	

5. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening:

Name	Job title	Date
AILSA BARR	ACTING ASSISTANT DIRECTOR	17/04/19

6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given. If an Equality Analysis is not required the screening document will need to be published.

If this screening relates to a **Key Delegated Decision**, **Executive Board**, **full Council** or a **Significant Operational Decision** a copy should be emailed to Corporate Governance (to include contact) and will be published along with the relevant report.

A copy of **all** screenings should also be sent to Zaidah.ahmed@rotherham.gov.uk For record keeping purposes it will be kept on file (but not published).

Date screening completed	17/04/19
If relates to a Key Decision - date sent to Cabinet	
Date screening sent to Equalities Officer Zaidah.ahamed@rotherham.gov.uk	17/04/19

Committee Name and Date of Committee Meeting

Cabinet – 20 May 2019

Report Title

Cultural Strategy 2019-2025

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

No

Strategic Director Approving Submission of the Report

Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author

Polly Hamilton, Assistant Director – Culture, Sport and Tourism
01709 822041 or polly.hamilton@rotherham.gov.uk

Ward(s) Affected

Borough-wide

Report Summary

Rotherham's new Cultural Strategy has been produced in collaboration with members of the public and partners from across the cultural, leisure, green spaces and tourism sectors. This is the first Strategy produced by the local Cultural Partnership Board since it was established in 2018.

This report requests consideration and endorsement of the new Cultural Strategy 2019 – 2026.

Recommendations

1. That the new Cultural Strategy 2019 – 2026 be considered and endorsed.

List of Appendices Included

Appendix 1 Like Rotherham – Things to Do, Places to Go
Let's Transform Rotherham's future through culture, leisure and green spaces 2019 - 2026

Background Papers

None

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Improving Places Select Commission

Council Approval Required

No

Exempt from the Press and Public

No

Cultural Strategy 2019-2025

1. Background

- 1.1 The Culture, Sport and Tourism Service was re-established by the Council in 2016, following the Services' external health check and the recommendation of the Commissioners.
- 1.2 This recognised the value and importance of culture, leisure and green spaces to local people, as evidenced in the responses to the Views of Rotherham consultation, as well as the strategic importance of these sectors to:
 - the economy of the Borough, supporting regeneration, developing talent and skills and growing business
 - building pride and celebrating our unique identity, transforming perceptions of the Borough and rebuilding Rotherham's reputation
 - building stronger communities, improving quality of life and reducing isolation
 - enhancing health and wellbeing, encouraging physical activity and improving positive mental health.
- 1.3 In July 2017, the Improving Places Select Commission and the Business Growth Board endorsed a report on the process for the development of Rotherham's Cultural Strategy. This is the main overarching document which sets the direction for the sector across the Borough and which demonstrates the role that culture, sport and tourism can play in shaping Rotherham's future.
- 1.4 Within the Strategy, the definition of culture includes the natural environment, parks, woodland and countryside, sport, the arts (including performing arts, music, theatre, dance, visual art, craft, literature, circus, film and digital media), tourism attractions, libraries, heritage, museums and archives, events and play.
- 1.5 The purpose of the Strategy is to:
 - Shape Rotherham's vision for culture, leisure and green spaces
 - Strengthen the distinctive identity of the Borough
 - Grow engagement and participation, enabling and encouraging more people to get active, get creative and get outdoors, more often
 - Develop shared principles with which to embed quality, excellence and innovation
 - Make best use of existing resources and build consensus about priorities for development and investment
 - Optimise the impact of the sector on cross-cutting themes and priorities, including health and well-being, place making and child-friendly borough.

- 1.6 The development of the Strategy is being led by Like Rotherham - the Cultural Partnership Board, which is chaired by the Cabinet Member for Cleaner, Greener Communities. The Board includes representation from external partners and stakeholders, including local businesses, voluntary organisations, regional agencies, artists and athletes.
- 1.7 The Board has an advocacy role both within the Borough and at a regional and national level. It is ensuring that links are made with Rotherham Together Partnership and its related boards and action plans, including the Business Growth Board, the Health and Wellbeing Board, the Youth Cabinet, the Different But Equal Board and the Building Stronger Communities Board.
- 1.8 Like Rotherham oversees the work of three other partnerships:
- Rotherham's Local Cultural Education Partnership – which builds partnerships between cultural organisations, schools and the children and young people's sector.
 - Rotherham Activity Partnership – which aims to get more people in Rotherham healthy and physically active
 - Visit Rotherham – a network for all organisations interested in growing tourism.
- 1.9 Within Rotherham Council, an Officer Working Group has been formed to:
- Develop and co-ordinate the Council's contribution to the Cultural Strategy, oversee its implementation and monitor its effectiveness
 - Ensure that the Strategy enables the inclusion of all sectors of the community including families, older people and people with protected characteristics
 - Ensure that there are embedded links between the Cultural Strategy and other relevant Council strategies
 - Identify and agree key performance measures which demonstrate impact
 - Act as advocates for the Cultural Strategy within their respective Service, influencing policy and practice as appropriate.
- 1.10 The Improving Places Select Commission scrutinises the development and impact of the Strategy.

2. Key Issues

- 2.1 The Strategy has been updated following the consultation period and has been presented to Like Rotherham for consideration and feedback. The latest version is attached at Appendix A. This is presented as a draft on the grounds that some small changes to wording (not content or message) may be made prior to final design and print.
- 2.2 The Strategy sets out the overarching goal which is to **'get more people active, creative and outdoors, more often'**, in order to address under-performance compared to other areas and because of the benefits to improving social, health and economic outcomes. There are also **7 'game-changers'** which are the main activities by which the strategy will be delivered.

- 2.3 Monitoring and evaluation will be overseen by Like Rotherham - the Cultural Partnership Board, which will continue to meet bi-monthly. An action plan with KPIs is in development which will be updated on an annual basis but the preference is that this will be a working document, separate from the main strategy. The reporting mechanisms with working groups and the relevant boards in the Rotherham Together Partnership will also be formalised: there are already actions embedded in the plans of other partnerships such as the Health and Wellbeing Board and the Building Stronger Communities Board.
- 2.4 Delivery of the strategy is dependent on strong local partnership-working to embed the opportunities presented by an ambitious approach to culture and tourism within the wider strategic priorities of the borough. This will enable local partners to make best use of existing resources and also draw in external investment which will bring the 'added value'.

3. Options considered and recommended proposal

- 3.1 Like Rotherham considered a range of options, including:

Option 1 - Not having a Strategy. The need for a strategy was endorsed by Improving Places Select Commission in July 2017 on the grounds that it would enable partners in Rotherham to come together and set priorities. It also demonstrates to external partners and funders that key decision makers in Rotherham are committed to culture and understand its contribution to Rotherham.

Option 2 - A detailed document with comprehensive KPIs and action plan. Partners felt that beyond the Council and regional agencies that this would not be of interest to the widest range of stakeholders: the board were keen to have a document which would be jointly 'owned' by partners and that was accessible to the general public.

Option 3 - A brief, well-designed and highly visual document which is easy to read and memorable. A separate action plan would be produced with KPIs collectively agreed with partners to monitor progress. This will both inspire partners, stakeholders and the general public and at the same time, provide the rigour, through the action planning process, to evidence impact and demonstrate progress.

The preferred choice was Option 3.

4 Consultation on proposal

- 4.1 The strategy has been co-created with the involvement of a wide range of people, the general public and organisations. It began with the children and young people through a creative project – the Embassy for Reimagining Rotherham - linked to the Child-friendly Borough Board. This was followed up with a ‘world-café’ event with a wide range of partners to create the initial draft, which was launched at Rotherham Show. The Strategy was summarised in the form of ‘postcards’ which were used as the basis of discussions with the public. A longer version was available online. Presentations were made to a wide range of partnerships and organisations including the Older People’s Forum, Children, Young People and Families Consortium, Business Growth Board, BME communities at Black History month celebrations at the Unity Centre, members of the public at leisure centres, libraries and Rotherham Show and a range of other community events.
- 4.2 In the region of 2240 responses have been received and the strategy updated in accordance with the main themes of the feedback.

5 Timetable and Accountability for Implementing this Decision

- 5.1 The Cultural Strategy is intended to be delivered over the next seven years, however a number of milestones are identified, including the 40th Anniversary of Rotherham Show in 2019, the delivery of a festival to celebrate Yorkshire Day in 2020 and the hosting of the Women’s UEFA Football Championships in 2021.
- 5.2 Other projects, such as the delivery of the redevelopment of Wentworth Woodhouse (led by Wentworth Woodhouse Preservation Trust), will be delivered over a longer timeframe due to the nature of the work involved.
- 5.3 Should the Council agree to endorse the Strategy, then it will go forward to the Rotherham Together Partnership for endorsement in June 2019.
- 5.4 The Like Rotherham board will continue to meet bi-monthly and update the action plan on an annual basis.
- 5.5 The Improving Places Select Commission will continue to scrutinise the delivery and impact of the strategy, particularly in relation to the Council’s role in its success.
- 5.6 The Culture Sport and Tourism department, led by the Assistant Director, will continue to act as the lead for the Council on the cultural partnership board. Furthermore, actions arising from the strategy have been included in the Culture Sport and Tourism Service Plan for 2019/20 and beyond.

6 Financial and Procurement Advice and Implications

- 6.1 There are no direct financial implications arising from the adoption of this Cultural Strategy. The Strategy will be used as supporting evidence in external funding bids, to demonstrate the Council's strategic commitment to culture. The governance arrangements, in respect of any external funding bids, will follow the processes outlined in the Council's Constitution and Financial Regulations.
- 6.2 Funding for the development of the Strategy is budgeted from within existing approved allocated resources from within Culture, Sport and Tourism. Additional funding from the Arts Council England of £15,000 supported activities in the production of and subsequent consultation on the final document.
- 6.3 Partners are contributing financially to the delivery of some of the game-changers: for example:
- Game-changer 2 – Adventures in Rother Valley: Gulliver's are investing the £37m in the development of the new resort and theme park.
 - Game-changer 3 - Wentworth Woodhouse Preservation Trust are fundraising independently for the delivery of their £130m master-plan. The National Lottery Heritage Fund, Arts Council of England and Historic England have all supported the Wentworth and Elsecar Great Place programme with collective investment of £1.4m.
 - Game-changer 6 - Rotherham United Football Club is investing in the upgrade of their facilities in preparation for the Women's European Championships in 2021.
- 6.4 As / when any procurement related activity is identified the Council's Standing Orders prevailing at the time will be complied with.

7 Legal Advice and Implications

- 7.1 There are no direct legal implications arising from the recommendations within this report.

8 Human Resources Advice and Implications

- 8.1 There are no direct human resource implications arising from this report.
- 8.2 However, the workforce within the Culture, Sport and Tourism service will be critical to the successful delivery of the strategy; therefore, the strategy will be underpinned through effective workforce planning and development to support the achievement of strategic objectives.

9 Implications for Children and Young People and Vulnerable Adults

- 9.1 Delivery of the strategy is intended to widen participation for children and young people and vulnerable adults.

- 9.2 Children and Young People have been involved throughout the process, initially through creative workshops and then leading and supporting the consultation process with other children, young people and adults. This has resulted in one of the 7 game-changers – the development and delivery of the Children’s Capital of Culture.
- 9.3 Consultation with vulnerable adults has taken place throughout the public consultation process, at Rotherham Show, in libraries and in conjunction with Adult Social Care, Neighbourhoods, Voluntary Action Rotherham and Rotherham Ethnic Minority Alliance. This has resulted in the acknowledgement within the strategy of the importance of creating accessible and affordable activities, preferably in neighbourhoods. It also recognises the value of participation in creative, heritage, sports and outdoor activities to reducing isolation, building community cohesion, improving physical health and mental wellbeing.

10. Equalities and Human Rights Advice and Implications

- 10.1 The key mission of the Cultural Strategy, is to “get more people, more active, creative and outdoors, more often”, and this is central to the commitment to human rights and equalities.
- 10.2 The delivery of the Cultural Strategy will support the delivery of the Universal Declaration of Human Rights, supporting the delivery of Article 27 which states that, “everyone has the right freely to participate in the cultural life of the community, to enjoy the arts and to share in scientific advancement and its benefits.” The Cultural Strategy also supports the delivery of the 1978 International Charter of Physical Education, Physical Activity and Sport which is a rights-based reference that orients and supports policy- and decision-making in sport.
- 10.3 An Equalities Analysis has been completed and there is much good practice locally on the ways in which people with protected characteristics are enabled to participate, and also to have voice and influence in the development of Rotherham’s cultural and leisure offer.
- 10.4 However, as the strategy sets out, more needs to be done and to achieve this, the strategy has adopted co-production as a key methodology, which enables communities to design, shape and influence cultural and leisure provision, based on the principle of ‘nothing about us, without us’. The action plan will specifically monitor participation and engagement and this will be reviewed on a quarterly basis by the Like Rotherham board.

11. Implications for Partners

11.1 Like Rotherham is currently made up of a wide range of partners including: Sheffield and Rotherham Wildlife Trust, Yorkshire Sport, Arts Council England, ROAR (Rotherham Open Arts Renaissance), Wentworth Woodhouse Preservation Trust, Gulliver's, Rotherham United, Grimm and Co, Rotherham Ethnic Minority Alliance and RNN Group. There are a number of individuals contributing knowledge in relation to: artists (Mark Fell), sport/older people's participation (Ray Mathews) and BME representation/voluntary arts (Sithule Moyo). Partners have committed to support delivery of the strategy and other partners are currently being recruited to lend their support.

11.2 Like Rotherham is also working with other boards within the Rotherham Together Partnership. There are actions within other plans including:

- Health and Wellbeing Strategy – joint work to address social isolation, encourage physical activity and adopting the '5 ways to wellbeing'.
- Business Growth Board – joint targets to increase the number of jobs and apprenticeships in the leisure, cultural, tourism, creative and digital industries and strengthen the delivery of arts, sport and outdoor learning within the schools' curriculum as a means of developing talent and building skills and confidence to improve job-readiness.
- Building Stronger Communities Board – utilising libraries, cultural and leisure facilities and events to bring people from diverse backgrounds together.
- Child-friendly Borough Board – delivery of the Children's Capital of Culture as a way of increasing the quality and range of things to do and places to go for children and young people. This also enables young people to lead the development of a future cultural and leisure offer which supports engagement from people of all ages.

12. Risks and Mitigation

12.1 The key risks related to the delivery of the strategy are as follows:

12.2 Ambition v Resources: the feedback from the consultation suggested that there is an appetite for ambition but that this needs to be balanced with the resources which are available and/or might be secured through fundraising. Competition for resources from external funders is high, and Rotherham will need to demonstrate imagination and distinctiveness to secure the resources needed to deliver. Keeping the game-changers to a manageable seven enables partners to prioritise resources and focus on shared goals. Feedback from funders on the strategy has been positive – and the delivery of some projects is already underway, such as the recent opening of Waleswood camping and caravan park and the construction of Gulliver's Valley Resort. The Culture Sport and Tourism team has restructured and is in the process of appointing new staff who will support delivery of the strategy.

- 12.3 Buy-in from the public and partners: the strategy has been co-created with wide involvement from communities and partners. Like Rotherham - the Cultural Partnership Board is continuing to recruit new members and joint actions are embedded in the plans for several boards within the Rotherham Together Partnership. The Like Rotherham board will continue to monitor progress and report on the impact of its work. Building the evidence base to show how the delivery of the strategy is impacting on social, health and economic outcomes will enable the board to demonstrate the value and contribution of culture, leisure and green spaces to Rotherham's future.

13. Accountable Officer(s)

Polly Hamilton, Assistant Director – Culture Sport and Tourism

Approvals obtained on behalf of:-

	Named Officer	Date
Chief Executive	Sharon Kemp	03/05/2019
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	26/04/2019
Head of Legal Services (Deputy Monitoring Officer)	Bal Nahal	26/04/2019
Assistant Director of Human Resources (if appropriate)	N/A	N/A
Head of Human Resources (if appropriate)	N/A	N/A

Report Author: Polly Hamilton, Assistant Director – Culture, Sport and Tourism
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This report is published on the Council's [website](#).

Like Rotherham

THINGS TO DO, PLACES TO GO

**Let's transform Rotherham's future through
culture, leisure and green spaces**

2019-2026

Like Rotherham – Things to do, Places to go

This is Rotherham's first Cultural Strategy in over 10 years. It has been created by the people of Rotherham, over 20 months of workshops, debates and consultation.

The strategy process has been led and facilitated by Like Rotherham – a local Cultural Partnership Board - who are working together to make sure that as many people as possible who live here can take part in high quality cultural, leisure and sporting activities. We want Rotherham to be the best it can be.

The Strategy is for anyone who cares about making Rotherham a better place to live, work and visit. It will shape the future for Rotherham. It will help decision makers and influencers prioritise what really matters and focus investment where it is needed most.

It is a call to action. We have 7 years and we need your help to make it happen.

What is culture?

The word “culture” means different things to different people. It includes beliefs and customs which we share and which influence how we relate to others and our place within the world. When we use it in this document it refers to all the many and varied activities which everyone can take part in, including: sport, the arts - performing arts, music, theatre, dance, visual art, craft, literature, circus, film and digital media, libraries, our natural environment, parks, woodland and countryside, tourism, our heritage, museums and archives, events and play.

Why culture matters to Rotherham

Culture is life affirming, life enriching and life changing. Research shows that when people take part in culture they have better health, better education and better jobs. Participation brings communities together and creates places to be proud of.

People come across culture at different times in their life and in many different ways. Culture for one person could be a life-long interest, for another a different experience every day.

It can help us get a job, grow and keep healthy bodies and healthy minds. The impact and memories can last a life time – a poem or song learned by heart, a family bike ride, cheering on a team, laughing until you cry at a pantomime, going for a swim, playing the guitar to lull a baby to sleep or snuggling up with a good book.

- *Public Health England report that people who take part in the arts are 38% more likely to report good health*
- *Sport England identifies the value of the sports industry to Rotherham as £69m. Almost two-thirds of this relates to participation in sport and physical activity.*
- *The Cultural Learning Alliance found that:*
 - *Students from low-income families who take part in the arts at school are 3 times more likely to get a degree*
 - *16 year olds who choose to read books for pleasure outside of school are more likely to secure managerial or professional jobs in later life*
- *Underachieving young people who take part in sport see a 29% increase in numeracy skills and a 12 to 16% rise in other transferable skills*
- *Research in the US Medical Journal found that ‘children are smarter, better able to get along with others, healthier and happier when they have regular opportunities for free and unstructured play in the out-of-doors’*

Culture can make a difference

We have seen the difference that investing in culture and helping more people take part can make, in places like Hull, Coventry and Liverpool.

As a result of Hull's year as City of Culture:

- *More than 90% of residents engaged in at least one cultural activity*
- *71% of residents said they would speak positively about Hull*
- *There were nearly 800 new jobs in the creative and visitor economy sectors*
- *8 in 10 participants stated that being part of a project made them feel happier*

Rotherham already has a wealth of beautiful green space, parks, woodland and countryside which are wonderfully accessible from our doorsteps. It has an abundance of places to participate in sport, music and leisure pursuits – many of which sprang from our industrial roots in the form of miners' halls and working men's clubs and pubs, and which still offer a rich mix of entertainment today. There is a year-round programme of events and festivities which bring people together – from Wath Festival, to the Festival of Angels, the Children's Shakespeare Festival and Rotherham Show.

- *72% of Rotherham is beautiful green space*
- *99% of users love our libraries, situated within 2 miles of 98% of our communities*
- *In 2018 -19, there were more than 4 million visits to our parks, libraries, Civic Theatre, Clifton Park Museum, sports and leisure centres*

We heard about things that people love

Rotherham people are passionate about culture! During the development of this Strategy, many local people, businesses and organisations told us why culture was important to them and their ambitions for the future. People who work and volunteer in the cultural sector told us what they needed to help them make more of a difference. Other local and regional partnerships told us what we could do to work together to achieve aims which were important to all of us, including improving health and wellbeing, the local economy and creating thriving, vibrant places.

We have gathered together thousands of comments which tell us more about what people who live and work here love doing now and why; what they'd like to do but couldn't, what was stopping them and what they'd like more of in Rotherham.

We heard about what people like to do to get active, get creative, get outdoors and get together as families, friends and communities.

"Make people aware of all the green spaces! Rotherham is awesome!"

"Love Rotherham Show – free things for families are great. Love catching up with old friends, brilliant seeing people, there's something for everyone"

"Share the amazing stories about Rotherham's heritage and people as far and as wide as possible"

"The Tour de Yorkshire was great for pulling the community together"

"Everybody should have the chance to be creative"

"The centre is nicer than people think"

"I like drawing and making things with my imagination"

In the Views of Rotherham consultation, we learned that culture really matters.

- 82% saw well looked-after parks and public spaces as a priority
- 75% felt that having local places to go, such as museums and parks, is important
- 72% valued a good range of things to do for teenagers
- 67% thought that a bigger range of low cost leisure activities is important

We learned about why people take part

We learned that people take part to get and keep healthy, to learn new skills and improve job prospects, to meet new people, to have fun and to relax.

"I like to learn things from other people"

"It makes me feel proud and it makes my parents proud"

"It's important to keep your mind active"

"I feel connected to Rotherham"

"I like meeting new people as I currently don't have any friends in the area or people to do activities with"

"Health and exercise – feeling good and clear mind"

"To learn something new"

"New experiences"

"Creativity is important because it allows you to express yourself in a different way and aids positive emotional, social and mental health and well-being"

"We enjoy the different events Rotherham has. Spending time here encourages our children to develop a sense of pride about their surroundings"

But even though thousands of people in Rotherham take part in lots of activities each year, participation by adults in Rotherham is lower than average.

Definition (Active Lives Survey)	Participation rate – national %	Participation rate – Rotherham %
Spent time doing a creative, artistic, theatrical or music activity or craft	34.67	27.43
Attended an event, performance or festival involving creative, artistic, dance, theatrical or music activity	52.22	41.44
Used a public library service	35.01	27.49
Attended a museum or gallery	46.5	34.83
Active population (150 minutes+ per week)	61.8	51.3
Fairly active population (30-149 minutes per week)	12.5	11.7
Inactive population (less than 30 minutes per week)	25.7	37

So we needed to know more about why people don't take part now and what we could all do to change that.

We learned that talent is everywhere, but opportunity is not

We learned that people want more, different things to do

People enjoy taking part in a wide variety of activities from sailing to singing, crafts to cricket, and writing stories to wheel-chair tennis. However people also want:

**More variety, so that we can exercise more choice
about what we take part in and try new things**

**More “wow”, better quality, more original, unusual
and “quirky” activities and events**

**A warm welcome for everyone,
people on their own, in groups or with family and friends**

Activities to be free or low cost, so that more people can take part

**More information about what’s happening, when and where -
so that we all know what is going on**

“We really need stuff to happen here”

*“Food unites people, so I think it would be good if we could have foods from all
different cultures in Rotherham”*

“I would like to see fireworks!”

More laughing, more dancing

*“My children love to craft and enjoy free crafts in Clifton Park. It would be great if they
offered this in more places”*

“A better comedy scene”

“People don’t appreciate the skills and talent that people bring to Rotherham”

“More diverse range of cultural activities”

“More activities aimed at men”

“Better theatre provision in Rotherham offering better choice of arts”

“Innovative events”

We want great places to go

People love the places that Rotherham has to offer: green spaces, parks, attractions, theatre, museum and libraries. However they also want:

Different and distinctive places to go

Places to be accessible

– available nearby or easy to get to, with good public transport and parking

Places to be looked after – safe, attractive and cared for

More, better quality, leisure and cultural facilities in Rotherham town centre

Places to be inclusive

offering a warm Rotherham welcome to everyone

“We would like to have a cinema in Rotherham because then we would be able to spend more time with family and friends. Watching films also makes you more imaginative!”

“We think there should be an arts centre where everyone can go to learn different things, such as singing, acting, dancing, or painting. There would be regular performances at the arts centre and they would be accessible to everybody”

“Give the people of Rotherham the facilities they deserve”

“We’ve always thought of Rotherham as a shabby place. So let’s go and get our home we love a better face”

I’d just like a more inviting town, a town where people want to come

“I feel that we live in quite a nice place but it just needs that push to make it better and everyone to know about it”

“Places need to be open to people with invisible disabilities”

“We need a great performance venue”

“We need to make the town centre a social hub, where people come to be entertained and have fun”

“There should be tourist attractions in the town centre”

**People want to take part
and we need to work together to make this happen**

**Our key goal
is to enable everyone to
get active, get creative and get outdoors,
more often.**

What needs to change for that to happen?

Like Rotherham

We want all our residents to really like Rotherham. By 2025, we want other places to want to be like Rotherham.

Lots of people have stories to tell about Rotherham. Perhaps more than any other strategy, the Cultural Strategy, with its focus on harnessing people's talents and passions, has the power to help us to make sense of our past, to tell our story in our own way, and to change our future

During the consultation, our young people, in particular, encouraged us and challenged us to see Rotherham through their eyes as a place of great potential, a place where they want to live and work.

You told us:

"Unwavering vision is required"

"Celebrate success"

"Take risks"

"Culture needs a big boost"

"Inject money and liveliness back into Rotherham"

"Young people will run things if you give them the space and the platform to do it"

"There needs to be more co-production with communities"

"Let us know what is happening"

"We need people to help get people to take part"

"Too much reputation, not enough imagination"

"Use the town's greatest strength of diversity"

To inspire and encourage more people to take part, we need to celebrate what is good and work together to make Rotherham brilliant.

What will we do? 7 game changers

- 1. A Vibrant Heart**
- 2. Adventures in Rother Valley**
- 3. A Great Place for Wentworth and the Dearne Valley**
- 4. Vital Neighbourhoods**
- 5. Turning Passion into a Profession**
- 6. Amazing Events**
- 7. Children's Capital of Culture**

Like Rotherham: Places to go

1. A Vibrant Heart

We will create a rich and diverse cultural offer in the town centre, including a cinema, public art and events. We will look at options to improve the **central library, exhibition facilities** and the **theatre**, complementing the wonderful **New York Stadium, Grimm and Co, Magna, historic buildings**, thriving **leisure centre** and award-winning **Clifton Park and Museum**.

2. Adventures in Rother Valley

We will create new, high quality experiences for residents and visitors alike in the south of the borough, with the development of the brilliant **Gulliver's Valley Resort**, the introduction of major new camping and caravan facilities, the revitalisation of **Rother Valley Country Park** and the development of the **historic canal network**.

3. A Great Place for Wentworth and the Dearne Valley

We will establish a nationally significant new tourism product in the north of the borough, where the astonishing **Wentworth Woodhouse**, now a charitable trust, will create a rival to Chatsworth and a new hub for cultural tourism which will benefit the whole borough. We will continue the legacy of the **Dearne Valley Landscape Partnership** and the **WE Great Place** programme to celebrate our beautiful landscape and historic environment.

4. Vital Neighbourhoods

We will work with communities, volunteers and partners to develop our libraries, leisure centres and parks as well-used and much-loved local spaces and neighbourhood hubs.

From Aston to Dinnington, Waverley to Wath, we will explore opportunities to revitalise our buildings, landscape, waterways, heritage sites and landmarks, woodlands and places for play.

We will improve and develop routes for walking, running and cycling, encouraging residents and visitors alike to explore and appreciate our green space, canals and waterways.

We will encourage people to adopt the 'Five Ways to Wellbeing' to utilise participation in culture, leisure and green spaces as a way to be happy, positive and enjoy life.

Like Rotherham: Things to do

5. Turning Passion into a Profession

Engaging in the arts, heritage, sport and green spaces can build confidence and skills for life and for work.

We want Rotherham residents to contribute to the success of our economy and our nation – on our stages, screens, sports pitches and in industry. We will work with schools, colleges and RNN Group to increase the numbers of young people progressing to higher level qualifications in culture, leisure and sport based programmes and work through ROAR to grow our creative community – giving artists more reasons to stay and work in Rotherham.

By 2026, we will create 1500 new volunteering opportunities, 100 new apprenticeships and 1500 new jobs in the creative, digital, cultural, leisure and tourism sectors

We will encourage all schools to take up the Mile a Day Challenge, Arts Mark and outdoor learning.

6. Amazing Events

Great events can bring us together, reduce isolation and create magical shared experiences. We need to work together to tell people about Rotherham's stories of *engineering excellence, pushing the boundaries and living green*

We will celebrate:

40th birthday of Rotherham Show in 2019

Yorkshire Day in 2020

Women's European Football Tournament (UEFA) in 2021
including a wider festival in support of women and girls participation

40th birthday of Rother Valley Country Park in 2023

We will work with commercial, community and major events organisers to create more ambitious events which bring us together, make us really proud of who we are and bring people to Rotherham.

7. Children's Capital of Culture

Our young people are excited about their future and the future of Rotherham. We want to work with them to make Rotherham a place where everyone gets active, creative and outdoors, together.

By 2025 Rotherham will be the world's first Children's Capital of Culture, a place people want to visit, where everyone can enjoy Rotherham through the eyes, ears and actions of children and young people.

We will support our young people in their ambition to create an amazing programme of events and activities for everyone.

Together we will make all of Rotherham's cultural destinations, libraries, leisure centres and green spaces child-focused, family-friendly and safe for everyone, young and old.

DRAFT

Making It Happen

1. Working together

We believe that culture should be for everyone and that the more involvement we all have in decision-making, the more likely we are to participate. Nobody can deliver transformation alone. We need to work with all our communities, our businesses, schools, those who take part now and those who would love to, to make Rotherham a better place for everybody. The Cultural Partnership Board will continue to meet, and work through:

- **Local Cultural Education Partnership** – to strengthen partnerships between cultural organisations, schools and the world of work.
- **Rotherham Activity Partnership** – to make physical activity a way of life
- **Visitor Economy Group** – to bring local attractions together to boost tourism

We will work to embed co-production principles in all that we do.

2. Better Promotion of our Offer

We will improve the promotion and marketing of venues, activities and events to increase awareness of what's available, when and where

We will work with the media and Rotherham Pioneers to celebrate our achievements and share positive stories about our creative, cultural, sporting and green space sectors. We will ensure more people can use digital technology to find out what's on.

We will play a leading role in the region, and work with the Local Enterprise Partnership and others to make Sheffield City Region the next UK City of Culture in 2025

3. Funding our Strategy

Organisations, individuals and businesses across the sector, including Rotherham Council, already make significant investment in the cultural growth of Rotherham. In addition a number of external agencies have helped, or are helping, to fund cultural activity, including Arts Council England, Sport England and the Heritage Lottery Fund. This Strategy will help demonstrate how individual projects fit in to the wider plans for Rotherham. Many of the things we need to do can happen without further investment, using no cost or low cost solutions. It is much more about collaboratively making the very best use of our existing resources, skills and assets and ensuring that the sector becomes increasingly strong.

There are likely to be significant changes during the life of the Strategy, not least in the use of new technology, which could impact on the way people access cultural, leisure and sporting activities. We will need to make best and flexible use of resources, reacting positively and swiftly to changing needs and demands.

Our new strategy is an important step in making Rotherham 'investment-ready', helping us to secure new investment from funders who share our vision.

What happens next?

This Strategy will be accompanied by a detailed action plan, which is owned, monitored and managed by the **Cultural Partnership Board**.

This board will also work with other local bodies in the **Rotherham Together Partnership** to make sure that the role of culture is embedded within their own Strategies – demonstrating the important role that culture, physical activity and green spaces play in health and wellbeing, community cohesion, economic growth and the lives of every individual who lives and works in the borough.

In turn, this will get everyone working towards getting more people active, creative and outdoors, more often.

Conversations about this Strategy will continue and we would really like to hear your views.

Get involved and keep informed

If you're happy to show your support for Rotherham, promote what we have and celebrate our successes

If you would like to work or volunteer in the sector to help people to create amazing events, exhibitions and events

If you would like to be part of the Cultural Partnership Board and its working groups

If you would like to comment on this Strategy or let us have your views about what's important to you

If you want to know more about what will happen next and our detailed actions plans

Visit our website: www.likerotherham.org.uk.

Join our email list: info@likerotherham.org

Follow us on Twitter: @LikeRotherham

Like our Facebook page

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Committee Name and Date of Committee Meeting

Cabinet – 20 May 2019

Report Title

Consultation on a New Library Strategy 2020 – 2025

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

Yes

Strategic Director Approving Submission of the Report

Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)

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Ward(s) Affected

Borough-Wide

Report Summary

The Council has a statutory responsibility to provide “a comprehensive and efficient” public library service “for all persons desiring to make use thereof” (Public Libraries and Museums Act, 1964). The Act states that the local authority has a duty to provide facilities for borrowing books and other materials and that it should encourage both adults and children to make full use of the service.

This report sets out proposals to undertake consultation on a new library strategy for the period 2020 – 2025 and a future service delivery model for the Libraries and Neighbourhood Hubs Service. This will ensure that the Service continues to meet the needs of Rotherham residents and also that the Council meets the statutory service requirement.

Recommendations

1. That consultation be undertaken with the public, partners, stakeholders and interested parties in respect of developing a new Library Strategy 2020 – 2025.
2. That a further report be brought to Cabinet detailing proposals for a draft library strategy 2020 – 2025. The report will identify potential improvements to service and potential efficiencies.

3. That the Assistant Director of Culture, Sport and Tourism notify the Department for Digital, Culture, Media and Sport of the consultation and potential changes to service provision.

List of Appendices Included

- Appendix 1 Aston Library and Neighbourhood Hub site profile
- Appendix 2 Brinsworth Library and Neighbourhood Hub site profile
- Appendix 3 Dinnington Library and Neighbourhood Hub site profile
- Appendix 4 Greasbrough Library and Neighbourhood Hub site profile
- Appendix 5 Kimberworth Library and Neighbourhood Hub site profile
- Appendix 6 Kiveton Park Library and Neighbourhood Hub site profile
- Appendix 7 Maltby Library and Neighbourhood Hub site profile
- Appendix 8 Mowbray Gardens Library and Neighbourhood Hub site profile
- Appendix 9 Rawmarsh Library and Neighbourhood Hub site profile
- Appendix 10 Riverside House Library and Neighbourhood Hub site profile
- Appendix 11 Swinton Library and Neighbourhood Hub site profile
- Appendix 12 Thorpe Hesley Library and Neighbourhood Hub site profile
- Appendix 13 Thurcroft Library and Neighbourhood Hub site profile
- Appendix 14 Wath Library and Neighbourhood Hub site profile
- Appendix 15 Wickersley Library and Neighbourhood Hub site profile

Background Papers

Library Strategy 2016-19

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Overview and Scrutiny Management Board – 15 May 2019

Council Approval Required

Yes

Exempt from the Press and Public

No

Consultation on a New Library Strategy 2020 – 2025

1. Background

- 1.1 The Council has a statutory responsibility to provide “a comprehensive and efficient” public library service “for all persons desiring to make use thereof” (Public Libraries and Museums Act, 1964). The Act states that the Local Authority has a duty to provide facilities for borrowing books and other materials and that it should encourage both adults and children to make full use of the service.
- 1.2 Other than the statutory duty, there are no longer national standards for library provision. It is the responsibility of each library authority to determine how to deliver public library services in the context of local need. Library services are now being delivered in different ways and services are being shaped by local policy, local needs and available resources. There is a local requirement to ensure that the decision making process is clear, transparent and robust, that decisions are based on an assessment of need, an approved Library Strategy and that the Council continues to meet its statutory obligations in terms of service delivery.
- 1.3 Rotherham’s library service provides 15 library buildings across the Borough bringing people together in welcoming community hubs. It offers a wide range of free books, e-books and other material for loan. It provides free access to computers and to the internet. There is an ‘assisted digital’ offer so that customers who need help applying for and accessing Council and partner services are supported by trained staff. The Service also provides a range of activities and events for children, adults and families. See appendices 1 to 15 for profiles providing detailed information in relation to the service offer by site.
- 1.4 As part of a commitment to widening access, the library service provides vehicle-based services, predominantly to older people who might otherwise be unable to get to a library, and a Schools’ Loan Service, which offers resources to support reading, literacy and the wider curriculum in schools.
- 1.5 There is also a digital library provision, which enables people to access the service online. Users can join the library, download e-books and other digital resources.
- 1.6 The library service currently has a net budget of £2.64m (this includes all known property costs with the exception of Joint Service Centres and Riverside House). The service has a total establishment of 78.5 full time equivalent staff.
- 1.7 Satisfaction ratings are exceptional, averaging at 99.08% in 2018/19 for overall service delivery.
- 1.8 In 2016 Council approved Rotherham’s Library Strategy 2016-19 and the future service offer. Both the Strategy and the service offer had been developed following an analysis of local need for the service and took account of the results of significant consultation.

- 1.9 The assessment of local need identified a role for the service in supporting employment, developing and improving key life skills, including literacy, improving mental health, community cohesion and supporting the digital agenda.
- 1.10 The overarching vision for the service is that:
- Our libraries are well used, cost effective and responsive to changing customer needs, available technology and resources;
 - The services we offer and enable will reflect the needs and make up of Rotherham's communities;
 - We will inspire Rotherham's children, young people and their families to enjoy reading and develop their knowledge and skills, so that they are able to improve their quality of life and have an opportunity to realise their full potential;
 - Located in the heart of Rotherham's communities, our libraries will be recognised neighbourhood hubs, offering welcoming spaces and providing access to modern digital technology;
 - Our staff will bridge the digital divide by supporting Rotherham's communities to get online and explore all the benefits that being online brings
- 1.11 Authorities considering making changes to the provision of their library service are advised to notify the Department for Digital, Culture, Media and Sport (DCMS).

2. Key Issues

- 2.1 Council will be required to approve a refreshed Library Strategy. In order to ensure that the Strategy continues to be relevant to local communities, it is necessary to re-assess local need and to consider opportunities to improve or amend the core service offer. This will also need to take account of the changing expectations of current service users and non-users, the changing nature of reading and information delivery, Rotherham's local demographic profile and reductions in local government funding.
- 2.2 There is national recognition of the continuing role that libraries can play in contributing to wider economic, social, cultural and educational goals. These roles are reflected in the national "Universal Offers", six key areas which are regarded as essential to a 21st century library service. These cover: reading, information, digital, health, learning and culture.
- 2.3 Locally, there are clear opportunities for the service to play significant roles in:
- the Customer Access Strategy and Digital Strategy by supporting the "digital first" principle, encouraging customers to make use of the digital offer through the promotion of online services. Digital assistance is provided in every library so that customers who need help feel supported and able to access the services they need. This ranges from showing people how to set up an email address, helping them complete an online form or provision of basic ICT courses. This service is enabled through public access terminals, laptop points and free Wi Fi;

- the Cultural Strategy by delivering a quality and diverse cultural experience within libraries through a clear, consistent, and accessible programme of cultural activities and events. Supporting the key goal of enabling everyone in Rotherham to “get active, get creative and get outdoors more often”;
- the Thriving Neighbourhoods Strategy by giving opportunities for people to come together, to get involved in their local neighbourhood and to participate in interesting, enjoyable and creative events and activities;
- the Economic Growth Plan by supporting individuals to become job-ready;
- the delivery of the Building Stronger Communities action plan by providing opportunities for neighbourhood engagement and a visible, well-used and vibrant community hub;
- the Children and Young People’s Plan by providing opportunities for informal and intergenerational learning in a safe, attractive space;
- the Health and Wellbeing Strategy by reducing social isolation and maintaining good mental health, using the Five Ways to Wellbeing as a framework for activities;
- supporting Adult Social Care and Housing in providing safe, trusted community-based places for service users and increasing opportunities for independent living.

2.4 Consultation undertaken during 2016 reinforced the perceived role of libraries within their communities. 571 (94%) of respondents to the consultation on the Library Strategy agreed with the proposal to keep all 15 static sites open, many commenting that libraries are essential community hubs. 577 (95%) respondents agreed with the proposal to continue with the redevelopment of libraries as modern, welcoming spaces.

2.5 The consultation process also identified further opportunities, changes and improvements to service delivery including; working with partners and volunteers to support the delivery of additional services; co-location with other services and/or relocation to more accessible places; involving individuals and communities in supporting service delivery and maintaining relevant, accessible services within communities.

2.6 Usage of libraries nationally is declining, however a significant proportion (72%) of people in England continue to say that public libraries are important for their community. (Source: English data about attributes to and use of public libraries 2011-2016, Carnegie UK Trust). Libraries continue to be popular as places to take part in social activities, undertake informal learning and seek assistance with a wide range of enquiries. They are also perceived as a trusted community space to combat digital and social exclusion and support wellbeing.

2.7 The table below provides library usage statistics over the last 3 years:

Note: an “active borrower” is anyone who borrows at least one item within a 12 month period.

Library	2016/17			2017/18			2018/19		
	Visits	Active Borrowers	Issues / Renewals	Visits	Active Borrowers	Issues / Renewals	Visits	Active Borrowers	Issues / Renewals
Aston	37165	1717	35054	31604	1617	31670	44246	1692	32775
Booklink	5408	387	25957	3800	362	24158	3723	331	22011
Brinsworth	12265	508	10535	7104	485	9509	6523	417	9420
Dinnington	40288	1581	38538	32881	1472	35080	32392	1576	36527
Greasbrough	23542	871	23320	23410	871	20967	20542	899	17961
Kimberworth	8415	531	17230	8592	499	15301	8965	526	15104
Kiveton Park	14665	790	24306	17563	845	23758	19085	862	28341
Maltby	38046	1351	27254	27681	1222	24967	43296	1560	31443
Mowbray Gardens	30231	746	17626	33338	1116	18523	32219	1286	20750
Rawmarsh	40962	789	20922	30050	786	18922	33738	834	19174
Riverside (Central)	202038	4057	93865	191315	3768	87722	176996	3461	79403
Schools Loans Service	0	929	N/A	0	849	N/A	0	781	N/A
Swinton	54815	1110	26648	53654	973	24413	48981	1043	23836
Thorpe Hesley	8604	392	10299	7463	376	10505	7788	396	11293
Thurcroft	11427	459	9946	8054	389	7959	4454	264	6774
Wath	79035	2191	39226	74345	2173	37642	72931	2362	38408
Wickersley	58731	2104	44720	53865	1967	43229	60508	1979	42765
Online Library (customers only using digital)	N/A	463	7227	N/A	346	7030	N/A	384	6314
Totals	665637	20976	472673	604719	20116	441355	616387	20653	442299

2.8 For the year 2018/19 the service showed an increase in visits, active borrowers and issues/renewals when compared to the previous year. This is the first time in 10 years that active borrowers have exceeded the previous year's figure.

- 2.9 Libraries are visited for a variety of reasons in addition to borrowing books and other items. There is a full yearly programme of activities for all ages which receives in the region of 70,000 visits per annum. These include regular Rhymetimes for pre-school children, storytimes, Lego and code clubs plus holiday and after-school craft activities. For adults libraries offer work clubs, English for Speakers of Other Languages (ESOL) classes, a variety of readers groups, author visits and a range of social activities including knit and natter, bridge clubs, family history and basic computer sessions.

- 2.10 The table below shows the number of digital downloads over the last 3 years:

Format downloads	2016/17	2017/18	2018/19
e-Books	9,268	8,302	16,171
e-Audio	3,175	4,450	4,924
e-Magazine	3,395	3,367	7,119

- 2.11 The service joined six other library authorities in an e-book co-operative during April 2018, significantly increasing the choice of stock at no extra cost to the Authority. Since this date the number of e-book loans has nearly doubled.
- 2.12 It is also recognised that the service and the Council are required to make the most effective use of their resources, including considering the needs of communities to inform service redesign. In line with the Council's budget and service design principles there is also a need to consider opportunities to support residents to carry out transactions online in line with the Council's Customer Access Strategy, to share/integrate services and to review the location of face to face delivery points, recognising that there is potential to reduce costs of provision for other Council and partner services.
- 2.13 In addition, as part of the engagement process, the service would like to seek views on the role and provision of library services within Rotherham town centre.
- 2.14 In order to effectively refresh the Library Strategy, to ensure that the vision and core offer for the Service remains relevant and in order to make the most effective use of resources, further consultation is needed with current and potential partners, stakeholders and interested parties to develop options for a future service delivery model.
- 2.15 The initial programme of engagement will explore views on the range of alternative service delivery options; the right one for Rotherham will be dependent on the community needs and priorities. In line with previous consultation feedback, it is intended that any future option will look to deliver comprehensive, effective and efficient services, to improve access to current and additional services and to avoid, where possible, the closure of libraries.

3. Options considered and recommended proposal

- 3.1 Undertake an initial assessment of local need and engagement with partners, stakeholders and interested parties in respect of developing options for a future service delivery model, followed by a further report to Cabinet detailing proposals to be consulted on for a future service model, including identification of potential improvements to service and efficiencies, in the context of a refreshed Library Strategy. This is the recommended option.
- 1.2 Present options for future service delivery without undertaking initial public engagement. Whilst this reduces the timetable needed to deliver the project, it would present a risk in terms of:
- the Council's ability to make decisions which are fully informed by the needs and aspirations of the public and other stakeholders
 - and the need for the Council to meet its statutory obligations in terms of service delivery.

4. Consultation on proposal

- 4.1 In readiness to commence consultation the service has:
- assessed the Service's contribution to corporate outcomes and priorities;
 - taken into account key national, regional and local strategies;
 - benchmarked the service against other local authorities taking account of innovation, good practice and lessons learned;
 - examined usage, performance and demand for the service;
 - reviewed available resources, including staff, buildings and stock.
- 4.2 It is proposed that an initial engagement programme is carried out over a period of 6 weeks. This would explore with members of the public, partners and stakeholders, the factors which are important to them in relation to library provision in order to develop a sustainable model that meets their needs.
- 4.3 Consultation would also assess the potential in relation to different service models and help the Council understand the interest from the community and local partnerships in relation to getting involved in supporting the delivery of library services. It will also provide a mechanism for other ideas to be put forward from outside the service.
- 4.4 It is proposed that the first phase of the engagement programme consists of:
- online and paper based surveys, supplemented by a dedicated email address
 - drop in sessions at each of the 15 libraries
 - focus groups with partners, including schools, town and parish councils, Voluntary Action Rotherham and Rotherfed
 - focus groups with Council services, including Adult Care, Housing and Public Health, Children and Young People's Services, Asset Management, Performance, Intelligence and Improvement team
 - focus groups with staff
 - focus groups with children and young people
 - focus groups with Members

- engagement with Unions, communities of interest and under-represented groups
- engagement with non-library users in busy locations across the borough

4.5 Feedback from this initial engagement combined with a comprehensive local assessment of need and equality analysis will support the development of proposals for a future service delivery model, which in turn would be subject to engagement and consultation over a period of 6 to 12 weeks dependent on the complexity and impact of the proposed model.

5. Timetable and Accountability for Implementing this Decision

5.1 The Service recognises the importance of engaging with the community at an early stage of shaping the future service model. This will allow for informed decision making in order to develop an effective library provision.

5.2 There is a legal requirement to ensure that extensive public consultation on the future Library service and on any related savings proposals is undertaken so that the Council complies with its duty to act fairly. In consideration of the diversity of interested parties and the potential impacts of a new service model the following engagement timeline has been proposed:

Activity / Task	Start Date
Cabinet approval for 1 st Phase of engagement	May 2019
Staff/Trade Union engagement	May 2019
Notification to Department for Digital, Culture, Media & Sport (DCMS) of stakeholder engagement	May 2019
Public engagement survey 6 weeks - 1 st phase of engagement on: <ul style="list-style-type: none"> • Shaping the future library service • The role and provision of library services within the town centre • Options to inform the new Library Strategy 	Jun 2019
Public engagement closes	Jul 2019
Public engagement survey analysis	Jul 2019
Notification to Department for Digital, Culture, Media & Sport (DCMS) of potential changes to service delivery	Jul 2019
Design public engagement survey – 2 nd phase of engagement on: <ul style="list-style-type: none"> • Final Service Offer • Draft Library Strategy 	Aug 2019
Cabinet Report for approval to engage - 2 nd phase <ul style="list-style-type: none"> • Final Service Offer • Draft Library Strategy 	Oct 2019
Public engagement starts – 2 nd phase <ul style="list-style-type: none"> • Final Service Offer • Draft Library Strategy (6 to 12 weeks engagement dependant on the outcomes of the 1 st phase)	Nov 2019
Public engagement ends - 2 nd phase	Feb 2020
Public engagement results analysis - 2 nd phase	Feb 2020
Review and finalise equality analysis	Mar 2020
Produce engagement analysis report	Mar 2020

Activity / Task	Start Date
Finalise Library Strategy, revised service offer and associated budget savings (revisions based on public engagement)	Mar 2020
Staff/Trade Union engagement	Apr 2020
Sign off from Cabinet of the Library Strategy and final service offer (date to be confirmed)	Apr 2020
Staff/Trade Union engagement - revised service structure	Apr 2020
Sign off of Library Strategy by full Council (date to be confirmed)	May 2020
Mobilisation of new service model	Aug 2020 onwards

- 5.3 The above timetable has been developed in recognition of the need to complete this programme quickly and efficiently. However, based on previous experience of delivering library reviews, and in recognition that this review is more complex and far-reaching, combined with timelines given in the Department for Digital, Culture, Media and Sport good practice tool kit and advice provided by the Council's Legal Services, completion may take as long as March 2021.

6. Financial and Procurement Advice and Implications

- 6.1 The current net budget for the Library service is £2.64m.
- 6.2 It is envisaged that the bulk of the consultation exercise will be undertaken by staff within the Culture, Sport and Tourism Service and primarily communicated electronically with any small ancillary costs e.g. printing being contained within existing budgets. Any meetings required will be held in Council owned buildings wherever possible, so no additional costs are anticipated.
- 6.3 Any investment proposals or cost implications that may result from the analysis of the consultation feedback will be subject to future reports and approval mechanisms in the context of the Council's Budget and Medium Term Financial Strategy.

7. Legal Advice and Implications

- 7.1 The Public Libraries and Museums Act 1964 makes it the duty of every library authority to provide a "comprehensive and efficient library service for all persons desiring to make use thereof". The Act sets out that, in fulfilling its duties, a library authority shall have particular regard to the desirability of:- securing, by the keeping of adequate stocks, by arrangements with other library authorities, and by any other appropriate means, that facilities are available for the borrowing of, or reference to books and other printed matter, and pictures, records, films and other materials in sufficient number, range and quality to meet the public's requirements and any special requirements both of adults and children; and encouraging both adults and children to make full use of the library service, and of providing advice as to its use and of making available such bibliographical and other information as may be required by persons using it.

7.2 The Council also has to ensure it complies with its duties under the Equality Act 2010. Under section 1 of that Act, the Council must, when making decisions of a strategic nature about how to exercise its functions, have due regard to the desirability of exercising them in a way that is designed to reduce the inequalities of outcome which result from socio-economic disadvantage. In addition, under section 149 of the Act, the Council must comply with the public sector equality duty which requires it to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it, and
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

In dealing with this duty, the Council must have due regard in particular, to the need to:

- Remove or minimise disadvantages suffered by persons who share a relevant characteristic that are connected to that characteristic
- Take steps to meet the needs of people who share a relevant protected characteristic that are different to the needs of persons who do not share it; and
- Encourage persons who share a relevant characteristic to participate in public life or any other activities where their participation is disproportionately low.
- Protected characteristics include disability, age, race, sex, religion or belief, gender reassignment, marriage and civil partnership, pregnancy/maternity and sexual orientation.

8. Human Resources Advice and Implications

8.1 There are no human resources implications arising directly from this report. However, it is possible that library staff may be affected by any future proposal and as such early discussions have begun with Trade Unions. Any resulting proposed operational changes will be undertaken in full consultation with employees and Trade Union representatives.

9. Implications for Children and Young People and Vulnerable Adults

9.1 Any changes to the Library Strategy and core service offer will impact on services to children, young people and vulnerable adults. The Strategy currently includes a “children’s offer” within the core offer and the Service is currently particularly well-used by children up until the age of 11 years.

9.2 The service has a role to play in supporting the aim of becoming a child-centred borough, where children and young people are healthy, safe from harm, start school ready to learn for life and are ready for the world of work. To this end, the service has become an active partner in the Local Cultural Education Partnership (The Embassy for Reimagining Rotherham).

9.3 New service delivery options could include the delivery of activities co-created with children and young people and co-located and co-delivered services.

10. Equalities and Human Rights Advice and Implications

- 10.1 An equality analysis will be undertaken on any proposals.
- 10.2 The service provides safe, trusted and accessible places available to everyone and is keen to build on current levels of engagement and participation, particularly with under-represented groups and communities.

11. Implications for Partners

- 11.1 During previous consultation a wide range of partners and Council services expressed an interest in continuing to work with the Libraries and Neighbourhood Hubs Service in the future. Potential developments include co-location and joint delivery of services in support of demand reduction plans in other services as well as the opportunity to better jointly deliver on the Thriving Neighbourhoods strategy.
- 11.2 Specific consultation will be undertaken with Asset Management in order to identify opportunities in relation to relocation or co-location of services and in regard to One Public Estate.

12. Risks and Mitigation

- 12.1 In order to ensure rigorous and robust decision making, proposals for consultation should take account of the statutory nature of the service, the resources available and existing and projected need for the service, including consideration of the needs of vulnerable groups.
- 12.2 As the Authority continues to face challenging financial circumstances, there will be a need to ensure that proposals make best use of available resources. Consultation therefore needs to be undertaken as soon as possible to ensure that the Service is ready to respond positively to changing circumstances.
- 12.3 Feedback from initial consultation may affect the timescale for future proposals, consultation and decision making.

13. Accountable Officers

Polly Hamilton, Assistant Director of Culture, Sport and Tourism
Zoe Oxley, Head of Operations and Business Transformation

Approvals obtained on behalf of:-

	Named Officer	Date
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	26/04/19
Assistant Director of Legal Services (Monitoring Officer)	Bal Nahal	23/04/19
Assistant Director of Human Resources (if appropriate)	N/A	N/A

Head of Procurement (if appropriate)	N/A	N/A
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*Report Author: Zoe Oxley, Head of Operations & Business Transformation
01709 334283 or zoe.oxley@rotherham.gov.uk*

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

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Appendix 1

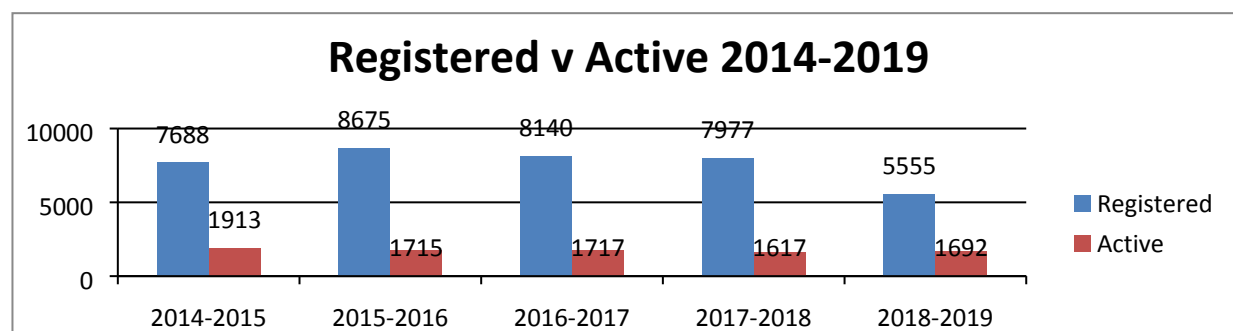
Aston Library and Neighbourhood Hub Site Profile (South)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	11,314	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	113,543	
<i>Band C 0.36 FTE (Relief Staff)</i>		
<i>Band D 1.7 FTE</i>		
<i>Band F 2.6 FTE</i>		
Non staff Costs	2559	
Income	-1390	
Net Budget	£126,026	

Customer Profile

Registered/Active Users



The chart shows an analysis of Aston's registered and active users between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-19

	Registered (%)	Active (%)
Age 0-3	3.33	6.45
Age 4-11	21.18	30.34
Age 12-17	12	6.86
Age 18-25	6.79	2.6
Age 26-40	17.87	9.58
Age 41-65	21.16	19.99
Age 66+	17.65	24.19
Unknown	0	0

The 4-11 age range make up the biggest group of registered users and active borrowers at Aston Library.

Appendix 1

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	37.48	36.33
Female	61.98	63.46
Unknown	0.54	0.21

There are more female registered library users at Aston than there are male.

This reflects the borough pattern where there are slightly more females than males.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	84.98	86.97
Black or Black British	1.1	1.2
Dual Heritage	0.92	1.04
Asian or Asian British	1.04	0.83
Other	0.92	1.09
Unknown	11.04	8.86

The highest percentage of registered and active borrowers within the Holderness ward are White.

Disability Profile

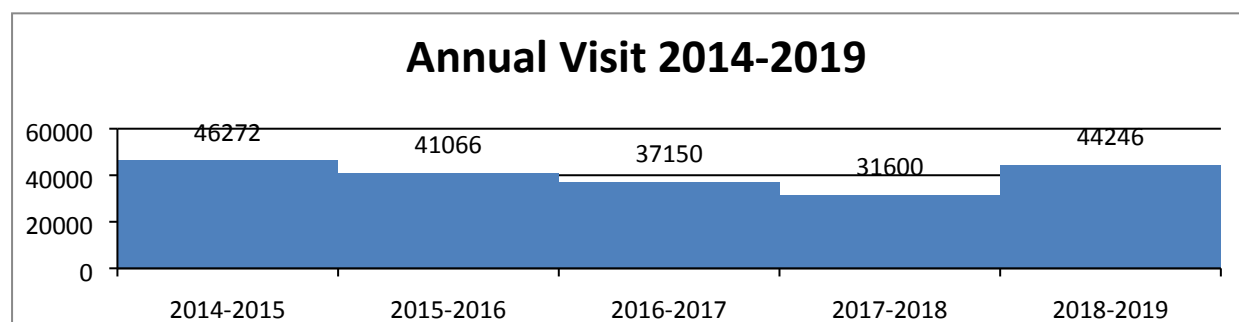
2018-2019	Registered	Active
Self-declared disabled	260	93

Monitoring of library users asks whether they consider themselves disabled.

The number of active borrowers who consider themselves disabled is small compared to the total number of active borrowers.

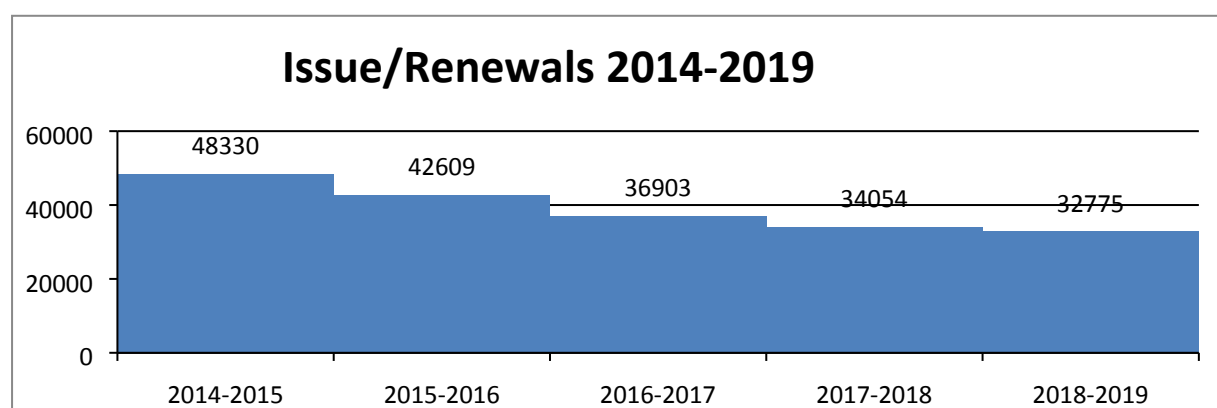
Appendix 1

Annual Visits



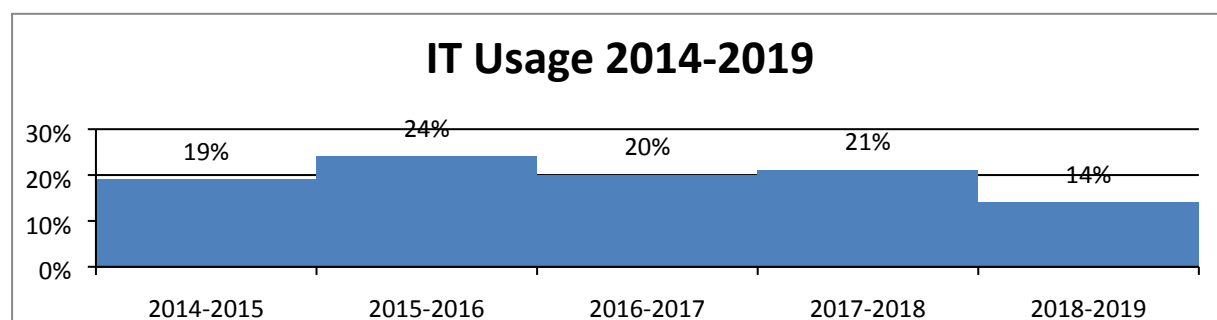
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues/renewals figures for 2014 to 2019.

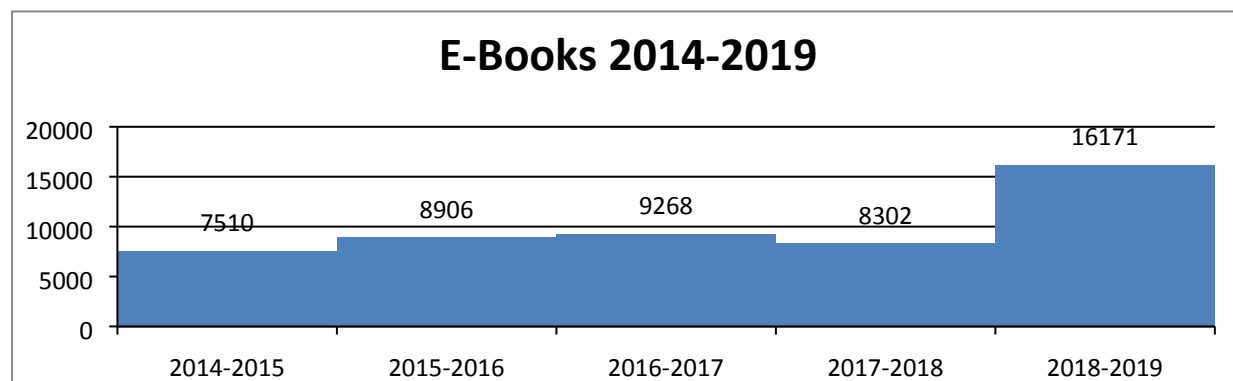
IT Usage



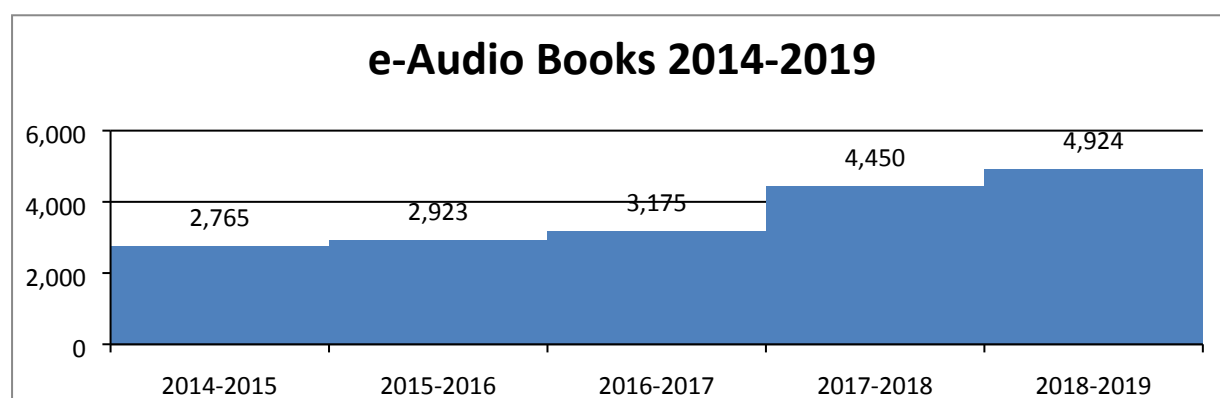
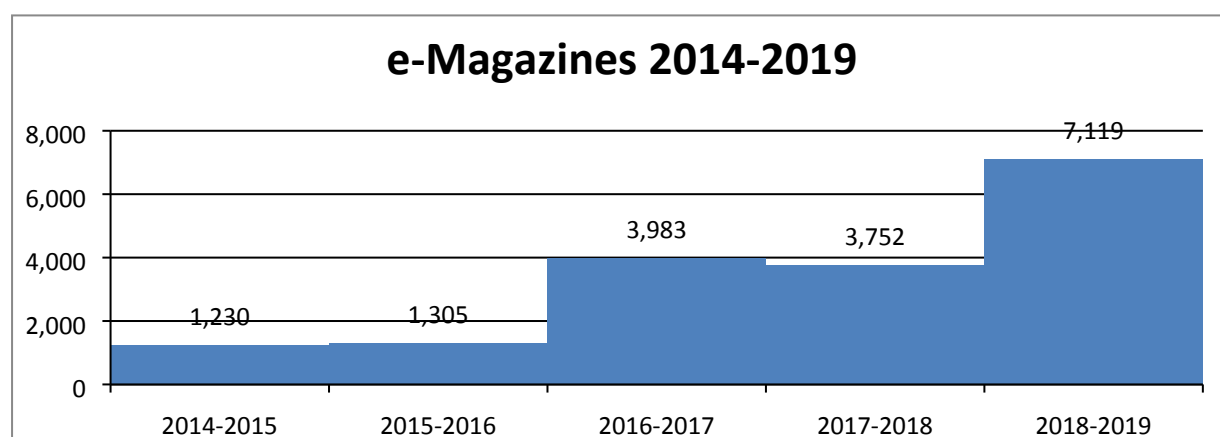
Aston Library has 8 public access computers. The table above shows % of average usage based on available PC hours in the Library.

Appendix 1

e-Books, e-Magazines and e-Audio books



Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Customer Satisfaction

The overall customer satisfaction level at Aston Library and Neighbourhood Hub for 2018/19 was 96.1%.

Appendix 1

Volunteers

Aston Library & Neighbourhood Hub facilitated 3 volunteer placements in 2018/19. The total number of volunteer hours worked during this period was 200.

Building Information

Aston Library & Neighbourhood Hub is a modern Council owned building built in 2010.

The building was developed by the Council as a joint service centre with the NHS and provides doctors surgeries, shared Council locality offices and NHS office accommodation, community meeting rooms and a library.

The building is in good condition with pro-rata library revenue running costs at £11,314 per annum.

Service Offer

Aston Library & Neighbourhood Hub is currently open Monday-Saturday, 46 hours per week.

Aston has great potential to build on many community links, including the Aston-cum-Aughton Parish Council, Aston Tenants and Residents Association and Children's Centre. Local schools regularly show an interest in supporting activities and attending class visits and additional classes such as Rhymetime sessions.

A weekly Rhymetime session is delivered from Aston, with around 22 children attending the session each week with their parents.

Learn My Way ICT support sessions are available weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices.

Citizens Advice Bureau offer fortnightly appointments from Aston and these are managed in partnership with staff from Aston Library & Neighbourhood Hub.

Aston has 2 reader groups currently meeting monthly (Aston New Mums and Bookworms).

Rotherham Open Arts Renaissance (ROAR) regularly works together with Aston Library & Neighbourhood Hub to promote local art exhibitions within the library space. ROAR is a National Portfolio Organisation funded by the Arts Council England which works to support emerging and professional artists living or working in Rotherham. Exhibitions to date have received excellent feedback and attendance from the local community.

Action on Hearing Loss (formerly the Royal National Institute for Deaf People) delivers a monthly drop-in service from this site. A representative is on hand to help members of the local community maintain and repair their hearing aids. Replacement batteries are also available from Aston Library & Neighbourhood Hub whenever the site is open and are free of charge. This service is highly used and extremely well regarded in Aston.

Work is underway to maximise the links with the health services on site and partnerships will be established in-line with the National Library Health Offer. Aston Library also hosts a collection of Reading

Appendix 1

Well mental health books for young people and their carer's as well as the new Empathy collection.

Currently revenues and benefit advice is accessible by appointment Monday-Friday. Assisted digital services for online services are offered daily. Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pension service (DWP) and the Job Centre to deliver Universal Credit Support from this location.

Aston is the only site in the borough offering Assisted Digital Visa Support. This is a partnership with We are Digital (through Libraries Connected) where staff at Aston will be supporting customers wishing to apply for a UK visa to access the form and complete the details. This service will receive a fee up to a maximum of £50 for each customer where support is provided.

Aston is warm and welcoming utilising a modest space very carefully to schedule in a wide array of services and functions. It fits perfectly into the community hub label and delivers on many corporate agendas.

Appendix 2

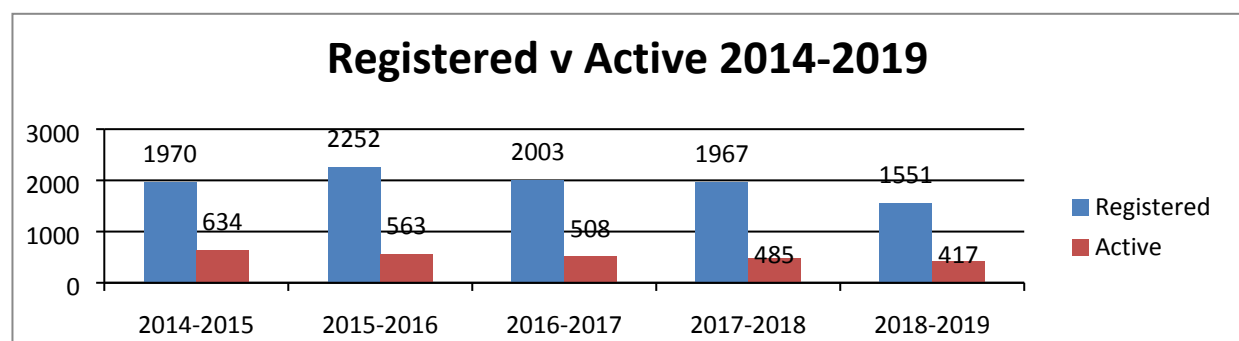
Brinsworth Library and Neighbourhood Hub Site Profile (South)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	5,282	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	35,625	
Band C 0.11 FTE (Relief Staff)		
Band D 1.4 FTE		
Band F 0.1 FTE		
Non staff Costs	369	
Income	-257	
Net Budget	£41,019	

Customer Profile

Registered/Active Users



The chart shows an analysis of Brinsworth's registered and active users between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-2019			The number of active library users aged 4-11 years are proportionally the most active, closely followed by those aged 66 and over.
	Registered (%)	Active (%)	
Age 0-3	2.12	4.31	
Age 4-11	22.28	27.51	
Age 12-17	17.13	8.13	
Age 18-25	7.41	3.35	
Age 26-40	16.23	11.96	
Age 41-65	18.48	17.46	
Age 66+	16.36	27.27	
Unknown	0	0	

Appendix 2

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	37.32	33.48
Female	61.84	66.08
Unknown	0.84	0.44

There is a higher percentage of female library users at Brinsworth Library than there are male.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	66.07	69.72
Black or Black British	1.93	1.74
Dual Heritage	0.45	0.87
Asian or Asian British	5.02	3.27
Other	0.9	0
Unknown	25.63	24.4

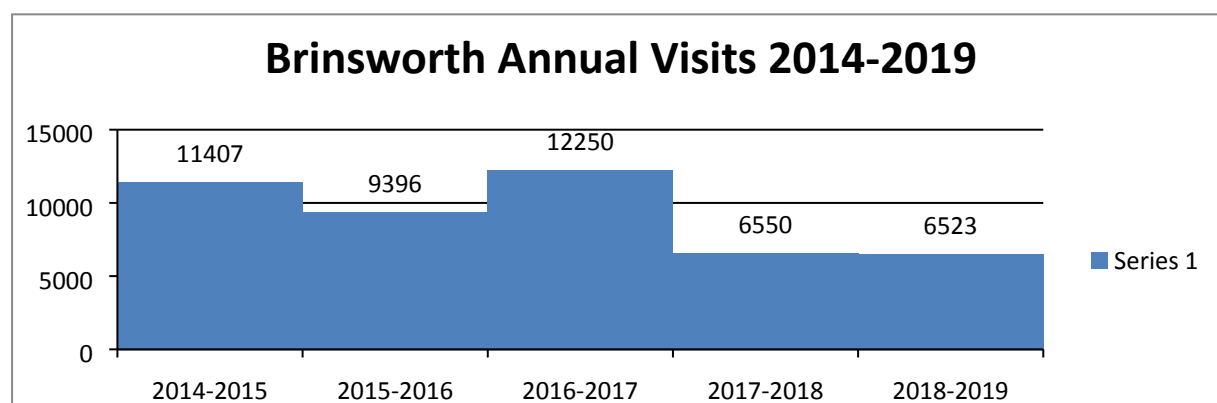
The highest percentage of registered and active borrowers are White.

Disability Profile

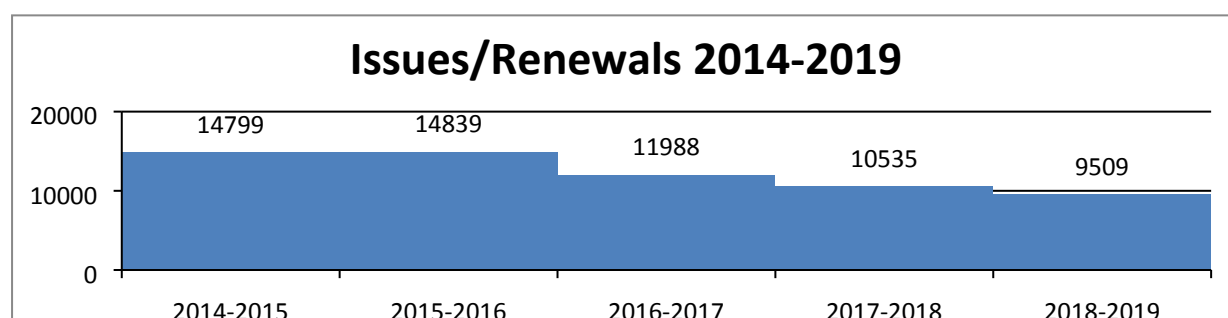
2018-2019	Registered	Active
Self-declared disabled	33	8

Monitoring of library users asks whether they consider themselves disabled.

The number of active borrowers considering themselves disabled is low in this area.

Appendix 2**Annual Visits**

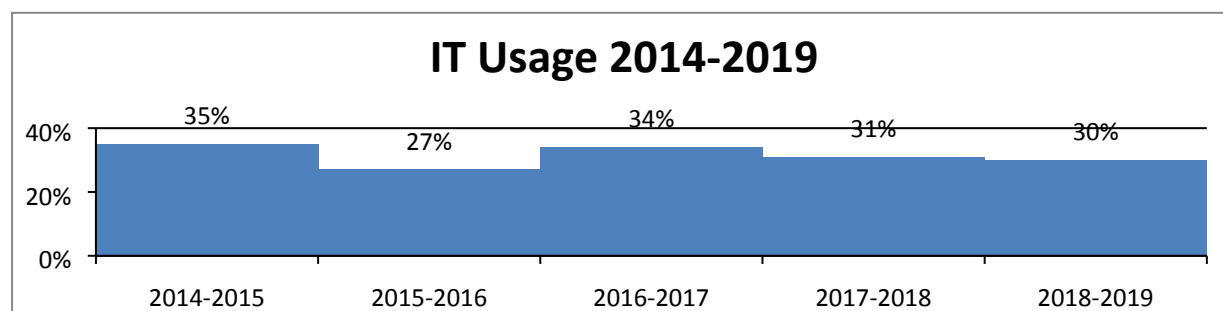
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals

Issues/renewals have declined at a similar rate to annual visits

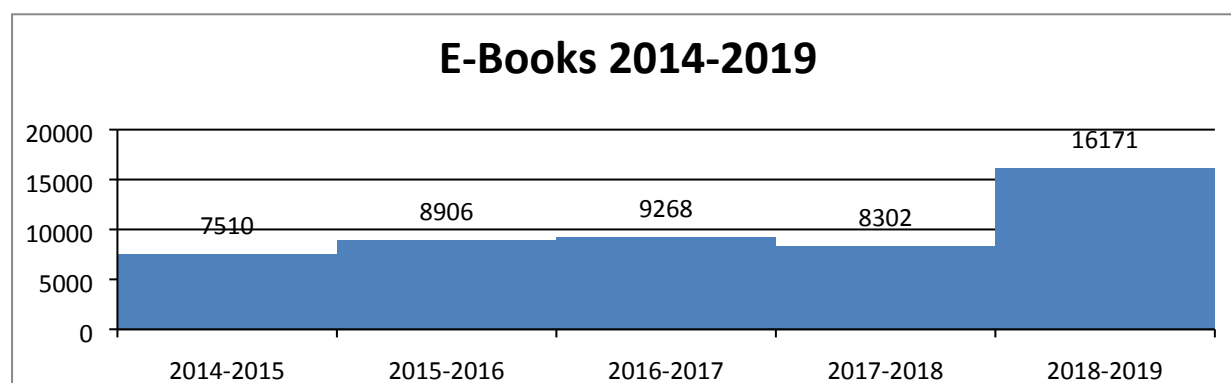
Appendix 2

IT Usage

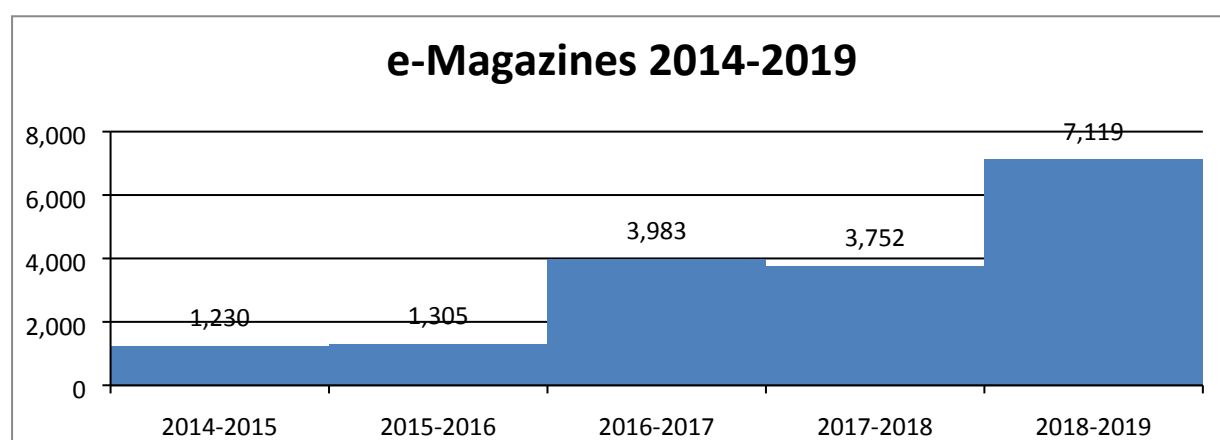


Brinsworth Library has 2 public access computers. The table above shows % of average usage based on available PC hours in the Library.

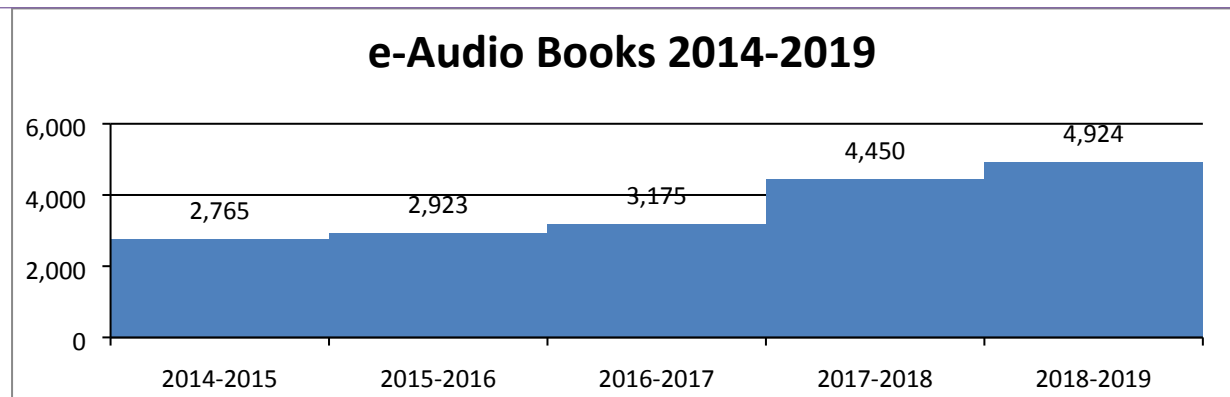
e-Books, e-Magazines and e-Audio books



Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.



Appendix 2



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Customer Satisfaction

The overall Customer satisfaction level at Brinsworth Library and Neighbourhood Hub in 2018/19 was 97%.

Volunteers

Brinsworth Library & Neighbourhood Hub facilitated 2 volunteer placements in 18/19. The total number of volunteer hours worked during this period was 175.

Building Information

Brinsworth Library & Neighbourhood Hub has been delivered from a “porta cabin” style building sited on Council owned land on Ellis Street, Brinsworth since the 1970’s.

The existing building is old, small and becoming increasingly unfit for purpose. The constraint of the building currently limits the service offer which in turn impacts on the number of visitors. Current revenue running costs are £5282 per annum.

The local Parish Council has recently used the big Lottery funding to demolish the Community Centre on Brinsworth Lane, a short distance from the existing library, and build a new resource centre on the same footprint. Utilising the Council’s Capital Programme and Section 106 funding allocated to Brinsworth, it is proposed that the pavilion building next door be extended in order to accommodate a library that would then form part of the new “Brinsworth Community Hub”.

Service Offer

Brinsworth Library & Neighbourhood Hub is currently open Monday, Tuesday, Thursday and Saturday, 26 hours per week.

Brinsworth has great potential to build on many community links, including the Parish Council and local Children’s Centre.

A weekly Rhymetime session is delivered from Brinsworth, with reasonable numbers of children attending the session each week with their parents.

Appendix 2

The local Knit and Natter group gather weekly at Brinsworth offering members of the public a place to come together socially and learn a new skill free of charge.

Free Wi-Fi is also available during opening hours for customers to access from their mobile devices.

Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pensions (DWP) and Job Centre to deliver Universal Credit Support from this location.

Work is underway to maximise the links with the health service and partnerships will be established in line with the National Library Health Offer.

Work Placements from local schools and colleges are regularly planned at Brinsworth, and this arrangement is currently ongoing.

Local schools regularly show an interest in supporting activities and attending the library for class visits.

Brinsworth Library & Neighbourhood Hub staff are working to create and develop new partnerships in the community, such as with Adult Social Services and Age UK.

Appendix 3

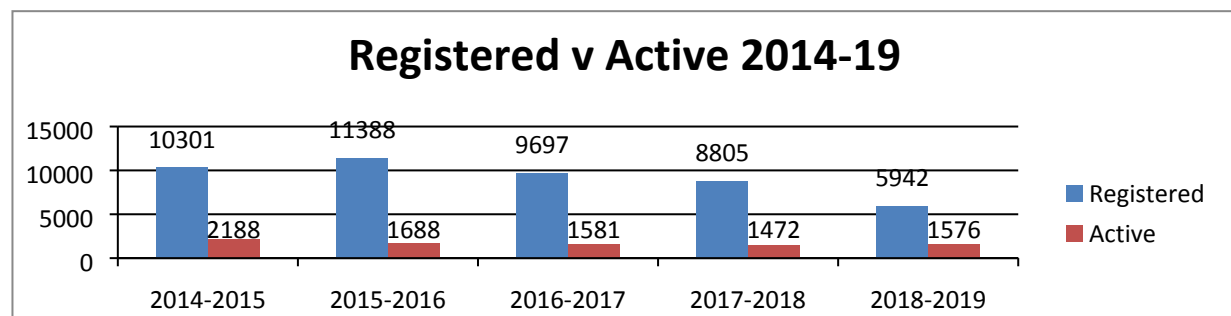
Dinnington Library and Neighbourhood Hub Site Profile (South)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	57,611	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	101,259	
Band C 0.32 FTE (Relief Staff)		
Band D 2.5 FTE		
Band F 1.5 FTE		
Non staff Costs	1132	
Income	-3425	
Net Budget	£156,577	

Customer Profile

Registered/Active Users



The chart shows an analysis of Dinnington's registered and active users showing a comparison between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-2019			The 66+ age group makes up the highest percentage of active users.
	Registered (%)	Active (%)	
Age 0-3	1.74	3.56	
Age 4-11	17.85	28.63	
Age 12-17	12.84	7	
Age 18-25	7.92	3.44	
Age 26-40	17.89	9.48	
Age 41-65	23.21	17.75	
Age 66+	18.56	30.15	
Unknown	0	0	

Appendix 3

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	40.97	37.37
Female	58.80	62.23
Unknown	0.24	0.39

There is a higher percentage of registered and active female library users than male in Dinnington.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	78.81	76.87
Black or Black British	0.56	0.79
Dual Heritage	0.34	0.34
Asian or Asian British	0.52	0.51
Other	0.47	0.34
Unknown	19.30	21.17

Black, Asian, Minority Ethnic and Refugee (BAMER) community within the Dinnington ward is relatively low in comparison to the population.

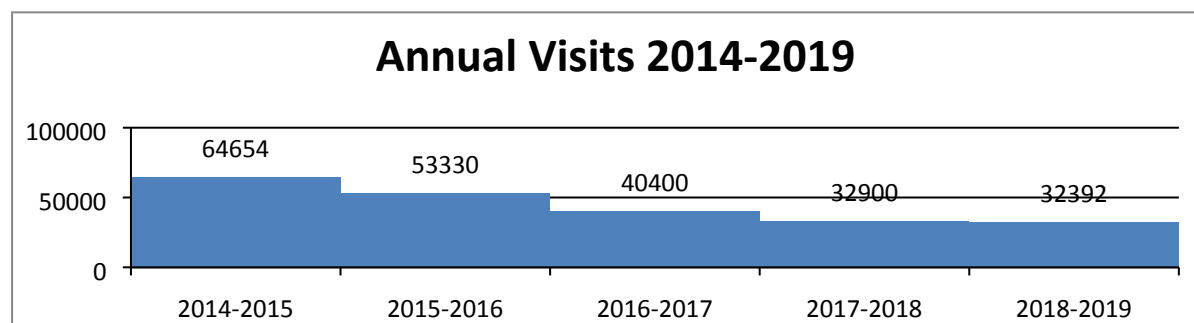
Disability Profile

2018-2019	Registered	Active
Self-declared disabled	815	168

Monitoring of library users asks whether they consider themselves disabled.

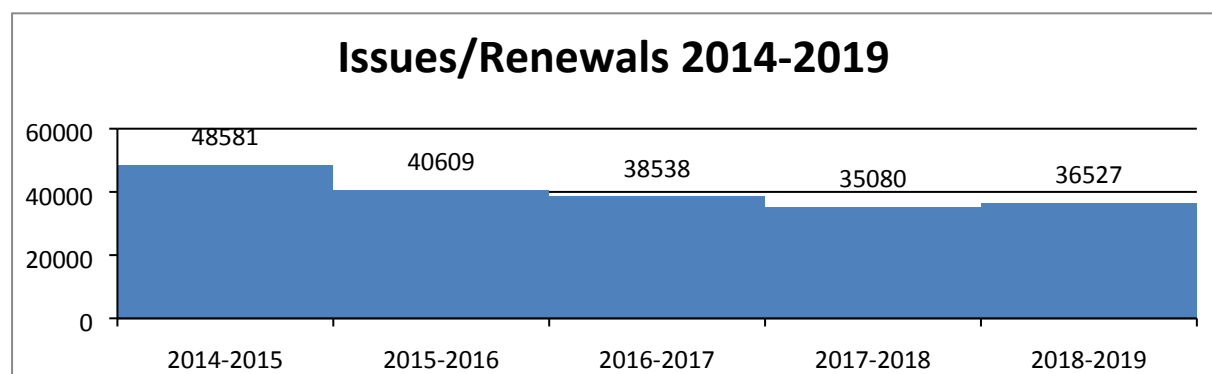
Appendix 3

Annual Visits



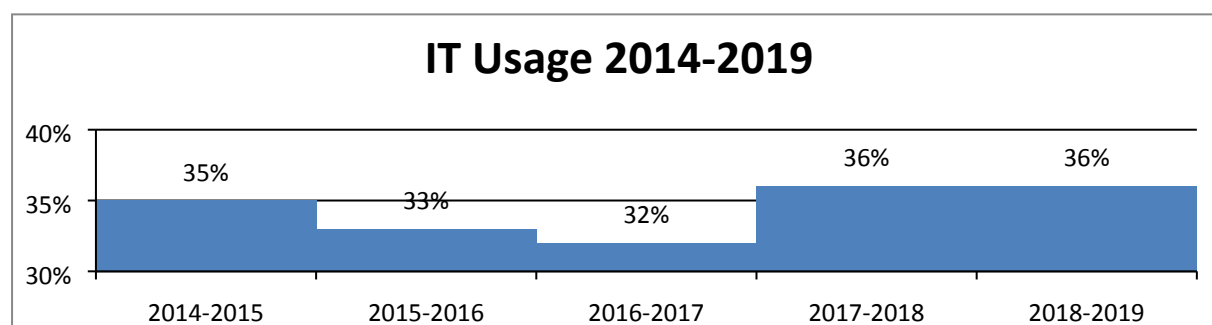
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues/renewals have improved in 2018/19 when compared to the previous year.

IT Usage

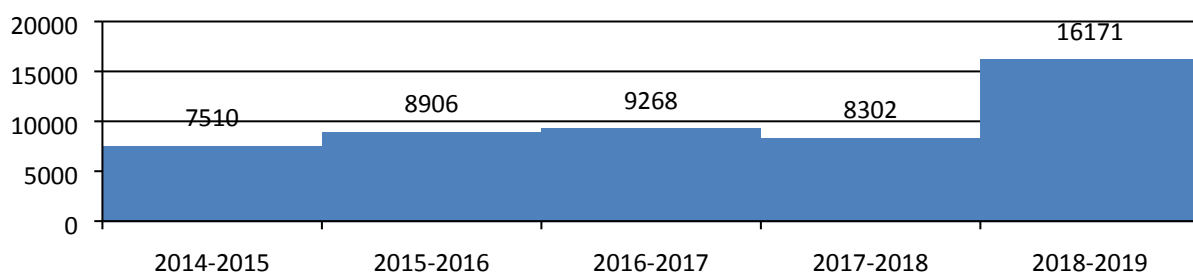


Dinnington Library has 12 public access computers. The table above shows % of average usage based on available PC hours in the Library.

Appendix 3

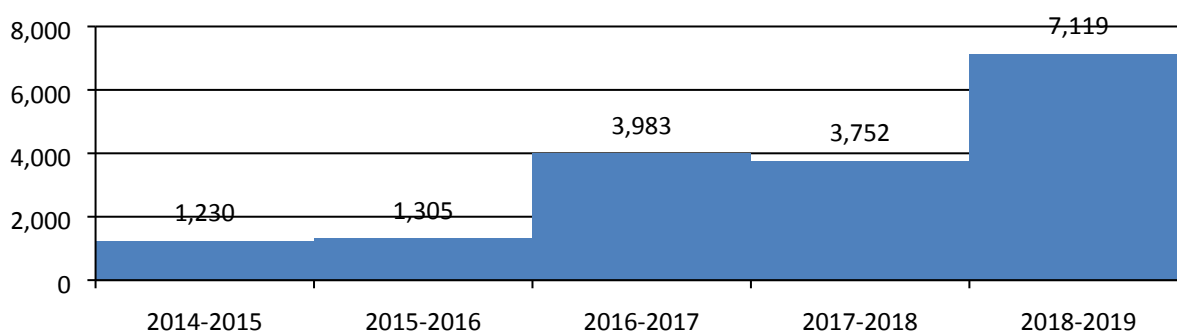
e-Books, e-Magazines and e-Audio books

E-Books 2014-2019

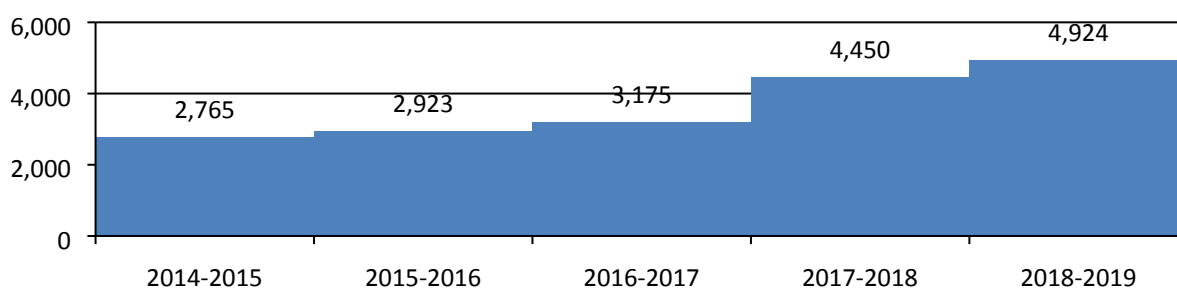


Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.

e-Magazines 2014-2019



e-Audio Books 2014-2019



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Customer Satisfaction

The overall Customer satisfaction level at Dinnington Library and Neighbourhood Hub in 2018/19 was 97.7%.

Appendix 3

Volunteers

Dinnington Library & Neighbourhood Hub facilitated 7 volunteer placements in 2018/19. The total number of volunteer hours worked during this period was 525.

Building Information

Dinnington Library & Neighbourhood Hub is located in Dinnington Resource Centre in a modern building which is operated by the Resource Centre charity.

The building was built in the late 1990 and is generally in good condition. The library extends to ground and first floor accommodation.

The lease terms is from 2002 for a period of 20 years at a rent of £14,100 per annum (expires 2022).

Service Offer

Dinnington Library & Neighbourhood Hub is currently open Monday-Saturday, 46 hours per week.

Dinnington has great potential to build on many community links, including the Resource Centre and local Children's Centre. Dinnington Library & Neighbourhood Hub continues to have excellent links with local schools and class visits are planned in as often as possible, working well with teachers and support workers to facilitate.

Dinnington Library and Neighbourhood Hub is used by colleagues from RMBC Housing Services and South Yorkshire Housing Association for families to use when they are signing up for properties.

A weekly Rhymetime session is delivered from Dinnington, which has excellent attendance levels by children and their parents.

Dinnington Library & Neighbourhood Hub offers a comprehensive plan of children's activities throughout the year, which supports national initiatives such as World Book Day and the Summer Reading Challenge, with excellent attendance.

The Family History group meet weekly in the library space. The group is well established in the area and is attended by regular members of the group. The group also welcomes new members from the local community.

Dinnington boasts 2 volunteer led senior citizen computer classes which run weekly from the Library public PC's. Classes are split into 2 groups to offer help and advice for both beginners and advanced ICT users.

Learn My Way ICT support sessions are available weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices.

Citizens Advice Bureau and Kiveton Park Advice Service offer weekly appointments from Dinnington and these are managed in partnership with staff from Dinnington Library & Neighbourhood Hub.

The National Careers Service – Prospects, currently offer adult careers advice on a weekly basis from Dinnington.

Appendix 3

The local Councillors currently deliver a drop in surgery for members of the local community. The sessions take place once a month.

Dinnington has 2 reader groups currently meeting monthly (Chapter & Verse and Rother Valley).

Action on Hearing Loss (formerly the Royal National Institute for Deaf People) delivers a monthly drop-in service from this site, where a representative is on hand to help members of the local community maintain and repair their hearing aids. Replacement batteries are also available from Dinnington Library & Neighbourhood Hub whenever the site is open free of charge. This service is highly used and extremely well regarded in Dinnington.

Work is underway to maximise the links with the health service in the area and partnerships will be established in-line with the National Library Health Offer.

Currently revenues and benefit advice is accessible by appointment on Monday and Friday each week. Assisted digital services for online services are offered daily in addition to this via the Public access PC's. Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pension service and Job Centre to deliver Universal Credit Support from this location. Additionally a face to face Blue Car Badge and Concessionary Travel service operates daily adding to the vast array of service on offer from this community hub.

Dinnington is warm and welcoming utilising a modest space very carefully to schedule in a wide array of services and functions. It fits perfectly into the community hub label and delivers on many corporate agendas.

Appendix 4

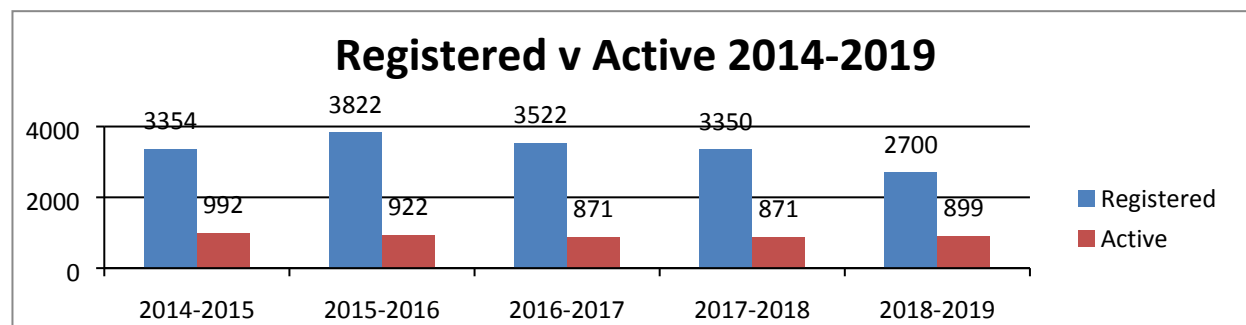
Greasbrough Library and Neighbourhood Hub Site Profile (Central)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	20,531	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	50,376	
<i>Band C 0.36 FTE (Relief Staff)</i>		
<i>Band D 1.7 FTE</i>		
<i>Band F 2.6 FTE</i>		
Non staff Costs	548	
Income	-1390	
Net Budget	£70,065	

Customer Profile

Registered/Active Users



The chart shows an analysis of Greasbrough's registered and active users showing a comparison between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-19		
	Registered (%)	Active (%)
Age 0-3	2.85	6.59
Age 4-11	16.27	23.24
Age 12-17	11.19	5.36
Age 18-25	8.6	4.36
Age 26-40	19.31	12.4
Age 41-65	23.94	21.56
Age 66+	17.83	26.48
Unknown	0	0

Greasbrough Library sits within the Wingfield ward. The 66+ age group are the most active.

Appendix 4

Gender Profile

2018-2019			There are more female registered library users at Greasbrough Library & Neighbourhood Hub than there are male.
	Registered (%)	Active (%)	
Male	42.77	38.96	
Female	57.01	60.66	
Unknown	0.22	0.39	

Ethnicity Profile

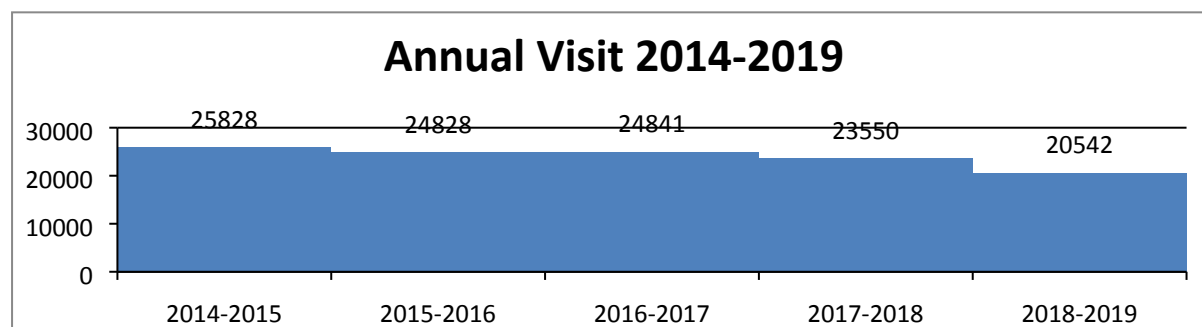
2018-2019			The highest number of registered and active borrowers within the Greasbrough ward are White.
	Registered (%)	Active (%)	
White	82.44	82.34	The percentage of Black, Asian, Minority Ethnic and Refugee (BAMER) community registered and active is low.
Black or Black British	1.11	0.87	
Dual Heritage	0.33	0.58	
Asian or Asian British	0.93	0.97	
Other	0.67	0.58	
Unknown	14.52	14.67	

Disability Profile

2018-2019			Monitoring of library users asks whether they consider themselves disabled.
	Registered	Active	
Self-declared disabled	89	29	

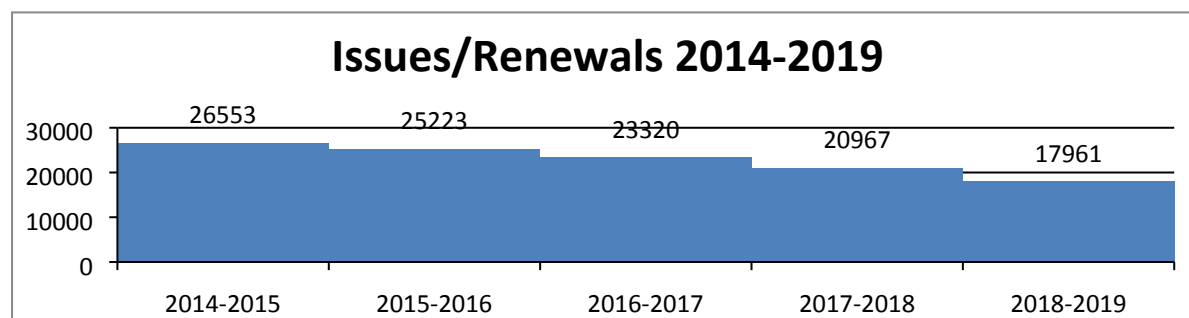
Appendix 4

Annual Visits



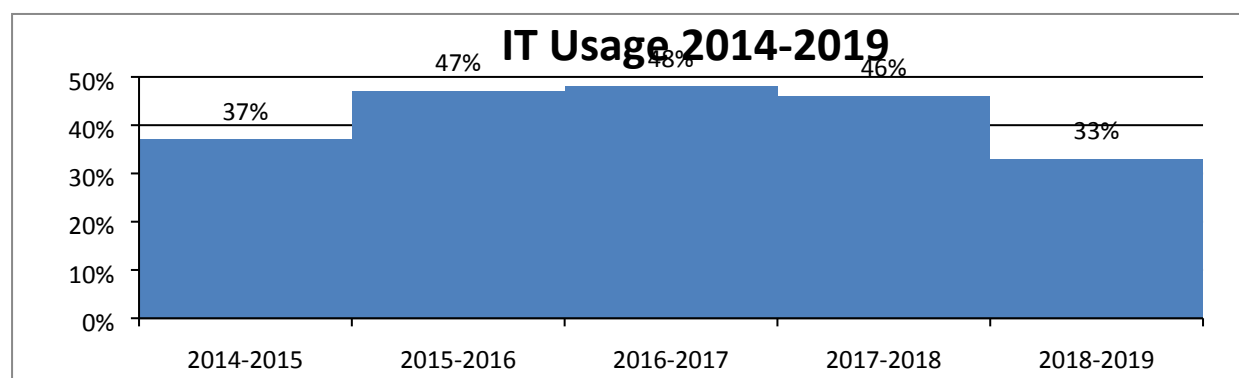
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues/renewals have shown a similar decline as visitor figures over the last few years.

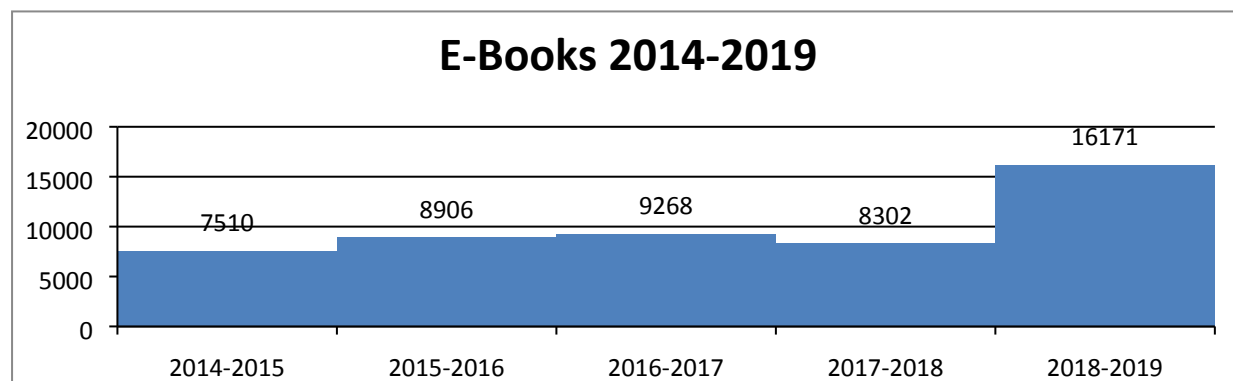
IT Usage



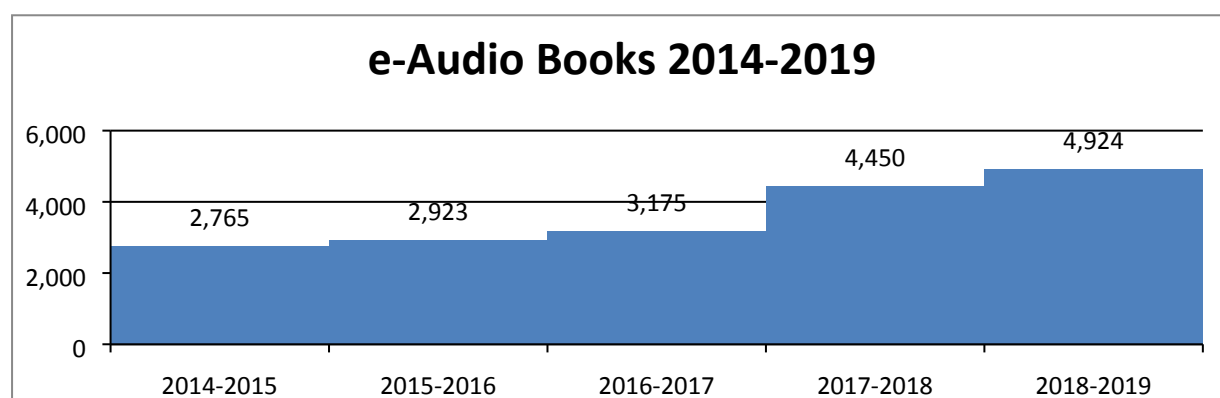
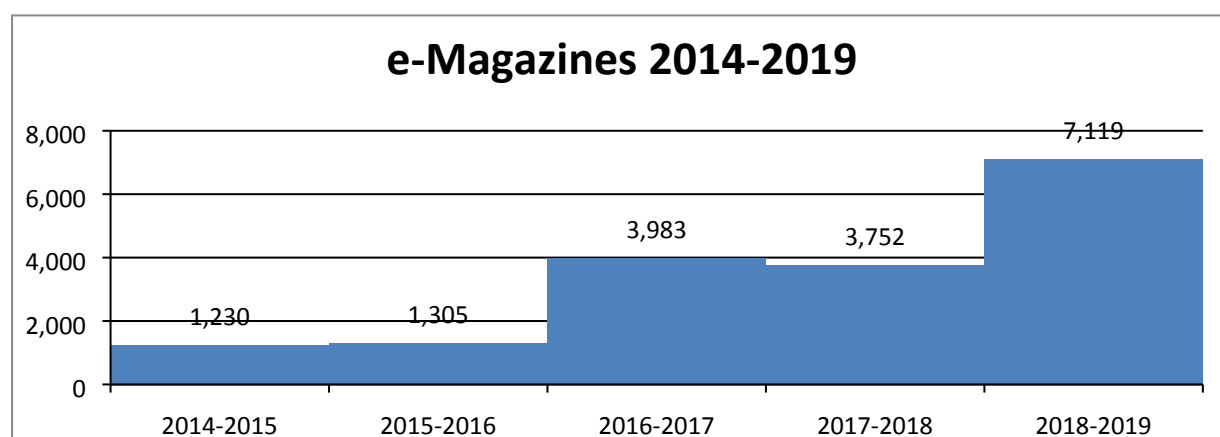
Greasbrough Library has 7 public access computers. The table above shows average % of usage based on available PC hours in the Library.

Appendix 4

e-Books, e-Magazines and e-Audio books



Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Customer Satisfaction

The overall Customer satisfaction level at Greasbrough Library and Neighbourhood Hub in 2018/19 was 100%.

Appendix 4

Volunteers

Greasbrough Library & Neighbourhood Hub facilitated 6 volunteer placements in 2018/19. The total number of volunteer hours worked during this period was 500.

Building Information

The Council own the freehold of Greasbrough Library & Neighbourhood Hub.

Constructed around 1970, the building is a single storey, brick building beneath a flat pitched roof.

In May 2018 there was a minor refurbishment of the library, community room and back office to provide a new meeting room.

Current running costs are in the region of £20,531 per annum .

Service Offer

Greasbrough Library & Neighbourhood Hub is currently open Monday, Tuesday, Thursday, Friday and Saturday, 32 hours per week.

Greasbrough has great potential to build on many community links, including the closer working with the Neighbourhood Development Team at the Council and the Greenside Residents Association.

Our current partnerships include working closely with Council Housing to support their work in the community, and also a multi-agency offer working with South Yorkshire Police, Enforcement Officers and Local Councillors who are very active in the hub.

A weekly Rhymetime session is delivered from Greasbrough, with a very high rate of attendance by local families. A weekly Mums & Tots group is also delivered from the library space following the Rhymetime session, which is proving very successful and is solely focused around the community needs. Greasbrough also acts as the main venue for the local weigh and play baby clinic sessions in partnership with Health Visitors.

There is further scope to work with the local Secondary Schools to try to expand the use of the library after school by students. New working relationships being forged recently with active members of the community, Councillors and the local church.

The local Councillors currently deliver drop in surgeries for members of the local community from this building. There is a surgery every month.

Greasbrough Library & Neighbourhood Hub boasts two well regarded family-related groups. Both the Family History group and Genealogy groups meet in the library space, fortnightly and weekly respectively.

Greasbrough has one readers group currently meeting monthly.

Learn My Way ICT support sessions are available weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices.

Courses/Sessions are being held at Greasbrough Library & Neighbourhood Hub and are run by

Appendix 4

Rotherham College during term time.

Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pensions (DWP) and Job Centre to deliver Universal Credit Support from this location.

Greasbrough Library & Neighbourhood Hub also delivers an array of well attended social groups. This includes the monthly coffee morning in partnership with St Mary's Church Greasbrough, Knit and Natter sessions each week and the Wingfield Young at Heart social group who meet weekly.

Volunteers, Work Placements and Partnerships are a valued addition to service delivery at this library and neighbourhood hub, and help to compliment the service to map all of the National Library Offers we deliver on and map the Corporate Priorities.

The site offers a welcoming space and is placed in a great location close to local shops and a supermarket.

Greasbrough is a warm and welcoming hub, utilising a modest space very carefully to pack in a wide array of services and functions. It fits perfectly into the community hub label and delivers on many corporate agendas.

Appendix 5

Kimberworth Library and Neighbourhood Hub Site Profile (Central)

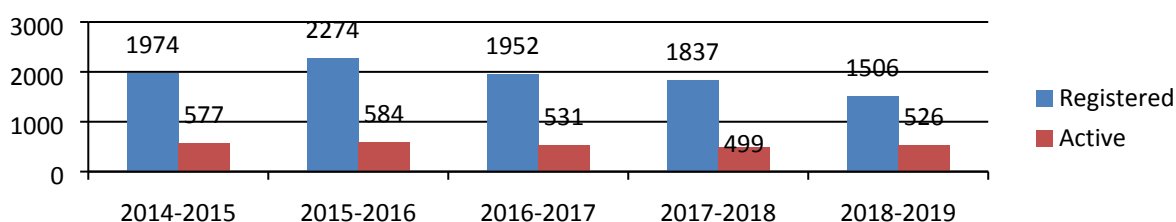
Financial Information

Description	Budget 2018/19	Comments
Building Costs	9,286	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	28,566	
Band C 0.09 FTE (Relief Staff)		
Band D 1.1 FTE		
Band F 0.1 FTE		
Non staff Costs	275	
Income	-618	
Net Budget	£37,509	

Customer Profile

Registered/Active Users

Registered v Active 2014-2019



The chart shows an analysis of Kimberworth's registered and active users showing a comparison between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-19

	Registered (%)	Active (%)
Age 0-3	2.26	3.8
Age 4-11	16.99	24.14
Age 12-17	15	7.79
Age 18-25	8.23	2.66
Age 26-40	16.46	10.08
Age 41-65	22.83	24.14
Age 66+	18.25	27.39
Unknown	0	0

Kimberworth Library sits in the Rotherham West ward.

The most active users are aged 66+ years.

Appendix 5

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	39.51	35.31
Female	60.16	63.81
Unknown	0.33	0.88

There are more female registered library users at Kimberworth than there are male.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	71.2	76.92
Black or Black British	1.92	1.22
Dual Heritage	0.4	0.7
Asian or Asian British	3.58	1.92
Other	1.39	0.35
Unknown	21.5	18.88

The highest number of registered and active borrowers within the Rotherham West ward are White.

The Black, Asian, Minority Ethnic and Refugee (BAMER) community is low.

There is a high number of "Unknown" or undeclared ethnicity in this ward.

Disability Profile

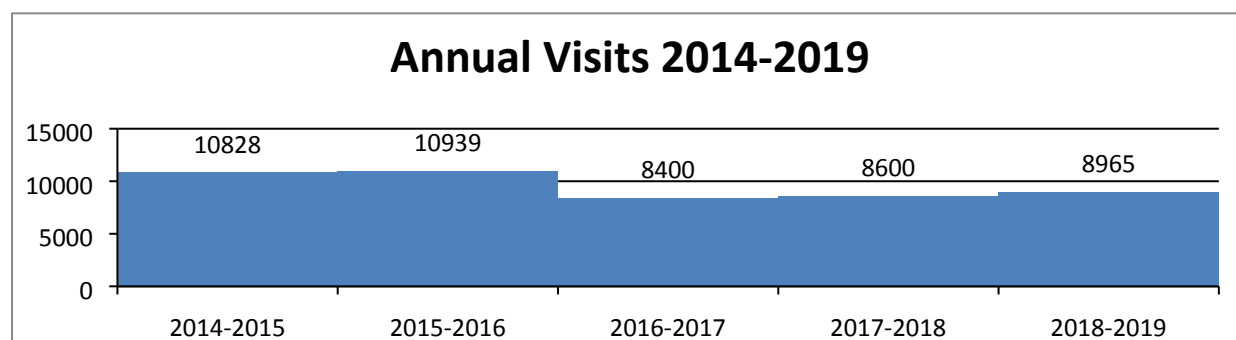
2018-2019	Registered	Active
Self-declared disabled	41	20

Monitoring of library users asks whether they consider themselves disabled.

The number of active borrowers who consider themselves disabled is small compared to the total number of active borrowers.

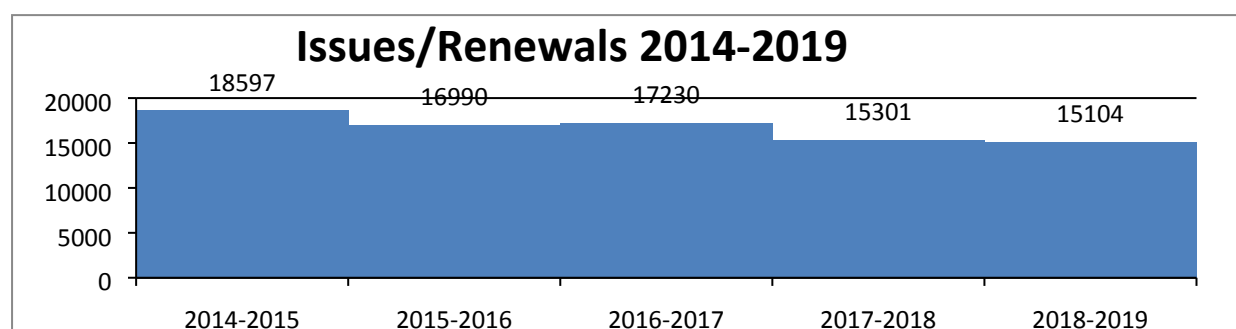
Appendix 5

Annual Visits



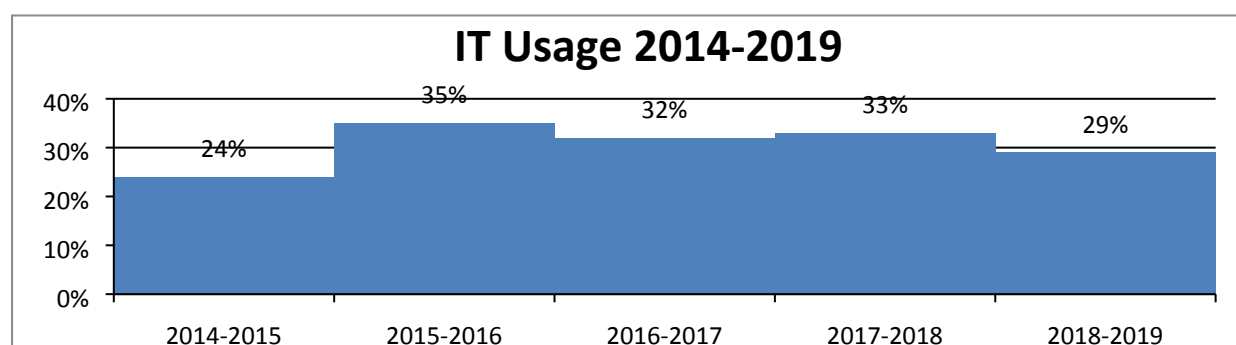
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues/renewals have declined over the last few years however visits increased in 2017/18 and 2018/19.

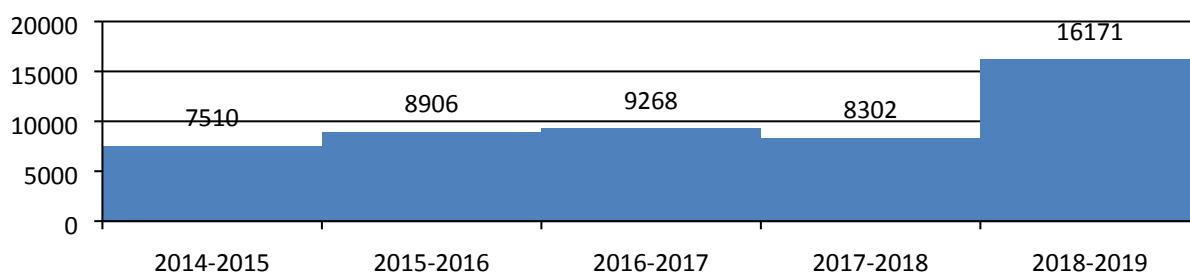
IT Usage



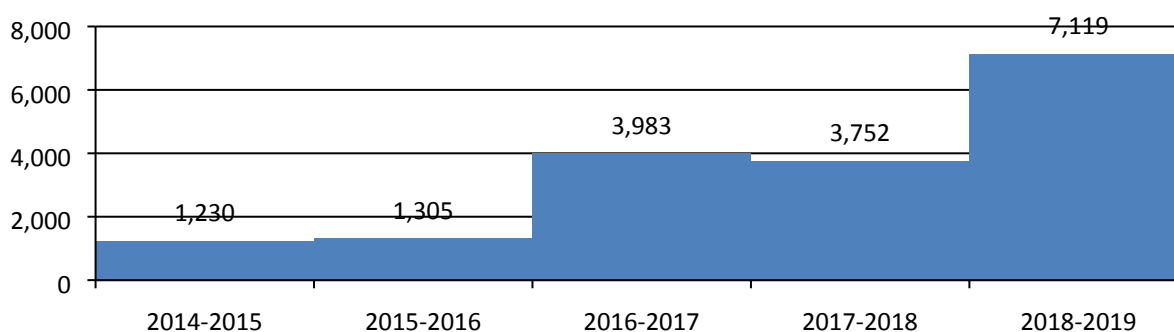
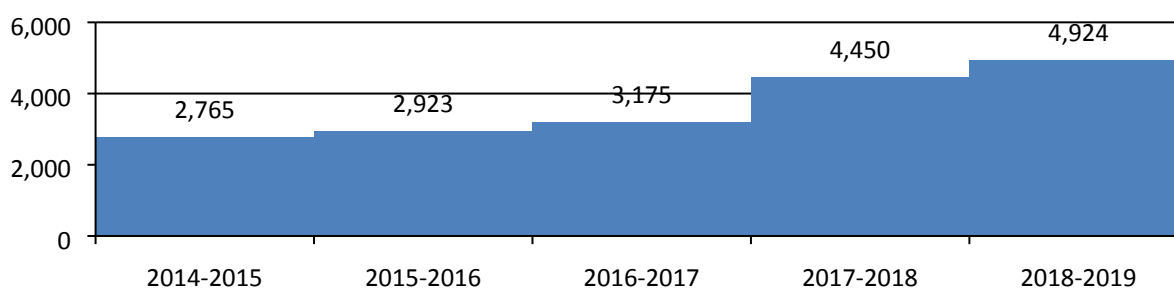
Kimberworth Library has 4 public access PCs. The table above shows average % of usage based on available PC time in the Library.

Appendix 5

e-Books, e-Magazines and e-Audio books

E-Books 2014-2019

Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.

e-Magazines 2014-2019**e-Audio Books 2014-2019**

Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Appendix 5

Customer Satisfaction

The overall Customer satisfaction level with Kimberworth Library and Neighbourhood Hub in 2018/19 was 100%.

Volunteers

Kimberworth Library & Neighbourhood Hub facilitated 1 volunteer placement in 2018/19. The total number of volunteer hours worked during this period was 75.

Building Information

Kimberworth Library & Neighbourhood Hub is a Council owned building built in the 1970s within a district shopping parade.

The library is in fair condition for its age although the fixtures and fittings would benefit from an upgrade.

Revenue running costs are in the region of £9286 per annum.

Service Offer

Kimberworth Library & Neighbourhood Hub is currently open Monday, Tuesday, Thursday, Friday and Saturday, 20 hours per week.

Kimberworth has great potential to build on many community links, including the Kimberworth over 50's group, Greenside Residents Association, Kimberworth Park Community Partnership, Richmond Tenants and residents association and the Good Companions Group.

There is further scope to work with the local secondary School, Winterhill, to try to expand the use of the library after school with students. Work is underway to actively recruit volunteers to run an after school code club.

A staff led Saturday children's Story Stop is now in place on a Saturday morning, engaging with young children and parents.

A weekly Rhymetime session is delivered from Kimberworth, which is well attended by members of the local community.

Various Rotherfed supported community groups, tenants and residents associations meet at various locations in the Kimberworth area.

Learn My Way ICT support sessions are available weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices.

Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pensions (DWP) and Job Centre to deliver Universal Credit Support from this location.

Kimberworth has 2 reader groups currently meeting monthly (Kimberworth Readers Group and Kimberworth TG Readers Group).

Appendix 5

A weekly Shared Reading group is currently in the process of being set up at Kimberworth Community Library to bring people together each week to enjoy and experience literature through Shared Reading, bringing great books, poems and plays to life through reading aloud and group discussion.

A regular knit and natter Group also very popular at Kimberworth Community Library.

A weekly Health Advice clinic is delivered from Kimberworth Library and Neighbourhood Hub offering stop smoking services. Work is underway to maximise the links with the health services in the area and partnerships will be established in-line with the National Health Offer.

Whilst Kimberworth is warm and welcoming utilising a modest space very carefully to schedule in a wide array of services and functions, the physical size of the building restricts the range of services we are able to offer.

Appendix 6

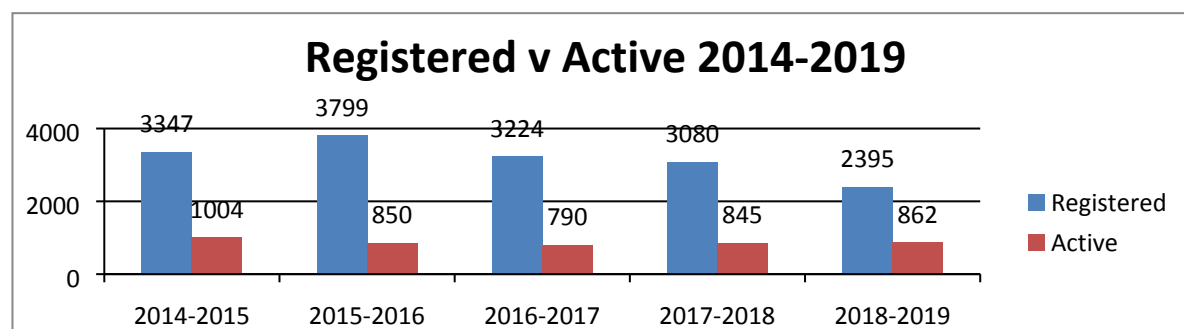
Kiveton Park Library and Neighbourhood Hub Site Profile (South)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	26,318	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	50,376	
Band C 0.16 FTE (Relief Staff)		
Band D 1.8 FTE		
Band F 0.3 FTE		
Non staff Costs	790	
Income	-824	
Net Budget	£76,660	

Customer Profile

Registered/Active Users



The chart shows an analysis of Kiveton Parks registered and active users showing a comparison between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-19

	Registered (%)	Active (%)
Age 0-3	2.59	5.44
Age 4-11	23.86	34.72
Age 12-17	14.04	5.67
Age 18-25	5.89	1.85
Age 26-40	12.54	9.49
Age 41-65	19.81	15.86
Age 66+	21.27	26.97
Unknown	0	0

Kiveton Park Library and Neighbourhood Hub is situated in the Wales Ward.

Kiveton Park shows the most active user group is that of the 4-11 age group.

Appendix 6

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	37.96	36.21
Female	61.83	63.69
Unknown	0.21	0.11

There are more female registered library users at Kiveton Park than there are male.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	85.42	89.22
Black or Black British	0.58	0.22
Dual Heritage	0.42	0.54
Asian or Asian British	0.42	0.76
Other	0.38	0.44
Unknown	12.78	8.82

The highest number of registered and active borrowers within the Wales ward are White.

The Black, Asian, Minority Ethnic and Refugee (BAMER) community is low.

There is a high number of “Unknown” or undeclared ethnicity in this ward.

Disability Profile

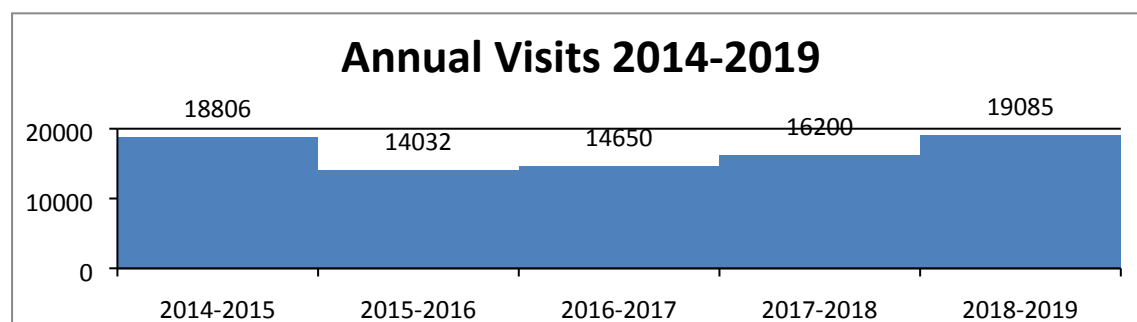
2018-2019	Registered	Active
Self-declared disabled	65	24

Monitoring of library users asks whether they consider themselves disabled.

The number of active borrowers who consider themselves disabled is small compared to the total number of active borrowers.

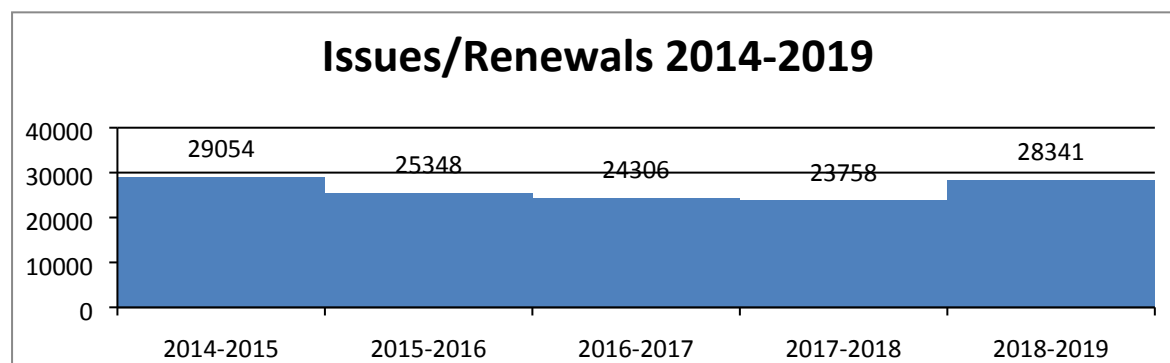
Appendix 6

Annual Visits



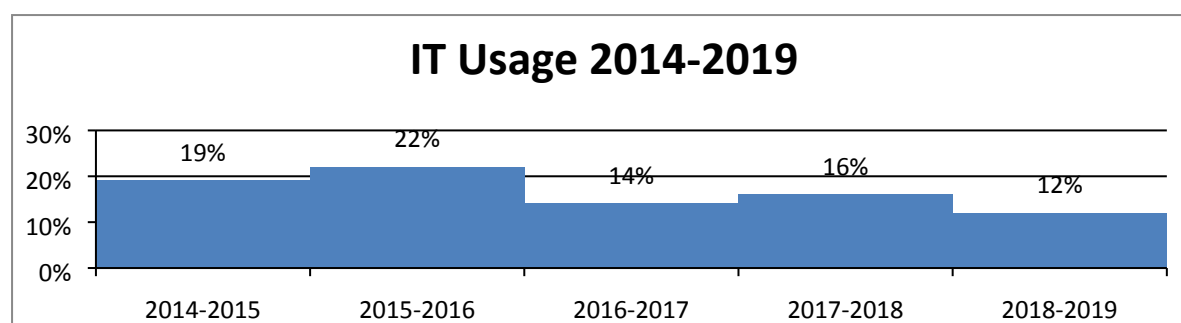
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues/renewals have declined over the last few years however these increased significantly in 2018/19.

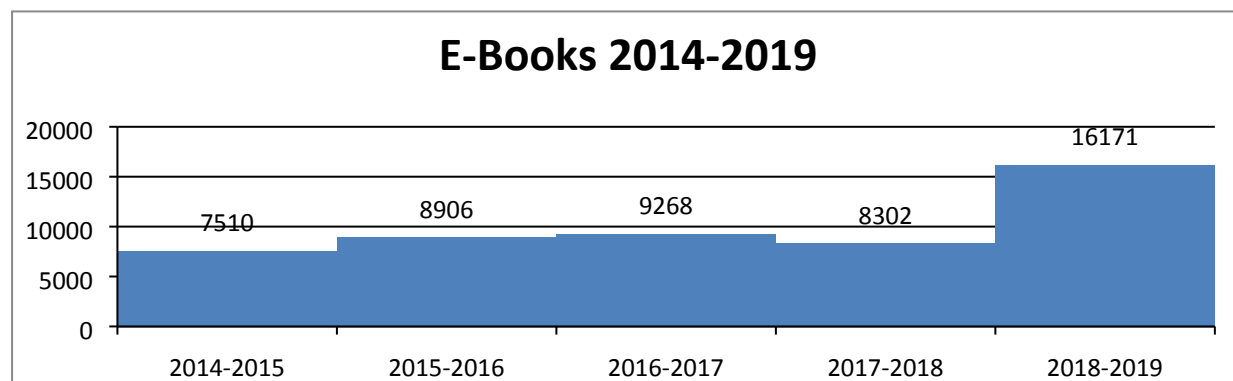
IT Usage



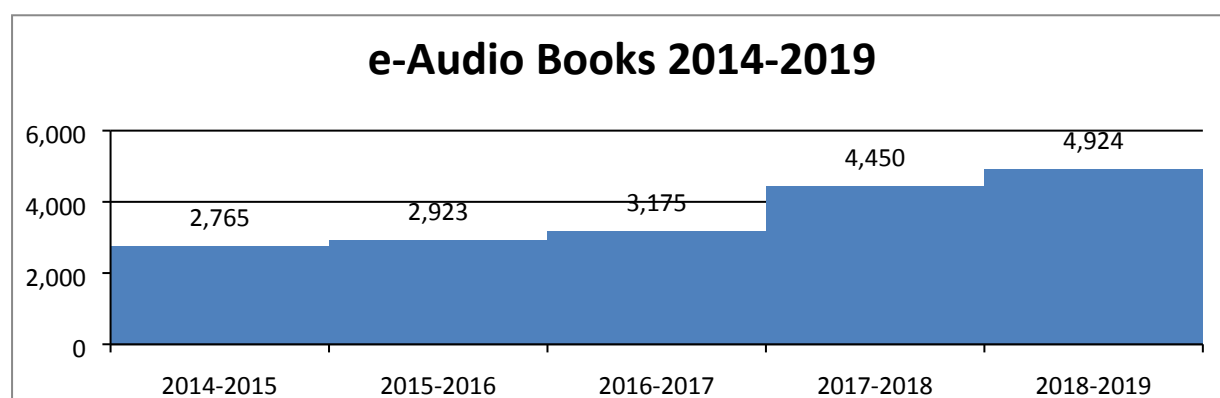
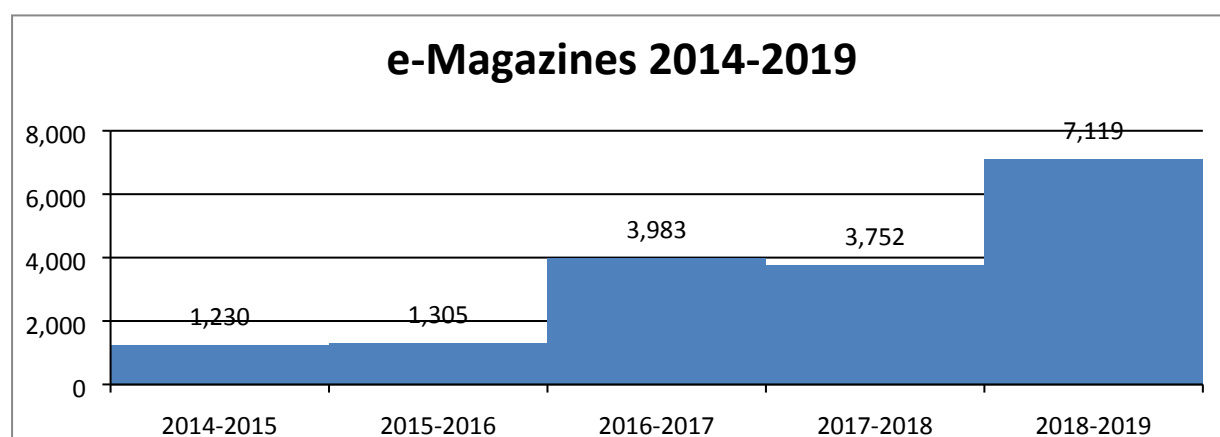
Kiveton Park has 6 public access computers. The table above shows average % usage based on available PC time in the Library.

Appendix 6

e-Books, e-Magazines and e-Audio books



Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Appendix 6

Customer Satisfaction

The overall Customer satisfaction level with Kiveton Park Library and Neighbourhood Hub in 2018/2019 was 100%.

Volunteers

Kiveton Park Library & Neighbourhood Hub facilitated 0 volunteer placements in 2018/19, but have several planned for 2019/20.

Building Information

Kiveton Park Library & Neighbourhood Hub is a Council owned site located towards the centre of the Kiveton Park area. The building is single storey constructed of brick with a flat roof.

Structurally sound, the building is in a fair condition for its age but would benefit from upgrade of the staff welfare facilities and library fixtures and fittings.

Revenue running costs are in the region of £26,318 per annum.

Service Offer

Kiveton Park Library & Neighbourhood Hub is currently open Monday, Tuesday, Thursday, Friday and Saturday, 32 hours per week.

The site has great potential to build on many community links, including the Parish Council. Local schools regularly show an interest in supporting activities and attending class visits at the Library.

Rhymetime sessions are delivered from Kiveton 3 times per week due to the high number of attendees at each session.

Learn My Way ICT support sessions are available weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices.

Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pensions (DWP) and Job Centre to deliver Universal Credit Support from this location.

Kiveton Park Advice Service currently delivers 6 sessions each week from this location, offering a mixture of appointments and drop in services. These sessions are extremely beneficial for residents in the area and the service has a high footfall.

Kiveton Park has 1 readers group currently meeting monthly at this hub (Kiveton Park Readers Group).

Local Councillors currently deliver drop in surgeries for members of the local community from this building. The sessions take place fortnightly and are well attended.

Work is underway to maximise the links with the health services on site and partnerships will be established in-line with the National Library Health Offer.

Kiveton Park Library also hosts a collection of Reading Well mental health books for young people and

Appendix 6

their carers, and the new Empathy collection.

Kiveton Park is warm and welcoming, utilising a modest space very carefully to schedule in a wide array of services and functions. Located adjacent to the Kiveton Park and Wales Village Hall, it fits perfectly into the community hub label and delivers on many corporate agendas.

Appendix 7

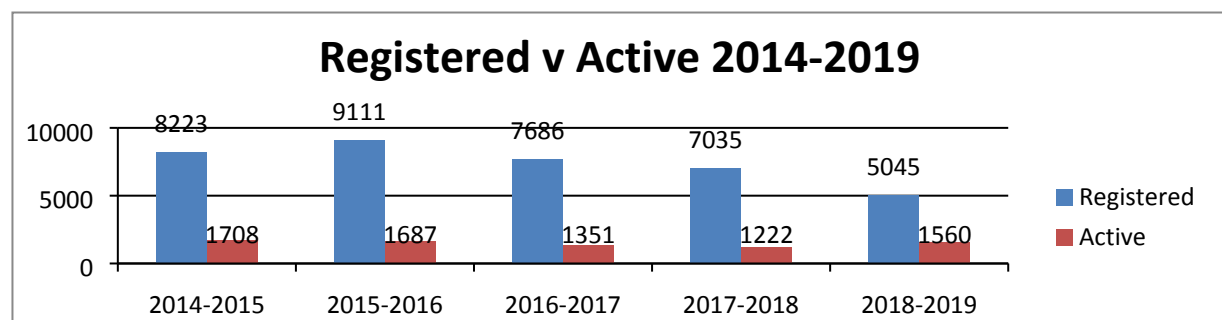
Maltby Library and Neighbourhood Hub Site Profile (South)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	8032	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	132,370	
<i>Band C 0.42 FTE (Relief Staff)</i>		
<i>Band D 2.5 FTE</i>		
<i>Band F 2.6 FTE</i>		
Non staff Costs	4206	
Income	-2678	
Net Budget	£141,930	

Customer Profile

Registered/Active Users



The chart shows an analysis of Maltby's registered and active users showing a comparison between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-19			<p>Maltby Library and Neighbourhood Hub is situated in the Maltby Ward.</p> <p>The 4-11 age group are the most active.</p>
	Registered (%)	Active (%)	
Age 0-3	1.7	4.11	
Age 4-11	20.2	33.01	
Age 12-17	10.29	5.78	
Age 18-25	7.61	2.38	
Age 26-40	20.77	11.82	
Age 41-65	24.72	20.68	
Age 66+	14.71	22.22	
Unknown	0	0	

Appendix 7

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	40.04	37.14
Female	59.86	62.63
Unknown	0.1	0.23

There are more female registered library users at Maltby than there are male.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	83.29	83.74
Black or Black British	0.46	0.4
Dual Heritage	0.18	0.11
Asian or Asian British	0.57	0.63
Other	0.32	0.4
Unknown	15.18	14.71

The highest number of registered and active borrowers within the Maltby ward are White.

The Black, Asian, Minority Ethnic and Refugee (BAMER) community is low.

There is a high number of "Unknown" or undeclared ethnicity in this ward.

Disability Profile

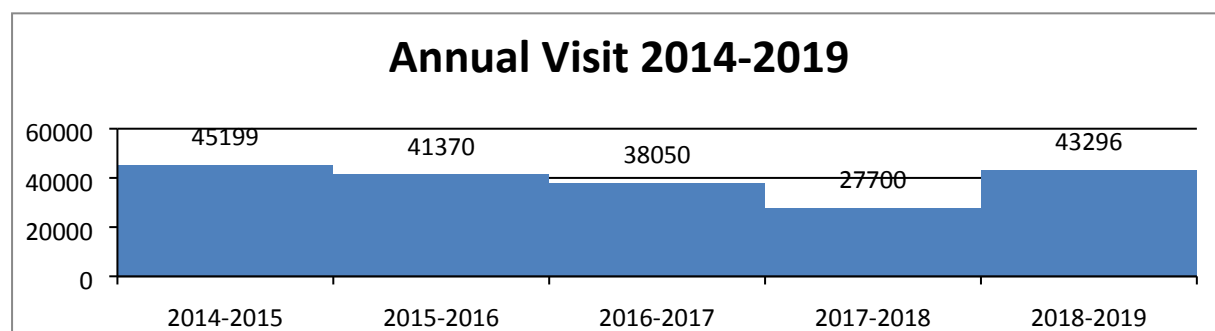
2018-2019	Registered	Active
Self-declared disabled	178	67

Monitoring of library users asks whether they consider themselves disabled.

The number of active borrowers who consider themselves disabled is small compared to the total number of active borrowers.

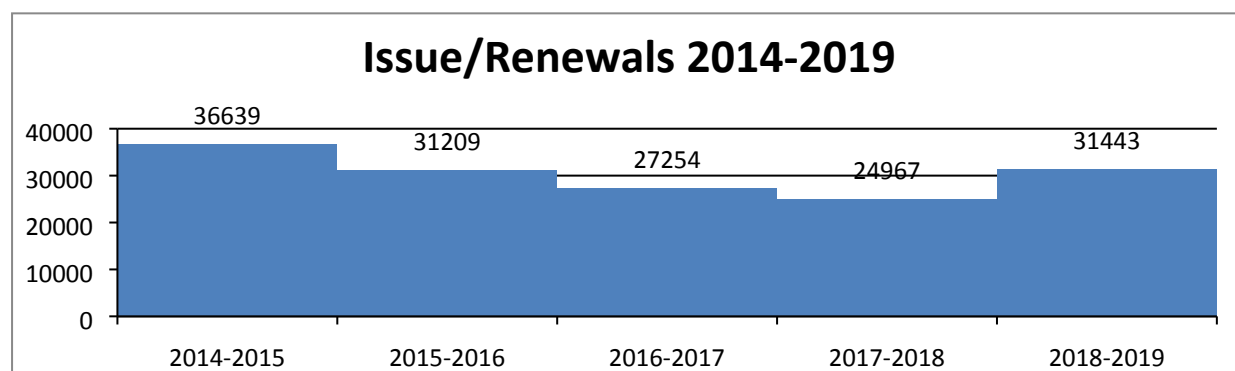
Appendix 7

Annual Visits



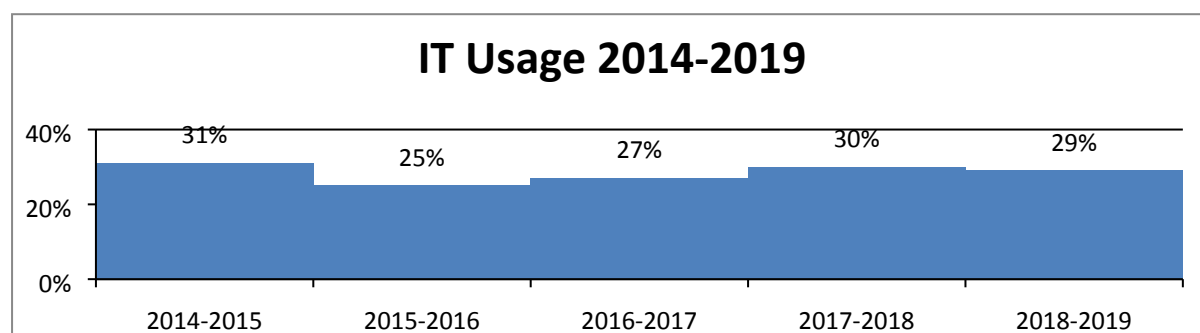
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues/renewals and visitor figures have improved significantly with the new location which opened in August 2018.

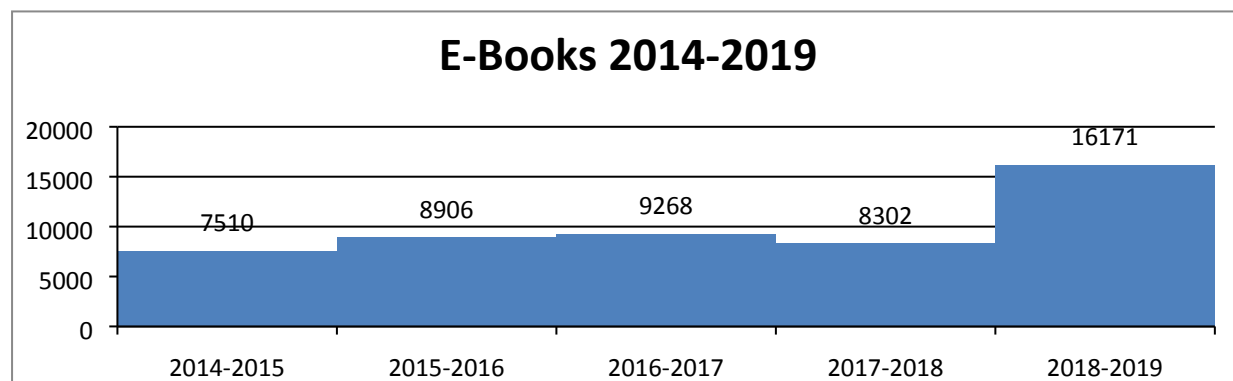
IT Usage



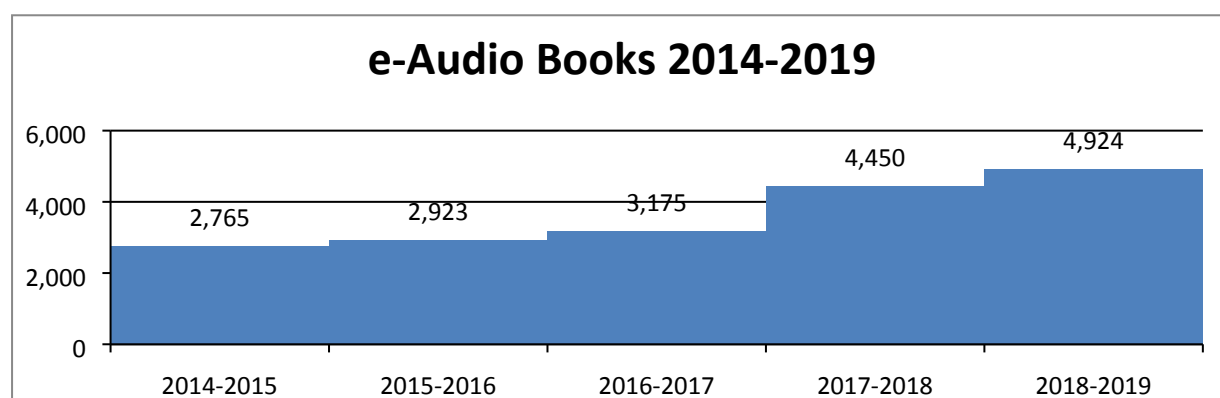
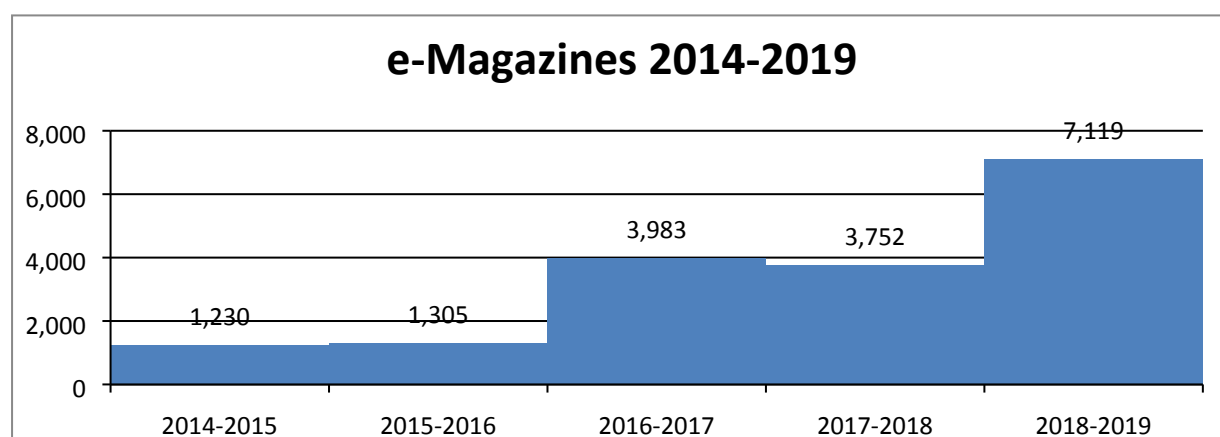
Maltby has 6 public access computers. The table above shows average % of usage based on available PC time in the Library. PC's reduced from 12 to 6 in 2018.

Appendix 7

e-Books, e-Magazines and e-Audio books



Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Appendix 7

Customer Satisfaction

The overall Customer satisfaction level with Maltby Library and Neighbourhood Hub in 2018/19 was 100%.

Volunteers

Maltby Library & Neighbourhood Hub facilitated 2 volunteer placements in 2018/19. The total number of volunteer hours worked during this period was 400.

Building Information

Maltby Library & Neighbourhood Hub relocated into the Leisure Public Finance Initiative (PFI) managed by Places for People in August 2018.

It is a modern building constructed in 2008.

Revenue running costs for the new facility would indicate a cost in the region of £8,032 per annum excluding any PFI payments.

Service Offer

Maltby Library & Neighbourhood Hub is currently open Monday-Sunday, 50 hours per week.

Maltby has great potential to build on many community links, including the Places for People Leisure Centre, Maltby Linx Youth Centre and the Children's Centre. Local schools regularly show an interest in supporting activities and this is an area that is to be developed now the site has relocated and is more prominent in the area.

The Library has continual support from the Town Council, the Full Life Church, the Local History Society and several local schools and nurseries which regularly visit for activities.

Reach Day Services visit the Library each Monday to use the library facilities including the public PC's.

A twice-weekly Rhymetime session is delivered from Maltby. The site is currently working on bringing in new customers based on the new location, which will see an increase in the attendance and attract new members.

Learn My Way ICT support sessions are available twice-weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices.

Currently revenues and benefit advice is accessible by appointment on Monday-Friday. Assisted digital services for online services are offered daily in addition to this via the Public access PC's. Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pensions (DWP) and Job Centre to deliver Universal Credit Support from this location

Kiveton Park Advice Service offer weekly drop in session from Maltby and these are managed in partnership with staff from Maltby Library & Neighbourhood Hub.

Maltby has 1 readers group currently meeting monthly (Maltby Readers Group).

Appendix 7

Maltby Local History Society meets at the hub each month, and they continue to support the work we are doing for the local community by attending regular meetings and hosting their annual general meetings at our venue, inviting guest speakers to run talks and discussions.

Work is underway to maximise the links with the health services on site and partnerships will be established in-line with the National Library Health Offer. Maltby Library also hosts a collection of Reading Well mental health books for young people and their carer's, and the new Empathy collection.

The Royal British Legion meets monthly at Maltby to offer a gathering space in which local residents can access information.

In recent years, the meeting room has been used by local groups. It is hoped that the new modern Conference facilities will encourage increased bookings and entice new groups and services to work closely with us.

New links have been made recently with Rotherfed, Rotherham United Community Sports Trust and the Alzheimer's Society. Successful budgeting sessions, job searching and knitting groups have been established through these links which operate from the Library space each week.

Twice-weekly Lego clubs have been set up with over 50 children and their parents attending each week. These sessions have proved highly successful and reading for pleasure is linked into all activities and sessions.

Maltby is modern, vibrant and welcoming utilising its space very carefully to schedule in a wide array of services and functions. It fits perfectly into the community hub label and delivers on many corporate agendas.

Appendix 8

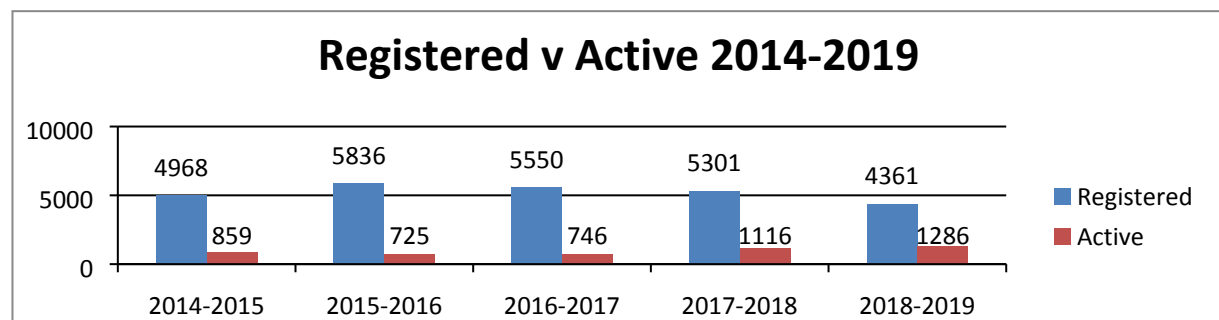
Mowbray Gardens Library and Neighbourhood Hub Site Profile (Central)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	46,429	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	63,583	
<i>Band C 0.2 FTE (Relief Staff)</i>		
<i>Band D 1.5 FTE</i>		
<i>Band F 1 FTE</i>		
Non staff Costs	1873	
Income	-5675	
Net Budget	£106,210	

Customer Profile

Registered/Active Users



The chart shows an analysis of Mowbray Gardens registered and active users showing a comparison between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-19			Mowbray Gardens library falls within the boundaries of 2 wards: Rotherham East and Valley. The 4-11 age group are the most active users.
	Registered (%)	Active (%)	
Age 0-3	0.99	2.18	
Age 4-11	20.08	28.29	
Age 12-17	15.44	11.3	
Age 18-25	12.57	8.11	
Age 26-40	22.81	18.08	
Age 41-65	21.68	21.75	
Age 66+	6.42	10.29	
Unknown	0	0	

Appendix 8

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	42.81	40.5
Female	57.02	59.43
Unknown	0.17	0.07

There are more female registered library users at Mowbray Gardens than there are male.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	55.35	57.02
Black or Black British	2.52	2.75
Dual Heritage	0.5	0.67
Asian or Asian British	9.77	10.07
Other	4.52	2.28
Unknown	27.34	27.3

The Black, Asian, Minority Ethnic and Refugee (BAMER) community within this ward is high. The library is popular with customers from the BAMER communities who run a number of different skills development sessions.

The highest number of registered and active borrowers are White. There is a high number of "Unknown" or undeclared ethnicity in this ward.

Disability Profile

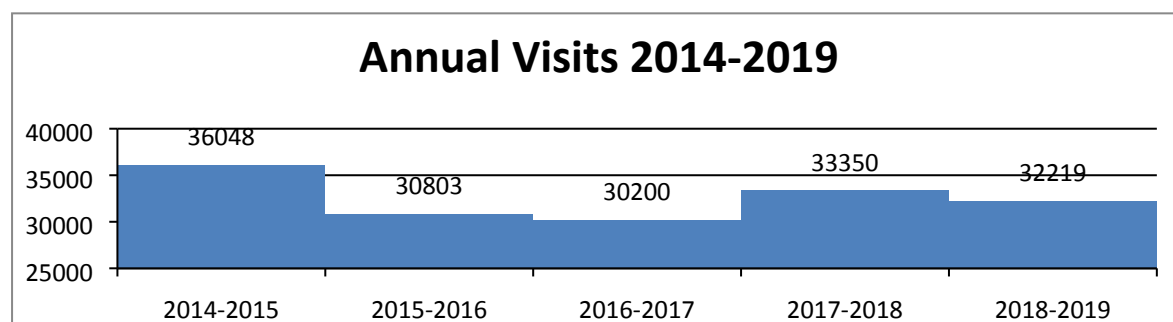
2018-2019	Registered	Active
Self-declared disabled	143	59

Monitoring of library users asks whether they consider themselves disabled.

The number of active borrowers who consider themselves disabled is small compared to the total number of active borrowers.

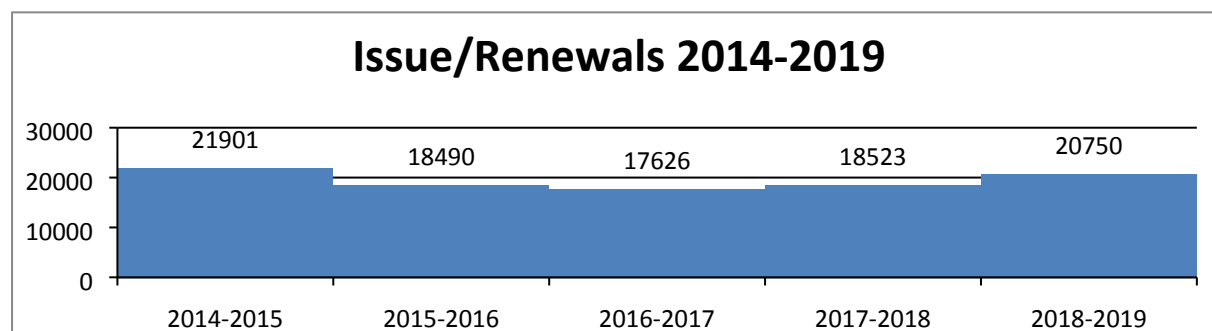
Appendix 8

Annual Visits



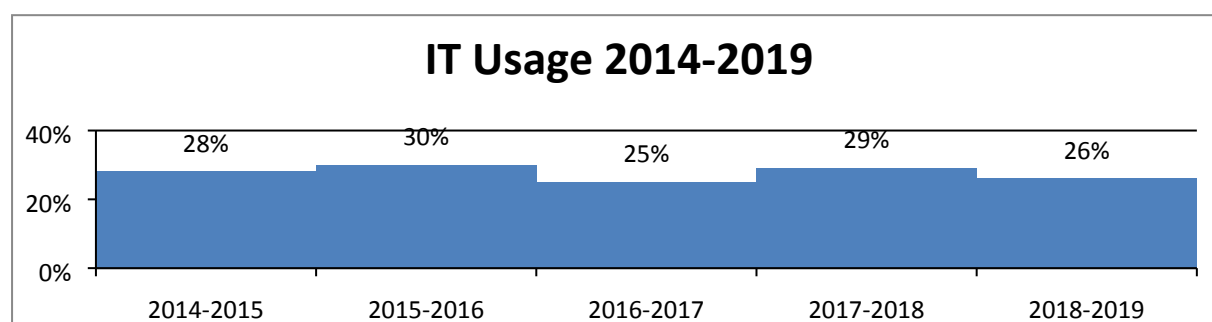
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues, renewals and visitor figures had declined over recent years, but issues and renewals have seen a further increase during 2018/19. Visitors have slightly declined in 2018-2019.

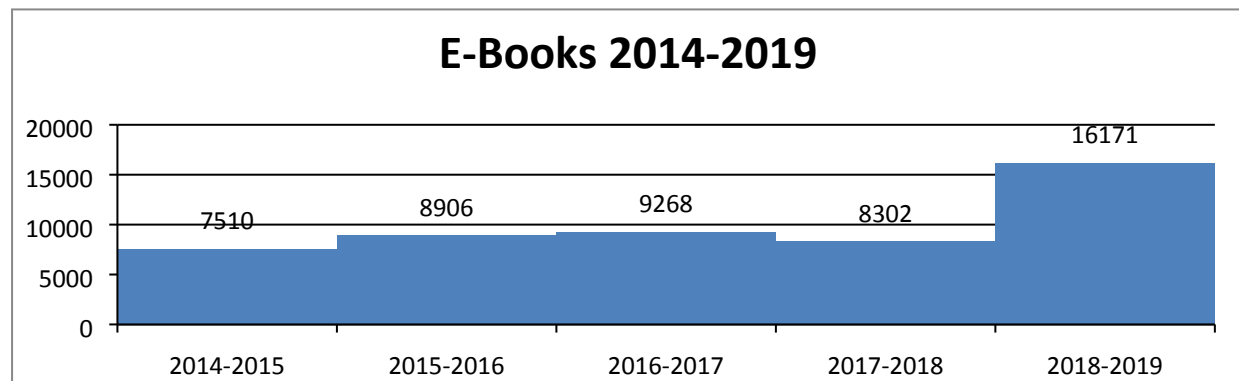
IT Usage



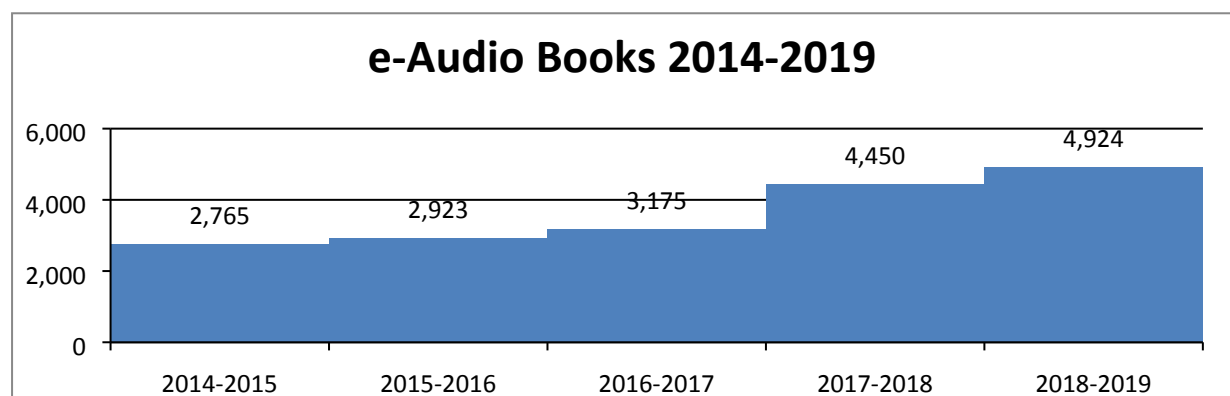
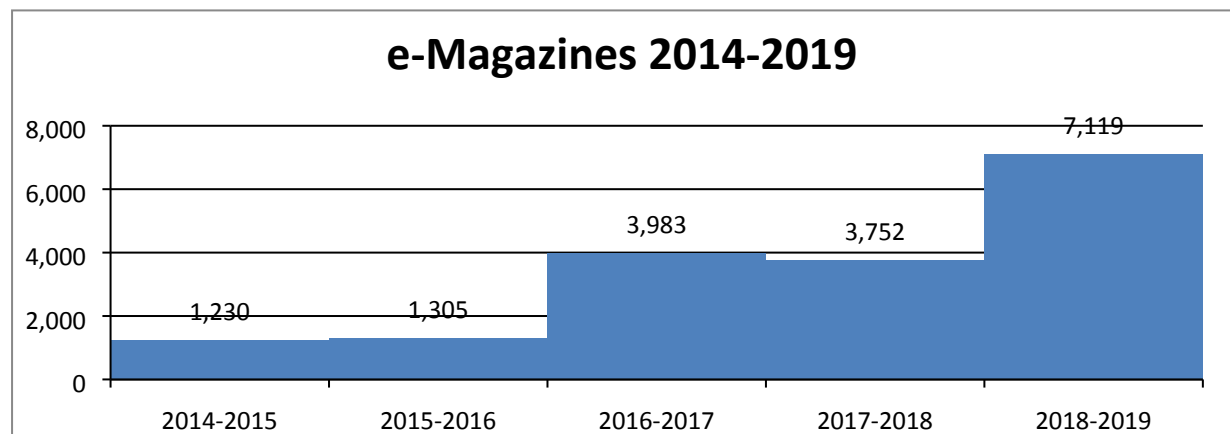
Mowbray Gardens offers 22 public access computers. The chart above shows % of average usage based on available PC time in the Library.

Appendix 8

e-Books, e-Magazines and e-Audio books



Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Customer Satisfaction

The overall Customer satisfaction level with Mowbray Gardens Library and Neighbourhood Hub in 2018/19 was 100%.

Appendix 8

Volunteers

Mowbray Gardens Library & Neighbourhood Hub facilitated 11 volunteer placements in 2018/19. The total number of volunteer hours worked during this period was 2550.

Building Information

Mowbray Gardens Library & Neighbourhood Hub is a modern building. The site is a Council freehold.

The original building was built early in the 1970s and was converted and extended into new library facilities through a lottery grant in 2009.

The site is generally in good condition with revenue running costs in the region of £46,429 per annum.

Service Offer

Mowbray Gardens Library & Neighbourhood Hub is currently open Monday, Tuesday, Thursday, Friday, Saturday and Sunday, 40 hours per week.

Mowbray Gardens Library is a busy, warm, welcoming space for all visitors. Since the rebuild and refurbishment of the Library in 2008 there has been a steady build of partnerships that continuously support the service to deliver our targets with Library National Offers and to be able to map these to Corporate Priorities.

Mowbray Gardens has great potential to build on many community links, including Community Group MVNA (Mowbray Volunteers & New Arrivals), Flourish group, the former Stonham Group, Feed Our Communities, Women's Support Group, U3A Reading Club, Asian Men's Carers Group, Anglo-Polish Group, Rotherham Afghan Group, the Lanes Community Association, Community Café, St. James Church, The Place, Wharnccliffe Wonderers Community, Shaftesbury House Residents Association, East Herringthorpe On the Hill and Rotherham in Root.

Local schools regularly show an interest in supporting activities and attending class visits and additional class Rhymetime sessions. The library is visited regularly by Primary Schools in the area and the staff work with them to support their curriculum through activities and stories during the class visits. There is scope to work closer with the local Comprehensive Schools in the area to try to attract after school use of the Library. A weekly code club is also held on a weekly basis for after school users.

A weekly Rhymetime session is delivered from Mowbray Gardens, with a high level of attendance from families in the local area. Mini melodies is also delivered weekly in addition to Rhymetime.

Learn My Way ICT support sessions are available twice weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices.

Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pensions (DWP) and Job Centre to deliver Universal Credit Support from this location.

Citizens Advice Bureau offer 2 different sessions fortnightly from Mowbray and these are managed in partnership with staff from Mowbray Gardens Library & Neighbourhood Hub.

Mowbray has 1 readers group currently meeting monthly as well as a weekly Chatterbooks session for 7-10 year olds.

Appendix 8

A weekly Shared Reading group is held at Mowbray Gardens library to bring people together each week to enjoy and experience literature through Shared Reading, bringing great books, poems and plays to life through reading aloud and group discussion.

Local groups that use the library space and the meeting room, such as the Knit and Natter group who meet weekly at this site.

3 different ESOL classes are delivered from this location, including English for employability, English as a second language and reading and writing skills. English conversation classes, Flourish sessions (Mental Health through Creative Arts) and drop in and support sessions are also offered each week. The Anglo-Polish society also meets at the library fortnightly.

Confidence building sessions, elderly Asian male carers, sewing classes and the international film group also offer weekly sessions from Mowbray Gardens.

Local Councillors currently deliver drop in surgeries for members of the local community from this building. The sessions take place fortnightly.

Mowbray Gardens Library has an active Volunteer Committee formed in 2013, which has its own constitution and has been very supportive by providing funding for the library for tuition in languages, confidence building and other areas of training that have been identified as a requirement in this community. It has also provided funding for workers to run well attended and successful Work Clubs in the Library which is another need identified in this community.

The Local Police have chosen Mowbray Gardens to deliver seminars on Forced Marriage and Hate Crime and have plans for future seminars. Plans to work more closely with Adult Services to provide additional support and encourage independence for older people in the area are in progress.

Work is underway to maximise links with health services in the area and partnerships will be established in-line with the National Health Offer.

Mowbray Gardens Library is a vibrant and busy hub, utilising its space very carefully to pack in a wide array of services and functions. The service at Mowbray Gardens is generally viewed as a model for Library provision throughout the borough.

Appendix 9

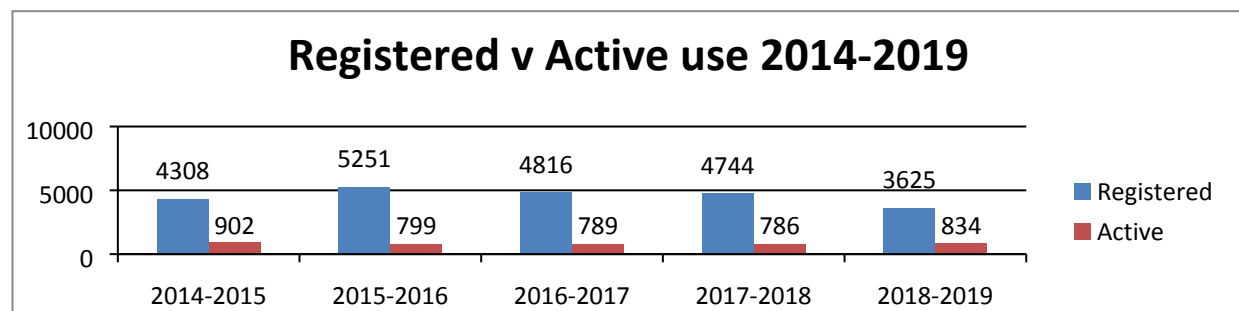
Rawmarsh Library and Neighbourhood Hub Site Profile (North)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	27,466	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	108,836	
Band C 0.34 FTE (Relief Staff)		
Band D 1.5 FTE		
Band F 2.6 FTE		
Non staff Costs	736	
Income	-1854	
Net Budget	£135,184	

Customer Profile

Registered/Active Users



The chart shows an analysis of Rawmarsh's registered and active users showing a comparison between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-19			Rawmarsh Library and Neighbourhood Hub is located in the Rawmarsh Ward. The 4-11 age range are the most active.
	Registered (%)	Active (%)	
Age 0-3	1.63	5.28	
Age 4-11	18.05	29.89	
Age 12-17	11.26	7.92	
Age 18-25	9.91	4.44	
Age 26-40	23.63	13.81	
Age 41-65	23.24	18.37	
Age 66+	12.28	20.29	
Unknown	0	0	

Appendix 9

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	42.13	37.78
Female	57.48	61.83
Unknown	0.39	0.39

There are more female registered library users at Rawmarsh than there are male.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	77.3	75.68
Black or Black British	1.13	0.58
Dual Heritage	0.3	0.29
Asian or Asian British	0.61	1.17
Other	0.99	0.78
Unknown	19.67	21.5

The highest number of registered and active borrowers within the Rawmarsh ward are White.

The Black, Asian, Minority Ethnic and Refugee (BAMER) community is low.

In terms of library use, the highest proportion is White but there is a high proportion of "Unknown" or undeclared ethnicity.

Disability Profile

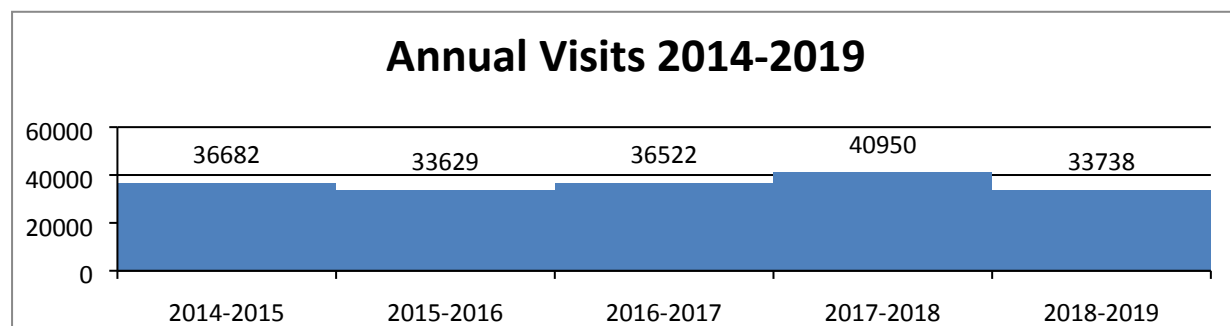
2018-2019	Registered	Active
Self-declared disabled	123	30

Monitoring of library users asks whether they consider themselves disabled.

The number of active borrowers who consider themselves disabled is quite small compared to the total number of active borrowers.

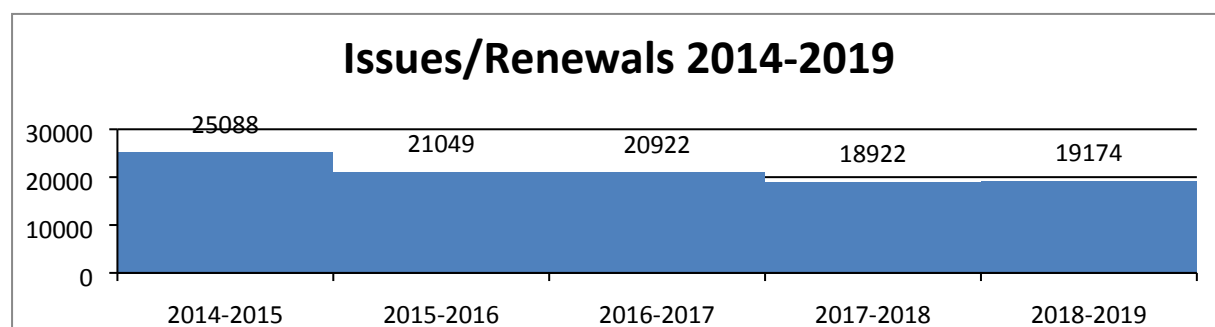
Appendix 9

Annual Visits



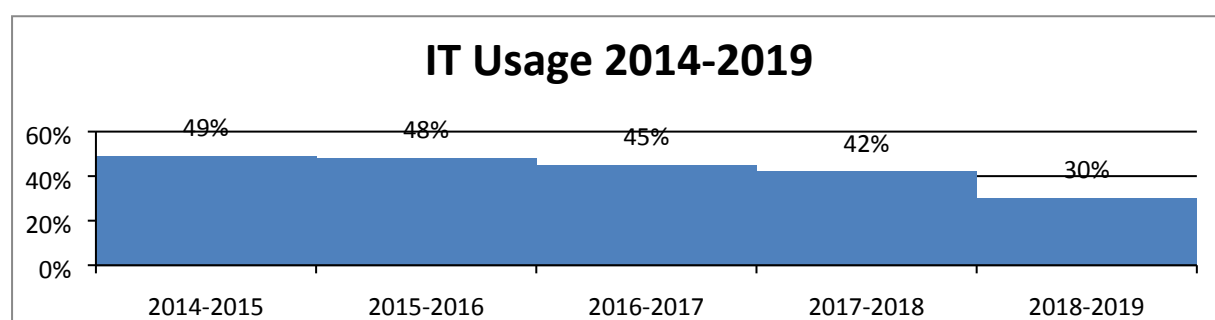
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues/renewals had been declining, but increased slightly in 2018/19. Conversely, visitor figures had been increasing since 2015/16, but declined in 2018/19.

IT Usage

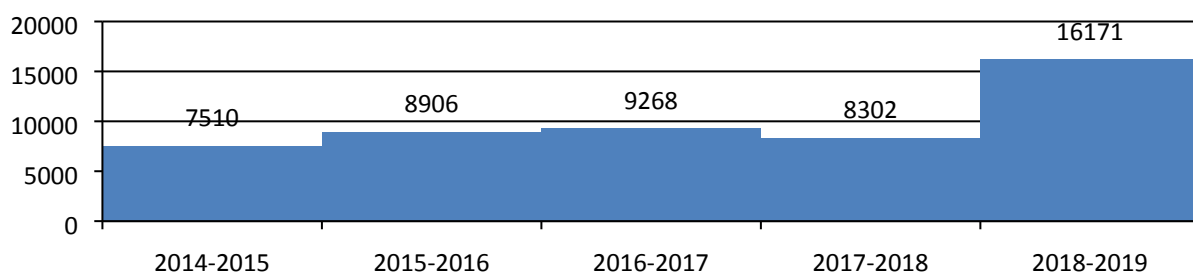


Rawmarsh has 6 public access computers. The chart above shows average % of usage based on available PC time in the Library.

Appendix 9

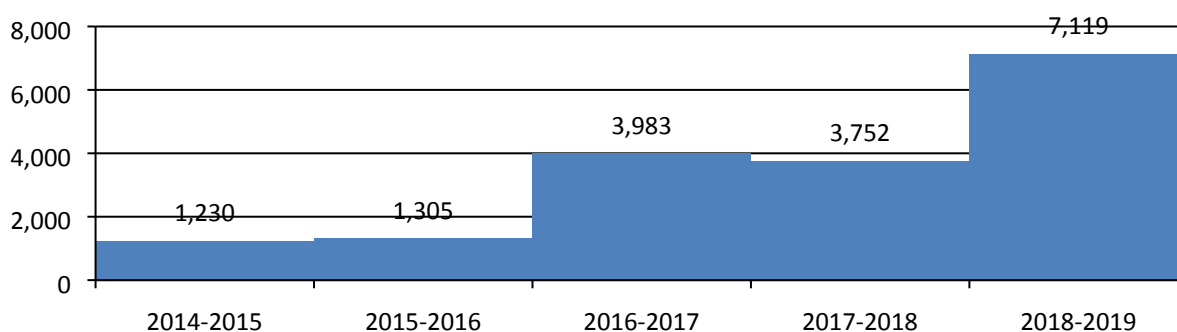
e-Books, e-Magazines and e-Audio books

E-Books 2014-2019

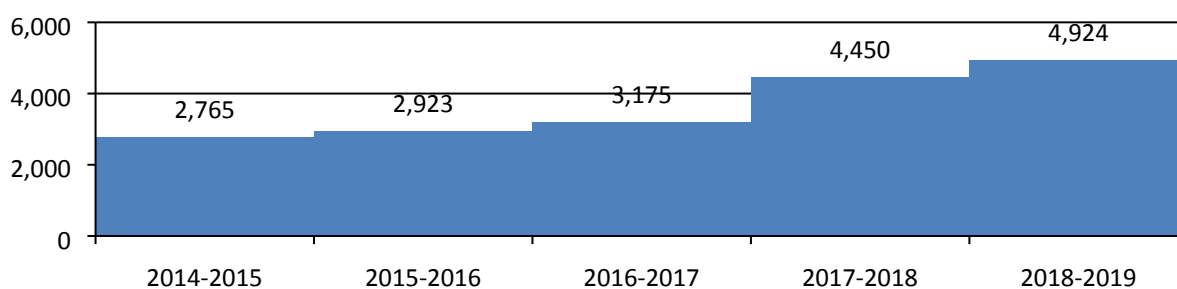


Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.

e-Magazines 2014-2019



e-Audio Books 2014-2019



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Appendix 9

Customer Satisfaction

The overall Customer satisfaction level with Rawmarsh Library and Neighbourhood Hub in 2018/19 was 100%.

Volunteers

Rawmarsh Library & Neighbourhood Hub facilitated 2 volunteer placements in 2018/19. The total number of volunteer hours worked during this period was 200.

Building Information

Rawmarsh Library & Neighbourhood Hub is a modern Council owned building built in 2012.

The building was developed by the Council as a joint service centre with the NHS and provides doctors surgeries, shared Council locality offices, NHS office accommodation, community meeting rooms and a library.

The building is in good condition with estimated revenue running pro-rata costs for the library of £27,466 per annum.

Service Offer

Rawmarsh Library & Neighbourhood Hub is currently open Monday-Saturday, 46 hours per week.

Rawmarsh has great potential to build on many community links, including the High Street Centre, Rawmarsh Children's Centre and the Manor Farm Tenants and Residents Association.

Local schools regularly attend the site and support activities. Regular class visits are scheduled and additional class Rhymetime sessions are often planned to accommodate the schools' requests. In addition to this, many of the children come back during the school holidays to attend craft and games sessions.

Rawmarsh Library & Neighbourhood hub programmes a wide array of weekly activities for all ages. Knit and Natter, Adult Crafts, Games Club and Kid's Crafts are very popular and attendance is increasing.

Rotherham College runs courses at Rawmarsh Library & Neighbourhood Hub during term time.

A twice weekly Rhymetime session is delivered from Rawmarsh with a high level of attendance recorded each week. The local Pat-A-Cake toddler group also uses the community space. This is followed by the Rhymetime session and is attended by the same group of children.

Rawmarsh Library and Neighbourhood Hub is used by colleagues from housing services who meet clients within the space. Local carers use the Library for visits with their clients as the space is safe and inviting.

Learn My Way ICT support sessions are available weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices.

The building is also used every week to deliver the Councillors surgery and a drop in service by the Community Police.

Appendix 9

Rawmarsh has 1 readers group currently meeting monthly (Rawmarsh Readers Group).

A new Shared Reading group is held weekly at Rawmarsh Library & Neighbourhood Hub to bring people together to enjoy and experience literature, bringing great books, poems and plays to life through reading aloud and group discussion.

Work is underway to maximise links with on-site health services and partnerships are being established in line with the National Library Health Offer. Rawmarsh Library also hosts a collection of Reading Well mental health books for young people and their carers, and a new Empathy collection.

Rawmarsh Library & Neighbourhood Hub staff attend Lord Hardy Court residential home once a month to provide a craft session for residents who suffer from Dementia.

Currently revenues and benefit advice is accessible by appointment Monday-Friday. Assisted digital for online services are offered daily in addition to this via the Public access PCs. Rotherham Libraries and Neighbourhood Hubs are working closely with the Department of Work and Pensions (DWP) and Job Centre to deliver Universal Credit support from this location.

Rawmarsh has benefitted from a layout change in April/May 2017, with the Foyer area being developed into a large community meeting room and also a display area for the library. Customer services and the library have been configured together, creating a more purposeful and efficient environment for both customers and staff alike.

Rawmarsh is warm and welcoming utilising a modest space very carefully to schedule in a wide array of services and functions. It fits perfectly into the community hub label and delivers on many corporate agendas.

Appendix 10

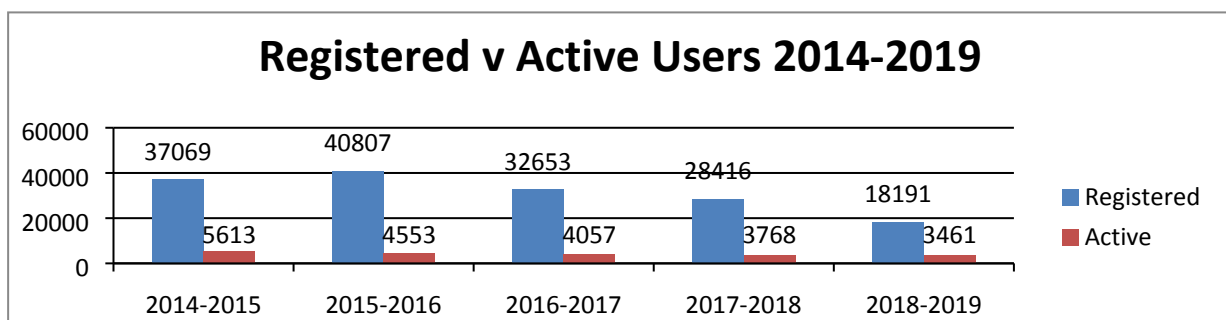
Riverside Library and Neighbourhood Hub Site Profile (Central)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	545,678	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase. The pro-rata cost for the area occupied within Riverside House is £545,678 pa (including rent).
Staffing Costs	330,568	
<i>Apprentice 1 FTE</i>		
<i>Band C 1.26 FTE (Relief Staff)</i>		
<i>Band D 9.22 FTE</i>		
<i>Band F 3.71 FTE</i>		
Non staff Costs	29,055	
Income	-14,940	
Net Budget	£890,361	

Customer Profile

Registered/Active Users



The chart shows an analysis of Riverside's registered and active users showing a comparison between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-19

	Registered (%)	Active (%)
Age 0-3	0.76	1.94
Age 4-11	10.65	22.09
Age 12-17	8.88	7.73
Age 18-25	11.36	7.04
Age 26-40	27.71	16.36
Age 41-65	28.67	26.78
Age 66+	11.96	18.07
Unknown	0	0

Riverside Library and Neighbourhood Hub is situated within the Boston Castle ward but also serves the wider community.

The 41-65 age group have the highest percentage of active borrowers.

Appendix 10

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	48.89	46.72
Female	50.46	52.93
Unknown	0.65	0.35

Riverside Library and Neighbourhood Hub has a closer balance of male and female registered users than most libraries, with more female active users than male.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	54.52	54.59
Black or Black British	3.27	2.93
Dual Heritage	0.63	0.55
Asian or Asian British	11.58	11.71
Other	5.36	3.05
Unknown	24.64	27.18

The Black, Asian, Minority Ethnic and Refugee (BAMER) community within the Boston Castle ward has the highest percentage of BAMER registered users in the borough, although the highest number of registered and active borrowers within the Boston Castle ward are White.

In terms of library use, there is a relatively high Asian or Asian British figure but there is also a high number of "Unknown" or undeclared ethnicity.

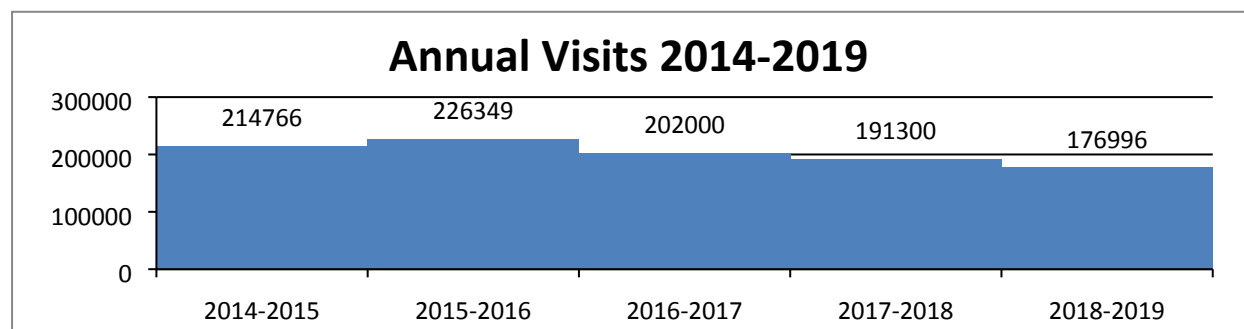
Disability Profile

2018-2019	Registered	Active
Self-declared disabled	815	168

Monitoring of library users asks whether they consider themselves disabled.

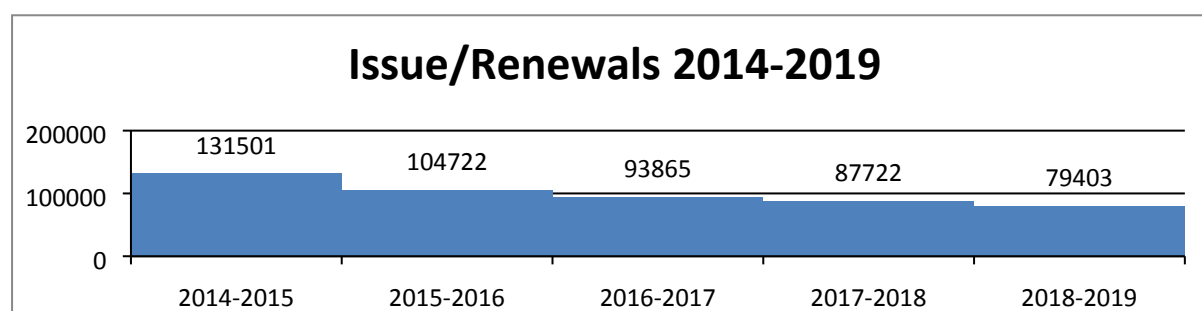
Appendix 10

Annual Visits



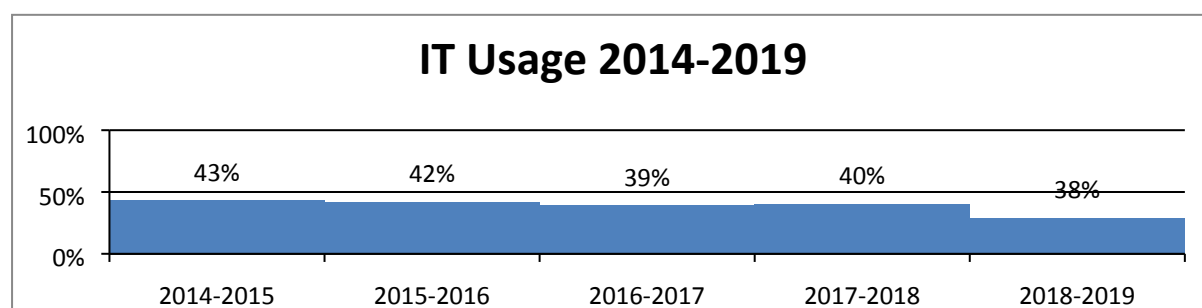
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues/renewals have shown a similar steady decline as visitor figures over the last few years.

IT Usage

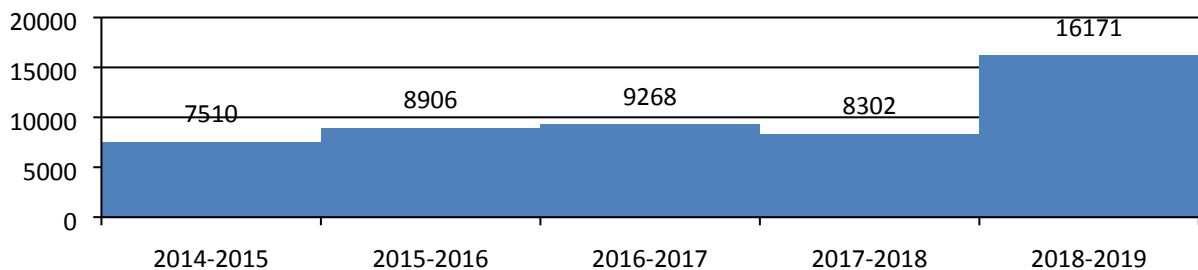


Riverside Library has 38 public access computers. 3 for use by children, 3 for teenagers while the other 32 are for use by adults. The table above shows average % of usage based on available PC time.

Appendix 10

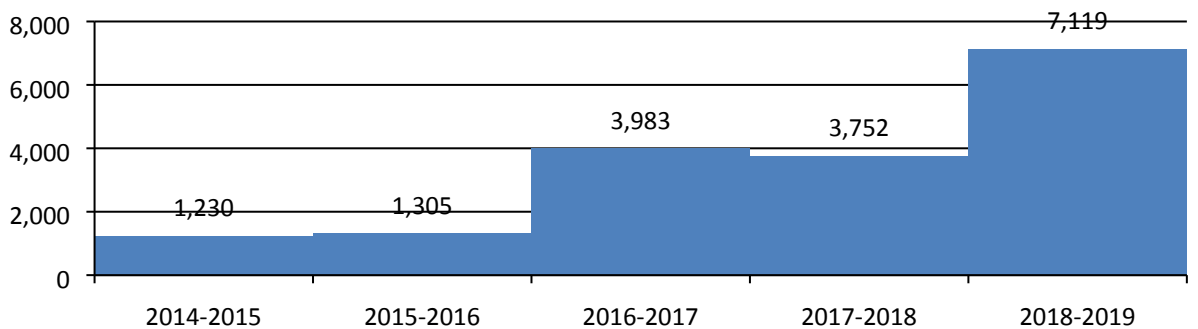
e-Books, e-Magazines and e-Audio books

E-Books 2014-2019

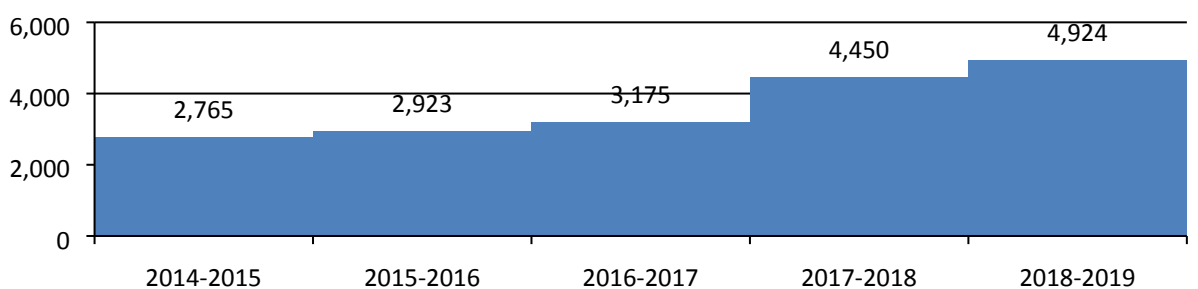


Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.

e-Magazines 2014-2019



e-Audio Books 2014-2019



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Customer Satisfaction

Appendix 10

The overall Customer satisfaction level with Riverside Library and Neighbourhood Hub in 2018/19 was 100%.

Volunteers

Riverside Library & Neighbourhood Hub facilitated 8 volunteer placements in 2018/19. The total amount of volunteer hours worked during this period was 1075 hours.

Building Information

Riverside House library occupies two ground floor wings of Riverside House built and occupied from 2011.

Service Offer

Riverside Library & Neighbourhood Hub is currently open Monday-Saturday, 55 hours per week.

Overall usage and footfall has dropped since the library was re-located from the previous site on Walker Place to Riverside House. Customer feedback highlights parking and distance from the main town centre shopping area as contributing factors.

Riverside has great potential to build on many community links due to its central location and works in partnership with a number of key partners which include -

- **Rotherham College (RNN Group)** who have hosted several art exhibitions within the art gallery at Riverside House.
- **Grimm and Co - Apothecary to the Magical.** School children visit Grimm and Co followed by a visit to Riverside House Library. During the class visit the children find out more about the Library service and take part in fun activities relating to literacy.
- **Rotherham Open Arts Renaissance (ROAR)** have hosted several art exhibitions within the art gallery at Riverside House showcasing art work by local artists. ROAR talks are also held in Riverside library, artists are invited to come along and talk or present their work to the public free of charge on a monthly basis.
- **National Careers Service** who help people to write curriculum vitae's (CV's) and get back into work, they also run a group CV and employment support session on a fortnightly basis.
- **Dearne Valley College** – we offer a one academic year placement delivering ICT classes within the Library service,
- **Anne Frank Trust in partnership with Rotherham United.** The aim of the Anne Frank exhibition is to target the most vulnerable and impressionable people and teach them the importance of personal responsibility and respect for others. It also shows them how to stand up to prejudice and discrimination. Targeting disadvantaged and divided communities, to teach the lessons from Anne's life and use it as a template to build a strong foundation for their lives
- **Public Health** to promote mental health awareness, keeping active and oral hygiene.
- **Rotherham Schools Music Service** utilise the Steinway piano to host recitals in the café area during lunchtimes and at evening events.
- **Local schools** regularly show an interest in supporting activities and attending class visits and additional class Rhymetime sessions. Ongoing partnerships with local schools aim to make the library associated with fun while increasing literacy.
- **The British Legion** offers a monthly drop in session to raise awareness of the cause.
- **Department of Work and Pensions (DWP)** and Job Centre to deliver Universal Credit assisted

Appendix 10

digital support.

The Gallery situated within the library has had numerous art exhibitions, both local and regional, strengthening relationships with local schools and colleges, as well as showcasing regional talent including –

- **Heritage Services** to host a number of exhibitions and workshops related to pottery.
- **Yorkshire photographic union** which also included a regional exhibition.
- **Sheffield University** 'Imagine exhibition' '
- **'Riverbanksy' Funded by Arts Council England and partnered by Rotherham Open Arts Renaissance** which introduced young people to a large-scale art project using concrete. The project was aimed at young people age 12-24 who were not currently engaged with libraries or reading. The project aimed to disrupt pre-conceptions of libraries as quiet, dingy, intimidating places and challenged the stereotypical view of libraries as places demanding quiet, order and uniformity.

A twice weekly Rhymetime session is delivered from Riverside, with high numbers recorded each week.

Saturday Story Stop, Lego, chess, Scrabble and games club are also weekly activities, which are very popular. Our well established Knit and natter group meets weekly which is a great way for people to socialise and contributes to reducing isolation and loneliness.

Work is underway to recruit volunteers to deliver a regular code club and family history group

Learn My Way ICT support sessions are available weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices. Riverside also delivers a staff led job club. This compliments the CV and careers advice currently offered by the National Careers Service.

Riverside has a very active profile of readers groups, with 2 groups currently meeting monthly (The visually impaired readers group and the Riverside Monday readers group).

Riverside library has 2 active writers groups, one of them long established meeting monthly, the other is the return of the teenage writers group, meeting fortnightly, increasing engagement with teenage users.

A weekly Shared Reading group is held at Riverside Library to bring people together each week to enjoy and experience literature through Shared Reading, bringing great books, poems and plays to life through reading aloud and group discussion.

Work is underway to maximise the links with the health services in the area and it is hoped that new partnerships will be established in-line with the National Library Health Offer which supports the Council's Health and Wellbeing Strategy.

Riverside is a vibrant and modern library and neighbourhood hub utilising a large space on the ground floor to schedule in a wide array of services and functions. The benefits include assisted digital access, health, information, a wide range of reading material and cultural events and activities. The Universal Library Offers contribute significantly to the Thriving Neighbourhood Strategy as well as the Council's Corporate Priorities. It delivers services to the town centre local community and underpins services delivered by all the remaining libraries.

Appendix 11

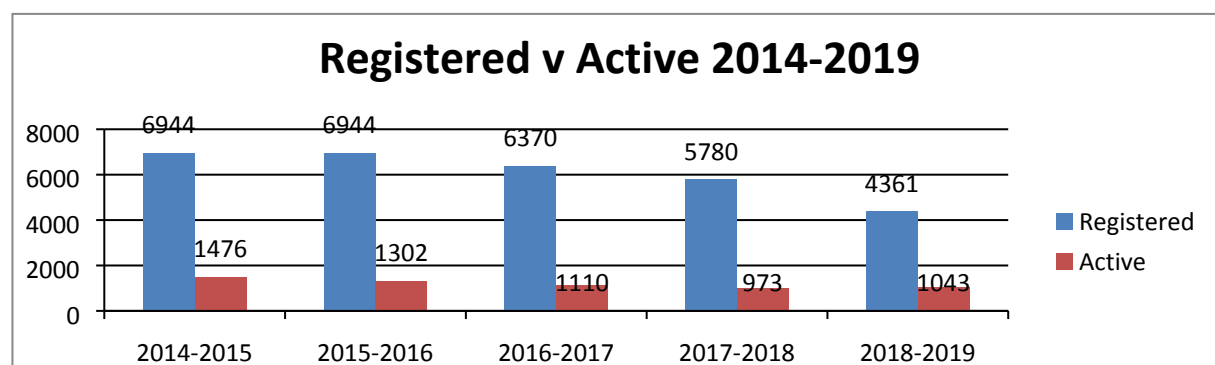
Swinton Library and Neighbourhood Hub Site Profile (North)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	48,578	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	98,906	
<i>Band C 0.31 FTE (Relief Staff)</i>		
<i>Band D 2.4 FTE</i>		
<i>Band F 1.5 FTE</i>		
Non staff Costs	1785	
Income	-52,347	
Net Budget	£96,922	

Customer Profile

Registered/Active Users



The chart shows an analysis of Swinton's registered and active users showing a comparison between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Appendix 11

Age Profile

2018-2019	Registered (%)	Active (%)
Age 0-3	1.4	2.68
Age 4-11	19.59	35.76
Age 12-17	11.54	5.47
Age 18-25	8.24	3.45
Age 26-40	18.28	9.4
Age 41-65	23.01	17.35
Age 66+	17.95	25.89
Unknown	0	0

Swinton Library and Neighbourhood Hub is located in the Swinton Ward.

The 4-11 age groups have the highest percentage of active borrowers.

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	42.21	38.86
Female	56.15	60.19
Unknown	1.64	0.95

There are more female registered library users at Swinton than there are male.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	71.19	71.96
Black or Black British	1.13	1.21
Dual Heritage	0.29	0.26
Asian or Asian British	0.53	0.69
Other	0.36	0.09
Unknown	26.5	25.8

The highest number of registered and active borrowers within Swinton Ward are White.

The Black, Asian, Minority Ethnic and Refugee (BAMER) community is low.

In terms of library use, the majority of users are White, but there is a high proportion of "Unknown" or undeclared ethnicity.

Appendix 11

Disability Profile

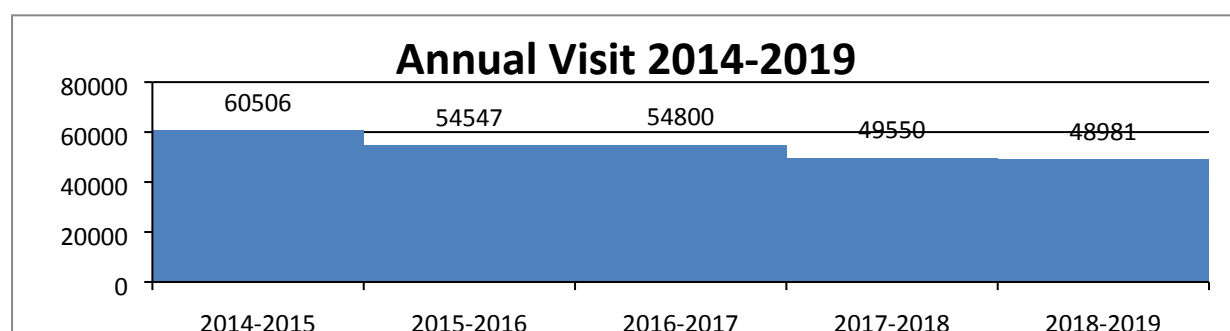
2018-2019

Registered Active

Self-declared disabled	112	34
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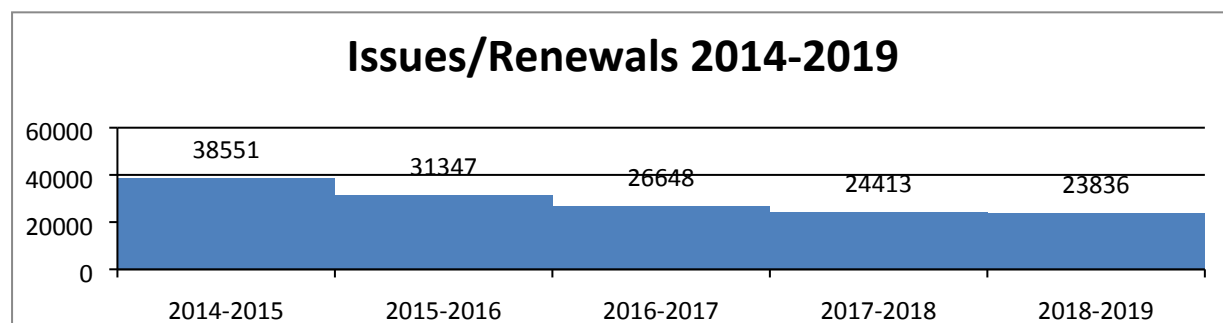
Monitoring of library users asks whether they consider themselves disabled.

Annual Visits



Library visitor figures are counted and recorded manually by library staff.

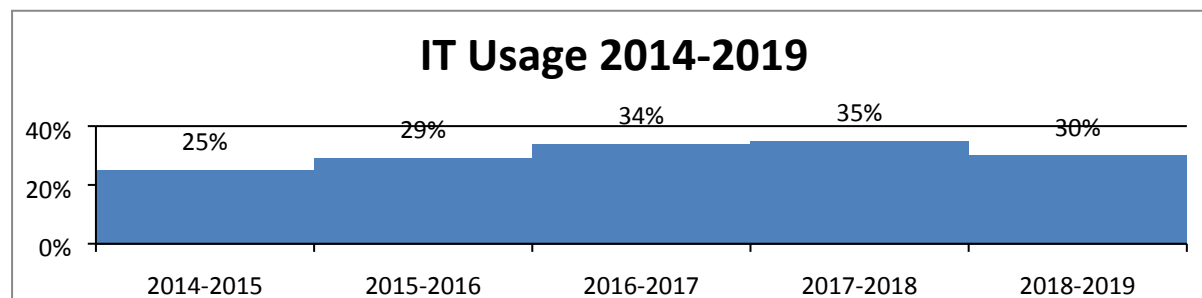
Issues/Renewals



Issues/renewals have shown a similar decline as visitor figures over the last few years, though in the past year this has been relatively slight.

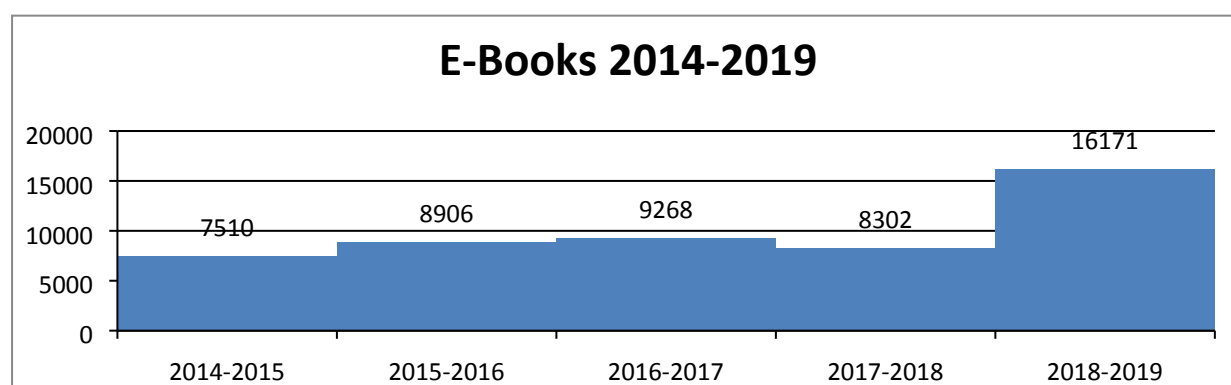
Appendix 11

IT Usage

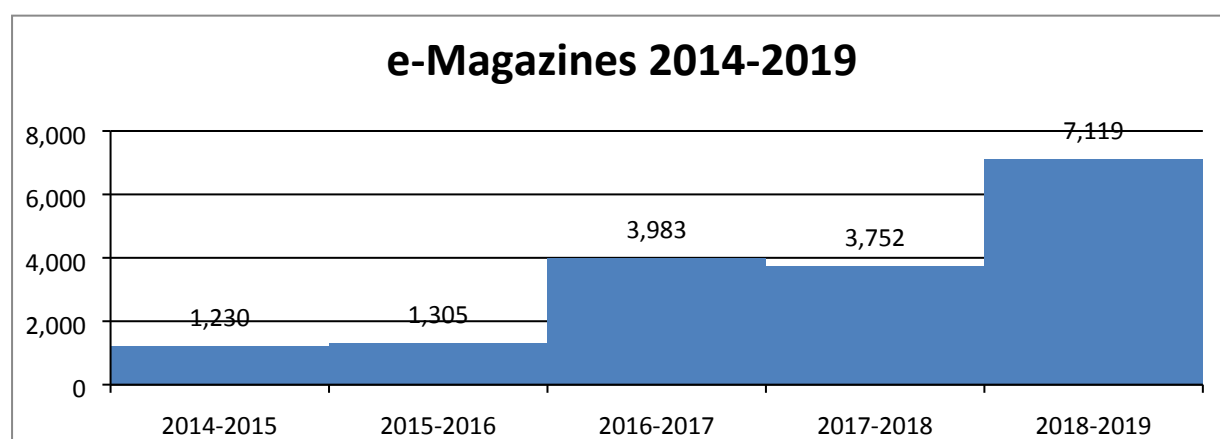


Swinton Library has 10 public access computers. The table above shows % of average usage based on available PC hours available in the Library

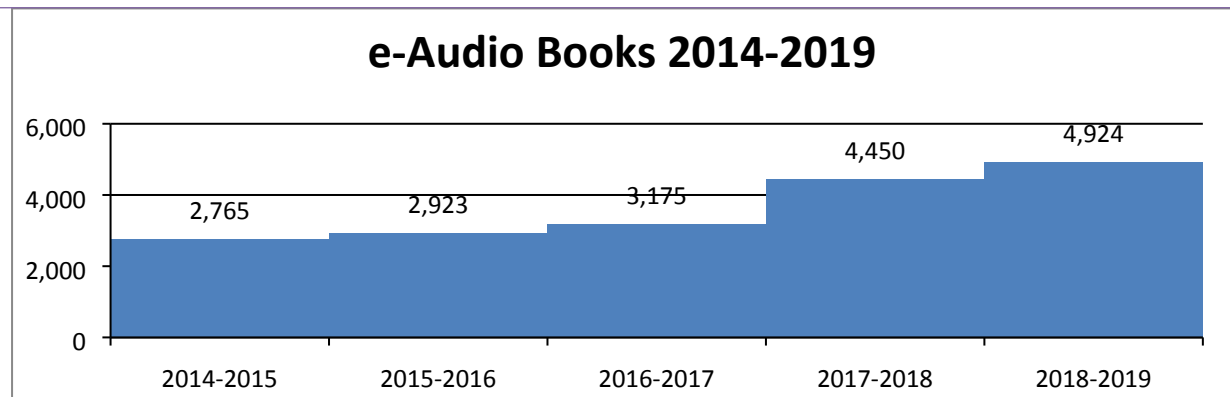
e-Books, e-Magazines and e-Audio books



Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.



Appendix 11



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Customer Satisfaction

The overall Customer satisfaction level at Swinton Library and Neighbourhood Hub for 2018/19 was 98%.

Volunteers

Swinton Library & Neighbourhood Hub facilitated 0 volunteer placements in 2018/19.

Building Information

Swinton Library & Neighbourhood Hub is a Council owned freehold site located in the Swinton Campus. The whole site is subject to a development brief for redevelopment.

The building is dated and in poor condition it would benefit from refurbishment and new furniture.

The current revenue running costs are in the region of £48,578 per annum.

Service Offer

Swinton Library & Neighbourhood Hub is currently open Monday to Saturday, 46 hours per week.

Swinton has great potential to build on many community links, including Potteries Court Tenants and Residents Association and the Brookfield's Children's Centre.

Local schools regularly support activities and organise class visits and additional class Rhymetime sessions. A weekly Rhymetime session is delivered from Swinton, demonstrating increasing attendance figures. Staff from the local Children's Centre often visit during these sessions to deliver ad-hoc activities, such as Makaton and baby sign language.

Swinton Library and Neighbourhood Hub is used by colleagues from the Council's Housing Services for families to use when signing up for a new property in the area.

Area Assemblies now regularly use the building to deliver community focused services such as free dog micro-chipping and free waste disposal bags.

Appendix 11

Learn My Way ICT support sessions are available weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices.

Swinton has 2 reader groups currently meeting monthly (Rawmarsh Town Women's Guild and Swinton Readers Group).

The Knit and Natter group meet here weekly to socialise and learn or revisit skills along with the local history group. Both sessions are highly regarded and well attended.

Rotherham College runs courses at Swinton Library & Neighbourhood Hub during term time.

Rotherham Heritage Services have installed 2 secure display cabinets on the mezzanine floor at Swinton. The site is working together with Clifton Park Museum to display historical artefacts in line with important anniversaries and commemorations.

Swinton regularly displays art work and has good exhibition space on the 1st floor.

The building is also used every week to deliver the Councillors' surgery and a drop in service by the Community Police. The local Councillors also utilise the facilities for ad-hoc meetings throughout the week. The sessions are well attended.

Action on Hearing Loss (formerly the Royal National Institute for Deaf People) delivers a monthly drop-in service from this site. A representative is on hand to help members of the local community maintain and repair their hearing aids and replacement batteries are also available free of charge whenever the Library is open. This service is highly used and extremely well regarded in Swinton.

The British Legion offer a weekly drop in session to raise awareness of the services provided and information is distributed and displayed.

Swinton benefits from a large meeting space that is frequently used by many external groups and agencies. Active Always continue to offer 2 sessions per week in the Community Space to aid people recovering from falls and illness. This is very well attended. The Swinton Weight Watchers group utilise the meeting space each week, with over 50 people attending.

Work is underway to maximise the links with local health services and partnerships are being established in line with the National Library Health Offer.

Currently revenues and benefit advice is accessible by appointment on Monday and Wednesday each week. Assisted digital for online services are offered daily in addition to this via the Public access PCs. Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pensions (DWP) and Job Centre to deliver Universal Credit support from this location.

Swinton is the only site in the borough offering Visa Biometric Enrolment. This is a new partnership with UK Visas and Immigration (through Libraries Connected) where staff at Swinton support customers wishing to submit their biometric data for their UK visa. This service generates income and the Library receives a set fee per customer where support is provided.

In October 2017 Cabinet approved the content of a development brief for Swinton town centre and its submission to developers with a view to obtaining designs. Within the brief it included the provision for a Library of approximately 200 sq m plus ancillary office space of 20 sq m. The service will continue to work with Asset Management in order to develop a proposal for future library provision.

Swinton is an older building in need of modernisation. Despite this, the hub offers a warm and welcoming feel, packing in a wide array of services and functions. It fits perfectly into the community

Appendix 11

hub label and delivers on many corporate agendas.

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Appendix 12

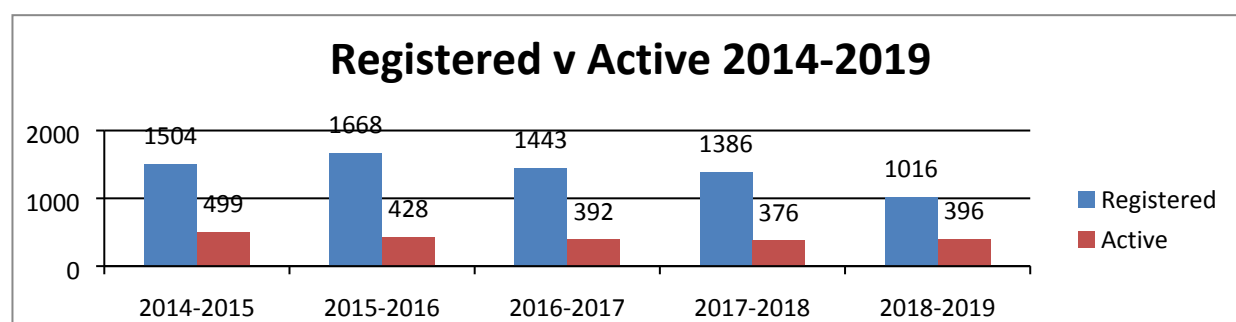
Thorpe Hesley Library and Neighbourhood Hub Site Profile (North)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	9,000	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	37,979	
<i>Band C 0.12 FTE (Relief Staff)</i>		
<i>Band D 1.5 FTE</i>		
<i>Band F 0.1 FTE</i>		
Non staff Costs	230	
Income	-233	
Net Budget	£46,976	

Customer Profile

Registered/Active Users



The chart shows an analysis of Thorpe Hesley's registered and active users showing a comparison between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-19			<p>Thorpe Hesley Library and Neighbourhood Hub is located within the Keppel ward.</p> <p>The 4-11 age group have the highest percentage of active borrowers.</p>
	Registered (%)	Active (%)	
Age 0-3	4.82	9.62	
Age 4-11	23.03	28.86	
Age 12-17	11.32	4.56	
Age 18-25	4.04	0.76	
Age 26-40	11.42	8.35	
Age 41-65	23.03	20.51	
Age 66+	22.34	27.34	
Unknown	0	0	

Appendix 12

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	32.94	32.72
Female	66.67	67.05
Unknown	0.39	0.23

There are over 50% more female library users at Thorpe Hesley than there are male.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	73.82	72.41
Black or Black British	0	0
Dual Heritage	0.3	0.69
Asian or Asian British	1.48	1.61
Other	0.1	0
Unknown	24.30	25.29

The highest number of registered and active borrowers within the Keppel ward are White.

The Black, Asian, Minority Ethnic and Refugee (BAMER) community is low.

However in terms of library use, there is a high number of "Unknown" or undeclared ethnicity.

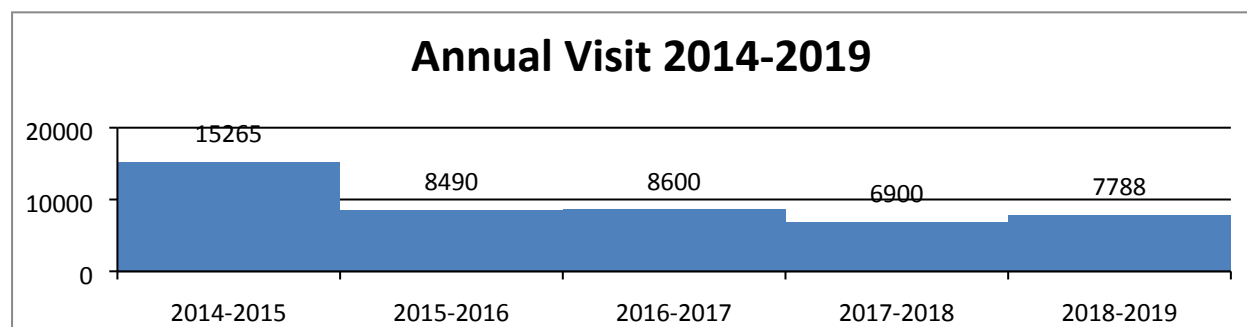
Disability Profile

2018-2019	Registered	Active
Self-declared disabled	22	12

Monitoring of library users asks whether they consider themselves disabled.

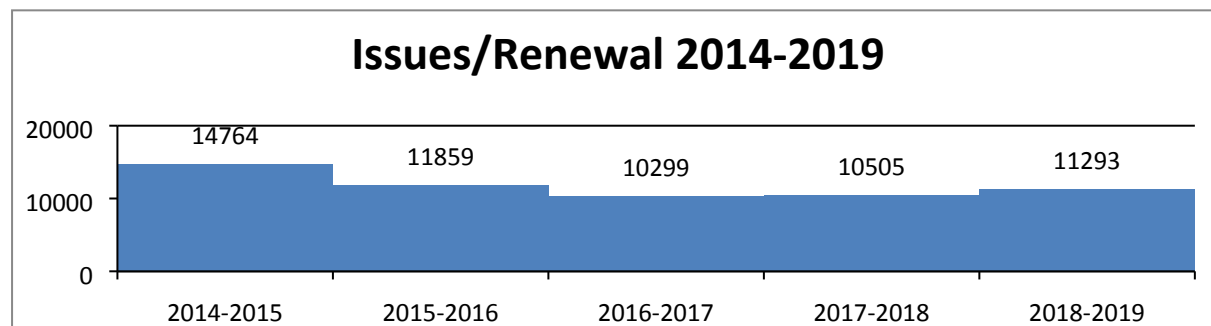
Appendix 12

Annual Visits



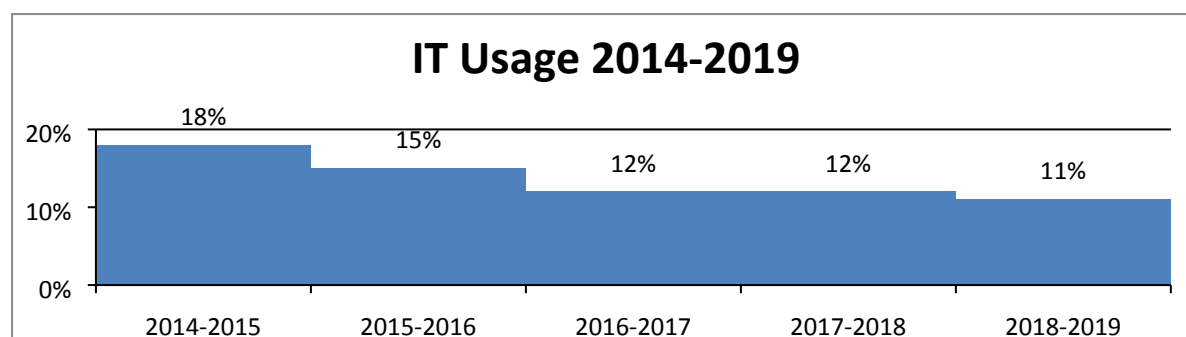
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues/renewals have shown a similar decline as visitor figures over the last few years but last year there was a small increase in both.

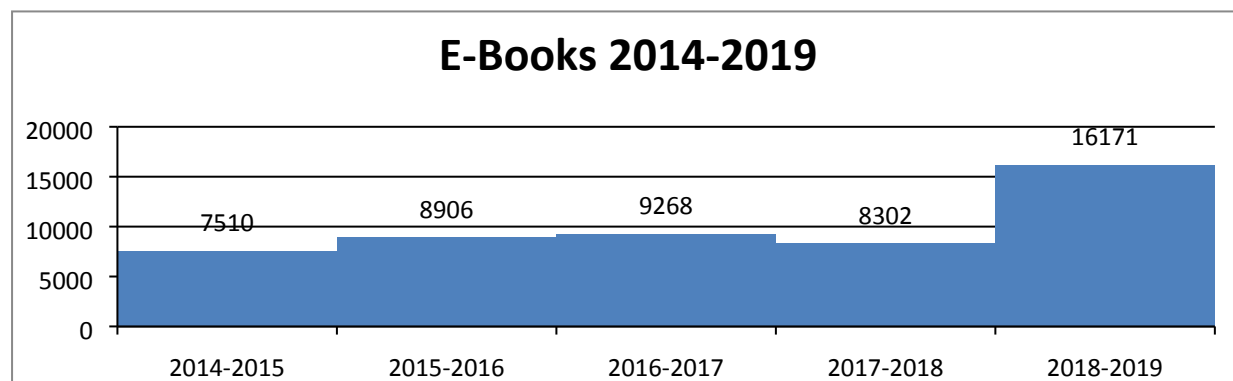
IT Usage



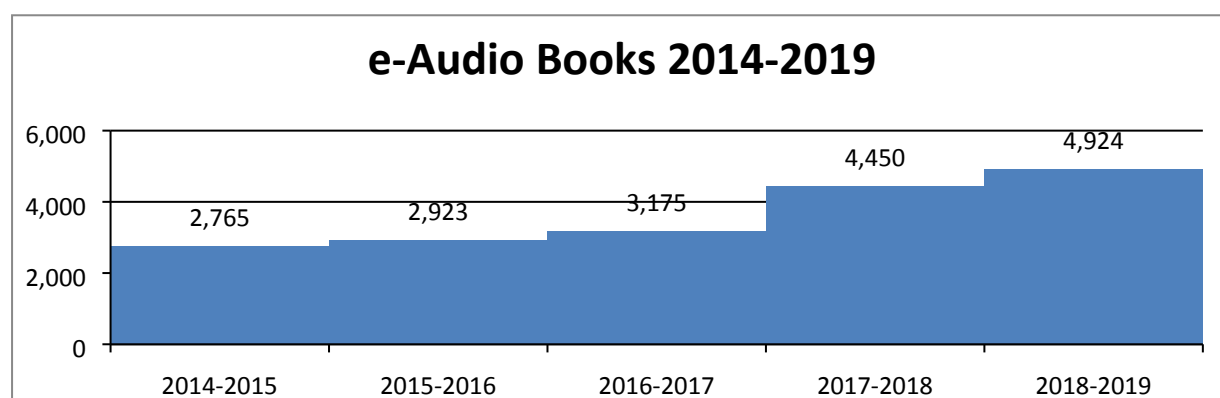
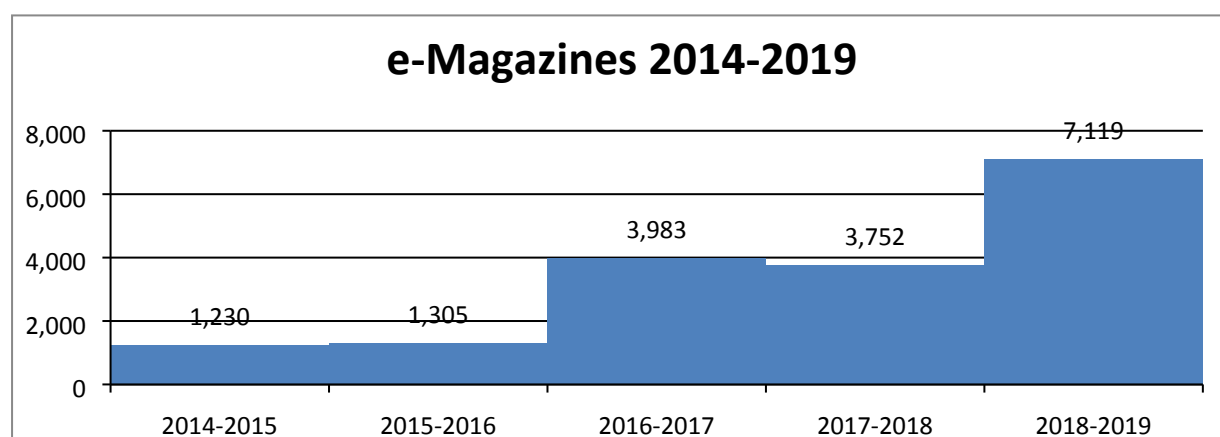
Thorpe Hesley has 2 public access computers. The table above shows % of average usage based on available PC hours available in the Library

Appendix 12

e-Books, e-Magazines and e-Audio books



Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Customer Satisfaction

The overall Customer satisfaction level at Thorpe Hesley Library and Neighbourhood Hub for 2018/19 was 100%.

Appendix 12

Volunteers

Thorpe Hesley Library & Neighbourhood Hub facilitated 1 volunteer placement in 2018/19. The total amount of volunteer hours worked during this period was 150 hours.

Building Information

Thorpe Hesley Library & Neighbourhood Hub operates on a rolling term lease in two rooms, rented from St Thomas Church; it was established in 2007. The library can fold away when not in use.

Thorpe Hesley has a rent of £9,000 per annum.

Service Offer

Thorpe Hesley Library & Neighbourhood Hub is currently open Monday, Tuesday, Thursday, Friday, Saturday and Sunday, 26 hours per week.

Thorpe Hesley Library & Neighbourhood Hub has great potential to build on many community links, including the Trinity Centre Parish Council.

A twice-weekly Rhymetime session is delivered from Thorpe Hesley, with an excellent number of children attending the session each week with their parents.

Learn My Way ICT support sessions are available weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices.

Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pensions (DWP) and Job Centre to deliver Universal Credit support from this location.

Thorpe Hesley has 1 established readers group currently meeting monthly (Thorpe Hesley Readers Group).

Courses are run by Rotherham College at Thorpe Hesley Library & Neighbourhood Hub during term time.

Work is underway to maximise links with health services in the local area and partnerships are being established in line with the National Library Health Offer. Discussions have taken place with Adult Services to form a partnership which will help to improve the lives of the local older population.

Whilst Thorpe Hesley is warm and welcoming, utilising a limited space very carefully to schedule in a wide array of services and functions, the physical size of the building restricts the range of services that can be offered.

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Appendix 13

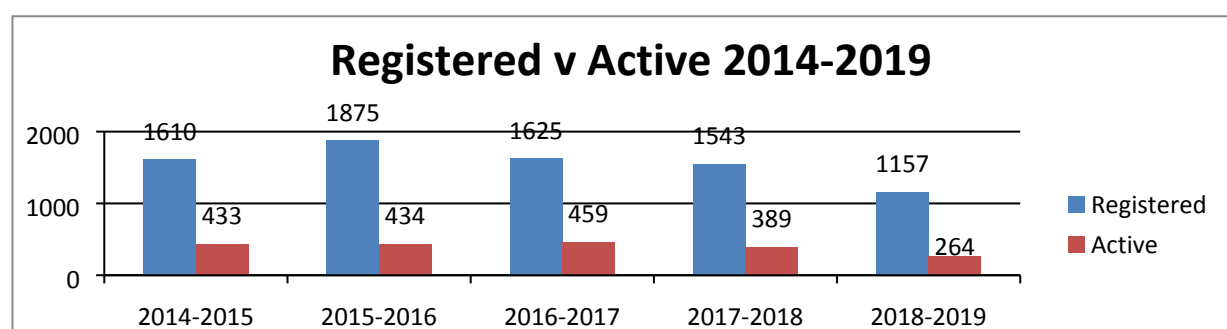
Thurcroft Library and Neighbourhood Hub Site Profile (South)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	7,058	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	28,564	
<i>Band C 0.09 FTE (Relief Staff)</i>		
<i>Band D 1.1 FTE</i>		
<i>Band F 0.1 FTE</i>		
Non staff Costs	397	
Income	-309	
Net Budget	£35,710	

Customer Profile

Registered/Active Users



The chart shows an analysis of Thurcroft's registered and active users showing a comparison between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-19			<p>Thurcroft Library and Neighbourhood Hub is located in the Rother Vale ward.</p> <p>The 4-11 age group have the highest percentage of active borrowers.</p>
	Registered (%)	Active (%)	
Age 0-3	2.4	4.76	
Age 4-11	23.97	37.73	
Age 12-17	21.4	7.33	
Age 18-25	8.05	3.66	
Age 26-40	17.55	13.19	
Age 41-65	16.52	15.02	
Age 66+	10.1	18.32	
Unknown	0	0	

Appendix 13

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	39.39	30.94
Female	60.36	68.44
Unknown	0.26	0.63

There are more female registered library users at Thurcroft than there are male.

This reflects the borough pattern where there are more females than males.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	80.48	87.52
Black or Black British	0.68	0
Dual Heritage	0.09	0.65
Asian or Asian British	0.6	0.32
Other	0.26	0.32
Unknown	17.89	11.29

The highest number of registered and active borrowers within the Rother Vale ward are White.

The Black, Asian, Minority Ethnic and Refugee (BAMER) community within the Rother Vale ward is low.

However, there is quite a high number of library users with "Unknown" or undeclared ethnicity.

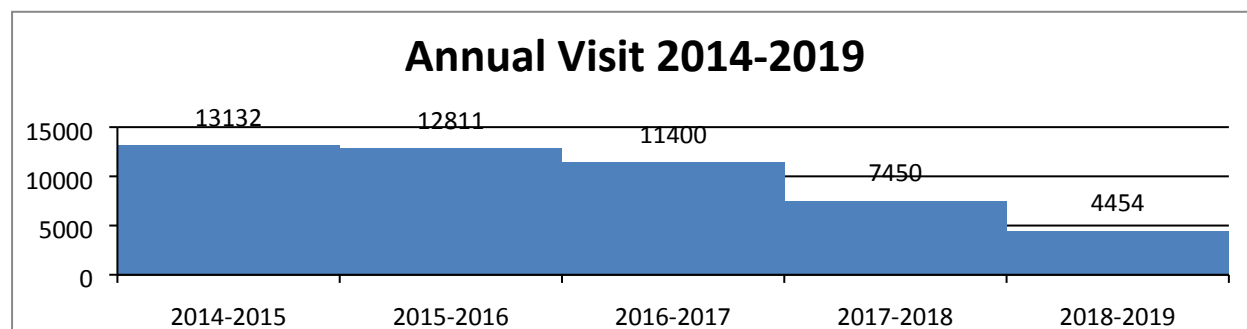
Disability Profile

2018-2019	Registered	Active
Self-declared disabled	34	10

Monitoring of library users asks whether they consider themselves disabled.

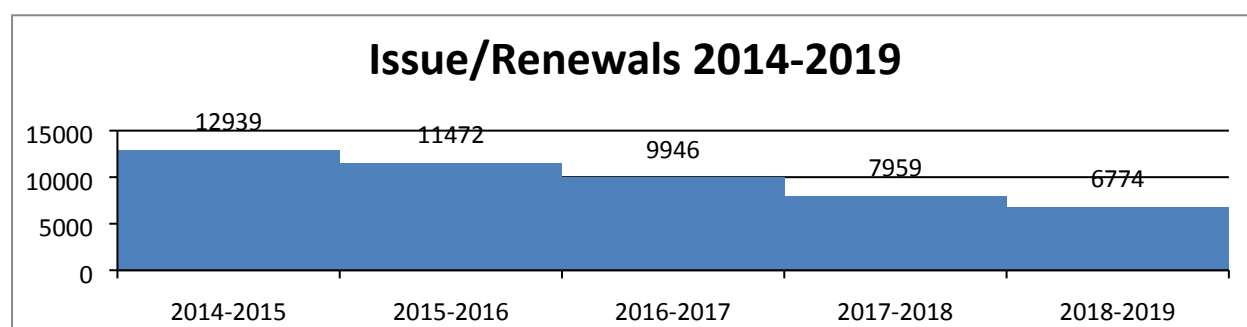
Appendix 13

Annual Visits



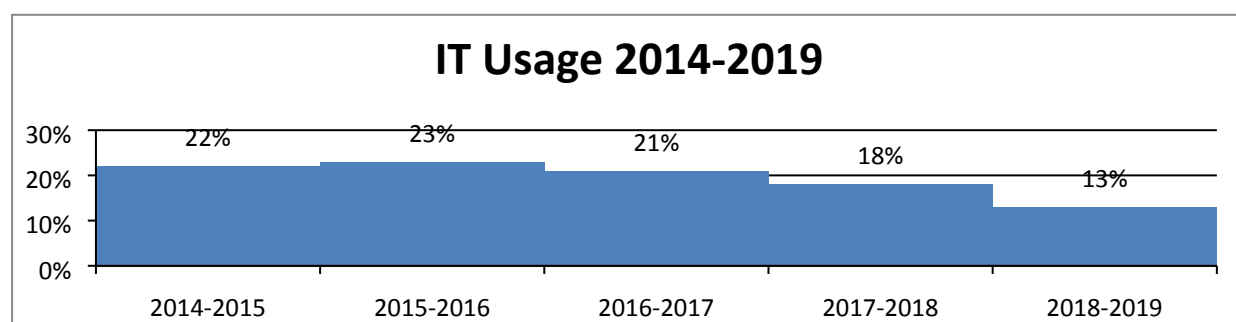
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues/renewals have shown a similar decline as visitor figures over the last few years.

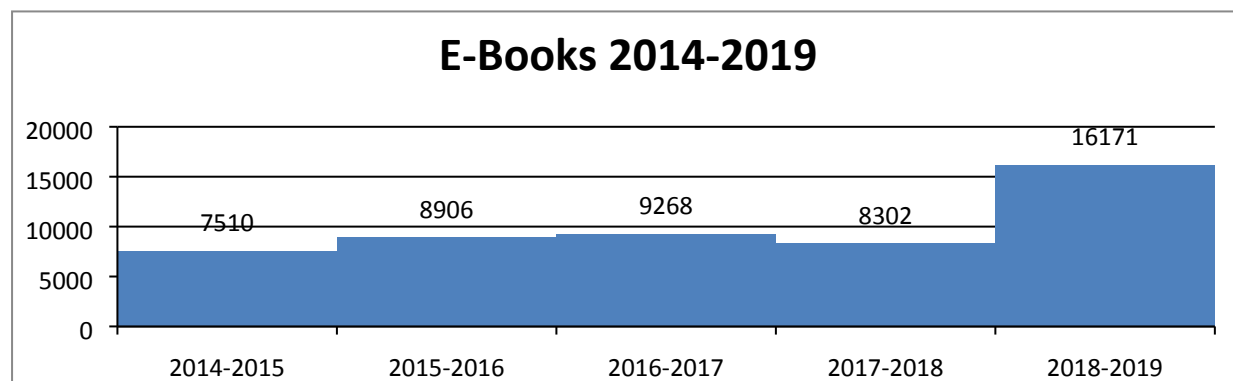
IT Usage



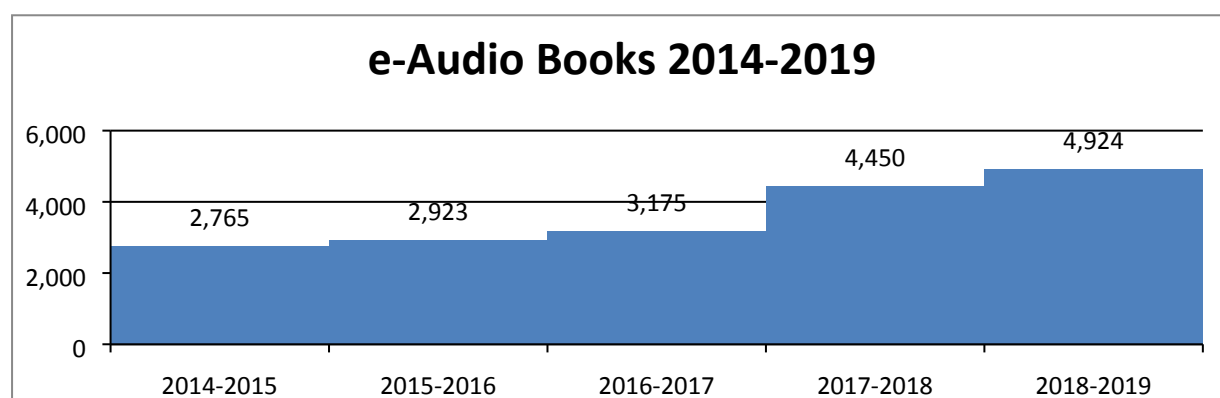
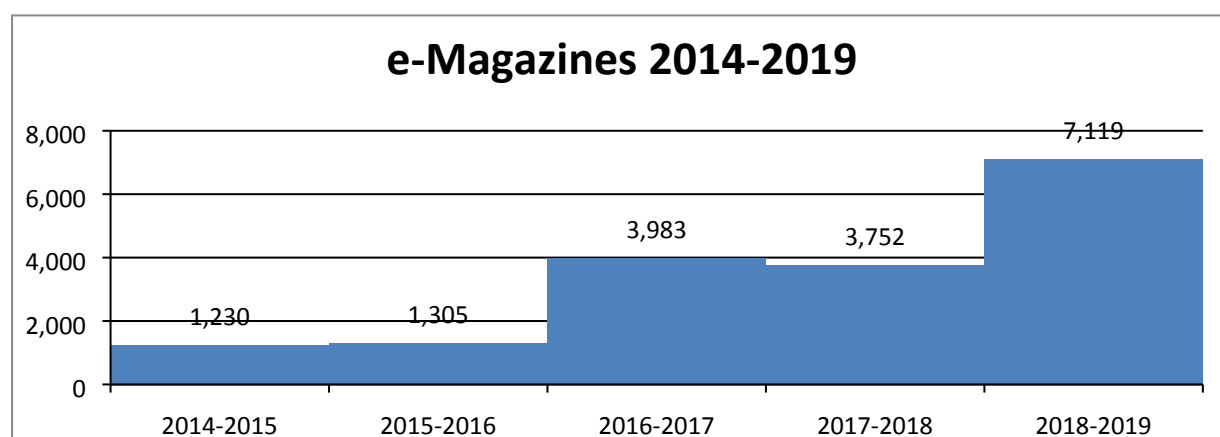
Thurcroft Library has 6 public access computers. The table above shows % of average usage based on available PC hours available in the Library.

Appendix 13

e-Books, e-Magazines and e-Audio books



Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Customer Satisfaction

The overall Customer satisfaction level at Thurcroft Library and Neighbourhood Hub for 2018/19 was 100%.

Appendix 13

Volunteers

Thurcroft Library & Neighbourhood Hub facilitated 1 volunteer placement in 2018/19. The total amount of volunteer hours worked during this period was 100 hours.

Building Information

Thurcroft Library & Neighbourhood Hub is located inside Thurcroft Junior and Infants school. Thurcroft school is now an academy school.

A 3 year lease of the building is in place which began on 1st July, 2017 at a rent of £1,750 per annum.

Service Offer

Thurcroft Library & Neighbourhood Hub is currently open Monday, Tuesday, Thursday, Friday and Saturday, 20 hours per week.

There is great potential to build on many community links, including Thurcroft Parish Council and Thurcroft Hub.

Staff work hard to make Thurcroft Library more vibrant by arranging many activities within the library and advertising these effectively on Facebook and local community forums.

A weekly Rhymetime session is delivered from Thurcroft, with a good rate of attendance each week.

Learn My Way ICT support sessions are available weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices.

Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pensions (DWP) and Job Centre to deliver Universal Credit support from this location.

Thurcroft has 2 reader groups currently meeting monthly (Thurcroft Readers and Thurcroft Book Lovers).

Thurcroft delivers a weekly Lego club which has a high level of participation. A Scrabble club also runs weekly and the Homework club takes place each week with staff supporting students in their studies.

Funding from the local housing development has now been used to invest in digital kit and technology for Thurcroft Library to deliver activities and workshops to benefit families living in the new development and surrounding area. This will enhance the whole library provision at Thurcroft and help us to build a vibrant and well-used neighbourhood hub for local residents. It will assist the Library in building stronger links with the co-located school and help create an exciting and innovative space. When visiting, local families can enjoy modern technology and enhance their learning, reading and digital skills, offering an opportunity to gain and retain skills for life. The kit will also encourage visitors from further afield to Thurcroft Library, which will enhance the local economy.

Work is underway to maximise the links with local health services and partnerships are being established in line with the National Library Health Offer.

Following recent renovation work, Thurcroft now offers a fresh and welcoming space delivering a wide array of services and functions.

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Appendix 14

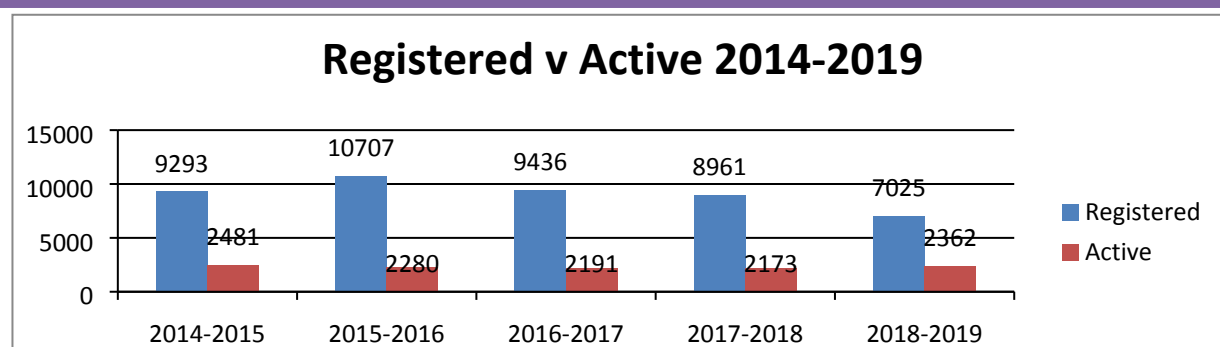
Wath Library and Neighbourhood Hub Site Profile (North)

Financial Information

Description	Budget 2018/19	Comments
Building Costs	59,826	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	84,764	
Band C 0.27 FTE		
Band D 2.4 FTE		
Band F 1 FTE		
Non staff Costs	1277	
Income	-6128	
Net Budget	£139,739	

Customer Profile

Registered/Active Users



The chart shows an analysis of Wath's registered and active users showing a comparison between year ending 2015 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.

Age Profile

2018-19			<p>Wath Library and Neighbourhood Hub is located in the Wath Ward.</p> <p>The 4-11 age group have the highest percentage of active borrowers.</p>
	Registered (%)	Active (%)	
Age 0-3	1.35	2.46	
Age 4-11	18.37	37.06	
Age 12-17	11.82	7.37	
Age 18-25	8.13	2.63	
Age 26-40	20.63	12.03	
Age 41-65	23.67	17.28	
Age 66+	16.03	21.18	
Unknown	0	0	

Appendix 14

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	41.65	40.41
Female	57.93	59.27
Unknown	0.51	0.32

There are more female registered library users at Wath than there are male.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	45.6	41.65
Black or Black British	0.51	0.2
Dual Heritage	0.13	0.28
Asian or Asian British	0.51	0.75
Other	0.28	0.2
Unknown	52.96	56.92

The highest number of registered and active borrowers within the Wath ward are White.

In terms of library usage, the Black, Asian, Minority Ethnic and Refugee (BAMER) community is low. However, there is a very high number of "Unknown" or undeclared ethnicity in this ward.

Disability Profile

2018-2019	Registered	Active
Self-declared disabled	76	21

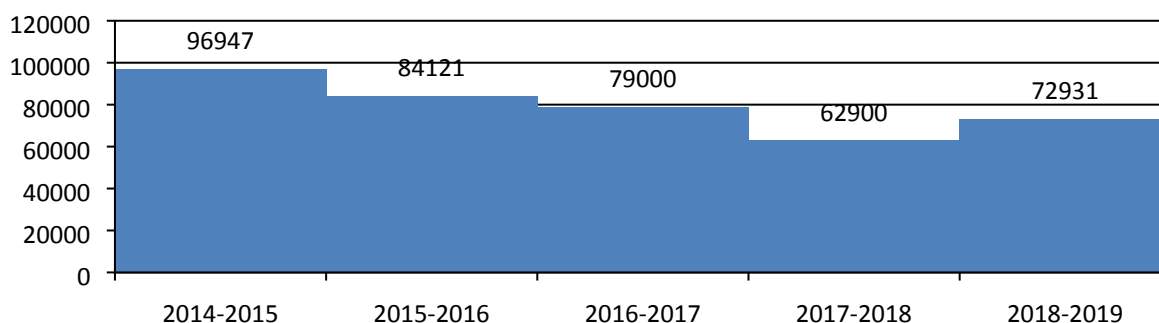
Monitoring of library users asks whether they consider themselves disabled.

The number of active library borrowers who consider themselves disabled is relatively small compared to the total number of active borrowers.

Annual Visits

Appendix 14

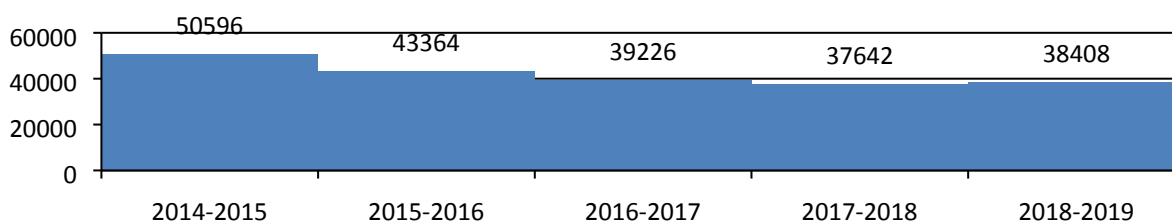
Annual Visit 2014-2019



Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals

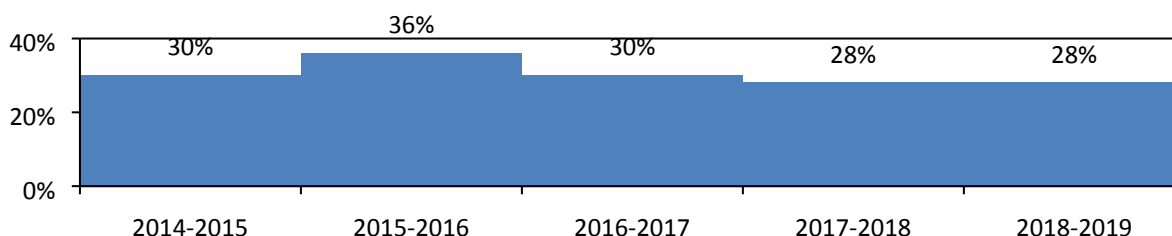
Issues/Renewals 2014-2019



Issues/renewals have shown a similar decline as visitor figures over the last few years. However, last year there was an improvement in both figures, particularly in terms of visits.

IT Usage

IT Usage 2014-2019

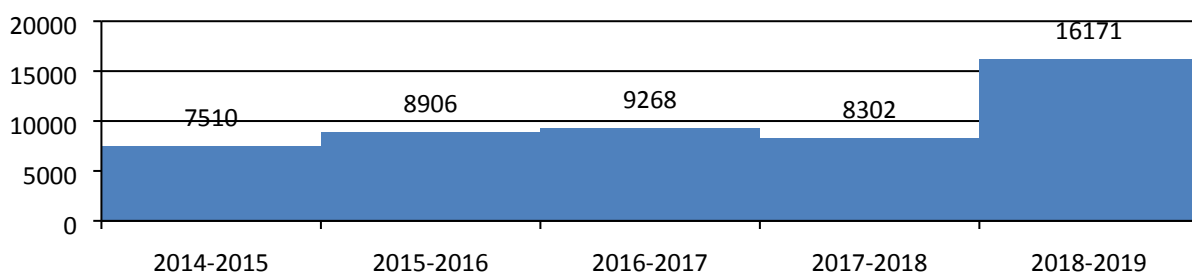


Wath Library has 11 public access computers. The table above shows % of average usage based on available PC hours available in the Library

e-Books, e-Magazines and e-Audio books

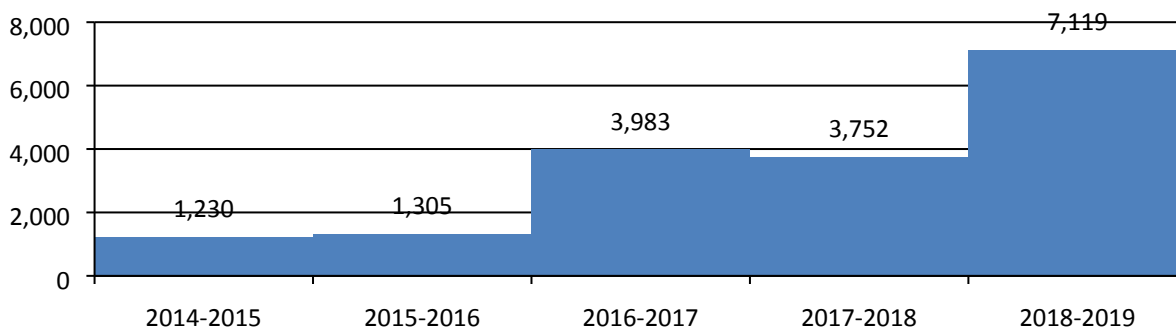
Appendix 14

E-Books 2014-2019

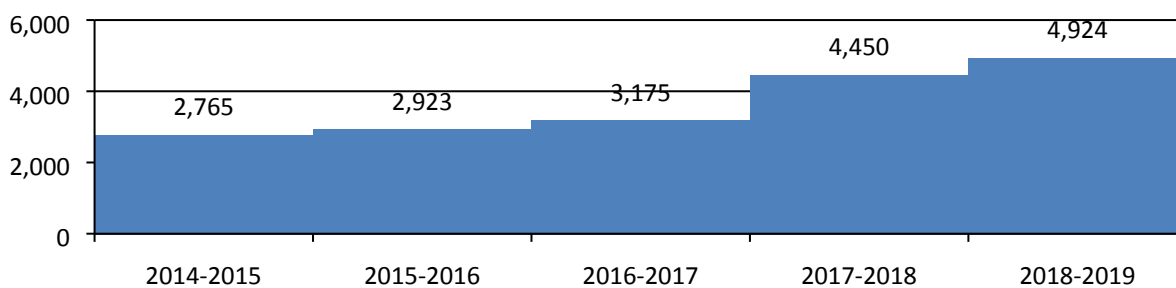


Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.

e-Magazines 2014-2019



e-Audio Books 2014-2019



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Customer Satisfaction

The overall Customer satisfaction level at Wath Library and Neighbourhood Hub for 2018/19 was 98.7%.

Volunteers

Appendix 14

Wath Library & Neighbourhood Hub facilitated 9 volunteer placements in 2018/19. The total amount of volunteer hours worked during this period was 700 hours.

Building Information -

Wath Library & Neighbourhood Hub is a prefabricated concrete structure built around late 1960s.

Wath is a Council owned site in the centre of Wath Town Centre. The Council also owns the adjoining parade of shops and the area would be included in a town centre master plan for re-development.

The building is generally in poor condition and requires refurbishment to bring the building up to standard. All the fixtures and fittings are aged.

Revenue running costs are in the region of £59,826 per annum.

Service Offer

Wath Library & Neighbourhood Hub is currently open Monday to Saturday, 46 hours per week.

Wath has great potential to build on many community links, including Wath Community Partnership and the Children's Centre.

Local schools regularly show an interest in supporting activities and attend regular class visits and additional class Rhymetime sessions.

A weekly Rhymetime session is delivered from Wath, with a high attendance level of both children and parents. Toddle time is also delivered each week prior to the Rhymetime session.

Learn My Way ICT support sessions are available weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices. Wath also offers a weekly basic IT class for anyone wishing to learn new skills.

A weekly job class is delivered by the National Careers Service from Wath Library and Neighbourhood Hub, and has a high rate of attendance.

Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pensions (DWP) and Job Centre Plus to deliver Universal Credit support from this location.

Citizens Advice Bureau offer fortnightly appointments from Wath and these are managed in partnership with staff from Wath Library & Neighbourhood Hub.

Rotherham College runs courses at Wath Library & Neighbourhood Hub during term time.

Fun Fun Korean is held weekly at Wath Library & Neighbourhood Hub.

Wath has a very active profile of readers groups, with 2 groups currently meeting monthly (Wath Library Readers Group and the Rockingham Readers).

The Knit and Natter group meet here weekly to socialise and learn or revisit skills, as does the local history group. Both sessions are highly regarded and well attended.

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Children's French lessons are scheduled weekly, along with a Code Club and After School Club for children.

Wath delivers a number of additional activities each week, such as Patchwork Quilting and Lego Club. All of these groups have a high attendance rate and are enjoyed by local families.

A number of groups hire the large Meeting Room space, including a Medieval History Society, Family History group, and two Toddler Groups for 0-5s.

Action on Hearing Loss (formerly the Royal National Institute for Deaf People) delivers a monthly drop-in service from this site. A representative is on hand to help members of the local community maintain and repair their hearing aids and replacement batteries are also available free of charge whenever the Library is open. This service is highly used and extremely well regarded in Wath.

Work is underway to maximise links with health services in the area and partnerships are being established in line with the National Library Health Offer. Wath Library also hosts a collection of Reading Well mental health books for young people and their carers and a new Empathy collection.

The building is also used every week to deliver the Councillors' Surgery. The sessions are well attended.

Links with the Town Centre Committee keep the Library involved with activities such as the May Festival – a festival of music and dance which has taken place in Wath Upon Dearne since medieval times. The Christmas Lights switch on and the Candle Christmas Walk arranged with the local Anglican Church. The library supports all of these local events. Wath Library and Neighbourhood Hub, although large and in need of modernisation, is a welcoming and centrally based building utilising a large space to deliver a wide array of services and functions. It fits perfectly into the community hub label and delivers on many corporate agendas.

Appendix 15

Wickersley Library and Neighbourhood Hub Site Profile (South)

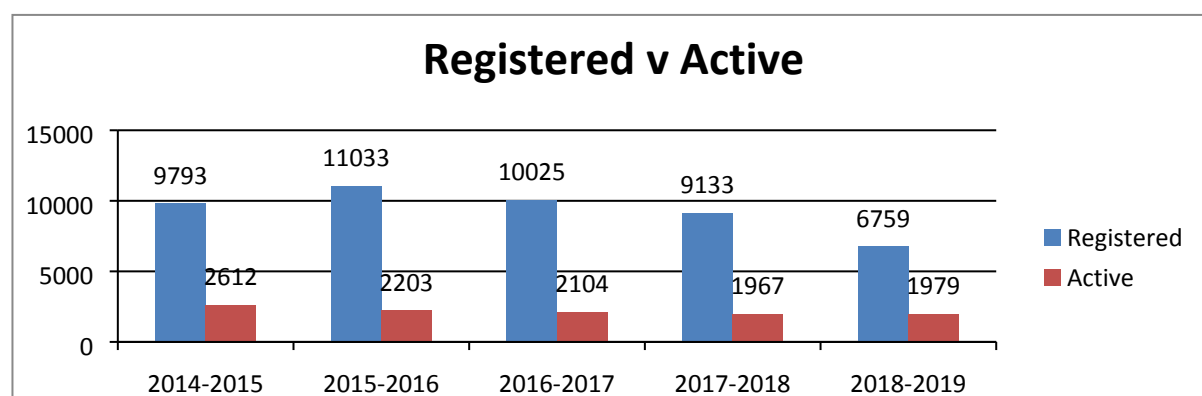
Financial Information

Description	Budget 2018/19	Comments
Building Costs	36,824	Includes building costs for the library revenue running cost, staff costs, non-staff costs and income. Excludes costs for management, library management system and stock purchase.
Staffing Costs	77,704	
<i>Band C 0.24 FTE (Relief Staff)</i>		
<i>Band D 2.1FTE</i>		
<i>Band F 1 FTE</i>		
Non staff Costs	2420	
Income	-4130	
Net Budget	£112,818	

Customer Profile

Registered/Active Users

The chart shows an analysis of Wickersley's registered and active users showing a comparison between year ending 2014 and year ending 2019. An active borrower is defined as any registered library user who borrows at least one loan item within a year.



Age Profile

2018-19

	Registered (%)	Active (%)
Age 0-3	2.46	4.36
Age 4-11	20.84	8.16
Age 12-17	13.45	2.43
Age 18-25	7.32	7.85
Age 26-40	15.42	34.65
Age 41-65	21.83	17.98
Age 66+	18.7	24.57
Unknown	0	0

Wickersley Library & Neighbourhood Hub is located in the Hellaby Ward.

The 26-40 age group have the highest percentage of active borrowers.

Appendix 15

Gender Profile

2018-2019	Registered (%)	Active (%)
Male	38.1	36.71
Female	61.47	62.68
Unknown	0.43	0.62

There are more females registered library users at Wickersley than there are male.

Ethnicity Profile

2018-2019	Registered (%)	Active (%)
White	76.81	74.75
Black or Black British	0.28	0.18
Dual Heritage	0.21	0.22
Asian or Asian British	1.57	2.06
Other	0.3	0.44
Unknown	20.84	22.36

The highest number of registered and active borrowers within the Wickersley ward are white.

The Black, Asian, Minority Ethnic and Refugee (BAMER) community is low.

There is a high number of "Unknown" or undeclared ethnicity in this ward.

Disability Profile

2018-2019	Registered	Active
Self-declared disabled	112	38

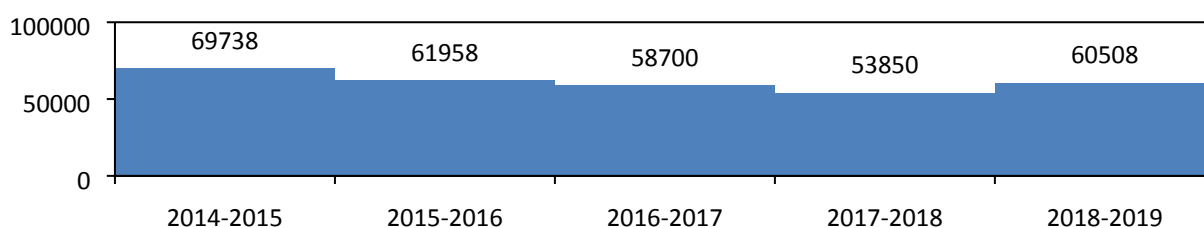
Monitoring of library users asks whether they consider themselves disabled.

The number of active borrowers who consider themselves disabled is small compared to the total number of active borrowers.

Annual Visits

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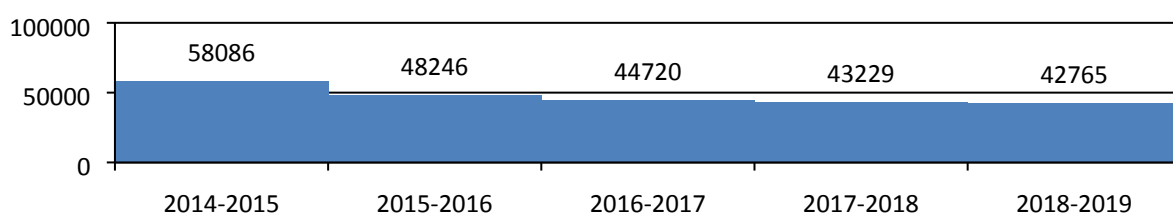
Annual Visit 2014-2019



Library visitor figures are counted and recorded manually by library staff. Wickersley has demonstrated an increase in visitors during 2018/2019 compared to the previous year.

Issues/Renewals

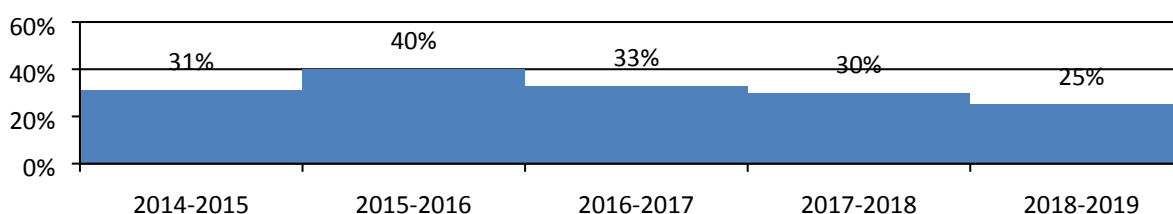
Issue/Renewals 2014-2019



Issues/renewals have shown a small decline in the last year.

IT Usage

IT Usage 2014-2019

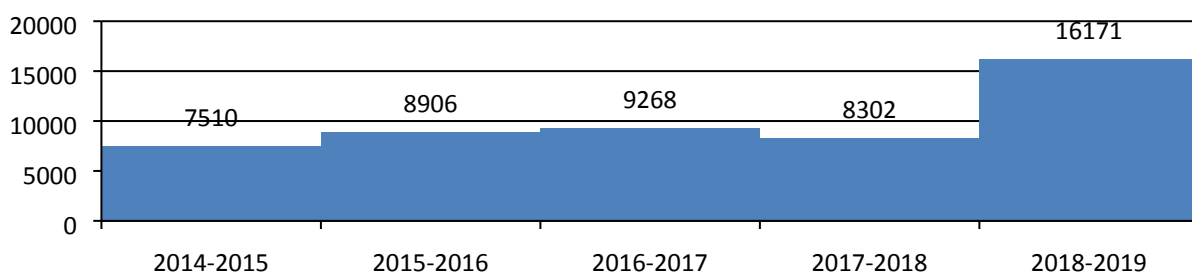


Wickersley Library has 11 public access computers. The table above shows % of average usage based on available PC hours available in the Library.

e-Books, e-Magazines and e-Audio books

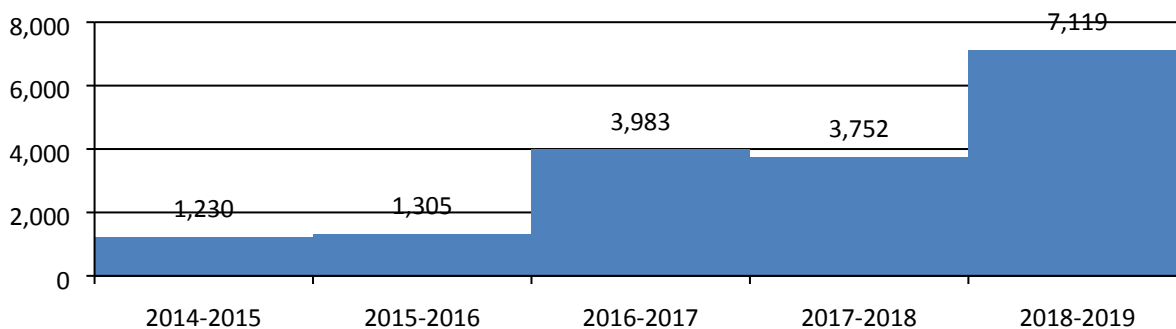
Appendix 15

E-Books 2014-2019

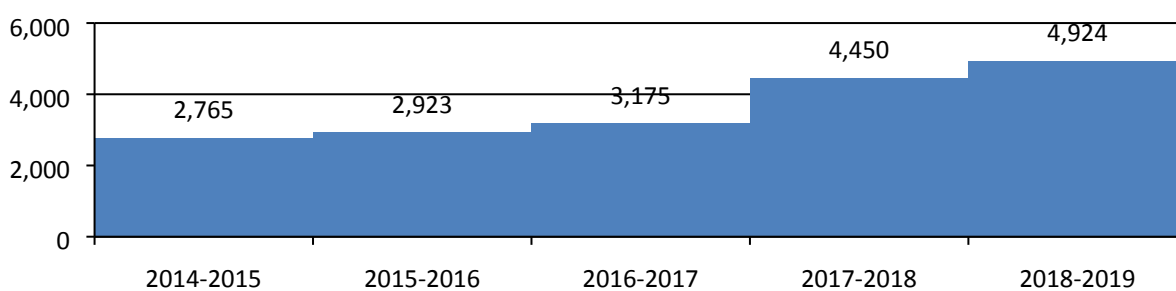


Rotherham Libraries and Neighbourhood Hubs have a collection of over 10,000 titles of e-books available for registered borrowers to download directly to their mobile devices for free. The table above shows e-books issued across the service from 2014 to 2019.

e-Magazines 2014-2019



e-Audio Books 2014-2019



Rotherham Libraries also have a collection of e-magazines and e-audiobooks which can be loaned out free of charge. The tables above show the increase in e-Magazine views and e-Audio book downloads.

Customer Satisfaction

The overall Customer satisfaction level at Wickersley Library and Neighbourhood Hub for 2018/19 was 100%.

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Volunteers

Wickersley Library & Neighbourhood Hub facilitated 10 volunteer placements in 2018/19. The total amount of volunteer hours worked during this period was 1500 hours.

Building Information

Wickersley Library & Neighbourhood Hub is owned by Wickersley Parish Council and was built in 2008.

The property is leased for a term of 125 years that commenced in July 2008, the rent is £3,000 per annum. The Council occupies the first floor area, which is where the library is situated and currently pays revenue costs in the region of £36,824 (including the rent).

The Parish Council is responsible for maintenance of the building and levies a service charge to cover costs. The property asset value is not applicable as the building is leased by the Council.

Service Offer

Wickersley Library & Neighbourhood Hub is currently open Monday to Saturday, 40 hours per week.

Wickersley has great potential to build on many community links, including Wickersley Parish Council and the Community Centre Association along with Wickersley School and Sports College which is located close by.

The library has excellent links with each of the nine primary schools in the catchment area resulting in a regular programme of class visits and whole school assemblies. Local nurseries, scouts, cubs, beavers, brownies and rainbows groups also regularly attend the library.

A twice-weekly Rhymetime session is delivered from Wickersley, with a high attendance level of both children and parents. Toddler time and mini-melodies sessions are delivered on a weekly basis.

Learn My Way ICT support sessions are available weekly free of charge for members of the public to attend to learn and improve their basic ICT skills. Free Wi-Fi is also available during opening hours for customers to access from their mobile devices. Wickersley also offers 2 weekly basic IT class for anyone wishing to learn new skills.

Weekly tutoring for students experiencing educational difficulties is delivered by 1st Class Solutions from Wickersley Library and Neighbourhood Hub.

Rotherham Libraries and Neighbourhood Hubs are working closely with the Department for Work and Pensions (DWP) and Job Centre to deliver Universal Credit support from this location.

Wickersley has a very active profile of readers groups, with 7 groups currently meeting monthly. The Chatterbooks readers group for children also meet weekly at this location.

The Knit and Natter group meet here weekly to socialise and learn/revisit skills along with the local history group. Both sessions are highly regarded and well attended.

Lingo Tot Language lessons are scheduled weekly from Wickersley for children and parents to learn basic foreign language skills.

Wickersley delivers a number of additional activities and clubs each week, such as The Family History

Appendix 15

Society meeting, Which Craft, Scrabble Club, Bridge Club and Lego Club. All of these groups have a high attendance rate and are enjoyed by local families.

Work is underway to maximise links with health services in the area and partnerships will be established in-line with the National Library Health Offer. Wickersley Library also hosts a collection of Reading Well mental health books for young people and their carers, and the new Empathy collection.

Get Healthy Rotherham offers help with health and wellbeing via the twice weekly Get Healthy Coaching sessions. Members of the public can drop-in for an informal chat. Smoking cessation guidance is also available.

Wickersley Library and Neighbourhood Hub occupies a prominent position in the area and has established itself as a key player in the local community. It works well with the Parish Council to deliver a popular and varied programme that has wide appeal. Wickersley is a welcoming and vibrant building, utilising a modest space to deliver a vast array of services and functions. It fits perfectly into the community hub label and delivers on many corporate agendas.

Committee Name and Date of Committee Meeting

Cabinet – 20 May 2019

Report Title

Council Plan Refresh for 2019-2020

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

Yes

Strategic Director Approving Submission of the Report

Shokat Lal, Assistant Chief Executive

Report Author(s)

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Ward(s) Affected

Borough-wide

Report Summary

The 2017-2020 Council Plan is the core document that underpins the Council's overall vision, setting out headline priorities and measures that will demonstrate its delivery.

Alongside it sits the corporate Performance Management Framework, explaining to all Council staff how robust performance monitoring and management arrangements (including supporting service business plans) are in place to ensure focus on implementation. The Performance Management Framework was refreshed in February 2019.

The final, quarter 4, performance report for 2018-2019 will be presented to Cabinet in July. This will assess the Council's performance against the target measures that were set in May 2018.

Services have recently reviewed their performance throughout the year in order to determine new targets for 2019-2020. Although the 2017-2020 Council Plan is intended to cover three financial years, it is good practice to carry out an annual review of the performance measures included in it. The refreshed performance measures and targets have been set by services using reference to both in year performance, benchmarking data and the priorities for the coming year. The overall number of measures has reduced from 72 in 2018-2019 to 69 for 2019-2020.

To ensure that the delivery of actions and their impact is assessed, formal quarterly performance reports will continue to be presented in public at Cabinet meetings, with an opportunity for pre-Scrutiny consideration if required.

The Council Plan for 2019-2020 included in Appendix 1 provides an analysis of the Council's proposed 69 measures against its 14 key delivery outcomes.

Recommendations

1. That the refreshed Council Plan for 2019-2020 be agreed and accepted.
2. That Council be recommended to adopt the refreshed Council Plan for 2019-20.
3. That quarterly performance reports continue to be presented to public Cabinet meetings, with opportunities for pre-decision scrutiny.

List of Appendices Included

Appendix 1 Revised Council Plan for 2019-2020

Appendix 2 Initial Equality Screening Assessment

Background Papers

'Views from Rotherham' report, October 2015

Performance Management Framework 2018

RMBC Council Plan 2017-2020 – Cabinet Agenda 25th June 2017 and revised indicators for 2018-2019 – Cabinet Agenda 21st May 2018

Corporate Performance Report 2018-2019 Quarter 3 – Cabinet Agenda 17th September 2018.

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Council – 24 July 2019

Council Approval Required

Yes

Exempt from the Press and Public

No

Council Plan Refresh for 2019-2020

1. Background

- 1.1 The Council Plan covers a three year period (2017-2020), setting out the vision, priorities and measures to assess progress. Each year, a short “refresh” of the Council Plan is carried out and this paper sets out the results of this year’s review. Cabinet last approved a revised Council Plan on 21st May 2018. Although it is a three year plan, it is important that the Council reviews and refreshes the measures contained in the Council Plan at least annually.
- 1.2 Strategic Directors have reviewed their performance measures as well as refreshing and clarifying those that need amendment. In particular, many measures included in the Council Plan last year were new and data had not previously been collected. As a result of experience over the past twelve months, sufficient information has been collected to enable annual targets to be set for all relevant measures.
- 1.3 This paper and the list of measures included as part of Appendix 1, sets out the changes proposed for the new financial year. This year is the final one of the current three year plan and it is intended to refresh the vision and priorities and move to a more outcome focussed plan for 2020 and beyond. Additionally, Service Plans have been refreshed by each Assistant Director to ensure a ‘golden thread’ runs from the Council Plan through to each service as well as the PDR process. These help to develop a consistent approach across the Council.

2. Key Issues

- 2.1 The refreshed Council Plan (see Appendix 1) now includes 69 measures, down from 72 in the previous financial year. As before, the measures sit under 14 key delivery outcomes, which form the actions under each of the vision priorities:

- *Every child making the best start in life*
- *Every adult secure, responsible and empowered*
- *A strong community in a clean, safe environment*
- *Extending opportunity, prosperity and planning for the future*

These four priorities are underpinned by a fifth, cross-cutting commitment to be a *modern and efficient Council*.

- 2.2 The Council has set targets for all its performance measures in 2019/20 and, in doing so, it retains its high ambitions. The Plan includes high targets and the Council will continue to strive to achieve these ambitious targets over time with the resources available, recognising that some of these are above the national average.
- 2.3 In total, four measures have been removed compared to the 2018-2019 plan; two have been added and there are sixteen refreshed measures which replace fifteen measures in the previous plan. The measures that have changed are:

Measure ref	Measure description	Change
Measures added		
5.D6	Proportion of Cabinet reports where an Initial Equality Screening Assessment has been completed.	<i>A screening assessment should be completed for every Cabinet report and this is an important new measure of compliance with Equalities Legislation.</i>
5.D7	Proportion of Council Staff who have completed the mandatory Equality training.	<i>All staff are required to complete the course, although the target is set at 95% to recognise some degree of staff turnover and sickness.</i>
Measures removed		
n/a removed from updated plan attached	Successful completion of drug treatment b) non opiate users aged 18-75.	<i>Effort is focused on opiate users as the primary concern and performance of the contractor will continue to be monitored through measure 2.A1.</i>
n/a removed from updated plan attached	No. of Safeguarding investigations (Section 42 enquiries) completed per 100,000 population (adults over 18 years).	<i>There is no good or bad performance for this measure and it was included to promote awareness of adult safeguarding issues. This measure will now be monitored by the service rather than in the Council Plan.</i>
n/a removed from updated plan attached	Net new business in the Town Centre.	<i>This measure in part duplicates measure 4.A3 (The proportion of vacant floor space in the Town Centre) and is no longer required.</i>
n/a removed from updated plan attached	% of actions from the Equalities Peer Review that have been implemented.	<i>This was only ever intended to be a stop gap measure and has been replaced by two new measures 5.D6 (Proportion of Cabinet reports where an Initial Equality Screening Assessment has been completed) and 5.D7 (Proportion of council staff who have completed mandatory Equality training).</i>
Measures replaced or amended		
1.A7	The proportion of LAC experiencing disrupted placements.	<i>Replaces "Reduce the number of disrupted placements. (Definition: % of LAC who have had 3 or more placements - rolling 12 months)"</i>
1.B1	The proportion of pupils reaching the expected standard In reading, writing and mathematics combined at the end of Key Stage 2.	<i>Small change to the description of the measure to state "proportion" rather than "%"</i>
1.B2	The average attainment 8 score at the end of Key Stage 4.	<i>Replaces "The average attainment 8 score at the end of Key Stage 4. The progress 8 measure from the end of primary school (KS2) to the end of secondary school (KS4)" and separates the progress 8 measure to 1.B3.</i>
1.B3	The progress 8 measure from the end of primary school (KS2) to the end of secondary school (KS4).	<i>See 1.B2 above.</i>

Measure ref	Measure description	Change
1.B4 (a)	The number of permanent exclusions in secondary schools	<i>The measure has been changed to 'Permanent' exclusions instead of "fixed term exclusions"</i>
1.B4 (b)	The number of permanent exclusions in primary schools	<i>measure has been changed to 'Permanent' exclusions instead of "fixed term exclusions"</i>
1.B5	The proportion of 16-17 year olds Not in Education, Employment or Training (NEET) or whose activity is Not Known (NK) i) % 16-17 year old NEET ii) % 16-17 year olds whose activity is Not Known	<i>Description changed slightly to refer to the proportion rather than "%".</i>
1.B6	The proportion of Education and Health Care Plans (EHCPs) that are completed in statutory timescales.	<i>Description changed to drop the words "increase" from the start of the description to ensure that the description is an accurate reflection of the measure itself.</i>
2.B2	The proportion of people contacting Adult Social Care who are provided with information and advice at first point of contact.	<i>Previously only measured the number of people rather than the proportion.</i>
3.A4(a)	The number of on the spot inspections of; Licensed Vehicles and Drivers	<i>Description refined to refer to "Licensed Vehicles and Drivers" rather than just "taxis".</i>
3.A4(b)	The proportion of; a) Licensed Vehicles, b) Drivers found to be compliant with licensing requirements during on the spot inspections.	<i>As above, description now measures both drivers and licensed vehicles.</i>
3.B1(a)	The proportion of the principal road network classified as being in; a) Amber condition b) Red condition	<i>The measure has been changed to include both amber and red condition to avoid a further overall deterioration in the Boroughs road network.</i>
3.B1(b)	The proportion of the non-principal road network classified as being in; a) Amber condition b) Red condition	<i>As 3.B1(a) above</i>
3.B1(c)	The proportion of unclassified roads classified as being in; a) Amber condition b) Red condition	<i>As 3.B1(a) above</i>
4.B2	The proportion of Council Housing stock that is classified as "decent"	<i>Amends previous 4.B2 which measured the % of stock that is "non –decent".</i>
5.D4	The proportion of the children's social care establishment (Social Workers and Team Managers) who are agency staff	<i>Measure changed to show that it is measuring front line social work staff.</i>

- 2.4 In addition to refreshing the Council Plan measures, the front section of the Council Plan has been updated (Chapters 1-8) to reflect the Council's current position including the foreword by the Leader, introduction, demographics, delivering the vision and priorities and working in partnership.

2.5 The refreshed measures for the Council Plan continue to reinforce the same values and behaviours that were included as part of the original Corporate Plan developed in 2015. Additionally, the Council Plan supports the delivery of the “game changers” included in The Rotherham Plan 2025, which set out the big, strategic steps towards change that the partners in the Rotherham Plan will focus on. The “game changers” are:

- Building Stronger Communities
- Skills and Employment
- Integrated Health and Social Care
- A place to be proud of
- Town Centre.

The detailed measures included in the plan, along with the Council’s priorities, reflect the work that the Council will do over the coming year to focus on these areas.

2.6 Through the guidance and direction set out in the supporting Performance Management Framework, relevant plans are in place at different levels of the organisation to provide the critical ‘golden thread’ that ensures everyone is working together to achieve the Council’s strategic priorities. Service Plans have been produced to ensure that officers develop a consistent approach which is followed across the Council, and this process is supported by direct linkages to the Performance and Development Review (PDR) process for Council staff. The Performance Management Framework was updated in February 2019 to reflect the Council’s current position. The structure and principles within the framework have not changed, however the framework has been updated to include current strategies, policies and frameworks, the One Rotherham Values, an updated performance management reporting cycle, updated roles and responsibilities and remove reference to the Commissioners.

2.7 To ensure the plan is effectively performance managed, quarterly performance reports will continue to be provided to the public Cabinet meetings, where there will be further opportunities for pre-Scrutiny consideration, in line with current governance arrangements. The reports include both performance data and broader narrative to demonstrate what is being achieved and the impacts and outcomes being delivered across the borough. It is anticipated that the reports will be presented to the following Cabinet meetings during 2019/2020:

- Quarter 1 Performance Report (performance to end June 2019) – 16th September 2019
- Quarter 2 Performance Report (performance to end September 2019) – 16th December 2019
- Quarter 3 Performance Report (performance to end December 2019) – 23rd March 2020
- Quarter 4 and Year-end Performance Report (performance to end March 2020) – June/July 2020 (exact date TBC).

3. Options considered and recommended proposal

- 3.1 The refreshed measures for the 2019-2020 financial year as part of the 2017-2020 Council Plan have been developed in consultation with Cabinet Members as well as officers across the Council's service areas.
- 3.2 It is recommended that Cabinet agree and accept the refreshed Council Plan for 2019-2020 (Appendix 1) and recommend to Council the adoption of the plan. Performance Reports will continue to be presented on a quarterly basis to public Cabinet meetings, as outlined above, with continued opportunities for pre-scrutiny.

4. Consultation

- 4.1 The Leader and Chief Executive have held regular events with staff which have included progress on the measures within the Council Plan.
- 4.2 Focus groups, M3 manager meetings, as well as the "Views from Rotherham" consultation conducted in 2015, have all also provided opportunities to help define the new values and behaviours for the organisation contained within the Plan. Trades Unions have also seen the values and behaviours and will be included in considerations around the roll out of these.
- 4.3 The quarterly reporting template and performance scorecard has been developed in consultation with performance officers, the Strategic Leadership and Cabinet Members.

5. Timetable and Accountability for Implementing this Decision

- 5.1 Following approval, it is proposed that the first quarterly Performance Report for the new measures will be presented to the public Cabinet meeting on 16th September 2019. Paragraph 2.7 sets out an outline forward programme of further quarterly performance reports.

6. Financial and Procurement Implications

- 6.1 The Council Plan supports the budget framework in setting a balanced budget aligned to Council priorities and robust arrangements for regular monitoring of the Council's finances, ensuring financial sustainability over the medium term.
- 6.2 The Council operates in a constantly changing environment and will need to be mindful of the impact that changes in central Government policy, forthcoming legislation and the changing financial position of the authority will have on its ability to meet strategic, corporate priorities and performance targets; and that ambitions remain realistic.
- 6.3 Whilst there are no direct procurement implications as a result of this report, any identified need to procure goods, services or works in relation to achieving the Council Plan objectives should be referred to the Corporate Procurement Service in order to ensure all projects are in line with the relevant internal Financial and Procurement Rules and the UK Public Contract Regulations 2015 as well as other relevant EU/UK legislation governing procurement practice.

- 6.4 The Quarterly Council Plan Performance Reports include information regarding the Council's financial position and further work is required to link the budgets to the Council Plan priorities and align the performance and financial reporting timelines.

7. Legal Implications

- 7.1 While there is no specific statutory requirement for the Council to have a Council Plan, being clear about the Council's ambitions gives staff, partners, residents and central Government a clear understanding of what it seeks to achieve and how it will prioritise its spending decisions.
- 7.2 An effective and embedded Council Plan is also a key part of the Council's ongoing improvement journey.

8. Human Resources Implications

- 8.1 There are no direct Human Resources (HR) implications as a result of this report, though the contribution HR makes to a fully functioning organisation and dynamic workforce is set out within the plan and Performance Report (Priority 5 – a modern, efficient Council). Continued application of the values and behaviours requires engagement with all sections of the workforce and it is a key role for managers across the organisation, led by the Chief Executive and wider Senior Leadership Team.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 The Council Plan has a core focus on the needs of children and young people and vulnerable adults and this is embedded in the Council Plan under Priority 1, "Every child making the best start in life".

10. Equalities and Human Rights Implications

- 10.1 Ensuring that the Council meets its equalities and human rights duties and obligations is central to how it manages its performance, sets its priorities and delivers services across the board.
- 10.2 The refreshed Council Plan includes two new equality measures focussed around the completion Initial Equality Screening Assessments for all Cabinet reports and the proportion of staff that have completed mandatory Equality Training.
- 10.3 An Initial Equality Screening Assessment has been completed and is attached (**see Appendix 2**). The screening assessment has determined that an Equality Analysis is not required.

11. Implications for Partners

- 11.1 Partnership working is central to the Council Plan. The formal partnership structure for Rotherham, the 'Rotherham Together Partnership' (RTP), launched "The Rotherham Plan 2025" in March 2017. The plan describes how local partners plan to work together to deliver effective, integrated services, making best use of their collective resources. The refreshed Council Plan links to The Rotherham Plan by picking up the "Game Changers" and describes how the Council intends to deliver its part of the plan.

12. Risks and Mitigation

- 12.1 Specific risks will be managed via the monthly and quarterly performance management and reporting arrangements noted within this report. Directorates will also work to ensure that any significant risks are addressed via directorate and Corporate Risk Registers. An exercise has already been carried out to ensure that there is a clear link between the Council's Service Plans and Directorate Risk Registers.
- 12.2 The Corporate Strategic Risk Register is structured to identify and mitigate strategic risks aligned to the Council Plan. The process of updating and identifying strategic risks is designed to enable the Council to manage risks connected to the Council Plan.

13. Accountable Officer(s)

Sharon Kemp, Chief Executive
Shokat Lal, Assistant Chief Executive

Approvals obtained on behalf of:

	Named Officer	Date
Strategic Director of Finance & Customer Services	Paul Stone	29.04.2019
Assistant Director of Legal Services	Stuart Fletcher	30.04.2019
Assistant Director of Human Resources	Theresa Caswell	26.04.2019
Head of Procurement	Karen Middlebrook	25.04.2019

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<http://moderngov.rotherham.gov.uk/ieDocHome.aspx?Categories=>

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Appendix A

COUNCIL PLAN 2019–20



Chapter	Title	Page
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FOREWORD BY THE LEADER OF THE COUNCIL

The Council's vision was originally agreed in 2015 and the Council is now entering the next stage of our journey. We've redefined what we stand for, through a clear vision for the borough and organisation and changed how we make decisions, so we're more open and accountable than ever before. We've redesigned how we work with other agencies, to drive forward some of the key changes we want to see. And even as we face unprecedented financial pressures, we're working hard to deliver better services, focussed on the priorities set for us by the public.

We are now in a far better place than when we started our improvement journey and we're keen to celebrate our success and reflect on the progress made.

We're very proud of our achievements including Children and Young People's services being rated as 'good' by Ofsted, Rotherham continuing to be the fastest growing economy in Yorkshire and the final Independent Health Check stated that the pace of improvement across the Council had increased beyond their expectations. As a result of the improvements made, government intervention ceased on 31st March 2019 and Council services have returned to democratic control.

During 2019 -20 and beyond the 'Big Hearts, Big Changes' Programme will help the Council to address the financial challenges and ensure there are positive changes for local residents. Delivering better outcomes for our children and young people, economic growth and improving high-level skills and education attainment, making full use of the University Centre, will continue to be a priority.

There will also be focus on putting communities at the heart of everything we do through the delivery of The Rotherham Neighbourhood Strategy 2018-25 and we are committed to working with local people to find solutions to local issues and build on our local heritage and assets.

Although there are many challenges in the years ahead, we look forward to working with partners and local residents to tackle these.



Cllr Chris Read
Leader of the Council

2 INTRODUCTION

Rotherham Metropolitan Borough Council is entering its first year without Commissioner oversight following the ending of Government intervention which ran from February 2015 to the end of March 2019.

Now that all powers have been returned, the Council is continuing to reform its services, practices and culture. Like all local authorities across the country it is doing so against an annually reducing budget from Government and increasing costs and demand for services.

Led by the Council's elected members and senior management team, the authority has redefined what it stands for, what its priorities are as well as and its ambitions for the borough.

This Council Plan sets out how it will deliver against these priorities to create a Rotherham where young people are supported by their families and community and are protected from harm; where every adult is supported to live independently and enjoy good health and wellbeing; where residents **can** benefit from well paid jobs, quality housing and transport; and where opportunity is extended to everyone and no one is left behind.

The plan includes high targets and the Council will continue to strive to achieve these ambitious targets over time with the resources available, recognising that some of these are above the national average.

To ensure the Council remains focussed on the areas which are important to the people of Rotherham, the Council proposes to revisit the vision and priorities for 2020 and beyond.



3

OUR ROTHERHAM



110²m

Rotherham is a borough covering **110 square miles**



Rotherham's population of **263,400** mostly live in **urban areas**



Rotherham has **50,900 children** aged **0-15** and **26,100 young people** aged **16-24**



The population is ageing, with **66,400 people** aged **over 60**



22,500 are aged over 75 and **6,000** over 85 with an additional **550 over 85s** expected by 2021

Rotherham has a diverse community which included over **20,000 people from minority ethnic groups (8.1%)** in 2011. The largest communities are **Pakistani/Kashmiri and Slovak/Czech Roma**. It is also made up of many towns, villages and suburbs which form a wide range of geographic communities.

The borough benefits from a vibrant **voluntary and community sector (VCS)**, comprising almost **1,400 organisations** with **3,600 staff** and around **49,000 volunteer roles**.

It is estimated that the paid VCS workforce contributes **£99m to the economy per annum** and that volunteers provide approximately **85,000 hours of time per week**.

Rotherham lost 14,000 jobs between 2007 and 2012, but job numbers have now reached 99,000 - above pre-recession levels. There are 7,115 enterprises in Rotherham, with the figure increasing by 29% over the last five years.



Average Attainment 8 score and the Progress 8 score for key stage 4 pupils (aged 16) **are both slightly below the national average** and the attainment of children from poorer families is considerably lower



Performance for children **achieving a good level of development at the early years foundation stage** (up to age 5) **is above the national average and third highest in the region**



Rotherham has a wealth of **green space across the borough**, in the form of **country and urban parks, nature reserves, woodlands and playing fields**. Although used well in some areas, others offer an often untapped resource within communities



In the town centre, **award winning transformation work continues with new developments** including **Forge Island, university campus, market and interchange redevelopments**, and new **riverside housing**

The Council

Rotherham Council is a metropolitan borough council and is responsible for providing a range of services including social care, planning, housing, revenue and benefits support, licensing, business regulation and enforcement, electoral registration, refuse and recycling, leisure, culture, parks and green spaces, economic growth, highways maintenance, education and skills, community safety and public health.

It also has an important role in working with other providers of public services across Rotherham for approximately 260,000 residents and 100,000 people who work in Rotherham (37,000 from outside the borough).

The Council's constitution sets out how the Council operates, how decisions are made and the procedures that are followed to ensure that this is efficient, transparent and accountable to local people.

The Council has 63 councillors, representing 21 wards inside the Rotherham Borough geographical boundary. The Council is currently led by a Labour Cabinet of eight Members.

Council Cabinet



**Councillor
Chris Read**

Leader of
Rotherham
Council



**Councillor
Gordon Watson**

Deputy Leader
Children and
Young Peoples
Services and
Neighbourhood
Working



**Councillor
Saghir Alam**

Corporate
Services and
Finance



**Councillor
Dominic Beck**

Housing



**Councillor
Emma Hoddinott**

Waste, Roads
and Community
Safety



**Councillor
Denise Lelliott**

Jobs and the
Local Economy



**Councillor
David Roche**

Adult Social
Care and Health



**Councillor
Sarah Allen**

Cleaner, Greener
Communities

There are a number of committees and panels which are responsible for decision making within the organisation, including Council, Cabinet, Audit Committee, Standards and Ethics Committee and Scrutiny. Details of all these, as well as copies of agendas, papers and official minutes of proceedings can be found on the Council's website at: <http://moderngov.rotherham.gov.uk>.

The day-to-day management of the Council and its services is overseen by the Strategic Leadership Team and led by the Chief Executive, Sharon Kemp.

Chief Executive and Strategic Directors



4 OUR VISION AND PRIORITIES

During the summer of 2015, the Leader of the Council and the Commissioners, supported by other leading councillors and a range of partners, met with people across Rotherham to listen to their views and their priorities for the future. The 'Views from Rotherham' consultation was based on 27 roadshow sessions as well as the Rotherham Show, a 'Chamber means Business' event and an online consultation. In total, the views of around 1,800 people were received and a 'Views from Rotherham' consultation report was published in September 2015 to summarise the key findings.

The Leader of the Council, in consultation with other elected members, has used the feedback received to define a new vision for the borough, as follows:

Rotherham is our home, where we come together as a community, where we seek to draw on our proud history to build a future we can all share. We value decency and dignity and seek to build a town where opportunity is extended to everyone, where people can grow, flourish and prosper, and where no one is left behind.

To achieve this as a council we must work in a modern, efficient way, to deliver sustainable services in partnership with our local neighbourhoods, looking outwards, yet focussed relentlessly on the needs of our residents.

To this end we set out four priorities:

- 1 **Every child making the best start in life**
- 2 **Every adult secure, responsible and empowered**
- 3 **A strong community in a clean, safe environment**
- 4 **Extending opportunity, prosperity and planning for the future**



In order to deliver this vision for the borough the Council is committed to work in the following ways:

Every child making the best start in life

We are working to ensure that Rotherham becomes a child-friendly borough, where young people are supported by their families and community, and are protected from harm. We will focus on the rights and voice of the child; keeping children safe and healthy; ensuring children reach their potential; creating an inclusive borough; and harnessing the resources of communities to engender a sense of place. We want a Rotherham where young people can thrive and go on to lead successful lives. Children and young people need the skills, knowledge and experience to fully participate in a highly skilled economy.

A strong community in a clean safe environment

We are committed to a Rotherham where residents live good quality lives in a place where people come together and contribute as one community, where people value decency and dignity and where neighbourhoods are safe, clean, green and well-maintained.

Every adult secure, responsible and empowered

We want to help all adults enjoy good health and live independently for as long as possible and to support people to make choices about how best to do this. We want a Rotherham where vulnerable adults, such as those with disabilities and older people and their carers, have the necessary support within their community.

Extending opportunity, prosperity and planning for the future

We are building a borough where people can grow, flourish and prosper. We will promote innovation and growth in the local economy, encourage regeneration, strengthen the skills of the local workforce and support people into jobs. We want a Rotherham where residents are proud to live and work.

A modern, efficient Council

This underpins the Council's ability to deliver the vision for Rotherham. It enables local people and the Government to be confident in its effectiveness, responsiveness to local need and accountability to citizens. A modern, efficient council will provide value for money, customer-focused services, make best use of the resources available to it, be outward looking and work effectively with partners.

OUR VALUES AND BEHAVIOURS – One Rotherham

We know that it is important that we work together and have a shared understanding which underpins our approach. The One Rotherham Values demonstrate how we behave with each other, our partners, elected members and customers.



Honest

Open & truthful in everything we say & do

- Share information wherever possible
- Be open to challenge
- Speak up about concerns
- Actively listening to others
- Give reasons for our decisions & actions
- Be open about what is achievable
- Be honest and give feedback



Accountable

We own our decisions, we do what we say & we acknowledge & learn from our mistakes

- Do the right thing, not just the easiest thing
- Respond in a timely manner
- See things through with pace
- Hold each other to account
- Take ownership for personal & team performance
- Reflect & learn from our experiences



Respectful

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

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



Ambitious

We are dedicated, committed & positive, embracing change with energy & creativity

- Set high standards & go the extra mile
- Be positive
- Have a can do attitude
- Be imaginative & creative
- Seek out best practice & be open to new ideas
- Take responsibility for our own development
- Be a team player



Proud

We take pride in our borough & in the job that we do

- Recognise & share success
- Be enthusiastic & encouraging
- Act as an Ambassador for Rotherham
- Celebrate the best of Rotherham & our people
- Work together with others both inside & outside of the Council

DELIVERING OUR VISION AND PRIORITIES

Since 2010 the Council has made savings of £177m, leading to more than 1,800 fewer jobs in the organisation. By the end of our two year budget covering 2019/20 and 2020/21 this level of savings will have increased to over £200m.

Over the next two years the Council will be focusing on reforming its services against the backdrop of making further necessary savings of £15.8 million in 2019/20 and £13.9 million in 2020/21. This is set against the additional financial pressures of the National Living Wage; increasing demand for services as a result of a growing population and changing demographics in Rotherham; the impact of inflation.

The Council's Medium Term Financial Strategy (MTFS) was approved on 18th February 2019 and sets out a two year approach to delivering a balanced and sustainable budget plan up to 2021.

Whilst the Council is becoming smaller in size, it is focused on being bigger in influence. This means a changing role for the Council. Stronger civic leadership, greater collaboration, integration and shared services with other public services. Partnership working is recognised across all services as being essential to the future of the borough; combining knowledge, ideas, expertise and resources to deliver tangible improvements, deliver efficiencies and economies of scale, and strengthen our communities.

A new relationship must be developed between residents and the Council which builds on individual and community assets to enable people to live more independently, for longer, with the support of their family, social networks and local neighbourhood resources. The Rotherham

Neighbourhood Strategy 2018-25 vision is for every neighbourhood to be thriving, where people are able to work together to achieve a good quality of life. The Council wants to work with local people to find solutions to local issues and to build on our local heritage and assets.

At the same time there will be a clearer focus and prioritisation of resource – and in some cases ceasing to do some of what the Council has traditionally done. Each Directorate has developed its own service plans to support delivery of Council Plan 2017/20 and the MTFS. All plans focus on continuous improvement, early intervention, cross-directorate working, implementing good practice and raising standards.

To ensure that the delivery of the Council Plan actions and their impact is assessed, formal quarterly performance reports are presented in public at Cabinet meetings, with an opportunity for pre-Scrutiny consideration if required.



Children & Young People's Services

The Directorate continues to implement the Children and Young People's Improvement Plan actions, which are not only critical in ensuring that the eight Ofsted recommendations from 2017 are met, but to ensure that every child has the best start in life and is achieving better outcomes. The Children and Young People's Improvement Plan is in its third phase and includes the key priorities for the service in line with the Ofsted ILACS (Inspection of Local Authority Children's Services) inspection framework.

To support the delivery of this Plan, the Directorate has built a permanent and well-trained workforce that delivers high quality services for children and is continuing to work to identify and support families at the earliest opportunity, so that it can improve outcomes and reduce the need for social care intervention down the line; and implementing a consistent approach across the whole service to bring it in line with regional and national standards.

Underpinning this work is a continued commitment to strengthening governance, benchmarking and reporting arrangements to provide the necessary assurance in taking forward improvements and delivering sustainable, more effective children's services.



Adult Social Care, Housing and Public Health

The Directorate is focused on creating a Rotherham where vulnerable adults, such as those with disabilities and older people and their carers, have the necessary support within their community to live independently for as long as possible.

To achieve this the Directorate is working with health and third sector partners to integrate health and social care services to reduce duplication and provide high quality services that are easy to access. Work is also taking place to identify and support families at the earliest opportunity, so that outcomes can be improved and the need for social care intervention is reduced further down the line.

To improve the quality and choice of housing in Rotherham the Directorate is working to enable people to live in high quality accommodation which meets their needs, whether in the social rented, private rented or home ownership sector.

Through its Public Health service, the Directorate aims to improve the health and wellbeing of Rotherham residents and reduce health inequalities across the borough through the delivery of the Health and Wellbeing Strategy. The service is focused on working with partners to implement the strategy, as it commissions services to tackle the prevalence of smoking, substance misuse, and obesity. The service also

encourages everyone to be more active and adopt a healthier lifestyle, offering Public Health advice, especially around the prevention of illness and managing contracts with local GPs and community pharmacists for a range of preventative services, including drugs and alcohol management.

Public Health work closely with the Children and Young People's Directorate to ensure the Council provides an integrated service with children and their families at the centre of all care. The service also works alongside Public Health England (PHE) to manage any infectious disease outbreaks, monitoring of vaccination and immunisation uptake and cancer screening programmes.



Regeneration & Environment

The Directorate is working to develop and promote Rotherham as a good place to live and work, which means more jobs, a vibrant cultural sector and good quality green spaces, clean and tidy streets and neighbourhoods that residents are proud to call home.

It is supporting the economic growth and the regeneration of the borough through work with partners to deliver a joined-up culture, sport and tourism offer and adopting the Town Centre Masterplan, alongside the new Local Plan.

The Directorate continues to work closely with the Local Enterprise Partnership and wider Sheffield City Region colleagues to influence strategic investments and commissioned programmes that best benefit Rotherham. It is committed to a culture of innovation across services, both in its approach to operational processes, the use of new technologies and in exploring commercial opportunities, all built on a strong performance management framework across the board.

Finance & Customer Services and Assistant Chief Executive's Directorate

These central services Directorates are delivering corporate, finance, legal and customer services focused on ensuring that the Council is a modern, efficient organisation which has the needs of residents at the centre of its decision making.



Both are committed to ensuring that the Council has strong governance, is open and transparent and accountable to its residents.

The Finance and Customer Services Directorate works to drive the pace of change to a digital first approach, rationalising outdated delivery models whilst ensuring accessibility for all with the development of information sharing, data and enabling customers to connect in different ways.

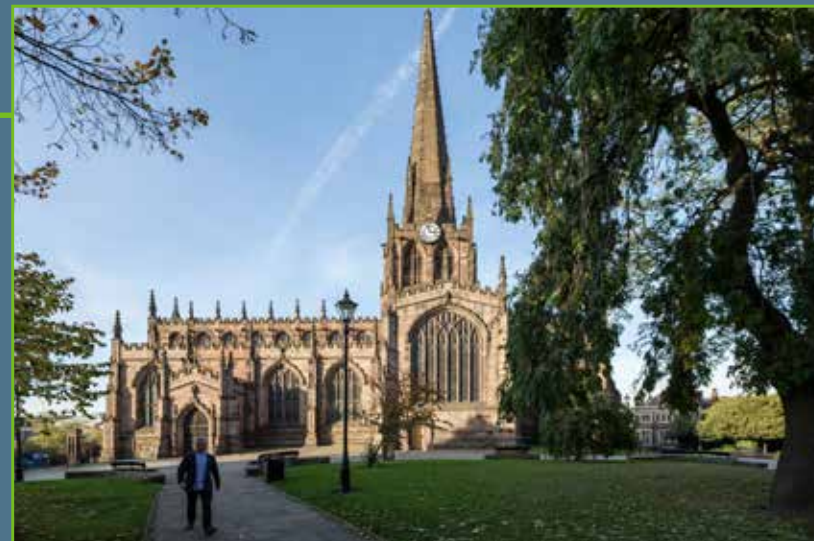
Both Directorates support residents to understand how and why spending decisions are made and how they can play their part in supporting the Council to save money, such as doing business online, by informing and engaging them through effective communication. They maintain a transparent approach to managing and reporting finances, ensuring that the organisation stays within its funding limits. And they are focused on building an engaged, supported and well managed workforce with the right skills and a customer focused approach.

7

WORKING IN PARTNERSHIP

The Council is one of a number of organisations – including major public bodies (such as the police, health agencies, education and the fire and rescue service), local businesses and the voluntary and community sector - working together as the Rotherham Together Partnership to deliver improvements for local people and communities by combining their knowhow and resources.

The Partnership has launched the Rotherham Plan 2025: a new perspective, which sets out a framework for its collective efforts to create a borough that is better for everyone who wants to live, work, invest or visit here. It sets out some of the big projects, or “game changers”, that partners will be focusing on until 2025:



- **Building strong communities** where everyone feels connected and able to actively participate, benefitting them and their communities
- **Raising skills levels and increasing employment** opportunities, removing the barriers to good quality, sustainable employment for local people
- **Integrating health and social care** to deliver joined up services for our residents that are easy to access
- Building on the assets that make Rotherham **a place to be proud of**
- Creating a vibrant **town centre** where people want to visit, shop and socialise

It forms part of a bigger picture which includes a number of partnership boards and less formal bodies that are developing plans and delivering activity in the borough.



Rotherham Together Partnership



The Council's Performance Management Framework outlines the following performance management principles:

- **Honesty and Transparency**
- **Timeliness**
- **Working together**
- **Council-wide responsibility**

In addition to these principles, the Council's performance framework makes use of performance information to challenge its effectiveness and improve services. The framework is structured around a continuous improvement and performance management cycle and provides an overview of the Council's performance management arrangements at every level.

The framework is a key tool in ensuring that all staff and councillors understand how their individual contributions are critical in enabling the entire organisation to deliver effective services, continuous improvement and value for money for the people of Rotherham.

Plans are a vital part of the Performance Management Framework. They set out what we want to improve and how we are going to do it. Plans are in place at every level of the organisation, providing the critical 'golden thread' to ensure we are working together to achieve our strategic priorities.

To ensure that the Council Plan is performance managed effectively, quarterly performance reports are provided to the public Cabinet meeting, pre-Scrutiny and the Strategic Leadership Team.



The heart of this document is the series of performance measures shown on the following pages, structured around the headline themes of the Council vision.

There is one action plan for each of the four vision themes, as well as the cross-cutting corporate commitment to a modern efficient Council, each describing what the main outcomes, measures, indicators and targets will be over the next 12 months.

The Council operates in a constantly changing environment and will therefore keep the content of these performance measures under review as it reports on performance over the coming year; and will review its measures for the start of the next municipal year.

Finally, in support of the headline performance measures within this Council Plan for 2017/20, Council Directorates and services are responsible for more detailed annual service plans. These expand on the specific activities taking place to achieve the objectives and outcomes that the Council is seeking to achieve. These service-level plans will provide further information on other relevant performance information, key risks to delivery, links to corporate policies and priorities etc; and will be required to be similarly kept under review in the year ahead.



OUTCOME: A Children, young people and families are protected and safeguarded from all forms of abuse, violence and neglect

Jon Stonehouse, Strategic Director – Children and Young People’s Services

Ref. No	Action	Measure	Lead Officer	Good Performance	Frequency of Reporting	2017/18 Target	2018/19 Target	2019/20 Target
1.A1	Early Help - Supporting Children, young people and families at the right time with the right care	Children in Need rate (rate per 10K population under 18)	Ailsa Barr CYPS	Low	Monthly	336.9	375.5	375.5
1.A2		The number of children subject to a CP plan (rate per 10K population under 18)	Ailsa Barr CYPS	Low	Monthly	60.3	99.6	90
1.A3		The number of Looked After Children (rate per 10k population under 18)	Ailsa Barr CYPS	Low	Monthly	85.9	99.1	106
1.A4		The proportion of families who rate the Early Help service as Good or Excellent	David McWilliams CYPS	High	Monthly	100% (633 families by end of March 2018)	95%	95%
1.A5	Children’s Social Care Improvement – Ensure that all Child Protection Plan work is managed robustly and that appropriate decisions and actions are agreed with partner agencies	The proportion of children who are subject to repeat child protection plans (within 24 months)	Ailsa Barr CYPS	Low	Monthly	4.0%	9%	7%
1.A6	Child Sexual Exploitation - an increased awareness of CSE and an increase in the number of police prosecutions as a result of joint working	Number of children and young people with a currently assessed as medium/high risk of CSE (CSE cohort)	Ailsa Barr CYPS	n/a	Monthly	Not appropriate to set a target	Not appropriate to set a target	Not appropriate to set a target
1.A7	Placements - Improve quality of care for Looked after Children	The proportion of LAC experiencing disrupted placements (Definition: % of LAC who have had 3 or more placements - rolling 12 months)	Ailsa Barr CYPS	Low	Monthly	9.6%	10.8%	11%
1.A8		The proportion of LAC placed within Family Based settings	Ailsa Barr CYPS	High	Monthly	39.5%	85%	85%

OUTCOMES: B. Children and Young people are supported to reach their potential
C. Children, young people and families are enabled to live healthier lives

Jon Stonehouse, Strategic Director – Children and Young People’s Services
Terri Roche, Director – Public Health

Ref. No	Action	Measure	Lead Officer	Good Performance	Frequency of Reporting	2017/18 Target	2018/19 Target	2019/20 Target
1.B1	Sustainable Education and Skills	The proportion of pupils reaching the expected standard In reading, writing and mathematics combined at the end of Key Stage 2	Pepe Di’lasio CYPs	High	Academic Year	No target - new measure	65 %	65 %
1.B2		The average attainment 8 score at the end of Key Stage 4 .		High	Academic Year	No target - new measure	47	46
1.B3		The progress 8 measure from the end of primary school (KS2) to the end of secondary school (KS4)		High	Academic Year	No target - new measure	0	Above national average
1.B4(a)	Sustainable Education and Skills – Reduce the number of school days lost to exclusion	The number of permanent exclusions in secondary schools	Jenny Lingrell CYPs	Low	Monthly	No target - revised measure	No target - revised measure	38
1.B4(b)		The number of permanent exclusions in primary schools				No target - revised measure	No target - revised measure	8
1.B5	Sustainable Education and Skills – Enable hard to reach young people to achieve their full potential through education employment or training	The proportion of 16-17 year olds Not in Education, Employment or Training (NEET) or whose activity is Not Known (NK) i) % 16-17 year old NEET ii) % 16-17 year olds whose activity is Not Known	David McWilliams CYPs	Low	Monthly	Local Dec target - 3.0 % Annual Target 3.1 % (Local Annual target based on Dec, Jan, Feb Ave)	5.8 % combined i) 3.3 % (NEET) ii) 2.5 % (Not Known) (Local Annual target based on Dec, Jan, Feb Ave)	5.8 % combined i) 3.3 % (NEET) ii) 2.5 % (Not Known)
1.B6	Special Educational Needs and Disabilities (SEND) – Improve personal outcomes for our young people with SEND to enable them to make choices that lead to successful adult lives	The proportion of Education and Health Care Plans (EHCPs) that are completed in statutory timescales	Jenny Lingrell CYPs	High	Monthly	90 % by April 2018	Qtr 1 - 45 % Qtr 2 - 65 % Qtr 3 - 75 % Qtr 4 - 90 % (in period) 2018/19 - 70 % (cumulative)	Qtr 1 - 55 % Qtr 2 - 70 % Qtr 3 - 85 % Qtr 4 - 90 % (cumulative)
1.C1	Deliver services for the 0-19 year olds – to support children and families to achieve and maintain healthier lifestyles	Smoking status at time of delivery (women smoking during pregnancy)	Gilly Brenner Public Health	Low	Quarterly	17.0 %	18 %	18 %
1.C2		Childhood immunisation - % of eligible children who received 3 doses of DTaP / IPV / Hib vaccine at any time by their 2nd birthday (diphtheria, tetanus and pertussis/polio/Haemophilus influenza type b)		High	Quarterly	n/a (new for 2018/19)	95 %	95 %

OUTCOMES: A. Adults are enabled to live healthier lives
B. Every adult secure, responsible and empowered

Terri Roche, Director – Public Health
Anne Marie Lubanski, Strategic Director – Adult Social Care and Housing

Ref. No	Action	Measure	Lead Officer	Good Performance	Frequency of Reporting	2017/18 Target	2018/19 Target	2019/20 Target
2.A1	Implement Health and Wellbeing Strategy to improve the health of people in the borough	Successful completion of drug treatment – a) opiate users (aged 18-75)	Gilly Brenner Public Health	High	Quarterly	No national target. Local ambition to be within LA Comparators Top Quartile	1.5 % increase on the value at new provider starting point (ie April 2018)	1.5 % increase on the value at new provider starting point in April 2018 (Target = 5.8 %)
2.B1	We must ensure we make safeguarding personal	The proportion of Safeguarding Adults at risk who felt their outcomes were met.	Ian Spicer Adult Social Care	High	Quarterly	80%	96.6%	98%
2.B2	We must ensure that information, advice and guidance is readily available (e.g. by increasing self-assessment) and there are a wide range of community assets which are accessible	The proportion of people contacting adult social care who are provided with information and advice at first point of contact, (to prevent service need).	Ian Spicer Adult Social Care	High	Quarterly	No target - new measure	No target - new measure	40%
2.B3	We must improve our approach to personalised services – always putting users and carers at the centre of everything we do	The proportion of Adults receiving long term community support who received a Direct Payment (excludes managed accounts)	Ian Spicer Adult Social Care	High	Quarterly	22%	22%	25%
2.B4		Number of carers assessments	Ian Spicer Adult Social Care	High	Quarterly	Baseline Year	567	567
2.B5	Modernise enablement services to maximise independence, including: <ul style="list-style-type: none"> • Intermediate care • Enabling • Prevention agenda • Developing community assets 	The proportion of people (65+) offered the reablement service after discharge from hospital	Ian Spicer Adult Social Care	High	Annual	2.5%	2.6%	2.6%
2.B6		The proportion of new clients who receive short term (enablement) service in year with an outcome of no further requests made for support		High	Quarterly	75%	83%	90%
2.B7	We must commission services effectively working in partnership and co-producing with users and carers. We must use our resources effectively	All age number of new permanent admissions to residential nursing care for adults	Ian Spicer Adult Social Care	Low	Quarterly	315	305	280
2.B8		All age total number of people supported in residential/ nursing care for adults	Ian Spicer Adult Social Care	Low	Quarterly	1,000	950	900

OUTCOME: A. Communities are strong and help people to feel safe

Paul Woodcock, Strategic Director – Regeneration and Environment

Ref. No	Action	Measure	Lead Officer	Good Performance	Frequency of Reporting	2017/18 Target	2018/19 Target	2019/20 Target
3.A1(a)	Ensure that the Safer Rotherham Partnership is robust and fit for purpose. Develop an effective Community Safety Strategy and Performance Management Framework.	Public perception of ASB -The proportion of respondees who perceive ASB as a problem in their area (via the "Your Voice Counts" quarterly survey)	Tom Smith Regeneration and Environment	Low	Quarterly	5 % reduction on 2016-17 (27 % Annual Target)	32 %	43 % or lower
3.A1(b)		Reduce the number of repeat victims of ASB		Low	Quarterly	Baseline Year	80 or fewer repeat callers each quarter	50 or fewer repeat callers each quarter
3.A2		The proportion of positive outcomes over the year, for reported Hate Crime cases		High	Quarterly	24.2 % (Which is a 10 % Increase in % of cases leading to positive outcome 1-10 on South Yorkshire Police Crime Analysis Pages (CAP))	20 %	20 %
3.A3 (a)		Total number of referrals to Domestic Abuse support services		High	Quarterly	n/a	Baseline year	700 per quarter
3.A3 (b)		The proportion of people receiving Domestic Abuse support who are satisfied with the service		High	Annual	n/a	Baseline year	80 %
3.A4 (a)	Ensure an robust, effective and efficient licensing service	The number of on the spot inspections of licensed vehicles and drivers	Tom Smith Regeneration and Environment	High	Quarterly	n/a	Baseline year	10% of licensed vehicles and drivers annually (110 and 80 respectively)
3.A4 (b)		The The proportion of; a) Licensed Vehicles, b) Drivers found to be compliant with licensing requirements during on the spot inspections		High	Quarterly	n/a	Baseline year	85 %

Ref. No	Action	Measure	Lead Officer	Good Performance	Frequency of Reporting	2017/18 Target	2018/19 Target	2019/20 Target
3.A5(a)	Rotherham residents are satisfied with their local area and borough as a place to live	a) How satisfied or dissatisfied are you with your local area as a place to live	Chris Burton Assistant Chief Executive's Office	High - very or fairly satisfied	6 monthly	>79 %	>79 %	=>79 %
3.A5(b)		b) Overall, all things considered, how satisfied or dissatisfied are you with Rotherham Borough as a place to live		High - very or fairly satisfied	6 monthly	>69 %	>69 %	>69 %
3.A6	Create a rich and diverse cultural offer and thriving Town Centre	Number of engagements with the Council's Culture and Leisure facilities which help adults and children learn something, develop their skills or get a job	Polly Hamilton Regeneration & Environment	High	Quarterly	Baseline year	320,000, Cumulative yearly target	>350,000, Cumulative yearly target
3.A7		Customer satisfaction with culture, sport and tourism services		High	Quarterly	Baseline year	a) Libraries and CSC >90 % b) Heritage Sites > 90 % c) Parks and Open Spaces >82 % d) Sport and Leisure Facilities >95 %	>90 % across all Culture Sport and Leisure services
3.A8		Number of visits to the Councils, Culture and Leisure facilities a) Libraries b) Clifton Park Museum, archives and other heritage sites c) Civic Theatre d) Country Parks (Rother Valley, Thyrbergh and Clifton Park) e) Visitor Information Centre f) Events g) Engagement and Outreach Activities h) Leisure Centres i) Other activities by third parties		High	Quarterly	Baseline year	3,000,000 cumulative annual target	3,500,000 cumulative annual target

OUTCOMES: A. Communities are strong and help people to feel safe
B. Streets, public realm and green spaces are clean and well maintained

Paul Woodcock, Strategic Director – Regeneration and Environment

Ref. No	Action	Measure	Lead Officer	Good Performance	Frequency of Reporting	2017/18 Target	2018/19 Target	2019/20 Target
3.B1(a)	Deliver a cleaner, greener Rotherham to ensure that it is a safe and attractive place to live, work and visit	The proportion of the principal road network classified as being in: a) Amber condition b) Red condition	Tom Smith Regeneration and Environment	Low	Annual	The previous Council Plan target was 4 % as only measure red condition roads in 2017/18	The previous Council Plan target was 3 % as only measured red condition roads in 2018/19	a) 17 % b) 3 %
3.B1(b)		The proportion of the non-principal road network classified as being in: a) Amber condition b) Red condition		Low	Annual	The previous Council Plan target was 7 % as only measured red condition roads in 2017/18	The previous Council Plan target was 6 % as only measured red condition roads in 2018/19.	a) 22 % b) 6 %
3.B1(c)		The proportion of unclassified roads classified as being in; a) Amber condition b) Red condition		Low	Annual	The previous Council Plan target was <22 % as only measured red condition roads in 2017/18	The previous Council Plan target was 22 % as only measured red condition roads in 2018/19	a) 34 % b) 24 %
3.B2(a)		Effective enforcement action taken where evidence is found – Fly Tipping (fixed penalty notices and prosecutions)		High	Monthly	37+ (50 % increase in prosecutions for the year)	37+	37+
3.B2(b)		Effective enforcement action taken where evidence is found – Other enviro-crime (fixed penalty notices and prosecutions)		High	Monthly	5000 (cumulative for the year)	5000 (cumulative for the year)	2000 (cumulative for the year)
3.B3		Total number of customer contacts by service area and overall total. Service areas measured are a) Street Cleansing, b) Grounds Maintenance, c) Litter, d) Waste Management. Contacts measured are: i) Official complaints ii) Compliments received iii) Service Requests		Low	Monthly	5 % reduction, (target 75 cumulative) in the number of official complaints received in Grounds Maintenance, Street Cleansing, (includes Litter) and Waste Management)	5 % reduction (target 75 cumulative) in the number of official complaints received Increase number of compliments to 60	10 % reduction (target around 190 cumulative) in the number of official complaints received
3.B4	Ensure an efficient and effective waste and recycling service	Number of missed bins per 100,000 collections	Tom Smith Regeneration and Environment	Low	Quarterly	60	50	50
3.B5		The proportion of waste sent for reuse (recycling and composting)	Tom Smith Regeneration and Environment	High	Quarterly	45 %	45 %	45 %

OUTCOME: A. Businesses supported to grow and employment opportunities expanded across the borough

Paul Woodcock, Strategic Director – Regeneration and Environment

Ref. No	Action	Measure	Lead Officer	Good Performance	Frequency of Reporting	2017/18 Target	2018/19 Target	2019/20 Target
4.A1	Deliver economic growth (via the Economic Growth Plan, Business Growth Board and Sheffield City Region)	Number of new businesses started with help from the Council	Paul Woodcock Regeneration and Environment	High	Quarterly	Baseline Year	15	15
4.A2		Survival rate of new businesses (3 years)		High	Annual	60 %	60 %	60 %
4.A3		The proportion of vacant floor space in the Town Centre		Low	Quarterly	Baseline Year	25 %	18 %
4.A4		Number of jobs in the Borough		High	Annual	1,000 new jobs p.a. (10,000 over 10 years).	1,000 new jobs p.a. (10,000 over 10 years).	1,000 new jobs p.a. (10,000 over 10 years).
4.A5		Narrow the gap to the UK average on the rate of the working age population economically active in the borough		Low	Quarterly	For 2017/18, reduce the gap from 4.3 % to 4.0 %. Achieve national average in next 5 years (0.8 % reduction a year)	3.2 % (0.8 % reduction)	0 % achieve the National Average
4.A6		Number of Planning Applications determined within specified period: a) Major 13 weeks b) Minor 8 weeks c) Other 8 weeks		High	Quarterly	All at 95 %	All at 95 %	All at 95 %

OUTCOME: B. People live in high quality accommodation which meets their need, whether in the social rented, private rented or home ownership sector

Anne Marie Lubanski, Strategic Director – Adult Social Care and Housing
Jon Stonehouse, Strategic Director – Children and Young People’s Services

Ref. No	Action	Measure	Lead Officer	Good Performance	Frequency of Reporting	2017/18 Target	2018/19 Target	2019/20 Target
4.B1 (a)	Implement the Housing Strategy 2019-2022 to provide high quality accommodation	Number of new homes delivered during the year via direct Council Intervention	Tom Bell Adult Social Care and Housing	High	Quarterly	No target - new indicator	109	175
4.B1 (b)		Number of new homes delivered during the year		High	Quarterly	641	641	550
4.B2		The proportion of council housing stock that is classed as “Decent”		High	Quarterly	No target - new measure	No target - new measure	99.5 %
4.B3	Private rented housing – improving standards through selective licensing	The proportion of privately rented properties compliant with Selective Licensing conditions within designated areas	Tom Smith Regeneration and Environment	High	Monthly	95 %	95 %	95 %

OUTCOMES: A. Maximised use of assets and resources and services demonstrate value for money
B. Effective governance Arrangements and decision making processes in place
C. Staff listen and are responsive to customers to understand and relate to their needs

Judith Badger, Strategic Director Finance and Customer Services
Shokat Lal, Assistant Chief Executive

Ref. No	Action	Measure	Lead Officer	Good Performance	Frequency of Reporting	2017/18 Target	2018/19 Target	2019/20 Target
5.A1	Maximising the local revenues available to fund council services	The proportion of Council Tax collected in the current financial year	Graham Saxton Finance and Customer Services	High	Monthly	97 % (Top Quartile Met Authorities)	97 % (Top Quartile Met Authorities)	97 % (Top Quartile Met Authorities)
5.A2		The proportion of non-domestic (business) rates collected in the current financial year	Graham Saxton Finance and Customer Services	High	Monthly	98 % (Top Quartile Metropolitan Authorities)	98 % (Top Quartile Metropolitan Authorities)	98 % (Top Quartile Metropolitan Authorities)
5.B1	The Scrutiny function is effective; engages members and improve outcomes for Rotherham residents and communities	Number of pre-scrutiny recommendations adopted	James McLaughlin Assistant Chief Executive's Directorate	High	Quarterly	80%	90 %	90 %
5.C1	Treating customer complaints with respect and dealing with them in an efficient and outcome-focussed way	The proportion of complaints closed and within timescale (cumulative)	Jackie Mould Assistant Chief Executive's Directorate	High	Monthly	85%	85 %	85 %
5.C2		The proportion of residents who feel that the Council keeps them informed	Chris Burton Assistant Chief Executive's Office	High - very or fairly satisfied	6 Monthly	46 %	>53 %	=>50%
5.C3		The proportion of transactions a) online	Luke Sayers Finance and Customer Services	High	6 Monthly	Baseline Year	28 %	28 %

OUTCOME: D. Effective members, workforce and organisational culture

Shokat Lal, Assistant Chief Executive

Jon Stonehouse, Strategic Director – Children and Young People’s Services

Ref. No	Action	Measure	Lead Officer	Good Performance	Frequency of Reporting	2017/18 Target	2018/19 Target	2019/20 Target
5.D1	Staff and managers have an opportunity to reflect on performance , agree future objectives and are aware of how they contribute to the overall vision	The proportion of PDR completion	Lee Mann Assistant Chief Executive’s Directorate	High	Quarterly	95 %	95 %	95 %
5.D2	Sickness is managed and staff wellbeing supported	The number of days lost per FTE	Lee Mann Assistant Chief Executive’s Directorate	Low	Monthly	10.3	10.3	10.3
5.D3	Reduced use of interims, temporary and agency staff through effective and efficient recruitment	Reduction in Agency cost	Lee Mann Assistant Chief Executive’s Directorate	Low	Monthly	10 % reduction	10 % reduction	10 % reduction
5.D4		The proportion of the children’s social care establishment (social workers and team managers) who are agency staff	Jon Stonehouse CYPS	Low	Monthly	n/a	10 %	10 %
5.D5	Members are able to fulfil their roles as effective community leaders	The proportion of members receive a personal development interview leading to a structured learning and development plan	James McLaughlin Assistant Chief Executive’s	High	Annual	95 %	95 %	95 %
5.D6	The Council complies with good practice in equalities	The proportion of Cabinet reports where an Initial Equality Screening Assessment has been completed	Jackie Mould Assistant Chief Executive’s Directorate	High	Quarterly	No target - new measure	No target - new measure	100 %
5.D7		The proportion of Council Staff who have completed the mandatory Equality Training	Jackie Mould Assistant Chief Executive’s Directorate	High	Quarterly	No target - new measure	No target - new measure	Q1 - 75 % Q2 - 85 % Q3 & Q4 - 95 %

Initial Equality Screening Assessment

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality and diversity.

A **screening** process can help judge relevance and provide a record of both the process and decision. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions.

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an equality analysis.

Directorate: Assistant Chief Executive's Directorate	Service area: Performance, Intelligence and Improvement
Lead person: Simon Dennis (Corporate Risk Manager) and Tanya Palmowski (Performance Officer)	Contact number: (ext 22764)

1. Title:

Is this a:



Strategy / Policy



Service / Function



Other

If other, please specify

2. Please provide a brief description of what you are screening

The 2017-2020 Council Plan is the core document that underpins the Council's overall vision, setting out headline priorities and measures that will demonstrate its delivery.

Although the 2017-2020 Council Plan is intended to cover three financial years, it is good practice to carry out an annual review of the performance measures included in it.

To enable an appropriate and effective "refresh" to be carried out, all Strategic

APPENDIX B

Directors were asked to review and refresh their actions, measures and targets for 2019/2020 and the proposed changes have been challenged by the Leader, Cabinet Members and the Corporate Performance Team. Headlines in relation to the proposed changes include:

- The overall number of measures has reduced from 72 to 69
- All measures now have targets applied (ie there are no “baseline years”)
- There are no changes to the individual outcomes attached to each priority
- Two actions have been updated
- Four measures have been removed and two measures have been added
- Sixteen refreshed measures have replaced fifteen measures.

Ensuring that the Council meets its equalities and human rights duties and obligations is central to how it manages its performance, sets its priorities and delivers services across the board. The refreshed plan includes two new equality measures focused around: the proportion of Cabinet reports where an Initial Equality Analysis Screening Assessment has been completed; the proportion of staff who have completed the mandatory equality training.

3. Relevance to equality and diversity

All the Council’s strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>		x
Could the proposal affect service users? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>		x
Has there been or is there likely to be an impact on an individual or group with protected characteristics? <i>(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)</i>		x
Have there been or likely to be any public concerns regarding the proposal? <i>(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)</i>		x
Could the proposal affect how the Council’s services, commissioning or procurement activities are organised,		x

APPENDIX B

provided, located and by whom? <i>(If the answer is yes you may wish to seek advice from commissioning or procurement)</i>		
Could the proposal affect the Council's workforce or employment practices? <i>(If the answer is yes you may wish to seek advice from your HR business partner)</i>		X
If you have answered no to all the questions above, please explain the reason		
<p>The Council Plan is a strategic plan for the whole organisation which sets out what the Council will do in order to deliver against its priorities for serving local residents and communities. The actions and targets within the plan will be delivered by council services through various strategies, policies and programmes of work. It is therefore the responsibility of the relevant directorate/service to complete an equality analysis where this is applicable.</p>		

If you have answered **no** to all the questions above please complete **sections 5 and 6**.

If you have answered **yes** to any of the above please complete **section 4**.

4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals prior to carrying out an **Equality Analysis**.

Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

Please provide specific details for all three areas below and use the prompts for guidance.

- **How have you considered equality and diversity?**

(think about the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)

- **Key findings**

(think about any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)

- **Actions**

(think about how you will promote positive impact and remove/reduce negative impact)

Date to scope and plan your Equality Analysis:

APPENDIX B

Date to complete your Equality Analysis:	
Lead person for your Equality Analysis (Include name and job title):	

5. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening:

Name	Job title	Date
Jackie Mould	Head of Performance, Intelligence and Improvement	18.04.19

6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

Date screening completed	18 th April 2019
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	Cabinet
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	30 th April 2019

Committee Name and Date of Committee Meeting

Cabinet – 20 May 2019

Report Title

Disposal of Surplus Properties

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

Yes

Strategic Director Approving Submission of the Report

Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)

Lindsay Johnson, Strategic Asset Manager
01709 254016 or lindsay-costello.johnson@rotherham.gov.uk

Ward(s) Affected

Maltby
Rother Vale
Swinton

Report Summary

The purpose of this report is to seek approval to dispose of the Council's freehold interest in the following surplus properties:-

- The site of the former Maltby Library, High Street, Maltby and greenspace land to the rear.
- Treeton Youth Centre and the adjacent land, Church Lane, Treeton.
- Former caretaker's residence at 6 Fitzwilliam Street, Swinton.

Recommendations

1. That approval be given to the proposed disposal of the Council's freehold interest in the following properties:-
 - a) The site of the former Maltby Library, High Street, Maltby and greenspace land to the rear.
 - b) Treeton Youth Centre and the adjacent land, Church Lane, Treeton.
 - c) Former caretaker's residence at 6 Fitzwilliam Street, Swinton.
2. That the Assistant Director for Planning, Regeneration and Transport be authorised to agree and implement the method of disposal for each asset.
3. That the Head of Legal Services be authorised to negotiate and complete the necessary legal agreements.

List of Appendices Included

Appendix 1 Schedule of surplus properties and description

Appendix 2 Property location plans

Appendix 3 Exempt financial addendum

Background Papers

None

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

Yes

An exemption is sought for Appendix 3 under Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A of the Local Government Act 1972 is requested, as this report contains sensitive commercial information that could impact on the negotiation strategy and disposal values.

It is considered that the public interest in maintaining the exemption would outweigh the public interest in disclosing the information because the Council's commercial interest could be prejudice by the disclosure of this commercial information.

Disposal of Surplus Properties

1. Background

- 1.1 The subject properties have been declared surplus to requirements by the operational service. Consultations have taken place with all relevant Council services and no alternative operational use has been identified.
- 1.2 The properties are (or are soon to become) vacant, which poses a potential future risk to the Council both in terms of securing and maintaining the assets, but also the liability for the continuing holding costs.

2. Key Issues

- 2.1 The Council regularly reviews its property portfolio to ensure a fit for purpose estate, reduce unnecessary holding costs and, where appropriate, generate capital receipts.
- 2.2 Services have been consulted on the proposals and had the opportunity to consider if any of the subject properties would be suitable for their operational requirements. No business cases have been submitted for the retention of any of the assets listed.
- 2.3 The properties have also been advertised externally, through an expression of interest, to ascertain if a public sector partner or community/third sector organisation has a requirement for them. No viable expressions of interest have been submitted and therefore disposal is considered the most appropriate option.

3. Options considered and recommended proposal

- 3.1 It is recommended that each of the subject properties is individually offered for disposal with legal completion at the earliest opportunity.
- 3.2 Should Cabinet approve the disposal of the assets included in this report, then the Asset Management Service will determine the most appropriate method of disposal for each, ensuring best consideration is achieved.
- 3.3 In relation to the Maltby site, two separate expressions of interest have been received for the purchase of the site and, should the disposal be approved, these will be considered alongside any further interest received.
- 3.4 On the Maltby Site there is a telecommunications mast leased out to a third party. Should Cabinet approve the disposal of the site, consideration would need to be given to either dispose of in situ, relocation of the mast or termination of the lease agreement.

- 3.5 In relation to the Treeton site it is recommended that the Multi Use Games Area (MUGA) is included in the proposed disposal, as the facility is adjacent to the Treeton Youth Centre and can only be accessed across the youth centre site. The area is subject to a lease to the Parish Council, which has expired, and the Parish Council is holding over on the terms of the lease. The Parish Council has not fulfilled the repairing obligations of the lease and the MUGA has been closed off due to Health and Safety concerns. The Parish Council have been approached regarding their interest in the MUGA and have confirmed that they have no future use for this area and would have no objections to their lease agreement being brought to an end.
- 3.6 In relation to the Swinton site, the option to use the former caretaker's residence at 6 Fitzwilliam Street as a community facility has been considered. However, this option has been dismissed due to concerns raised over the restricted access which would prevent any intensification in use.
- 3.7 Two separate expressions of interest to purchase the former caretaker's residence have been received. Should Cabinet approve the disposal of the property, it is recommended that the property be put to the open market in order to demonstrate that best consideration has been achieved and giving all interested parties equal opportunity to submit an offer.

4. Consultation on proposal

- 4.1 All Ward Members have been consulted on the proposals in relation to the properties in their Wards and no objections have been received.
- 4.2 The recommendation to dispose of these surplus properties was supported by the Asset Management Board at its meeting on 14th March 2019.
- 4.3 Relevant Council Services have been contacted regarding the future of the assets listed, and further consultation across a range of directorates has taken place via the Asset Management Board.
- 4.4 In relation to the Maltby site, Green Spaces have been specifically consulted on regarding the potential loss of green space land and, provided that the proposed disposal area does not sever the public footpath to the north of the site, have no objections.
- 4.5 Public sector partners have been contacted regarding the future of the subject properties and further consultations have taken place at the Strategic Estates Group meetings. No objections have been received.
- 4.6 Expressions of interest and comments on the future of the properties have been sought from community and third sector organisations, via the Council's Area Partnership Officers, the Council internet and Voluntary Action Rotherham. To date, no objections have been received.

5. Timetable and Accountability for Implementing this Decision

- 5.1 Should the proposed disposal option be approved, Asset Management will request approval from the Assistant Director for Planning, Regeneration and Transport for the disposal method for each site.
- 5.2 Once approved Asset Management will instruct Legal Services to prepare the necessary documentation in readiness for disposal.

6. Financial and Procurement Advice and Implications

- 6.1 There are no direct procurement implications arising from this report.
- 6.2 The estimated capital receipts from the sales are identified in the exempt Appendix 3.
- 6.3 The revenue savings arising from the disposal of the former Maltby Library will contribute to the approved 2018/19 revenue saving, R&E 9e in respect of the relocation of the Maltby Library into the neighbouring Maltby Joint Service Centre. The remaining surplus property disposals will contribute to the approved revenue saving CCR2, in respect of the wider corporate review of land and property. Costs equating to £11,600 per annum for short term maintenance, rates and security will be incurred until final disposal of the properties

7. Legal Advice and Implications

- 7.1 There are no additional legal implications arising from this report other than have already been identified relating to the need to ensure best consideration on any disposal and the identification of the area being sold around the Treeton Youth Centre.

8. Human Resources Advice and Implications

- 8.1 Council employees based at Treeton have been fully consulted on the building closure as part of the Early Help review. There are no other human resources implications.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 No implications arising out of this report.

10. Equalities and Human Rights Advice and Implications

- 10.1 No implications arising out of this report.

11. Implications for Partners

- 11.1 Public sector partners have been consulted on the properties listed in this report. See paragraph 4.5.

12. Risks and Mitigation

- 12.1 Should the Council retain these assets without an identified operational requirement or clear plan for their future use, they will place a significant financial burden on current resources.
- 12.2 As the properties are (or soon will become) vacant, there is a risk that they will attract anti-social behaviour, acts of vandalism or arson; resulting in deterioration of their condition and possible reduction in capital value.
- 12.3 The main mitigation for both of the above risks is to dispose of the sites.

13. Accountable Officer(s)

Paul Woodcock, Strategic Director Regeneration and Environment
 Bronwen Knight, Acting Assistant Director of Planning Regeneration and Transport
 Paul Smith, Head of Asset Management
 Lindsay Johnson. Strategic Asset Manager

Approvals obtained on behalf of:-

	Named Officer	Date
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	25/04/19
Assistant Director of Legal Services (Monitoring Officer)	Bal Nahal	23/04/19
Assistant Director of Human Resources (if appropriate)	John Crutchley	26/03/19
Head of Procurement (if appropriate)	John Crutchley	26/03/19

Report Author: Lindsay Johnson, Strategic Asset Manager
 01709 254016 or

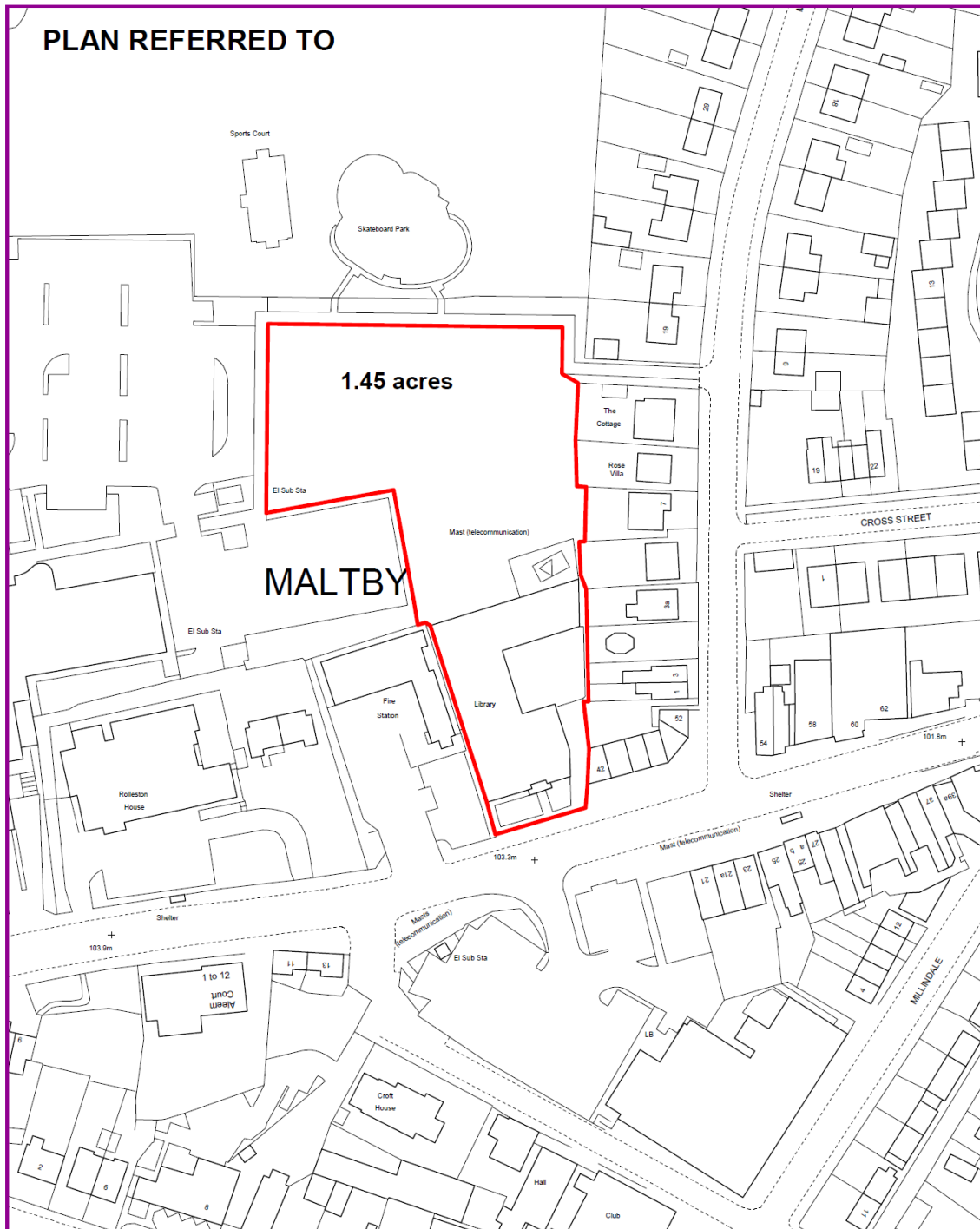
This report is published on the Council's [website](#).

Disposal of Surplus Properties 20th May 2019: APPENDIX (1)

Property	Address	Ward	Description	Notes and Comments
Site of the former Maltby Library and unused Greenspace behind.	High Street, Maltby	Maltby	The former library closed in summer 2018 and the service relocated to the Joint Service Centre in Matlby. Subsequently the building has been demolished and the site left levelled, top-soiled and seeded. The proposed disposal also includes an area of unutilised greenspace land to the rear of the former library, extending to 1.05 acres. Overall site area is approximately 1.45 acres.	
Treeton youth centre and land adjacent	Church Lane, Treeton	Rother Vale	Constructed in circa 1880 the asset consists of the Youth Centre to the front of the site, facing on to Church Lane, and the Enterprise Centre to the rear. It is also recommended that the adjacent land, which is subject to a lease to the Parish Council be included in any proposals.	Allocated under the Local Plan as residential, the site also sits within the Treeton Conservation Area, and Planning Advice is recommended regarding any proposals.
Former caretaker's residence	6 Fitzwilliam Street, Swinton	Swinton	Brick built single story detached residential property. Occupied until recently by the former caretaker who has since retired. Access to the property is severely restricted and Planning & Highways have stated they wouldn't wish to see an intensification in use.	

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Appendix 2



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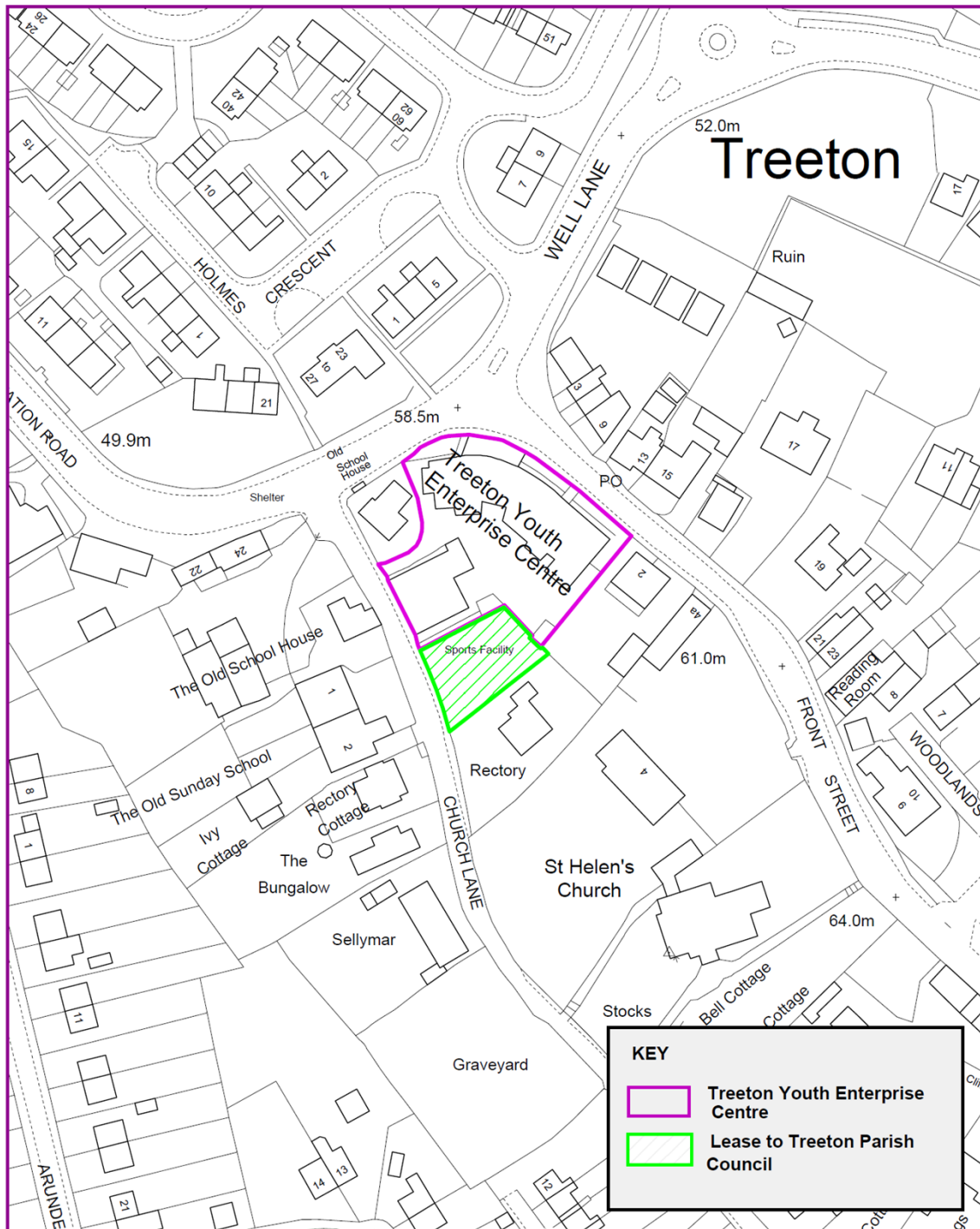
Scale 1:1250

Former Maltby Library Site
High Street
Maltby


1.45 acres

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Rotherham
Metropolitan
Borough Council



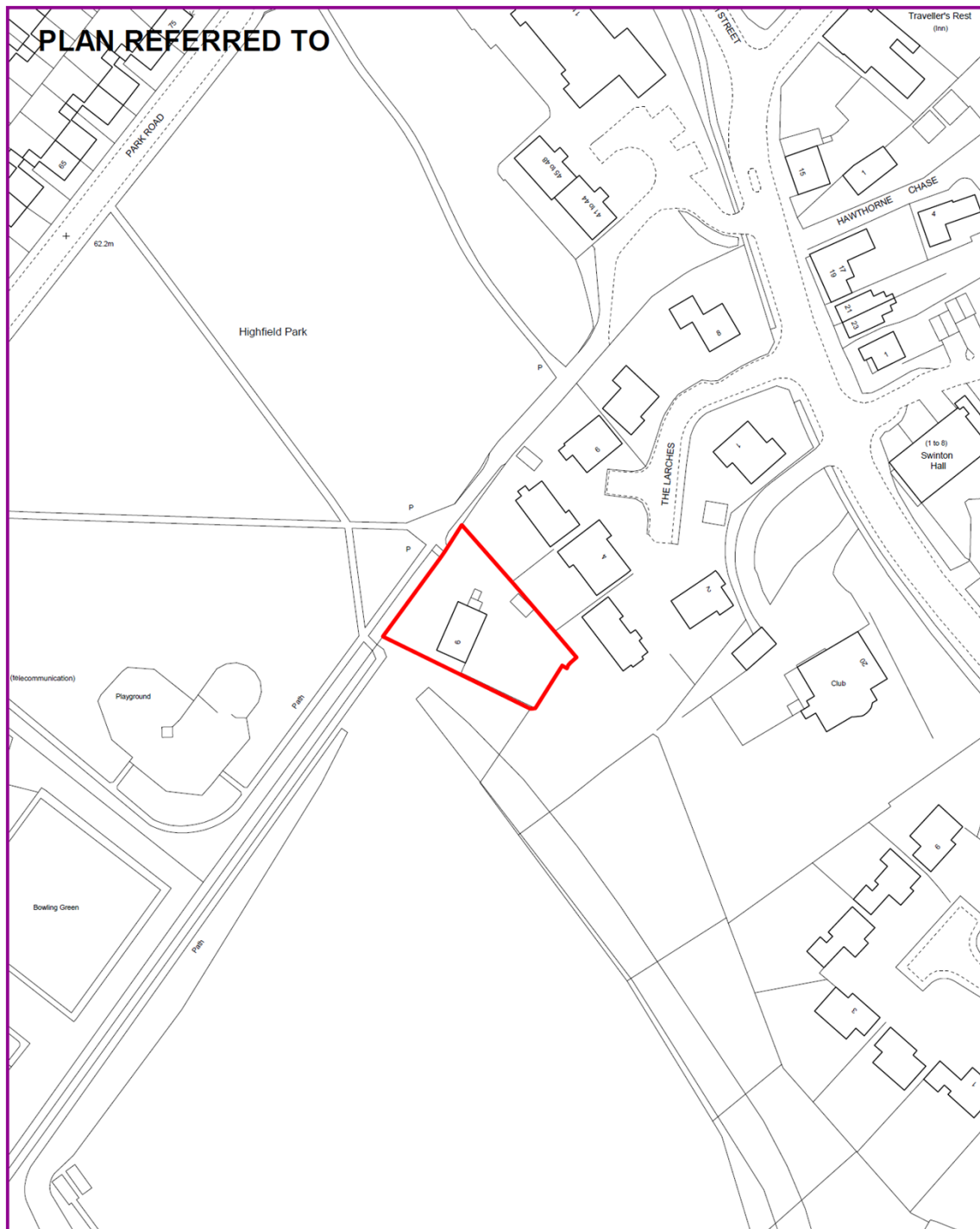
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Scale 1:1250

Treeton Youth Enterprise Centre
Church Lane
Treeton
Rotherham

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Rotherham 
Metropolitan
Borough Council



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Scale 1:1250

Former Caretakers Residence
6 Fitzwilliam Street
Swinton
Mexborough

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Rotherham
 Metropolitan
 Borough Council

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Committee Name and Date of Committee Meeting

Cabinet – 20 May 2019

Report Title

Consultation on Draft Revised Statement of Community Involvement

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

Yes

Strategic Director Approving Submission of the Report

Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)

Ryan Shepherd, Senior Planning Officer
01709 823888 or ryan.shepherd@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

Cabinet approval is sought to undertake consultation on a Draft Revised Statement of Community Involvement.

The requirement to prepare a Statement of Community Involvement is set out in the Planning and Compulsory Purchase Act 2004. The Statement of Community Involvement sets out how the Council involve local communities in planning for the future of the Borough through the preparation of the Local Plan and other planning policy documents, and the determination of planning applications. This report recommends going out to consultation on the draft document contained in Appendix 1.

Recommendations

1. That approval be given to public consultation on the Draft Revised Statement of Community Involvement, as detailed in Appendix 1.
2. That following consultation a further report be brought to Cabinet in October 2019 to consider the adoption of the Statement of Community Involvement.

List of Appendices Included

Appendix 1 Draft Revised Statement of Community Involvement 2019

Background Papers

Current Statement of Community Involvement (adopted 2015):

https://www.rotherham.gov.uk/downloads/file/2397/statement_of_community_involvement_june_2015

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Overview and Scrutiny Management Board – 15 May 2019

Council Approval Required

No

Exempt from the Press and Public

No

Consultation on Draft Revised Statement of Community Involvement

1. Background

- 1.1 Section 18 of the Planning and Compulsory Purchase Act 2004 (as amended) requires the Council to produce a Statement of Community Involvement (SCI). The SCI sets out how and when stakeholders can influence new planning policy documents covering Rotherham, how information will be communicated and the ways in which individuals and organisations can comment on planning applications. It is critical in encouraging engagement in the planning process with the communities and stakeholders of Rotherham and a range of other statutory consultees.
- 1.2 Following changes in legislation the contents of what a SCI should contain are now much less prescriptive. Nonetheless, for a development plan document to be found sound at independent examination it must be demonstrated that it has been prepared in accordance with the Council's adopted SCI.
- 1.3 On 3 June 2015 the Council adopted a new simplified and user-friendly document SCI (Council meeting 3/6/15, minute 19 refers). Councils must review their SCI every 5 years from the adoption date.
- 1.4 Following adoption of the Local Plan Sites and Policies document in June 2018, this effectively completes the current cycle of Local Plan production in Rotherham. As such it is an appropriate and timely point at which to review and revise the current SCI and will also enable the Council to fulfil the duty of reviewing the SCI within the 5 years required.

2. Key Issues

- 2.1 The existing SCI has been reviewed, updated and a draft revised SCI prepared. This is attached at Appendix 1.
- 2.2 It sets out who the Council will involve in plan making and planning decisions and how this will be achieved. It provides three clear sections outlining:

Our overall approach to community engagement – setting out key principles and making clear the roles of officers and Councillors.

How people can influence the Local Plan – establishing the documents that form the Local Plan and other related documents that may be produced, setting out who the Council will involve and how. In line with the Council's Customer Access Strategy it clarifies that for environmental, efficiency and cost reasons, contact will be via email. The Council will not normally send letters about the Local Plan by post, unless it is a legal requirement.

How people can be involved in planning decisions – setting out the pre-application and planning application processes, how people can be involved in decisions, and clarifying how decisions are made. It clarifies that in addition to planning application information being made available online, people may be notified of applications in a number of ways.

- 2.3 The SCI also includes details of the organisations and other bodies that the Council is legally required to consult and involve in the preparation of planning documents, and guidance on what is, and what is not a material consideration when determining planning applications

3. Options considered and recommended proposal

Option 1: do not carry out public consultation

- 3.1 The Council has a statutory duty to prepare and keep up to date a Statement of Community Involvement under The Planning and Compulsory Purchase Act (2004) and The Town and Country Planning, (Local Planning) (England) Regulations 2012. There is however no requirement for Councils to consult on draft SCI documents prior to adoption.

Option 2: undertake public consultation

- 3.2 The Council could undertake public consultation on the draft SCI, to ensure that the views of the local community and other stakeholders are taken into account.
- 3.3 Option 1 is not considered appropriate. The Council has consulted on the previous draft SCI and it remains good practice to do so. Option 2 is therefore recommended, and that public consultation on the draft SCI is undertaken prior to preparing a final document.

4. Consultation on proposal

- 4.1 A four week consultation period is proposed. It is suggested that this is undertaken in alignment with proposed consultation on a number of draft Supplementary Planning Documents (subject to separate consideration by Cabinet). This approach promotes efficiency and assists in reducing the potential for consultation fatigue.
- 4.2 Consultation will be undertaken via the Council's planning consultation website. This notifies interested parties (including statutory consultees, Parish Councils, members of the public and other stakeholders) on the Local Plan consultation database and allows and encourages comments to be submitted online. A summary of the consultation plan is set out below:

Where will the draft documents be available to view?	<p>The draft revised SCI will be available to view on the Council's planning consultation website at http://rotherham.limehouse.co.uk/portal</p> <p>Printed copies of the draft SCI will be available to view at the Council's main offices at Riverside House during normal office hours.</p>
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How will people know about the draft SPD?	<p>The Council's Planning Service maintain a database of those interested in preparation of the Local Plan and other planning documents. They will be notified of the consultation by email.</p> <p>Notification will also be sent to any relevant stakeholders identified whose details are not held on the consultation database.</p>
	<p>The Council's Planning webpages will be updated to provide details of the consultation and how to provide comments.</p>
	<p>Notices publicising the consultation will be placed in the local press and a press statement will be issued.</p>

5. Timetable and Accountability for Implementing this Decision

- 5.1 Subject to approval by Cabinet, it is proposed to undertake public consultation over a four week period from 10 June to 8 July 2019.
- 5.2 Following consultation any comments received will be considered in producing a final version of the SCI. A further report will then be brought to Cabinet detailing the main issues raised and how these have been addressed, and seeking adoption of the revised SCI. It is expected that the final SCI, following consultation, will be brought to Cabinet in the Autumn of 2019.

6. Financial and Procurement Advice and Implications

- 6.1 The proposed consultation will be carried out via the Council's planning consultation website. Any additional costs associated with this consultation will be limited to minimal printing and advertising costs. These costs will be managed within the Service's existing approved revenue budget.

7. Legal Advice and Implications

- 7.1 Option 2 is necessary to ensure (as much as possible), that the Council complies with the relevant law(s), fulfilling its statutory duty and mitigating any risks of challenge.

8. Human Resources Advice and Implications

- 8.1 There are no Human Resources implications associated with undertaking consultation on the draft revised SCI.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 There are no implications for children and young people and vulnerable adults associated with undertaking consultation on the draft revised SCI. The SCI will establish how all of Rotherham's communities can be involved in plan making and decisions on planning applications. This works alongside other Council strategies to deliver local priorities for development and promote effective and worthwhile community involvement.

10. Equalities and Human Rights Advice and Implications

- 10.1 There are no equalities or human rights implications associated with undertaking consultation on the draft revised SPD. The SCI will establish how all of Rotherham's communities can be involved in plan making and decisions on planning applications.

11. Implications for Partners

- 11.1 The implications for partners or other directorates are mainly associated with the consultation on the draft revised SCI and to ensure partners and directorates are fully engaged in the process.

12. Risks and Mitigation

- 12.1 It can be difficult to ensure compliance with the Government's desire for extensive community participation whilst also achieving timely processing of planning applications and quicker Local Plan preparation. The SCI seeks to resolve this contradiction by setting out an appropriate approach to public consultation on planning documents and planning applications.
- 12.2 The Council has a statutory duty to prepare and keep up to date a Statement of Community Involvement under The Planning and Compulsory Purchase Act (2004) and The Town and Country Planning, (Local Planning) (England) Regulations 2012.
- 12.3 When a Development Plan Document is subject to independent examination it is subject to a legal "test of soundness". The Council must demonstrate the Development Plan Document has been consulted on as set out in the Council's adopted SCI. It is also equally important that consultation on planning applications is carried out in accordance with the SCI so that decisions are not subject to legal challenge.

13. Accountable Officer(s)

Bronwen Knight, Acting Assistant Director, Regeneration & Environment

Approvals obtained on behalf of:-

	Named Officer	Date
Strategic Director of Finance & Customer Services (S.151 Officer)	Graham Saxton	13/02/19
Assistant Director of Legal Services (Monitoring Officer)	Bal Nahal	23/04/19
Assistant Director of Human Resources (if appropriate)	John Crutchley	12/02/19
Head of Procurement (if appropriate)	Joanne Kirk	15/02/19

Report Author: Ryan Shepherd, Senior Planning Officer
 01709 823888 or ryan.shepherd@rotherham.gov.uk
 This report is published on the Council's [website](#).

Appendix 1

DRAFT Statement of Community Involvement

June 2019

Introduction

1 This Statement of Community Involvement (SCI) sets out how and when you can influence Local Plan documents covering Rotherham and the ways in which you can comment on planning applications, as well as other forms of consent such as listed building consent or telecommunications applications.

The Council's approach to community involvement

2 This document is arranged in three sections:

Section 1 – Introduction

Section 2 – Influencing the Local Plan

Section 3 – Getting involved in planning decisions

3 The Introduction sets out in general terms the Council's approach to consultation on planning matters. Government requirements for consultation on Local Plan documents and planning applications differ in some respects. Section 2 sets out how the Council will consult on Local Plan documents and Section 3 covers the requirements for planning applications.

4 When the Council consults you on planning matters it will endeavour to:

- **Keep the process simple** by writing in plain English and explaining any planning terms that we need to use.
- **Make it easy for you to get involved** by setting out when and how you can provide your comments.
- **Be inclusive** by providing information in an accessible format and giving clear advice on how the planning system works, and encourage involvement from those groups that are not usually involved in the planning process.
- **Share information with you** using the Council's website and other methods where appropriate and effective.
- **Make sure your involvement is effective** by assessing your comments and taking them into account when they raise relevant planning considerations.
- **Meet our timetable** for the preparation and review of the Local Plan and also meet Government targets for deciding on planning applications.

Who will the Council involve?

5 The Council is committed to doing everything reasonably possible to ensure that community involvement is inclusive. This means that the Council aims to give everyone in Rotherham an opportunity to be involved in the decisions that are made. The Council's Equality and Diversity Policy explains our approach to inclusion and the Community Engagement Framework seeks to ensure that community engagement underpins and is built into everything that the Council does. Allied to this, the Customer Access Strategy gives clear and simple advice on what you should expect from the Council.

6 The Council's Digital Strategy sets out the ambition, to increase digital services to improve service to customers and be more efficient and cost-effective. In line with the Digital Strategy and Customer Access Strategy, the Council strongly encourages on-line consultation on planning matters; while ensuring that customers, regardless of their circumstances, have access to the information, advice and help they need.

The role of planning officers

7 The Council's planning officers work in two teams within the Planning Service, which is

based at Riverside House:

- The Planning Policy Team produces the planning documents that make up the Local Plan and can be contacted for advice on planning policy. They organise and lead the consultations on draft planning documents and consider relevant consultation responses, making changes to draft documents where appropriate.

Web: <https://www.rotherham.gov.uk/localplan>

Tel: 01709 823869

Email: planning.policy@rotherham.gov.uk

- The Development Management Team assesses planning applications in accordance with the policies of the statutory Development Plan for Rotherham, the National Planning Policy Framework (NPPF) and any other material considerations including consultation responses and other comments. They offer a paid pre-application service for all types of development and other advice on planning issues.

Web: <https://www.rotherham.gov.uk/planning>

Tel: 01709 823835

Email: development.management@rotherham.gov.uk

8 The planning officers from both teams work closely together in preparing planning policies, in the assessment of planning applications and in providing specialist professional planning advice on key development projects with land-use implications.

The role of councillors

9 Locally elected councillors have a key role in the planning process in the following ways:

- The Council is responsible for approving and adopting key statutory planning policy documents such as the Local Plan.
- The Council's Planning Board is made up of councillors who make decisions on major or controversial planning applications.
- Councillors represent their respective wards and listen to residents' concerns on planning issues (at ward surgeries or public meetings and consultations).
- Councillors can voice their support or make objections to planning applications in writing and speak at Planning Board on behalf of their constituents.

10 The role of locally elected councillors in representing the views and concerns of residents in the planning process is very important. However, your views can only be formally taken into account when you make them in writing within the specified time period for a particular consultation. There are existing rules for the way that councillors and council officers conduct their activities, which ensure that any potential conflicts of interest are resolved in a transparent way.

Planning Aid England

11 Planning Aid England is a voluntary organisation linked to the Royal Town Planning Institute (RTPI). Through its network of volunteers, who are chartered town planners, it can provide independent and impartial advice and support for Neighbourhood Planning and other planning matters. Further information is available at <https://www.rtpi.org.uk/planning-aid>

Influencing the Local Plan

The planning system

12 The Government's national planning policies are set out in the National Planning Policy Framework. The Framework must be taken into account by local planning authorities when preparing Local Plans. The Framework is accompanied by web-based Planning Practice Guidance, which provides further detailed guidance on a range of planning topics.

13 Planning legislation also places a „duty to co-operate“ on local planning authorities. This legal requirement sets out how local planning authorities, national park authorities, county councils and a number of other public organisations must work with one another in a collaborative manner when preparing their local plans.

Rotherham Local Plan

14 The Local Plan is the statutory Development Plan for Rotherham Borough. It sets out the spatial policies, guidance, land use designations and site allocations against which all planning applications and other development proposals in the borough are assessed.

15 It provides the formal statutory framework for sustainable development and lays the foundations for regeneration and economic growth, while protecting the most valuable built and natural environmental assets.

16 The Local Plan is made up of the following documents:

Core Strategy – this sets out the vision and strategic objectives for Rotherham up to the year 2028. It includes local targets for housing, employment and retail development and sets out the broad locations and amount of development for the settlements across the borough.

Barnsley, Doncaster and Rotherham Joint Waste Core Strategy – provides a detailed planning framework to manage all types of waste in the three boroughs, including commercial and industrial waste, construction, demolition and excavation waste, hazardous waste and agricultural waste. It allocates sites to manage waste, safeguards existing waste facilities of strategic importance and sets out criteria for assessing waste management proposals.

Sites and Policies document – this supports the delivery of the Core Strategy by allocating land for a variety of uses, including development for new housing and employment. It also sets out detailed policies to guide decisions on planning applications.

Community Infrastructure Levy (CIL) – this is a tariff-based charging schedule. When planning permission is granted for certain types of development (e.g. housing) the developer is required to pay a financial contribution. This will be used towards providing and maintaining the strategic and local infrastructure identified by the Council to support the growth proposed by the Local Plan. Infrastructure can be road improvements, schools, green spaces etc.

Supplementary Planning Documents (SPDs) – these are prepared to provide further detailed guidance on Local Plan policies where necessary. Although they do not have the same weight as development plan documents they can still form a material consideration in determining planning applications.

In preparing and reviewing the Local Plan, the Council also publish on the website:

- **Local Development Scheme (LDS)** – setting out what planning documents the Council will produce and the timetable for their production.

- Annual Monitoring Report – setting out the progress made in producing Local Plan documents and performance in implementing planning policies and proposals.

Neighbourhood Plans

17 Local communities can prepare plans for their local areas themselves if they wish to do so. Any community initiated neighbourhood plans will form part of the statutory Development Plan for those areas of the borough, once they have passed through independent examination and a local community referendum.

18 The local planning authority does not prepare Neighbourhood Plans. The Council does have a duty to provide advice and technical assistance to community groups engaged in neighbourhood planning, particularly in relation to the initial designation of neighbourhood areas and neighbourhood forums, as well as the examination process and holding referendums. The strategic policies in the Local Plan provide the context for Neighbourhood Plan preparation.

19 The National Planning Policy Framework states that Neighbourhood Plans should support the delivery of strategic policies contained in local plans, and one of the 'basic conditions' that neighbourhood plans must meet is that they are in general conformity with the strategic policies. The Council has produced a note identifying the strategic policies in Rotherham for the purposes of neighbourhood planning, available at <https://www.rotherham.gov.uk/localplan>

20 Further information can be found on the Government's website by searching for "neighbourhood planning" on <https://www.gov.uk>

Preparing the Local Plan

When will the Council involve you?

21 There are a number of key stages involved in preparing documents for the Local Plan. These stages are required by Government planning legislation and regulations and are designed to ensure that the process is open and transparent. More information is available under the Local Plans category at <https://www.gov.uk/government/collections/planning-practice-guidance>

22 Typically, the Council will consult on one or more drafts of Local Plan documents before they are finalised and submitted to Government. Getting involved at the earliest stages of preparation will ensure your views have the most opportunity of being taken into account. The final stage in the process to adopt Local Plan documents includes an independent examination by a Government-appointed Planning Inspector. It is essential that you have made formal representation on the final, "publication" stage of the Local Plan if you wish to take part in the independent examination.

Publication of documents

23 At key stages of preparing and reviewing the Local Plan, the Council will make reference copies of relevant documents available at our principal office at Riverside House, Main Street, Rotherham S60 1AE. All relevant planning documents will be available to download from the Council's website at <https://www.rotherham.gov.uk/localplan>

How will we involve you?

24 Government regulations list the organisations and other bodies that the Council is legally required to consult and involve in the preparation of Local Plan documents. This is set out in the Town and Country Planning (Local Planning) (England) Regulations 2012. In addition to these groups, the Council will also seek to involve and consult a wide range of other interest groups and organisations, developers and consultants, as well as local residents and businesses. If you would

like to register on the Council's consultation database, or need to amend your existing contact details, you can do so via <https://www.rotherham.gov.uk/localplan>

25 The Council, as a part of modernisation, strongly encourage electronic communication. This is embodied by the Council's Digital First approach. This has multiple benefits around user convenience, reducing costs and helping the environment by saving paper. It also allows 24 hour access to information. The Council helps communities get to information online by providing free internet access at all libraries for library members, with a minimal charge for non-members.

Website

26 The Council has specific planning policy pages on the website, which will be regularly updated.

27 The Council must balance the need to provide easily understandable information with the need to ensure a transparent process by publishing all relevant documents, some of which may be technical in nature to meet statutory requirements. Wherever possible, the Council will ensure that the information provided through the website is concise, easily accessible and easily navigable.

28 The Council provides a consultation website available via <https://www.rotherham.gov.uk/localplan> to enable comments to be made online during periods of public consultation. The Council strongly encourages online consultation comments as this ensures that comments are focussed on the parts of the document you are interested in and can therefore be linked to particular areas of interest or concern.

Direct contact

29 For environmental, efficiency and cost reasons, the Council will contact you by email. The Council will not normally send letters by post, unless it is a legal requirement or justified by special circumstances considered on a case by case basis.

Press notices and statutory notices

30 Local newspaper notices can help to ensure that the Council communicates information as widely as possible. Although it is not a requirement in Government regulations, in some cases the Council may use newspaper notices regarding Local Plan consultations.

Public drop-in sessions

31 The Council may hold public exhibitions depending on the nature of the document, the local areas affected, and the stage of the Local Plan process. These give people the chance to look at plans and proposals and speak to planning officers in an informal setting. They are an effective way to engage people who want to give their views or just gather information.

Using the results of consultation

32 All comments received will be recorded, read carefully and relevant planning considerations taken into account in preparing and reviewing Local Plan documents. A summary of comments and the Council's response to the main issues raised will be published on the website.

Timescales

33 The Council will endeavour to keep the Local Plan up to date, to support the planned development of housing and other priorities within the borough. To do this, the Council will aim to carry out all planning consultations in line with its community involvement policies and the timetable set out in the Local Development Scheme (LDS).

Getting involved in planning decisions

34 The Council deals with approximately 2,000 planning applications each year. These range from simple house extensions to large retail or office developments. Most types of applications require some level of public consultation.

Pre-application process

35 In line with national planning policy, the Council places a strong emphasis on early engagement and aims to work with applicants in a positive and pro-active manner.

36 Depending upon the scale, nature and potential impact of the development proposal on the local community, it is advised that developers carry out their own pre-application public consultation. For instance, it is considered best practice that major planning applications be accompanied by their own Statement of Community Involvement. A major planning application is 10 or more dwellings (or a site larger than 0.5 hectares) or 1,000 or more square metres floorspace (or a site larger than 1 hectare).

37 These consultations should be carried out at an early stage in the design process, to enable community views to be incorporated into the submitted proposal. The form of consultation will need to be tailored to suit the particular circumstances of the site, the proposal and location. The Council can provide advice on what level of pre-application consultation would be appropriate, for example through a public meeting, an exhibition, or other forms of community involvement. To ensure that decisions are taken in a fair and open manner, the Council's planning officers would not normally take part in pre-application public meetings or exhibitions other than to provide background information. Further information and advice is available at <https://www.rotherham.gov.uk/planning>

38 As a minimum, the consultation statement submitted with the planning application should include:

- The houses, businesses and local community groups consulted.
- The methods and timing of consultation.
- Feedback and information on how the views were addressed in the development proposal.

39 To aid potential applicants in this process, the Council offers a paid pre-application service to help resolve issues at an early stage.

Planning applications

40 The Development Management Team is responsible for assessing all planning applications for development, making recommendations to the Council's Planning Board for those applications referred to the Board (under the Council's Scheme of Delegation), determining all other planning applications, and other application types such as adverts and listed building consent proposals, providing advice on development proposals and dealing with any unauthorised development in the borough.

41 All decisions taken on planning applications must be made in accordance with the statutory Development Plan unless any other material considerations indicate otherwise, including national planning guidance or site specific matters relevant to a particular case. Please refer to 'Appendix A: Material Planning Considerations' to find out what a "material consideration" is.

Getting involved in planning applications

42 The publicity procedures that the Council follows on planning applications are laid down by Government legislation and regulations, including Planning Practice Guidance. Depending on the type of application they may include:

- An individual letter to adjacent occupiers/residents (neighbour notification).
- Posting of a site notice at or near the site.
- A local newspaper notice.

The Council also publishes a “weekly list” of planning applications on its website.

43 The applications that the Council receive, including supporting documents and corresponding plans and elevation drawings, can be viewed online at <https://www.rotherham.gov.uk/planning>. These are documents, submitted by the applicant for consideration by the Council as part of a planning application, so are made available in the website as part of the publicity process.

44 Comments on planning applications should be made in writing within 21 days from the date of the notification letter or within 21 days from the date of a press notice or site notice appearing. Comments submitted after the 21 day publicity period has expired may not be considered, because a decision may have already been made on the application. If an application has not been determined and representations are received after the statutory period, they will be taken into account prior to the determination of the application where possible.

You can make comments online at: <https://www.rotherham.gov.uk/planning>

By e-mail to: development.management@rotherham.gov.uk

By post to: Development Management, RMBC, Riverside House, Main Street, Rotherham S60 1AE

Decision making and Planning Board

45 Most planning applications are determined under delegated powers as set out in the Council’s Scheme of Delegation. The Council’s Planning Board makes decisions in certain other circumstances as detailed in the Council’s Constitution. These circumstances include where more than five written representations against a development proposal have been made which conflict with the planning officer’s recommendation.

46 For those applications determined by Planning Board, the Council allows public speaking at the meeting to give the public an opportunity to put their views forward as part of the decision making process. Members of the public who wish to speak at Planning Board must clearly state this when commenting on an application so they can be informed of the date of the relevant meeting. Guidance relating to speaking at Planning Board is distributed to those who formally request to speak.

47 Planning Board agendas are published on the Council’s website, five clear working days before the meeting, followed by the publication of the minutes of the meeting.

48 As part of the Council’s commitment to an open and transparent planning process, the Council’s Constitution includes codes of conduct for members and officers. More information about the structure of the Council and the Constitution is available via <https://www.rotherham.gov.uk/council>

Notification after a decision

49 The Council compiles a weekly list of planning decisions which is available to view at <https://www.rotherham.gov.uk/planning>

Planning Appeals – written representations, informal hearings and public inquiries

50 Notifications are sent direct to those people who were consulted on the original application (as well as any other people who submitted comments on the application) giving notice of an appeal being lodged against the Council's decision. A site notice will be posted in the case of a public inquiry.

Planning enforcement

51 The Development Management Team also investigates alleged breaches of planning control, and details of this process are set out in the Council's Planning Enforcement Plan. Further information is available on the Council's website at <https://www.rotherham.gov.uk/planning> by following the link to "Report a planning problem" or by calling Planning Enforcement for advice on 01709 823835.

Appendix A: Material Planning Considerations

What is a material consideration?

When a decision is made on a planning application, only certain issues are taken into account; these are often referred to as “material planning considerations”.

Material considerations can include (but are not limited to):

- Local, strategic, national planning policies and policies in the statutory Development Plan.
- Emerging new plans which have already been through at least one stage of public consultation. Pre-application planning consultation carried out by, or on behalf of, the applicant.
- Government and Planning Inspectorate requirements – circulars, orders, statutory instruments, guidance and advice.
- Previous appeal decisions and planning inquiry reports.
- Principles of case law held through the courts.
- Loss of sunlight (based on Building Research Establishment guidance).
- Overshadowing/loss of outlook to the detriment of residential amenity (though not loss of a view as such).
- Overlooking and loss of privacy.
- Highway issues: traffic generation, vehicular access and highway safety.
- Noise or disturbance resulting from a use, including proposed hours of operation.
- Smells and fumes.
- Capacity of physical infrastructure, e.g. in the public drainage or water systems.
- Deficiencies in social facilities, e.g. school capacity.
- Storage and handling of hazardous materials and development of contaminated land.
- Loss or effect on trees.
- Adverse impact on nature conservation interests and biodiversity opportunities.
- Effect on listed buildings and conservation areas.
- Incompatible or unacceptable uses.
- Layout and density of building design, visual appearance and finishing materials.
- Inadequate or inappropriate landscaping or means of enclosure.

The weight attached to material considerations in reaching a decision is a matter of judgement for the decision-taker. However the decision-taker is required to demonstrate that in reaching that decision that they have considered all relevant matters.

Generally, greater weight is attached to issues raised which are supported by evidence rather than solely by assertion. If an identified problem can be dealt with by means of a suitable condition the local planning authority is required to consider this as an alternative to refusing an application.

What is not a material planning consideration?

The following issues are not relevant to the decision (there are further non-material planning considerations not included in this list):

- Matters controlled under building regulations.
- Private issues between neighbours.
- Opposition to the principle of development when this has been determined by an outline planning permission or appeal.
- The applicant’s personal circumstances (unless exceptionally and clearly relevant e.g. provision

of a facility for someone with a physical disability).

- Previously made objections/representations regarding another site or application.
- Factual misrepresentation of the proposal.
- Opposition to business competition.
- Loss of property value.
- Loss of a view.

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

<p>Under the Equality Act 2010 Protected characteristics are Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity. Page 6 of guidance. Other areas to note see guidance appendix 1</p>	
<p>Name of policy, service or function. If a policy, list any associated policies:</p>	<p>Revised Draft Statement of Community Involvement</p>
<p>Name of service and Directorate</p>	<p>Planning Policy Regeneration & Environment</p>
<p>Lead manager</p>	<p>Ryan Shepherd Senior Planning Officer</p>
<p>Date of Equality Analysis (EA)</p>	<p>15 March 2019</p>
<p>Names of those involved in the EA (Should include at least two other people)</p>	<p>Andy Duncan, Acting Head of Service - Planning and Building Control</p> <p>Helen Sleigh, Senior Planning Officer</p>
<p>Aim/Scope (who the Policy /Service affects and intended outcomes if known) See page 7 of guidance step 1</p> <p>The Statement of Community Involvement (SCI) sets out the Council's approach to consulting the local community and other stakeholders on planning matters. The production of a SCI is a requirement of the Planning & Compulsory Purchase Act 2004, and should explain how the Council will engage local communities and other interested parties in producing their Local Plan and determining planning applications. It is a legal requirement that any consultation on Local Plans is undertaken in accordance with the adopted SCI.</p>	
<p>What equality information is available? Include any engagement undertaken and identify any information gaps you are aware of. What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? See page 7 of guidance step 2</p> <p>Information on the protected characteristics of planning applicants or consultees (either in relation to planning applications or to the preparation of planning documents) is not collected by the Council.</p> <p>The Local Plan is subject to an annual monitoring report prepared by the Council: https://www.rotherham.gov.uk/info/200074/planning_and_regeneration/729/monitoring</p>	
<p>Engagement undertaken with customers. (date and group(s) consulted and key findings) See page 7 of guidance step 3</p>	<p>This is a revision of a document which was adopted in 2015. It was previously subject to community consultation prior to it being finalised and subsequently adopted in 2015.</p> <p>Comments received during the public consultation were taken into account in finalising the SCI.</p>

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

	<p>There is no requirement for Council's to consult on draft SCI documents; however it is good practice. This revised draft will be subject to a four week consultation period, with notifications being sent to those people and organisations on the Local Plan consultation database. A notice will also be posed in the local press. Any comments received will be taken into account in preparing the final SCI.</p>
<p>Engagement undertaken with staff about the implications on service users (date and group(s) consulted and key findings) See page 7 of guidance step 3</p>	<p>The revised draft SCI has been prepared following internal consultation with other colleagues within the planning service and in Information Management.</p>
The Analysis	
<p>How do you think the Policy/Service meets the needs of different communities and groups? Protected characteristics of Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity . Rotherham also includes Carers as a specific group. Other areas to note are Financial Inclusion, Fuel Poverty, and other social economic factors. This list is not exhaustive - see guidance appendix 1 and page 8 of guidance step 4</p> <p>Overall Rotherham's communities will benefit from having an up-to-date SCI. They will have a better understanding of the consultation processes involved in planning applications and preparing planning documents. It promotes efficient plan making and decision making which lead to wider community benefits, in that planning is undertaken in the public interest and sets the context for the delivery of sustainable development that is the foundation of sustainable communities.</p>	
<p>Analysis of the actual or likely effect of the Policy or Service: See page 8 of guidance step 4 and 5</p> <p>Does your Policy/Service present any problems or barriers to communities or Group? Identify by protected characteristics Does the Service/Policy provide any improvements/remove barriers? Identify by protected characteristics</p> <p>The delivery and implementation of the SCI is not determined by any individual protected characteristic. The SCI would allow increased electronic communication (such as email or use of the Council's website) in the notification and consultation process. This would in-turn facilitate a move towards more efficient and modern ways of working and communicating.</p> <p>What affect will the Policy/Service have on community relations? Identify by protected characteristics</p>	

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The SCI identifies that the Council will be inclusive by providing information in an accessible format and giving clear advice on how the planning system works, and encourage involvement from those groups that are not usually involved in the planning process.

The delivery and implementation of the SCI is not determined by any individual protected characteristic. A neutral impact is expected with the exception of age, race and disability, where potential negative impacts are identified.

Age - Under the revised SCI, there is greater emphasis on notification via email, rather than letter. There is potential that this may affect older age groups who may have lower digital skills. In Rotherham 2011 Census data indicates that 16.4% of the population were aged over 65. For those who are not digitally enabled, the Council will continue to use other forms of communication such as making documents available the Council's offices and, publicity through the local press. If for reasons of age a person is unable to view documents online or at the Council's offices, then alternative arrangements may be made on a case by case basis.

Disability – It is recognised that persons with disabilities may have difficulty accessing information digitally or at the Council's offices. Where this is the case then alternative arrangements may be made on a case by case basis.

Race - It is recognised that there may be challenges in engaging all racial groups due to language barriers, or cultural differences and that alternative arrangements may be required on a case by case basis. For example, provision of documents or summaries of information in alternative languages.

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

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

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

Time Period 2019 - 2021

Manager: Ryan Shepherd, Senior Planning Officer Service Area: Planning Policy, R&E Tel:01709 823888

Title of Equality Analysis: Draft Revised Statement of Community Involvement

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

List all the Actions and Equality Targets identified

Action/Target		State Protected Characteristics (A,D,RE,RoB,G,GI O, SO, PM,CPM, C or All)*	Target date (MM/YY)
Monitor the implementation of the Statement of Community Involvement		All	12/21
Name Of Director who approved Plan	Paul Woodcock	Date	16 th April, 2019

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

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

Completed equality analysis	Key findings	Future actions
<p>Directorate: Planning Policy, Regeneration and Environment</p> <p>Function, policy or proposal name: Draft Revised Statement of Community Involvement</p> <p>Function or policy status: Revision to existing document (new, changing or existing)</p> <p>Name of lead officer completing the assessment: Ryan Shepherd, Planning Policy</p> <p>Date of assessment: 15 March 2019</p>	<p>Overall Rotherham's communities will benefit from having an up-to-date SCI.</p> <p>A neutral impact is expected on protected characteristics with the exception of age, race and disability, where potential negative impacts are identified. However mitigations are identified which would allow for alternative arrangements to be made.</p>	<p>Monitor the implementation of the Statement of Community Involvement</p>

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