

OVERVIEW AND SCRUTINY MANAGEMENT BOARD

- Date and Time :-** Wednesday, 15 May 2019 at 11.00 a.m.
- Venue:-** Town Hall, Moorgate Street, Rotherham.
- Membership:-** Councillors Brookes, Cowles, Cusworth, Evans, Keenan, Mallinder, Napper, Sansome, Short, Steele (Chair) Walsh and Wyatt.

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

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

AGENDA

1. Apologies for Absence

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

2. Declarations of Interest

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

3. Questions from Members of the Public and the Press

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

4. Exclusion of the Press and Public

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

Items for Pre-Decision Scrutiny

In accordance with the outcome of the Governance Review in 2016, the following items are submitted for pre-scrutiny ahead of the Cabinet meeting on 20 May 2019. Members of the Overview and Scrutiny Management Board are invited to comment and make recommendations on the proposals contained within the report.

5. Cultural Strategy 2019 - 2025 (Pages 1 - 27)

Cabinet Portfolio: Cleaner, Greener Communities

Strategic Directorate: Regeneration and Environment

6. Consultation on a New Library Strategy 2020-2025 (Pages 28 - 129)

Cabinet Portfolio: Cleaner, Greener Communities

Strategic Directorate: Regeneration and Environment

7. Consultation on Draft Revised Statement of Community Involvement (Pages 130 - 151)

Cabinet Portfolio: Jobs and the Local Economy

Strategic Directorate: Regeneration and Environment

8. Recommendations from Improving Lives Select Commission - Special Educational Needs and Disability (SEND), Sufficiency and increase in educational provision - Phase 2

To receive a verbal report from the Chair of the Improving Lives Select Commission in respect of recommendations concerning the proposals for Cabinet regarding Special Educational Needs and Disability, Sufficiency and Increase in Educational Provision – Phase 2.

9. Urgent Business

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

10. Date and time of next meeting

The next meeting of the Overview and Scrutiny Management Board will be held on Wednesday 5 June 2019 commencing at 11.00 a.m. in Rotherham Town Hall.



SHARON KEMP,
Chief Executive.

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 it's 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

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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.

DRAFT

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

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)

Zoe Oxley, Head of Operations and Business Transformation
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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
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This report is published on the Council's [website](#).

Appendix 1

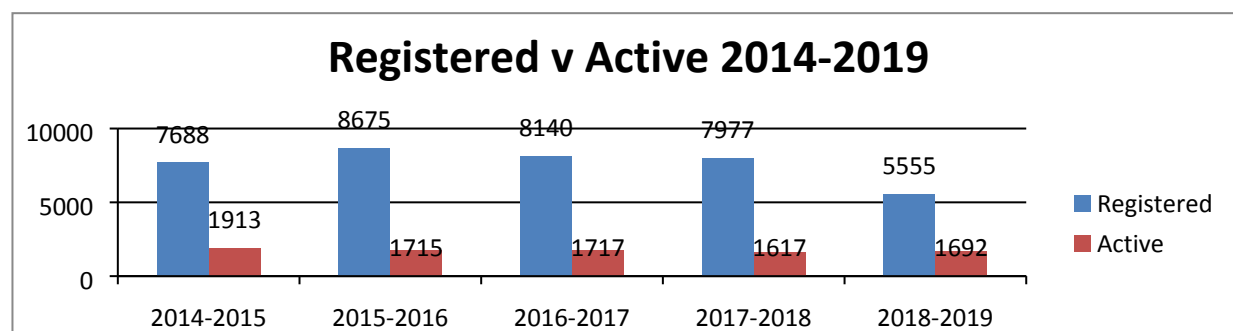
Aston Library and Neighbourhood Hub Site Profile (South)

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

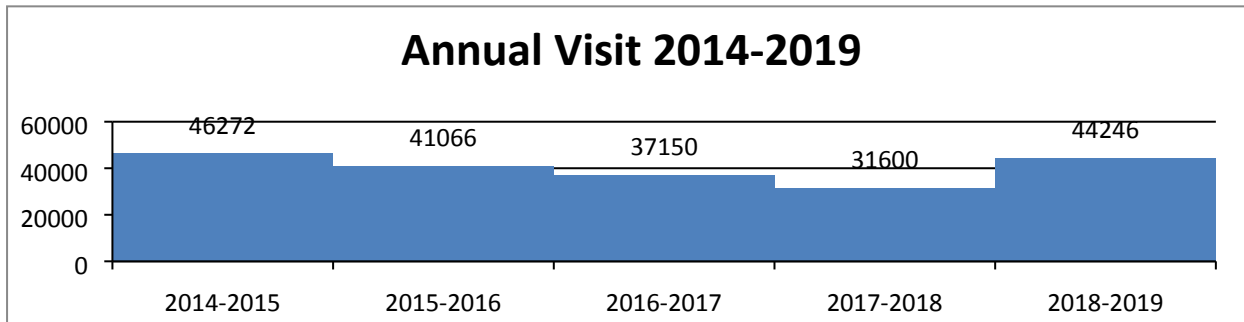
2018-2019	Registered	Active
Self-declared disabled	260	93

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.

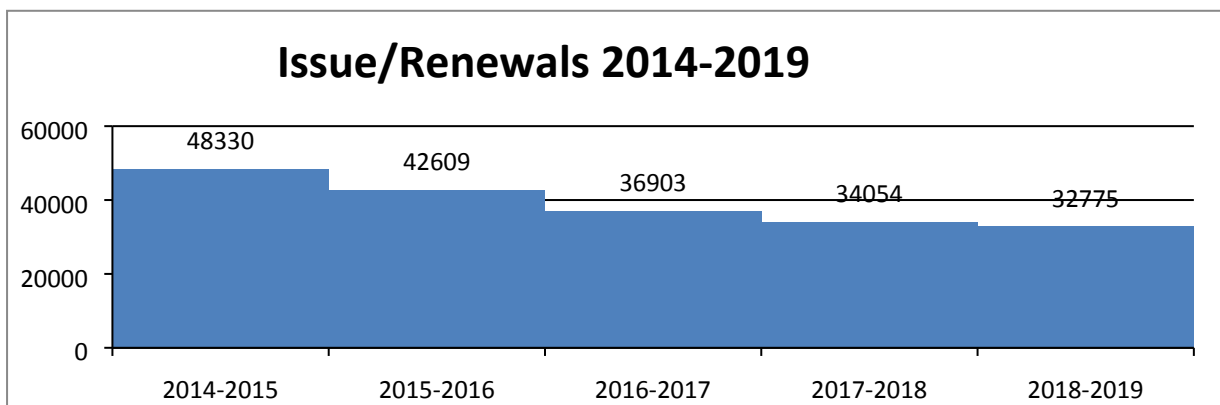
Appendix 1

Annual Visits



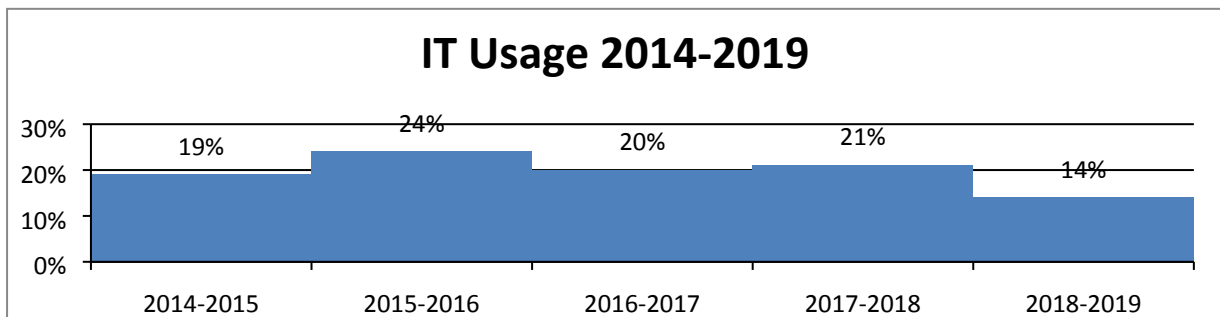
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues/renewals figures for 2014 to 2019.

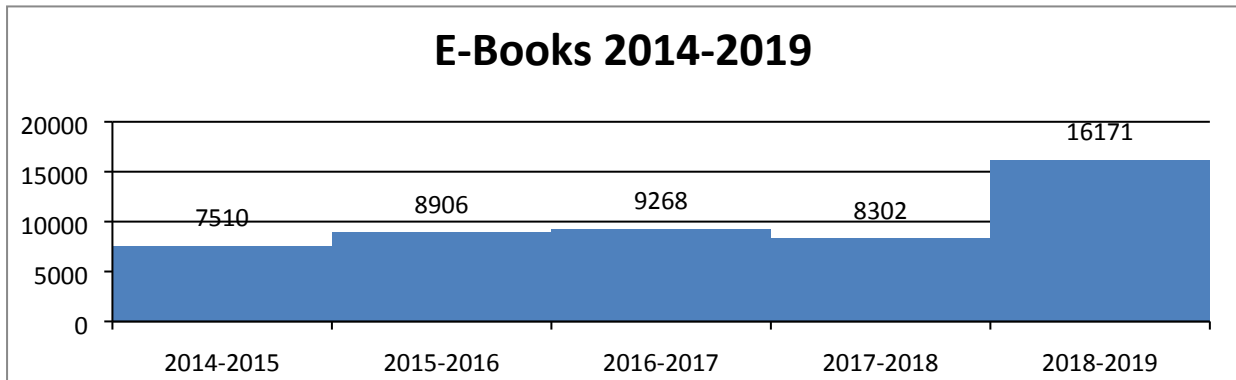
IT Usage



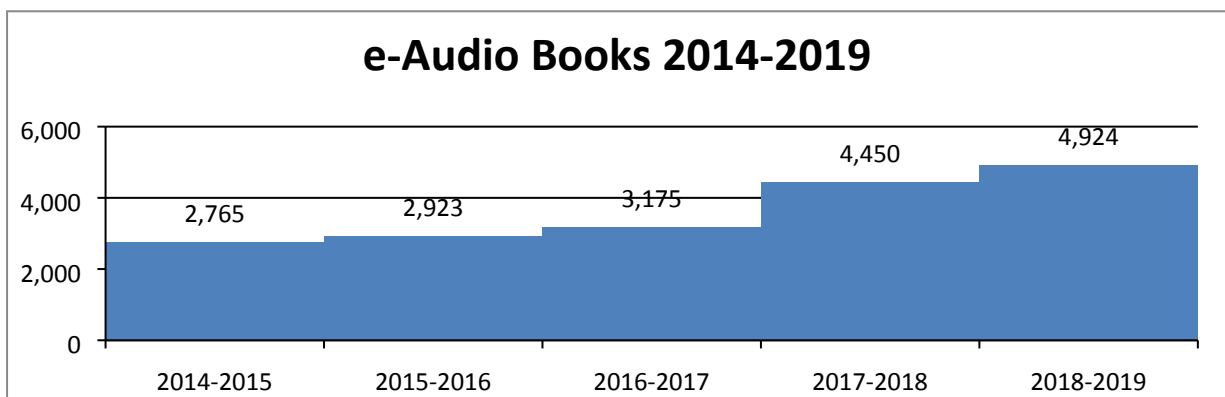
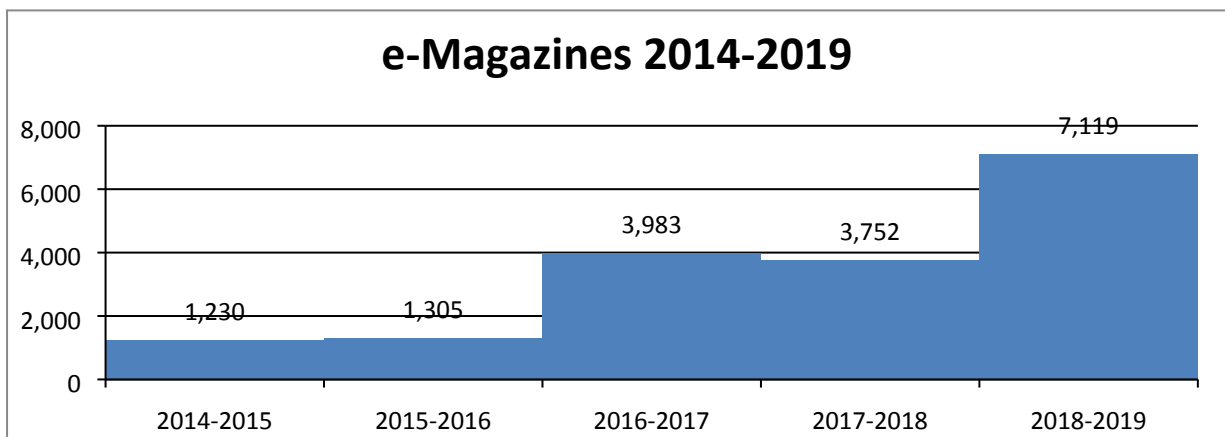
Aston Library has 8 public access computers. The table above shows % of average usage based on available PC hours in the Library.

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

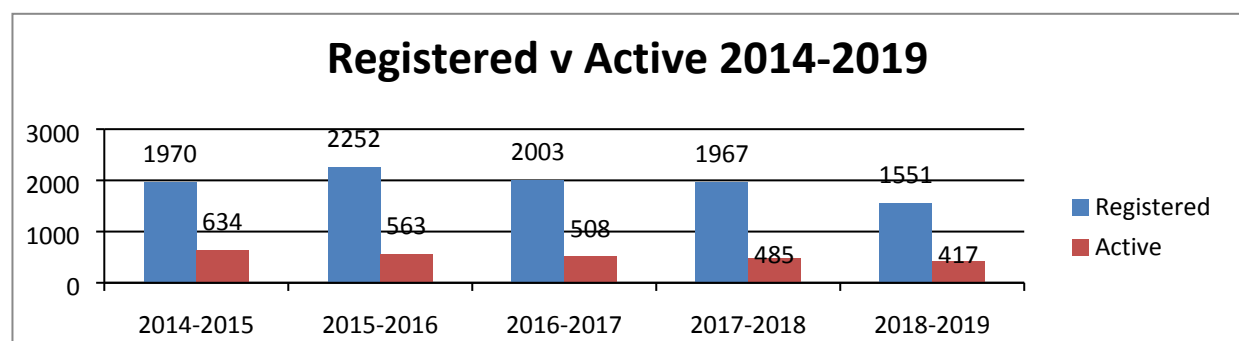
Brinsworth Library and Neighbourhood Hub Site Profile (South)

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	
<i>Band C 0.11 FTE (Relief Staff)</i>		
<i>Band D 1.4 FTE</i>		
<i>Band F 0.1 FTE</i>		
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

	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

The number of active library users aged 4-11 years are proportionally the most active, closely followed by those aged 66 and over.

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

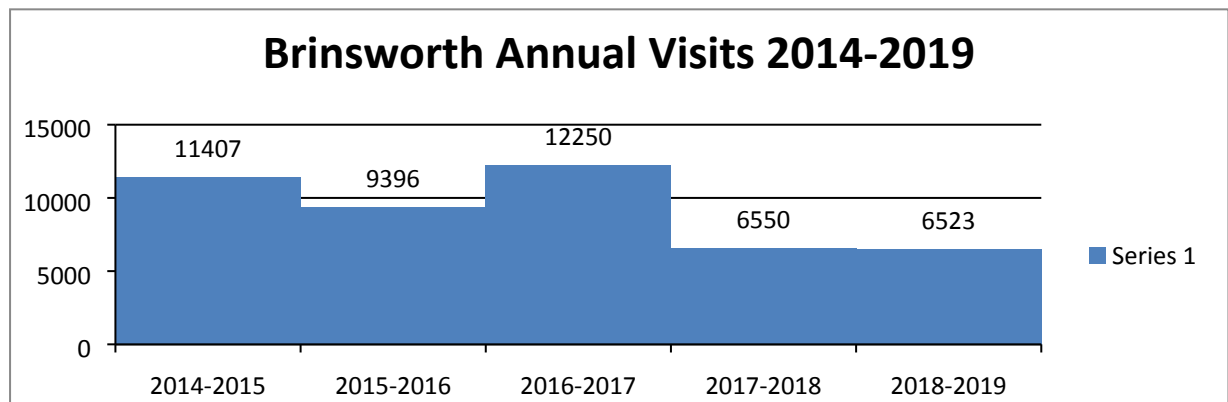
2018-2019	Registered	Active
Self-declared disabled	33	8

Monitoring of library users asks whether they consider themselves disabled.

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

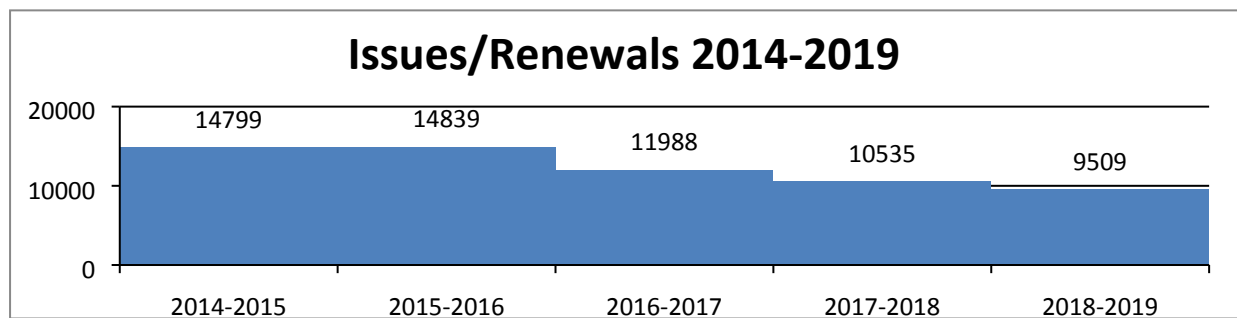
Appendix 2

Annual Visits



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

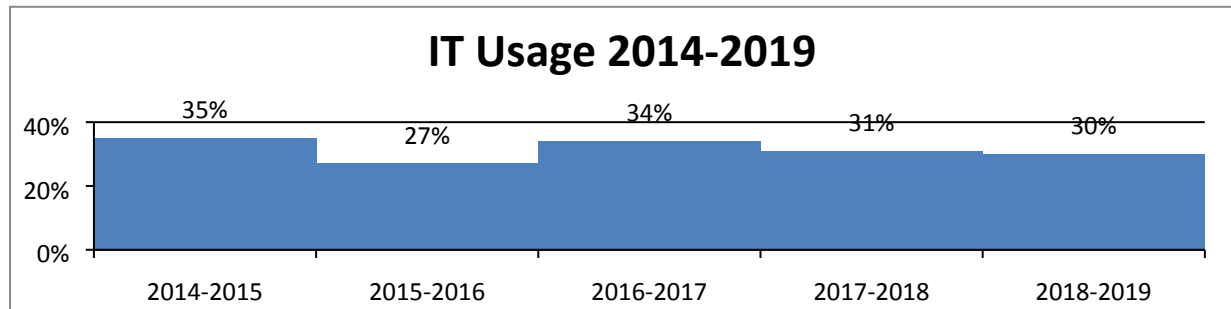
Issues/Renewals



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

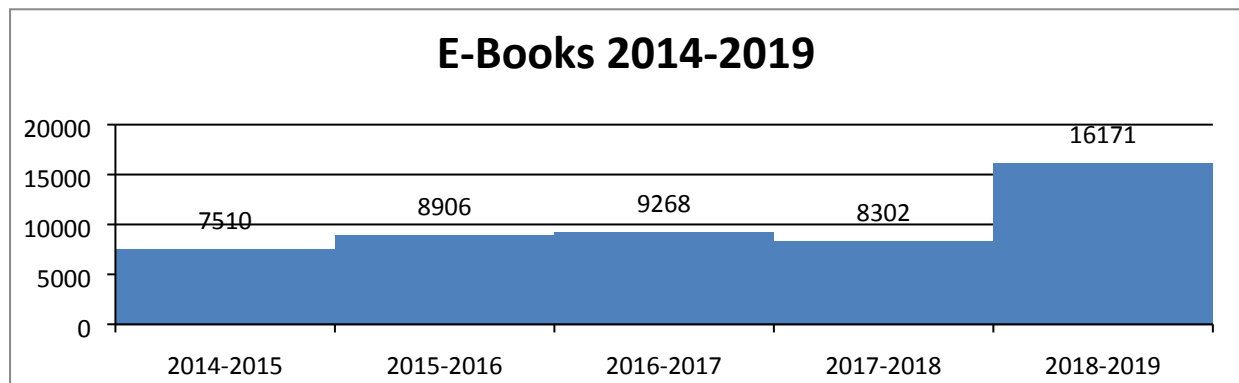
Appendix 2

IT Usage

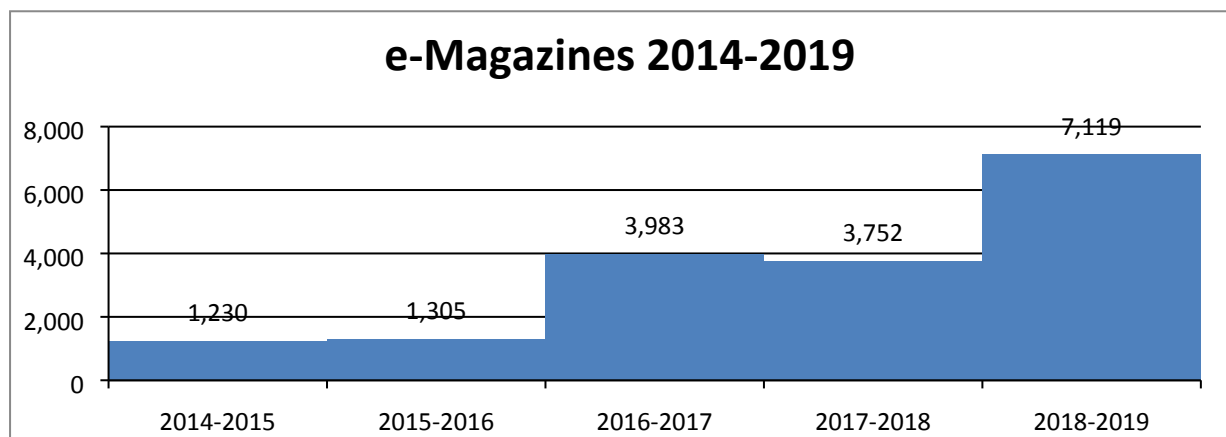


Brinsworth Library has 2 public access computers. The table above shows % of average usage based on available PC hours in the Library.

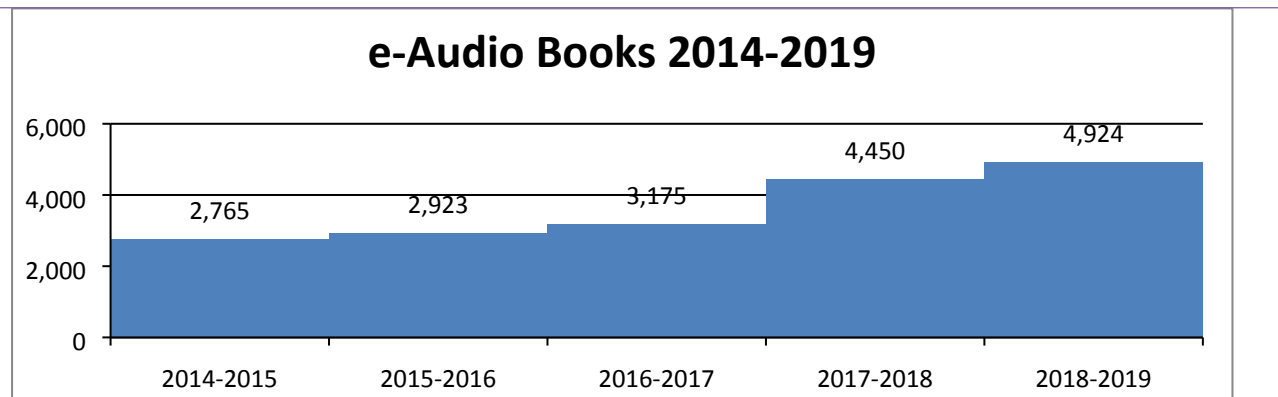
e-Books, e-Magazines and e-Audio books



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

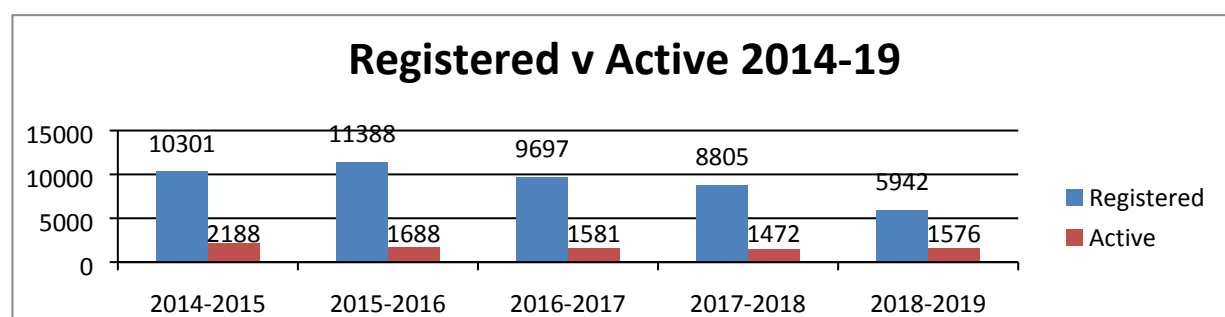
Dinnington Library and Neighbourhood Hub Site Profile (South)

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	
<i>Band C 0.32 FTE (Relief Staff)</i>		
<i>Band D 2.5 FTE</i>		
<i>Band F 1.5 FTE</i>		
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	Registered (%)	Active (%)	The 66+ age group makes up the highest percentage of active users.
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.

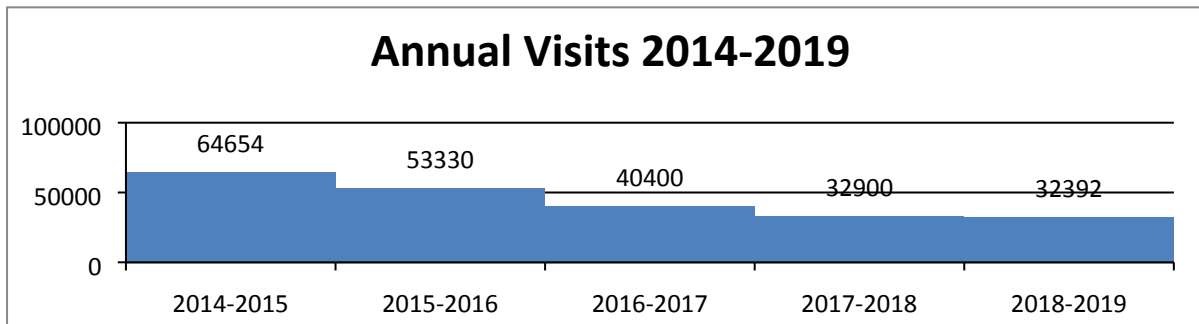
Disability Profile

2018-2019	Registered	Active
Self-declared disabled	815	168

Monitoring of library users asks whether they consider themselves disabled.

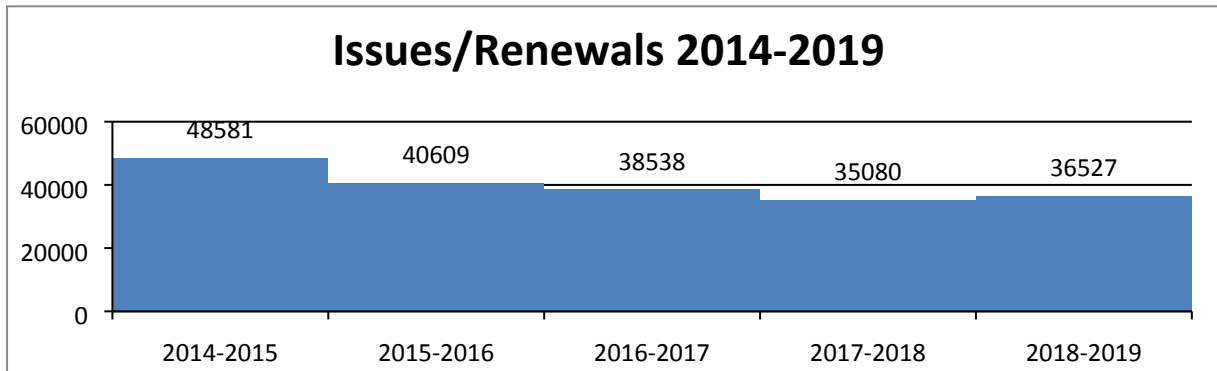
Appendix 3

Annual Visits



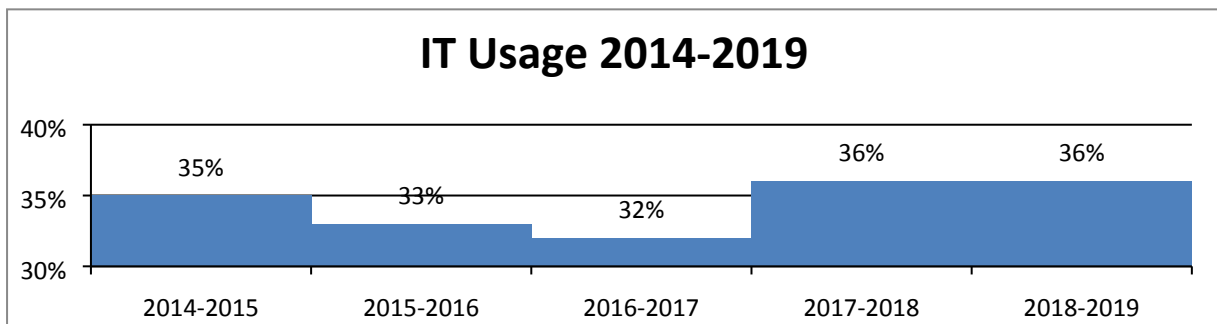
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



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

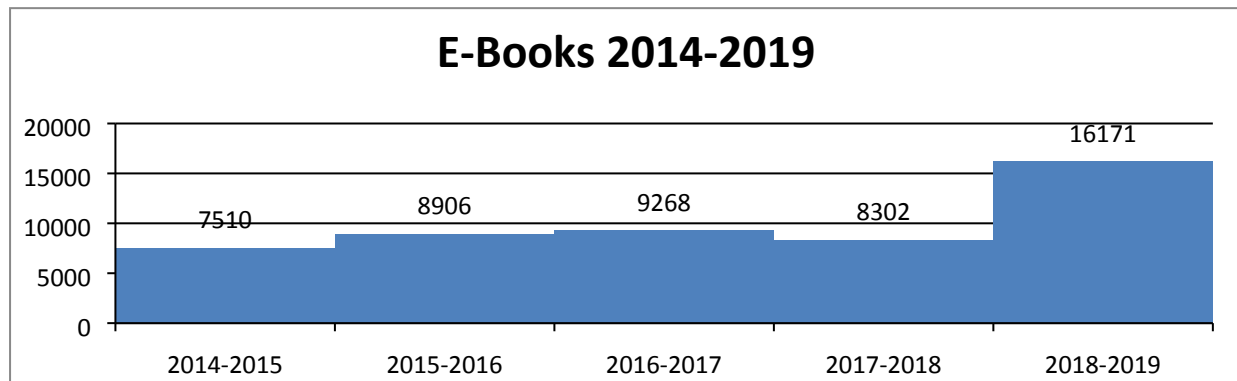
IT Usage



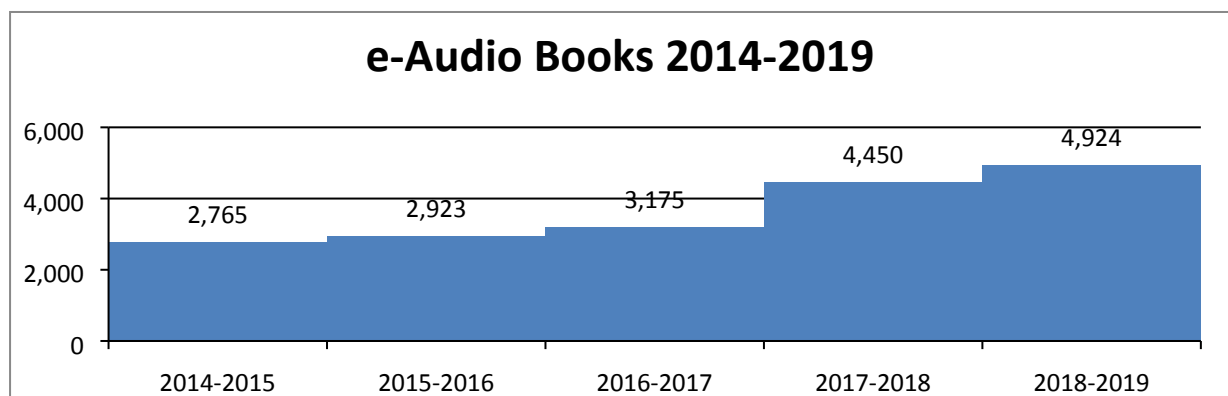
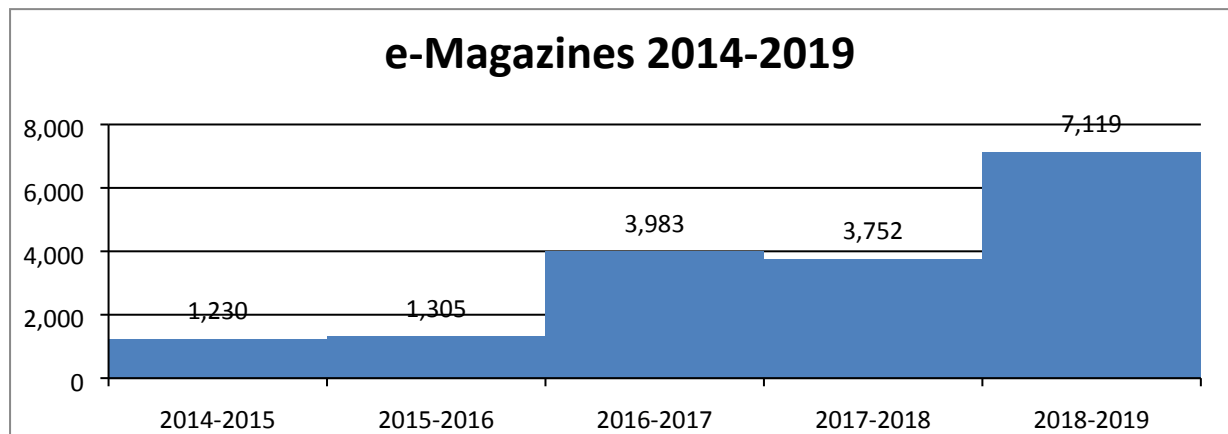
Dinnington Library has 12 public access computers. The table above shows % of average usage based on available PC hours in the Library.

Appendix 3

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



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 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

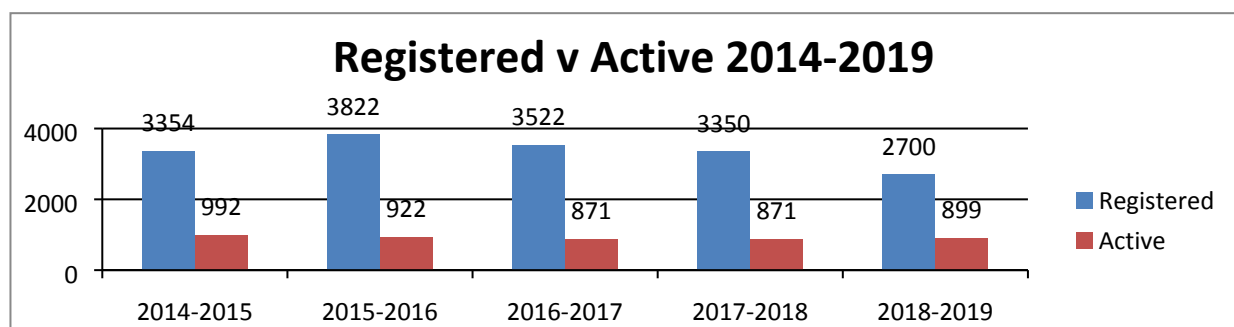
Greasbrough Library and Neighbourhood Hub Site Profile (Central)

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		
	Registered (%)	Active (%)
Male	42.77	38.96
Female	57.01	60.66
Unknown	0.22	0.39

There are more female registered library users at Greasbrough Library & Neighbourhood Hub than there are male.

Ethnicity Profile

2018-2019		
	Registered (%)	Active (%)
White	82.44	82.34
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

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

The percentage of Black, Asian, Minority Ethnic and Refugee (BAMER) community registered and active is low.

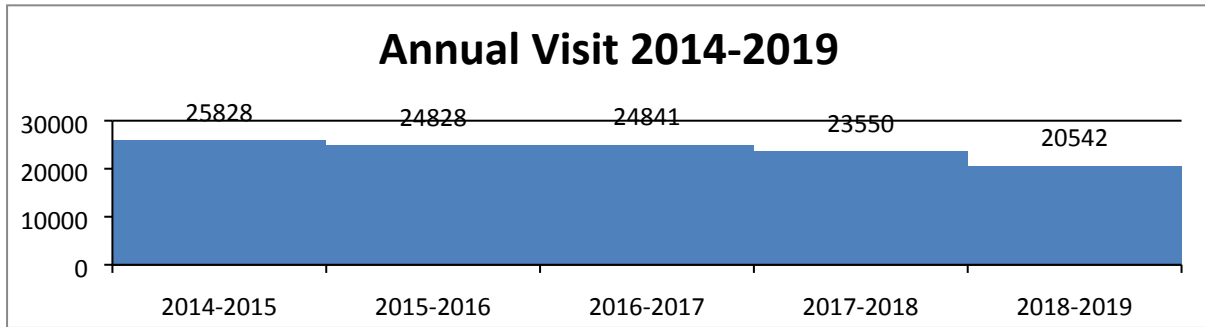
Disability Profile

2018-2019		
	Registered	Active
Self-declared disabled	89	29

Monitoring of library users asks whether they consider themselves disabled.

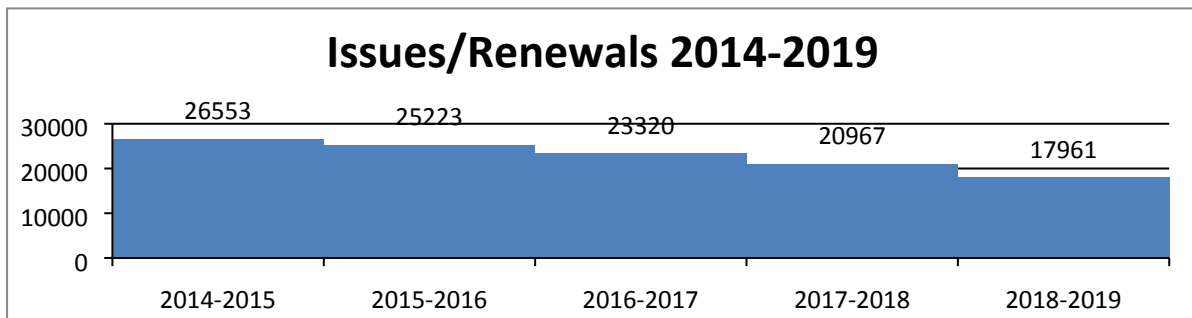
Appendix 4

Annual Visits



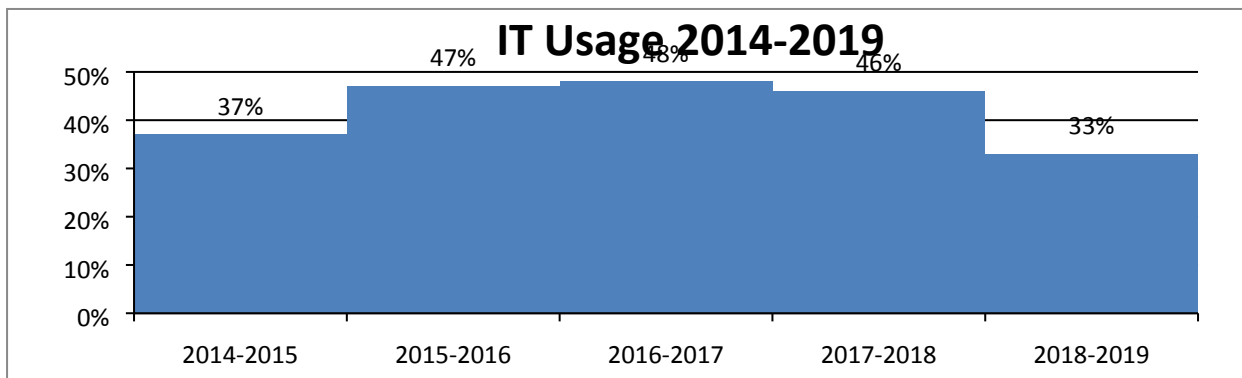
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



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

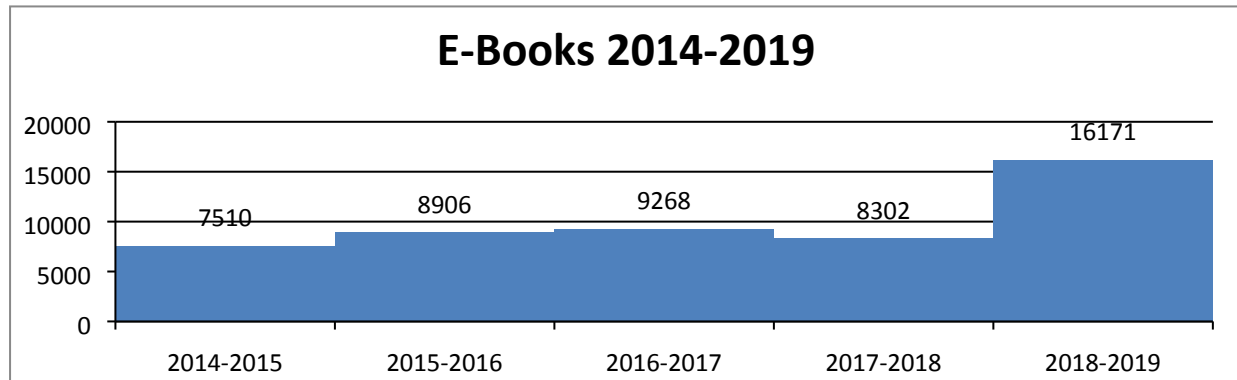
IT Usage



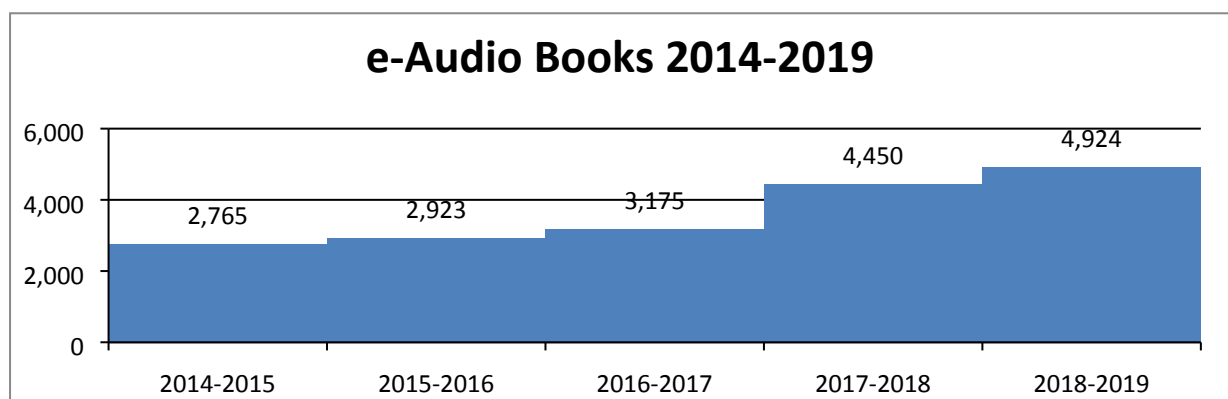
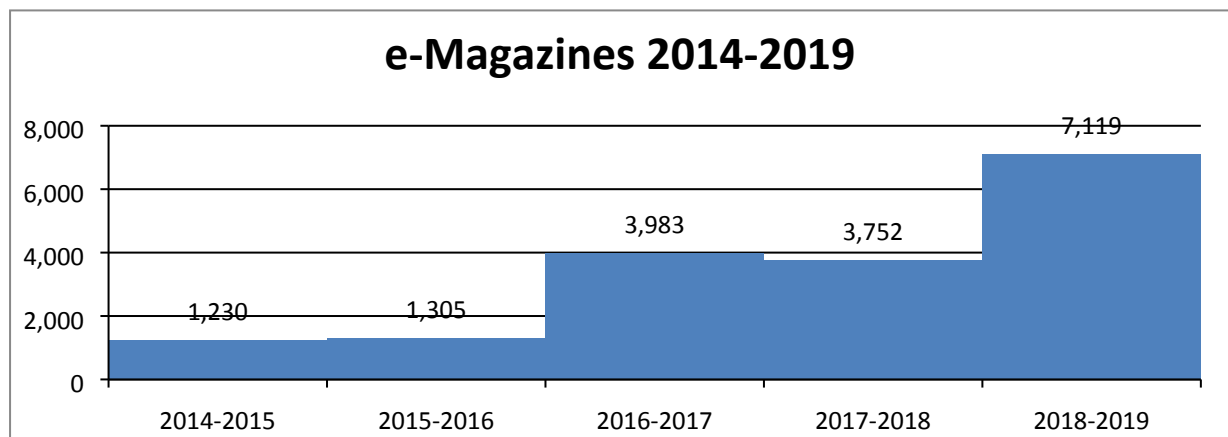
Greasbrough Library has 7 public access computers. The table above shows average % of usage based on available PC hours in the Library.

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

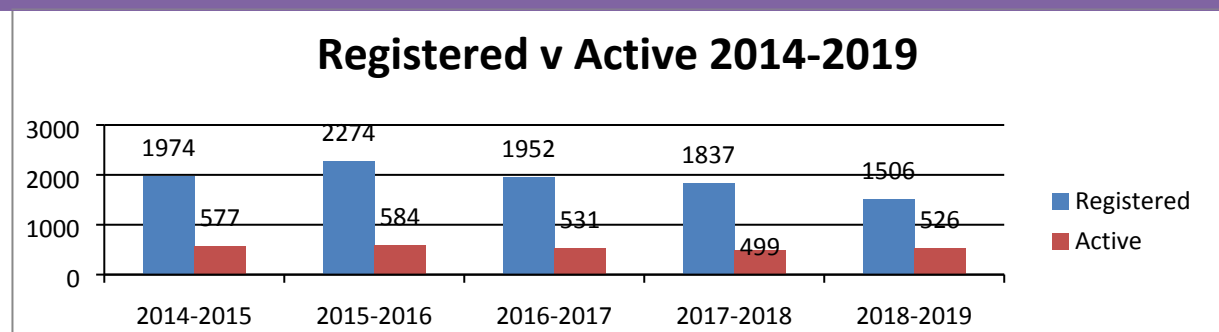
Kimberworth Library and Neighbourhood Hub Site Profile (Central)

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	
<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	275	
Income	-618	
Net Budget	£37,509	

Customer Profile

Registered/Active Users



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

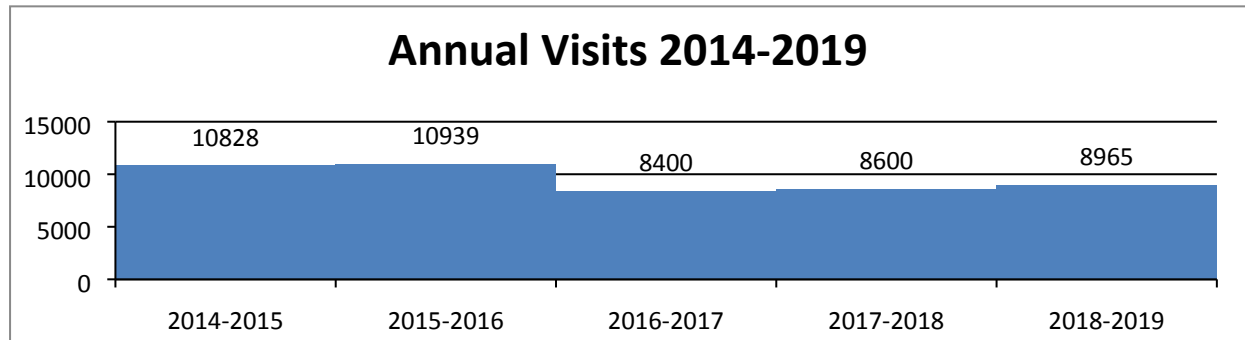
2018-2019	Registered	Active
Self-declared disabled	41	20

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.

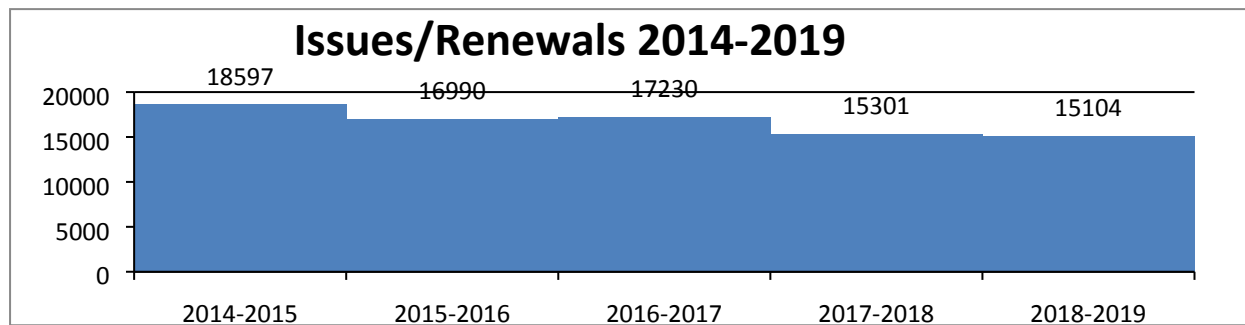
Appendix 5

Annual Visits



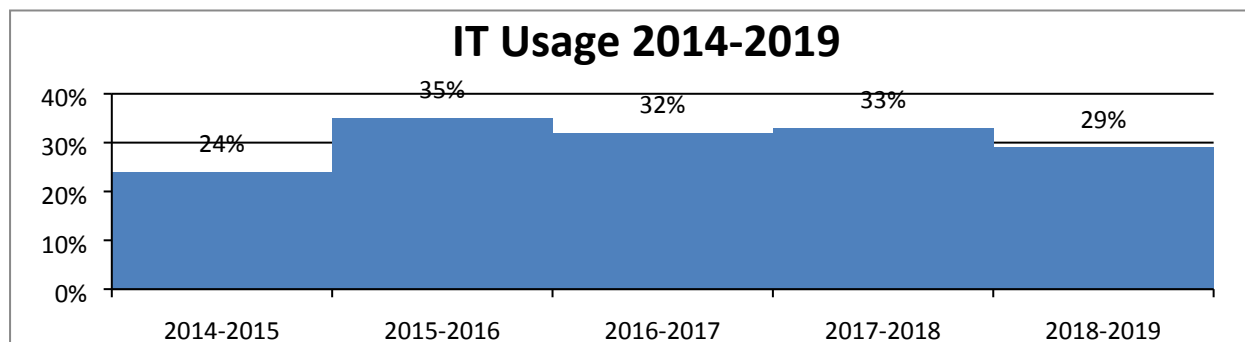
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



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

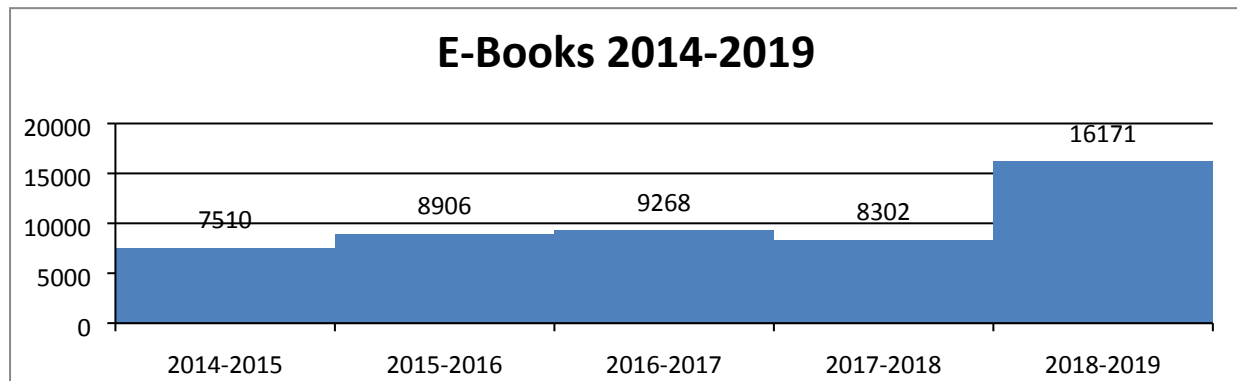
IT Usage



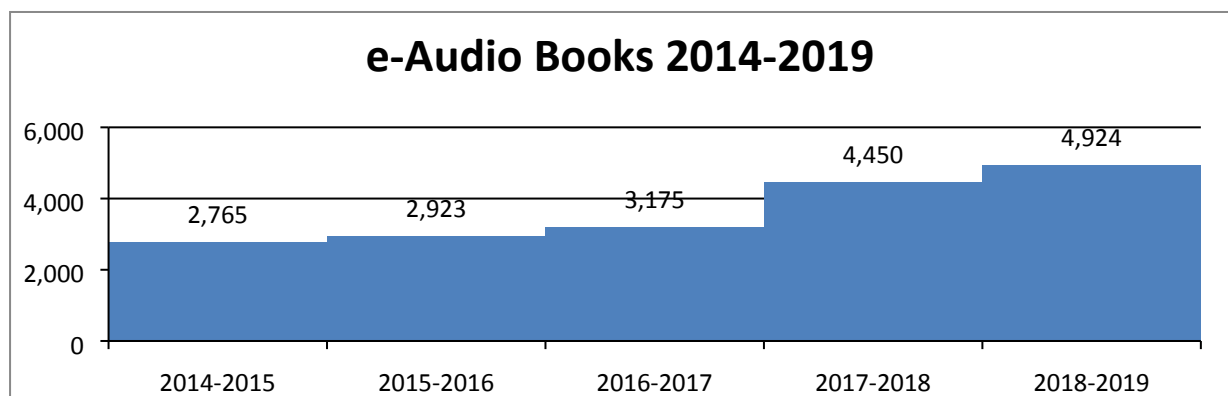
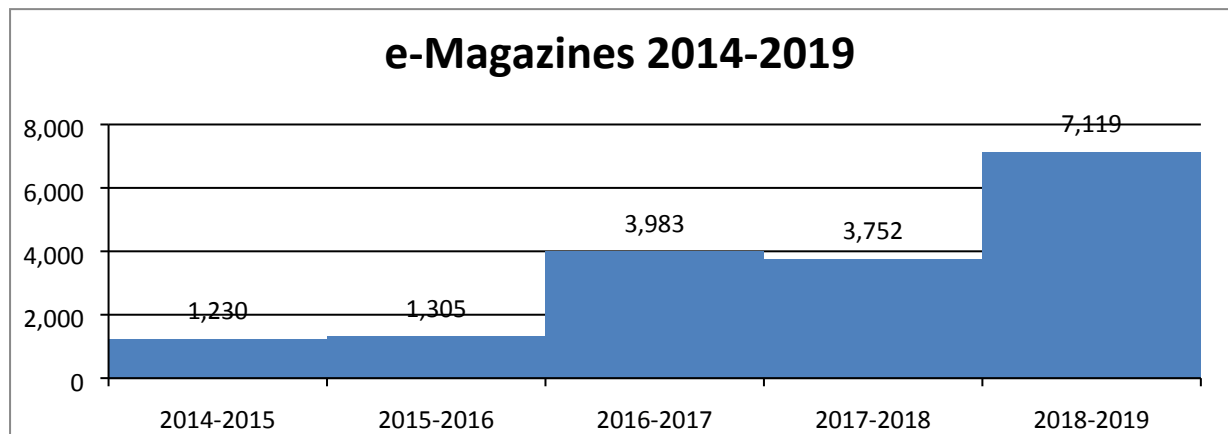
Kimberworth Library has 4 public access PCs. The table above shows average % of usage based on available PC time in the Library.

Appendix 5

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



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 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

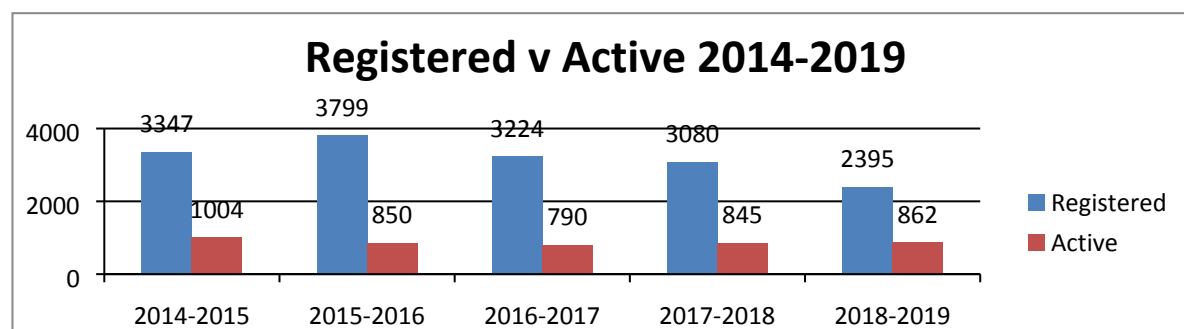
Kiveton Park Library and Neighbourhood Hub Site Profile (South)

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	
<i>Band C 0.16 FTE (Relief Staff)</i>		
<i>Band D 1.8 FTE</i>		
<i>Band F 0.3 FTE</i>		
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	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.
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	

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

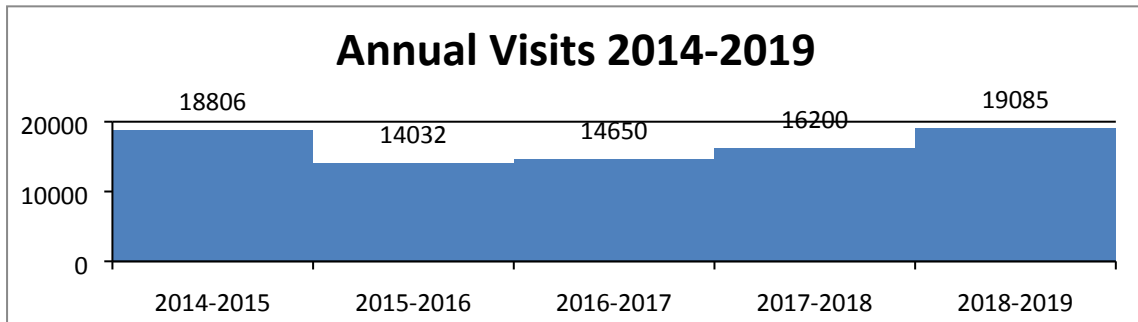
2018-2019	Registered	Active
Self-declared disabled	65	24

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.

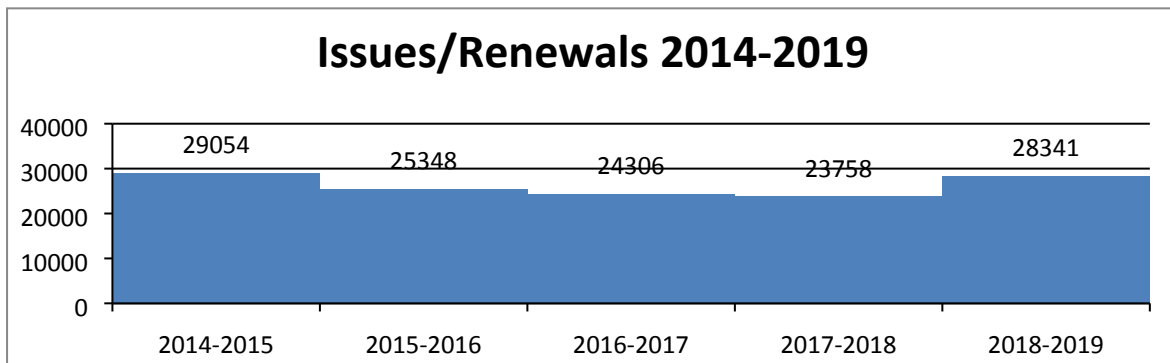
Appendix 6

Annual Visits



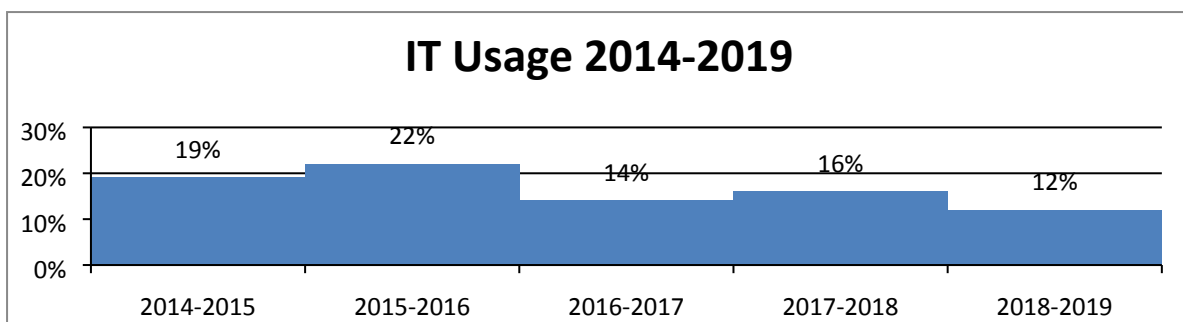
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



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

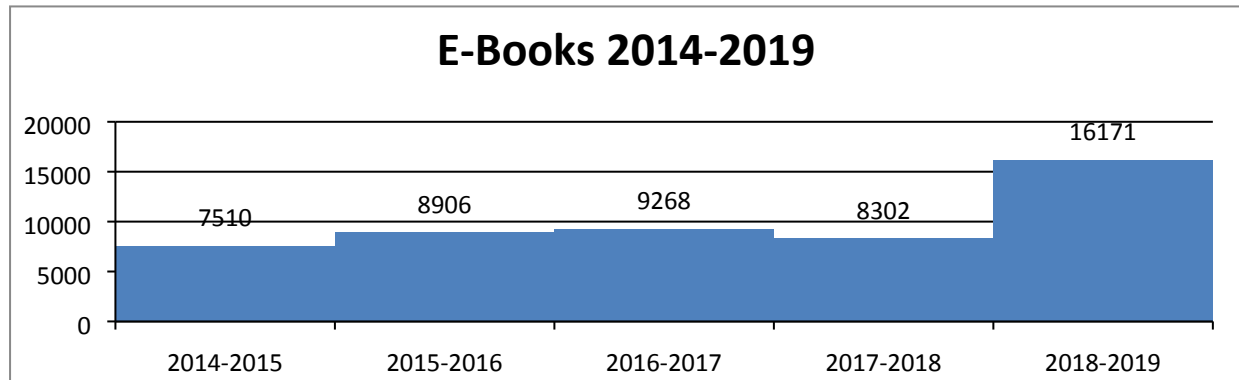
IT Usage



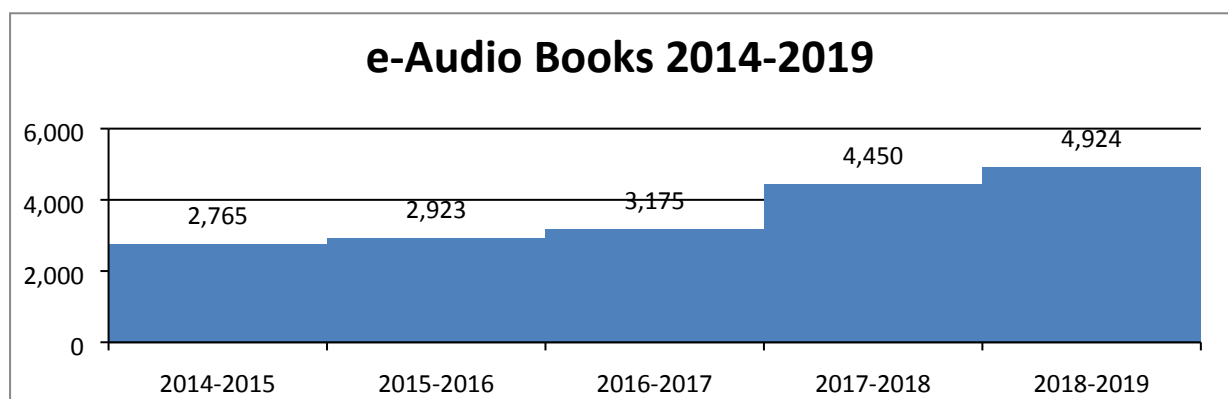
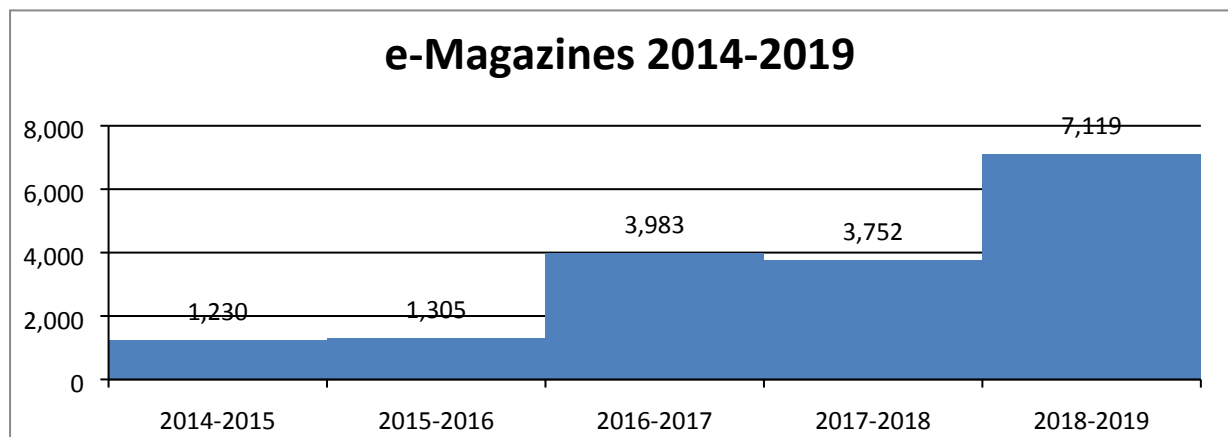
Kiveton Park has 6 public access computers. The table above shows average % usage based on available PC time in the Library.

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

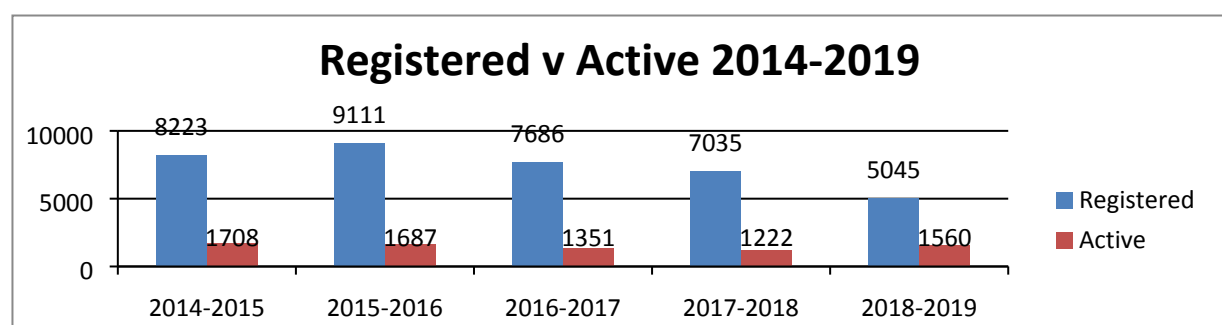
Maltby Library and Neighbourhood Hub Site Profile (South)

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	Registered (%)	Active (%)	
Age 0-3	1.7	4.11	Maltby Library and Neighbourhood Hub is situated in the Maltby Ward. The 4-11 age group are the most active.
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

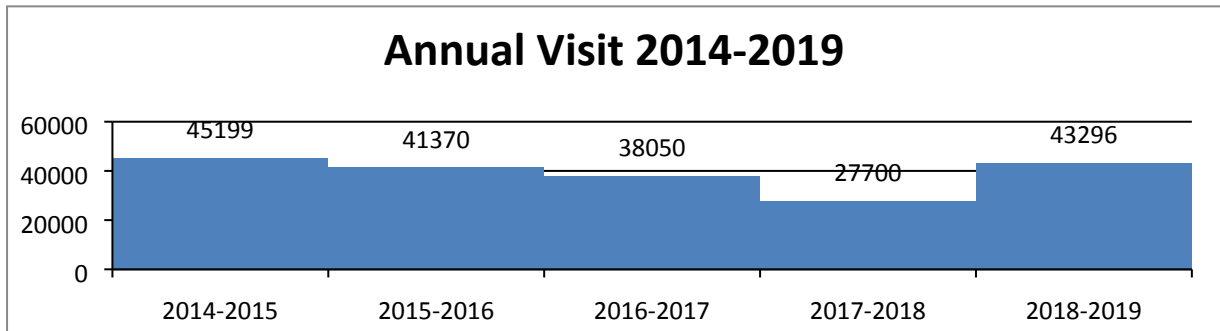
2018-2019	Registered	Active
Self-declared disabled	178	67

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.

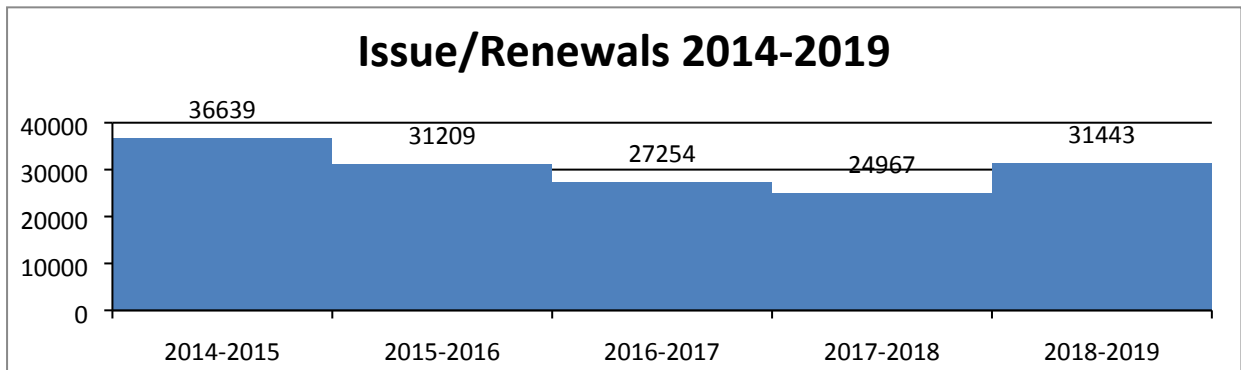
Appendix 7

Annual Visits



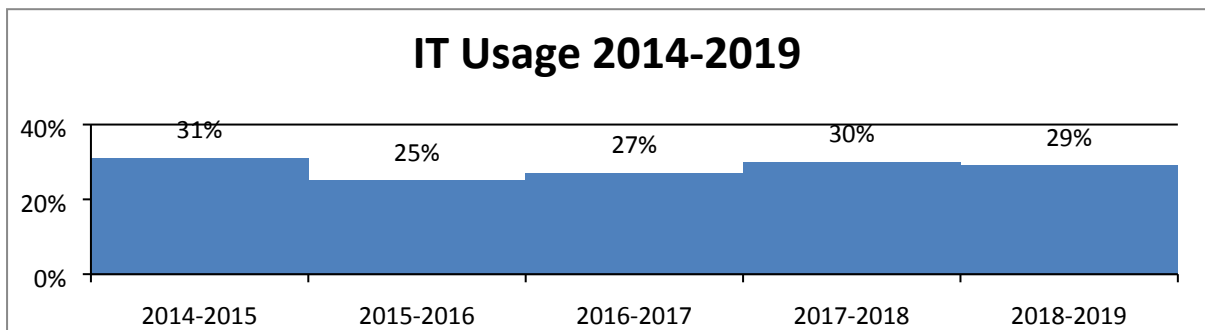
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



Issues/renewals and visitor figures have improved significantly with the new location which opened in August 2018.

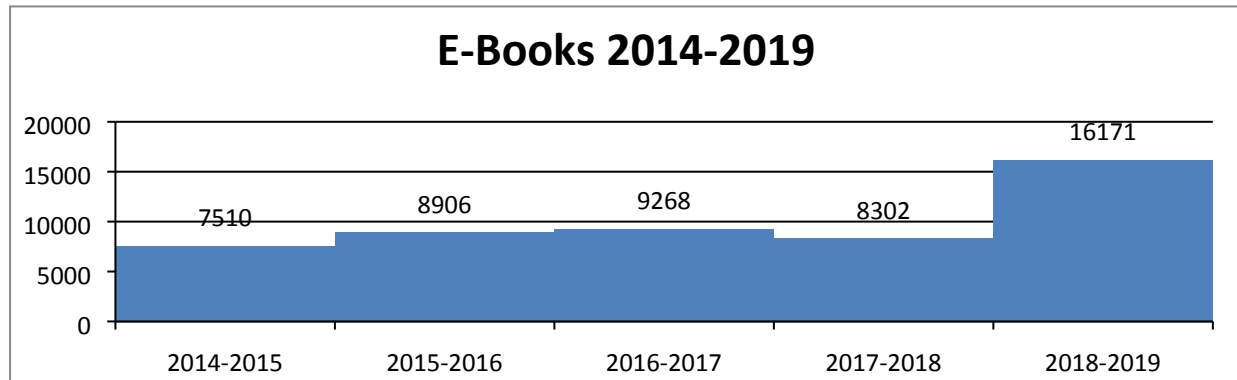
IT Usage



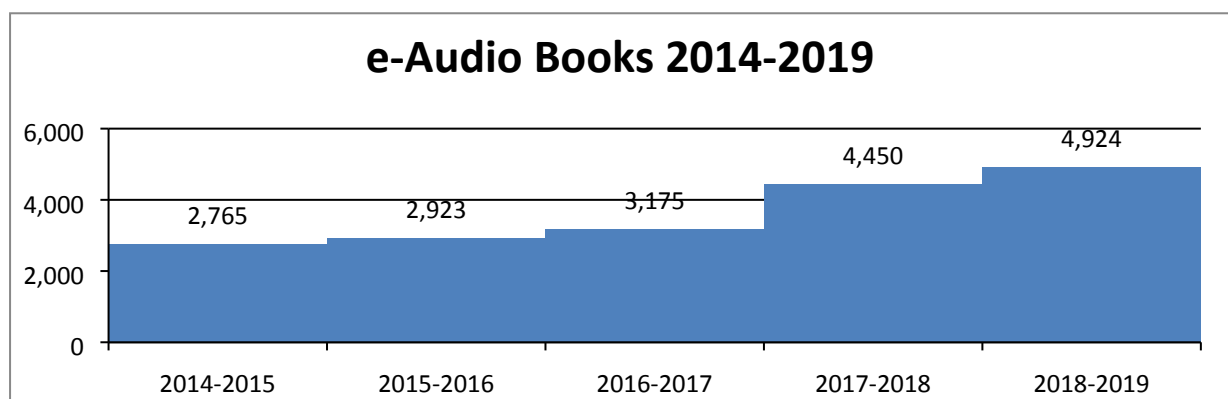
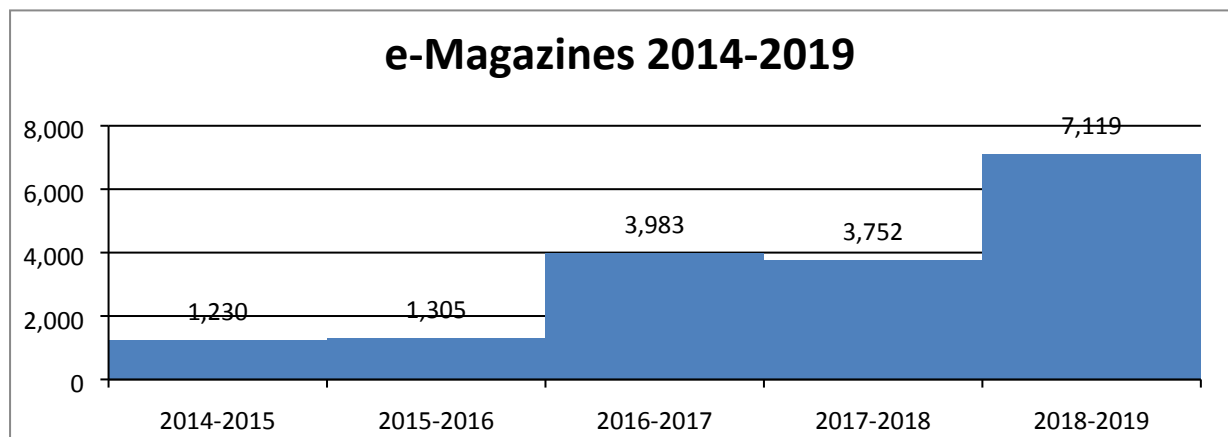
Maltby has 6 public access computers. The table above shows average % of usage based on available PC time in the Library. PC's reduced from 12 to 6 in 2018.

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

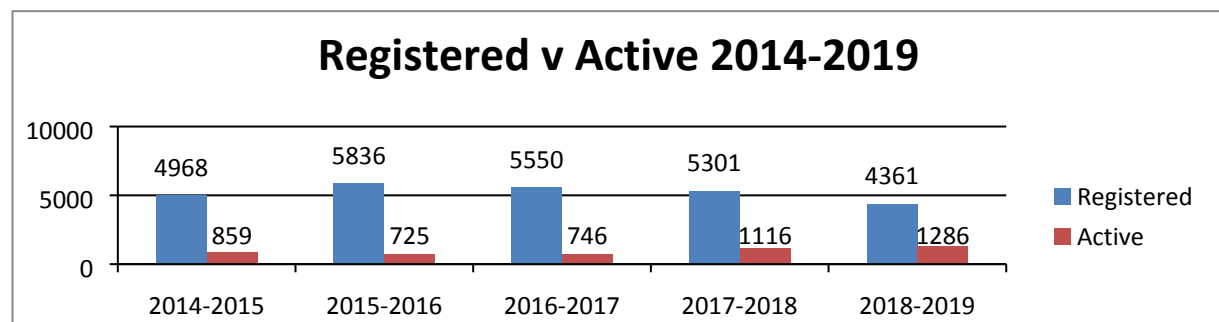
Mowbray Gardens Library and Neighbourhood Hub Site Profile (Central)

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	Registered (%)	Active (%)	
Age 0-3	0.99	2.18	Mowbray Gardens library falls within the boundaries of 2 wards: Rotherham East and Valley. The 4-11 age group are the most active users.
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

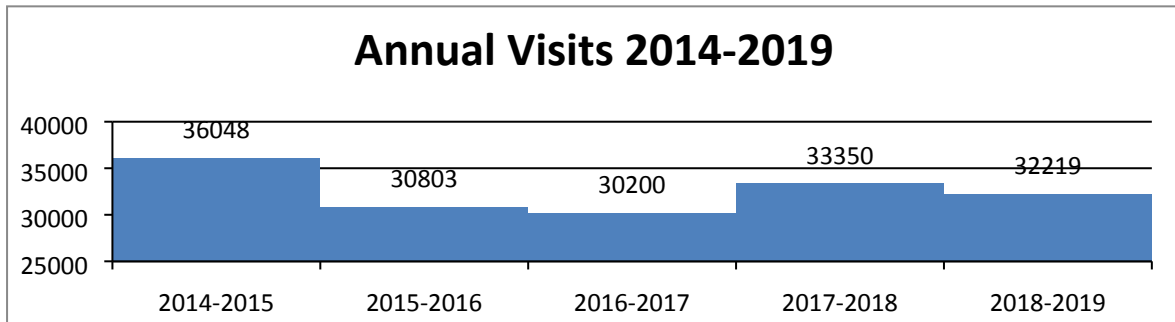
2018-2019	Registered	Active
Self-declared disabled	143	59

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.

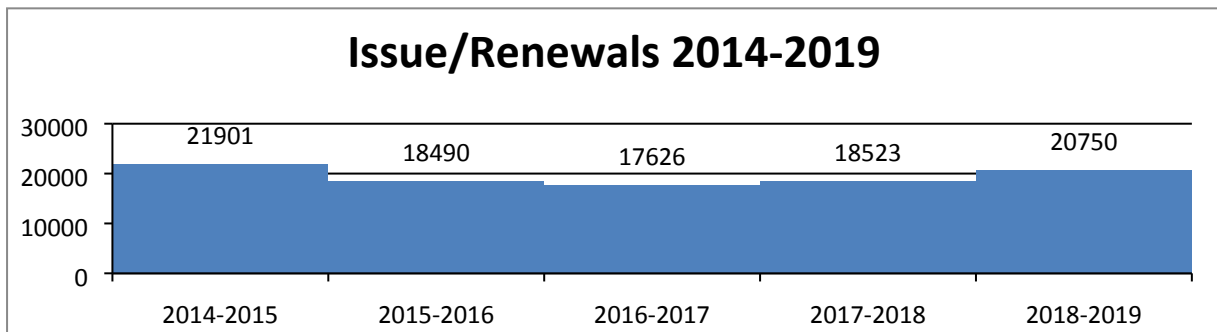
Appendix 8

Annual Visits



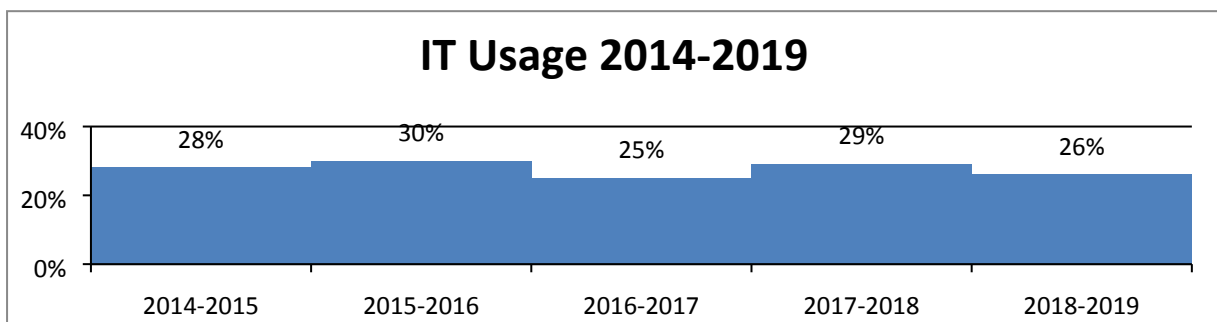
Library visitor figures are counted and recorded manually by library staff.

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.

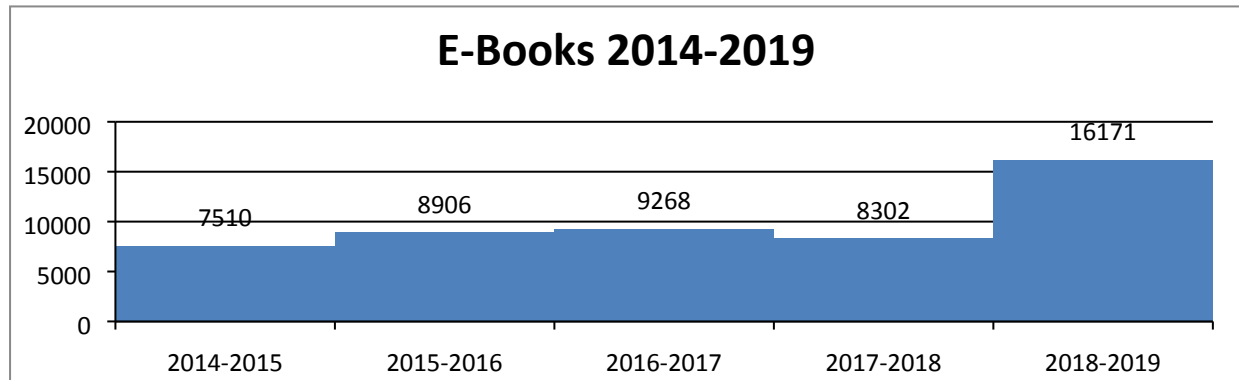
IT Usage



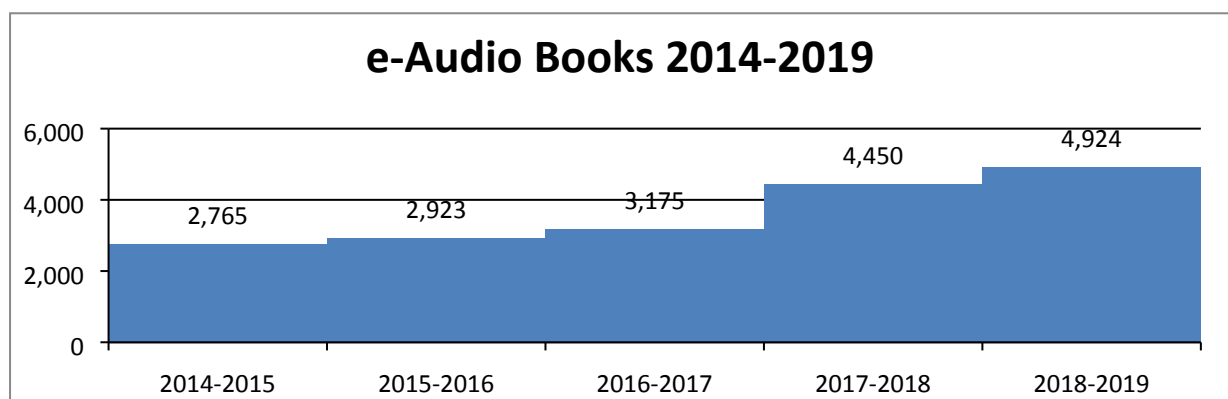
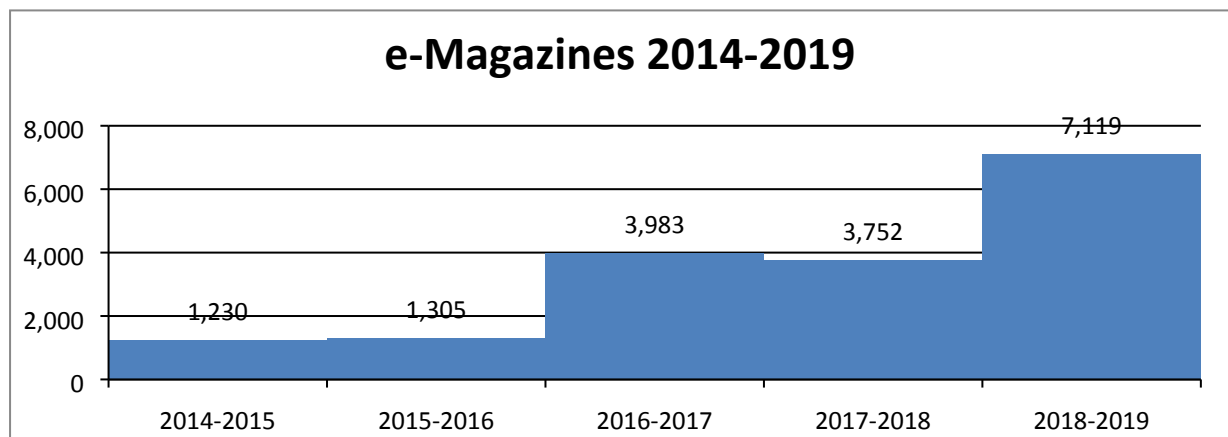
Mowbray Gardens offers 22 public access computers. The chart above shows % of average usage based on available PC time in the Library.

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

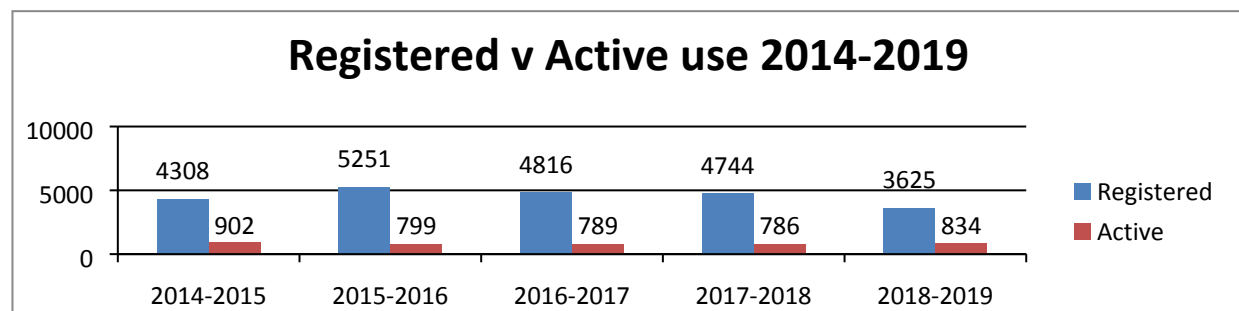
Rawmarsh Library and Neighbourhood Hub Site Profile (North)

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	
<i>Band C 0.34 FTE (Relief Staff)</i>		
<i>Band D 1.5 FTE</i>		
<i>Band F 2.6 FTE</i>		
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.
	Registered (%)	Active (%)	
Age 0-3	1.63	5.28	The 4-11 age range are the most active.
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

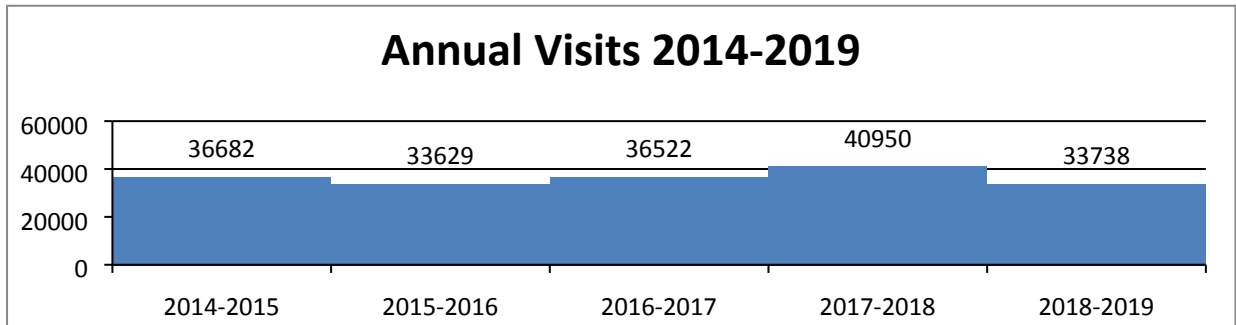
2018-2019	Registered	Active
Self-declared disabled	123	30

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.

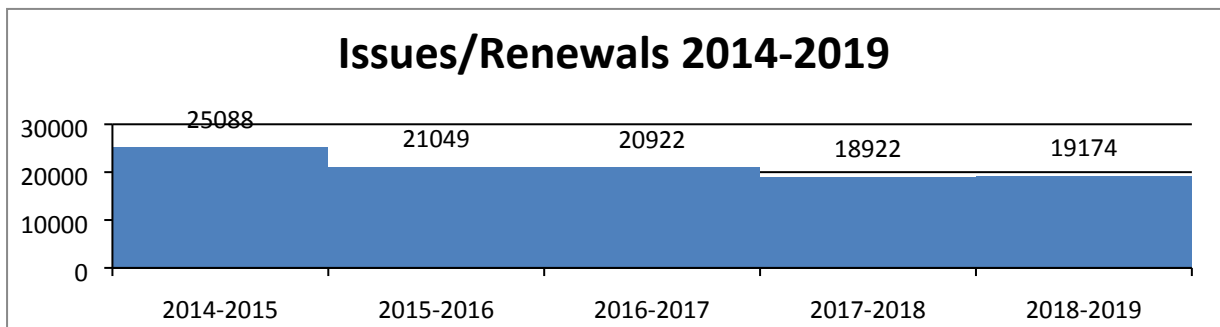
Appendix 9

Annual Visits



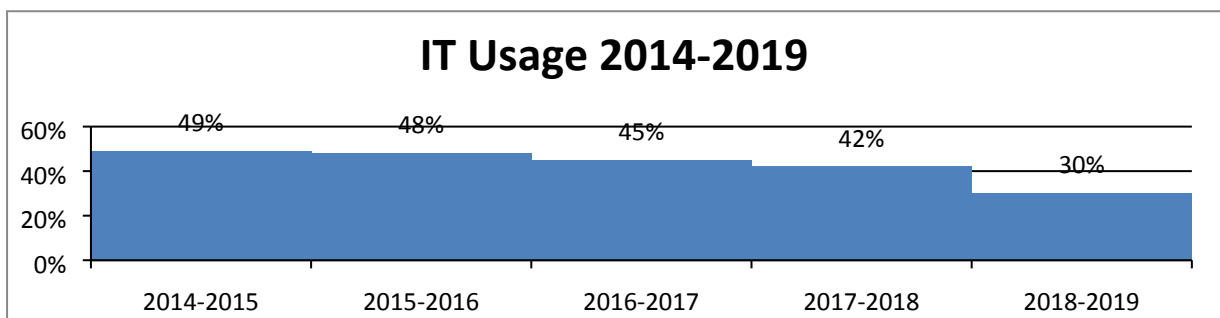
Library visitor figures are counted and recorded manually by library staff.

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.

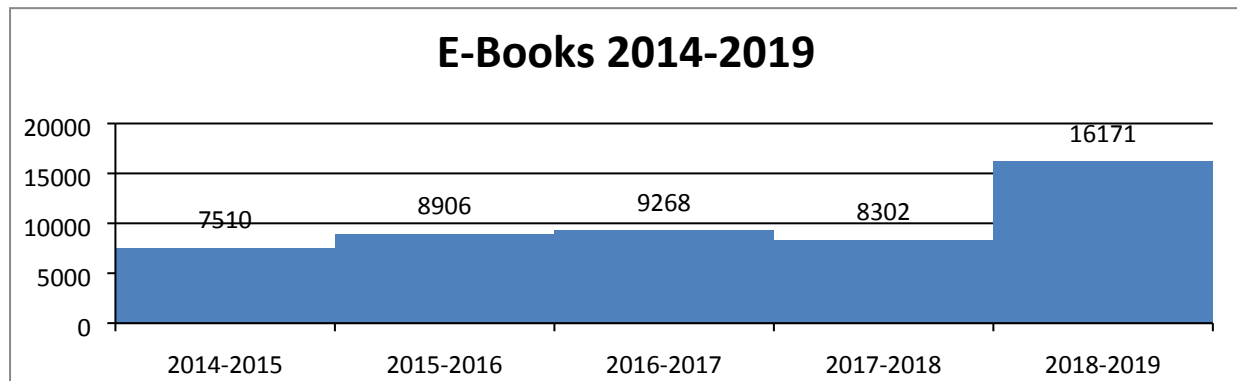
IT Usage



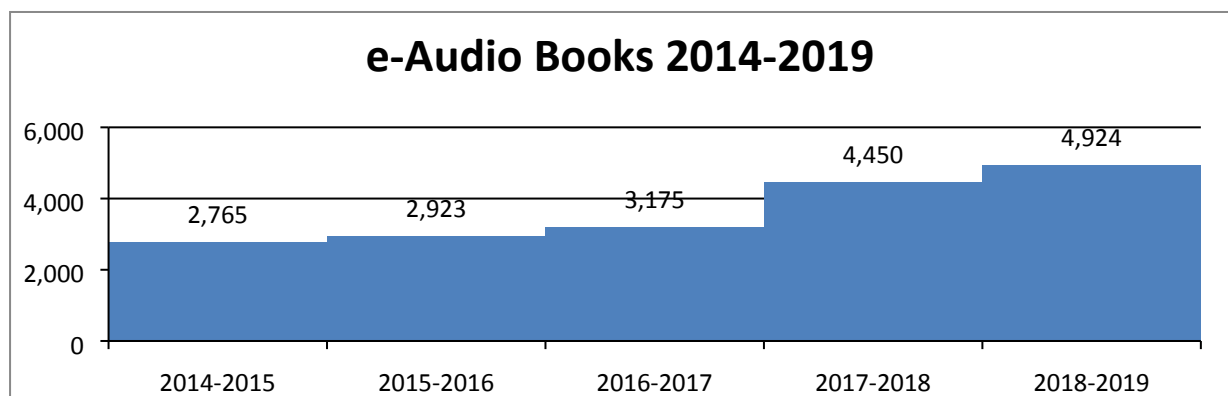
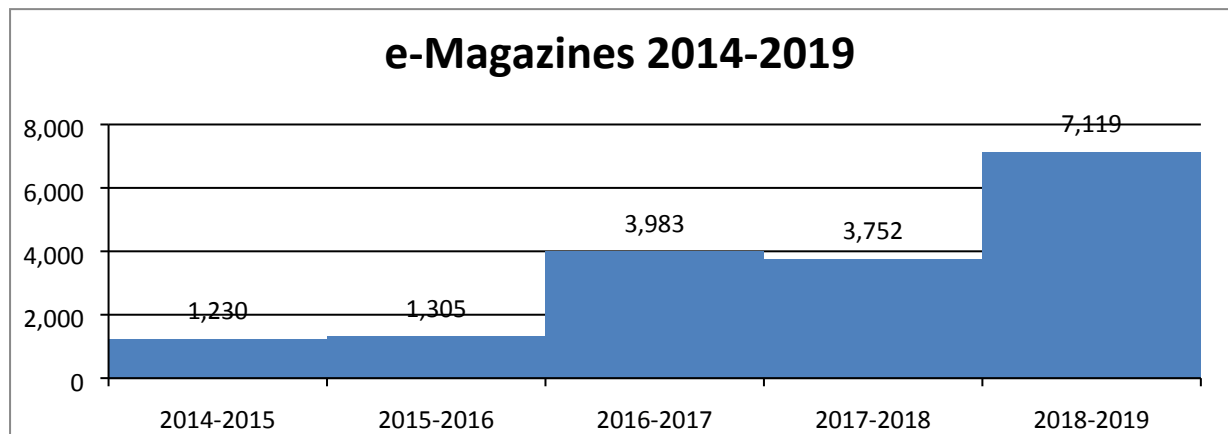
Rawmarsh has 6 public access computers. The chart above shows average % of usage based on available PC time in the Library.

Appendix 9

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



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 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

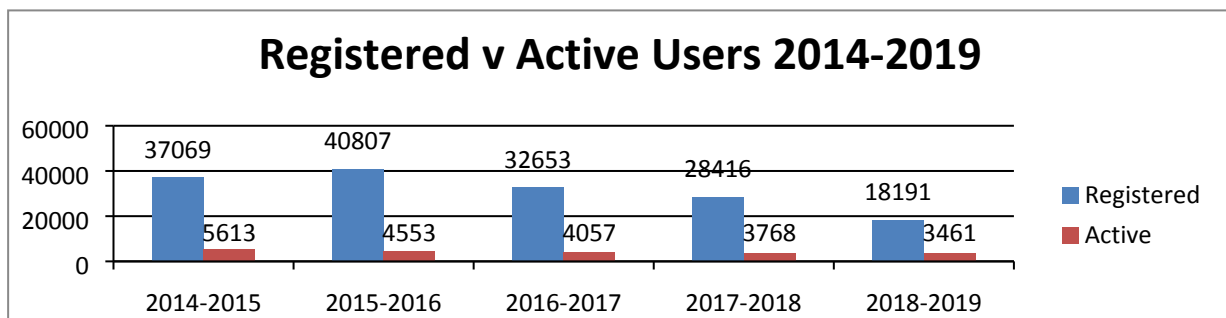
Riverside Library and Neighbourhood Hub Site Profile (Central)

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.

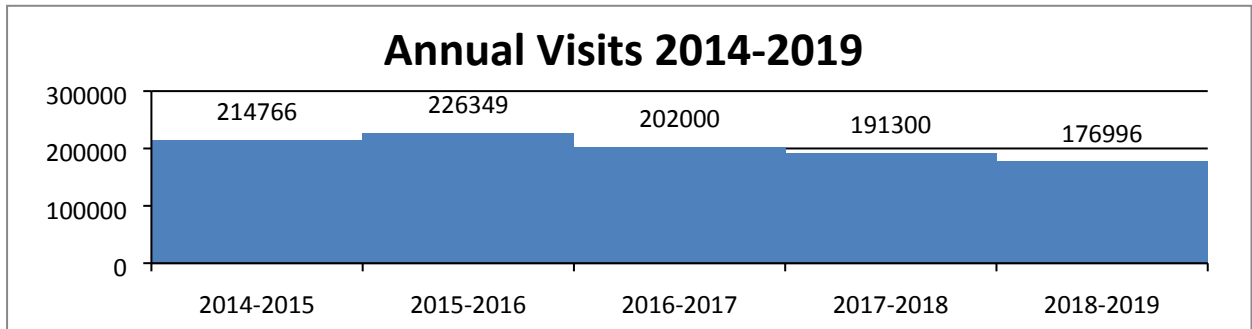
Disability Profile

2018-2019	Registered	Active
Self-declared disabled	815	168

Monitoring of library users asks whether they consider themselves disabled.

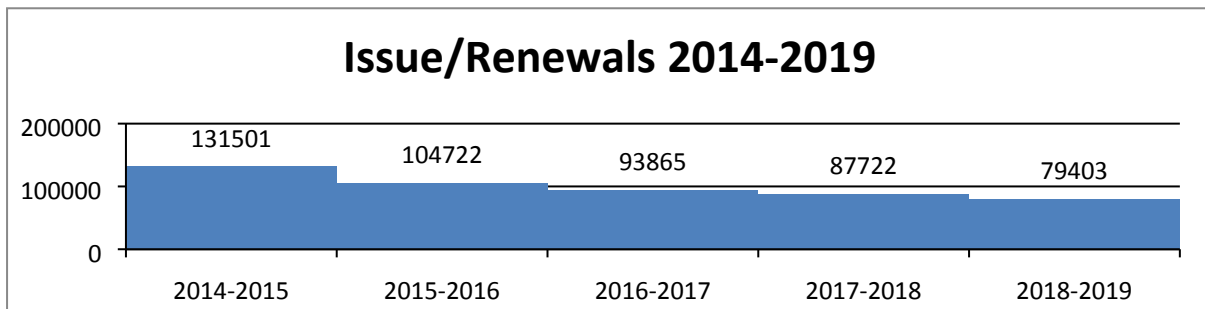
Appendix 10

Annual Visits



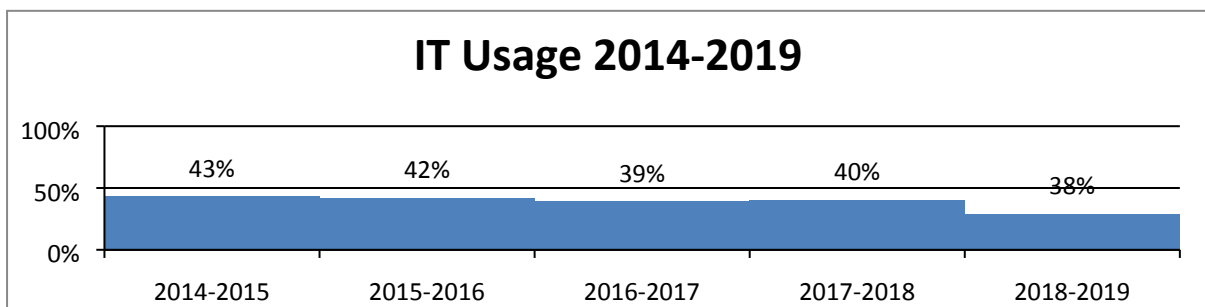
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



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

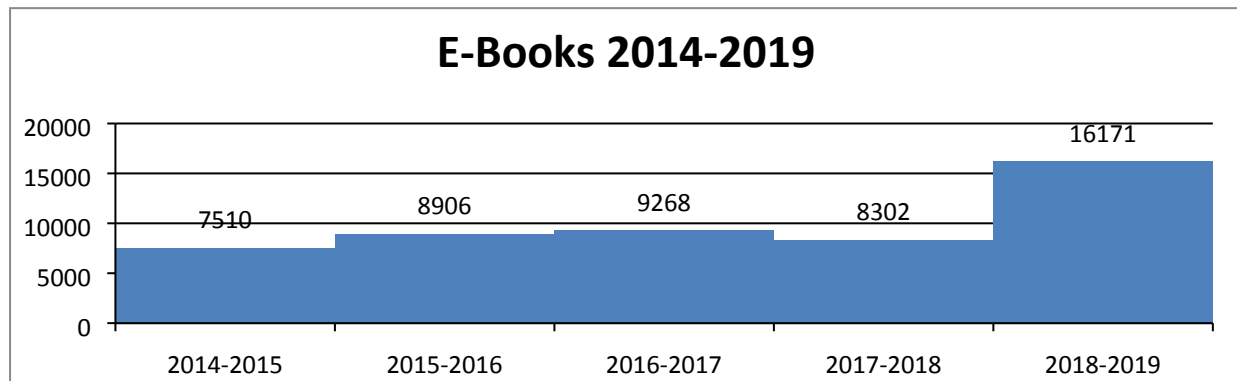
IT Usage



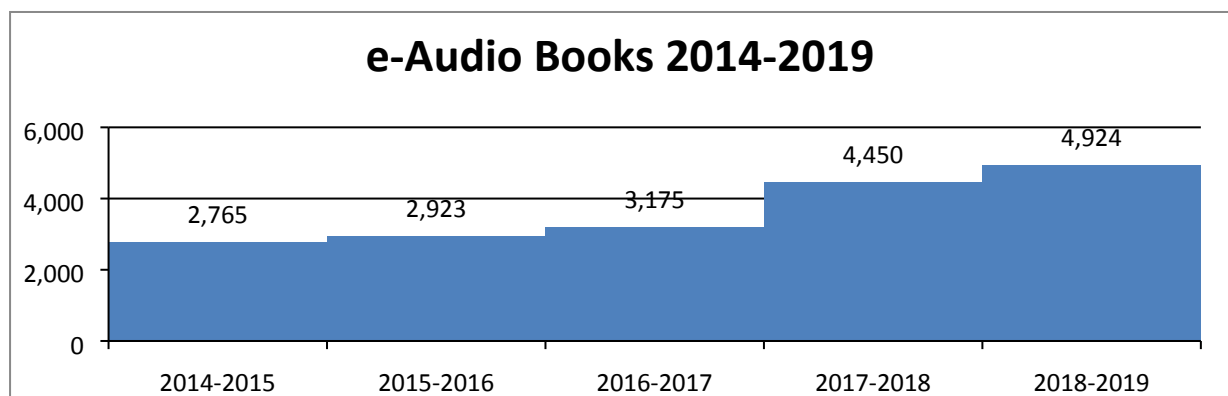
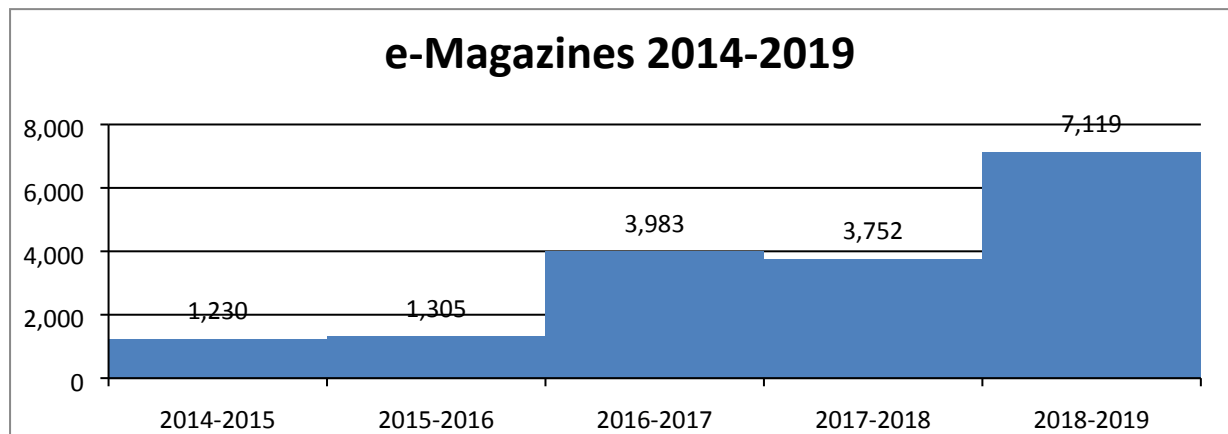
Riverside Library has 38 public access computers. 3 for use by children, 3 for teenagers while the other 32 are for use by adults. The table above shows average % of usage based on available PC time.

Appendix 10

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



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

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

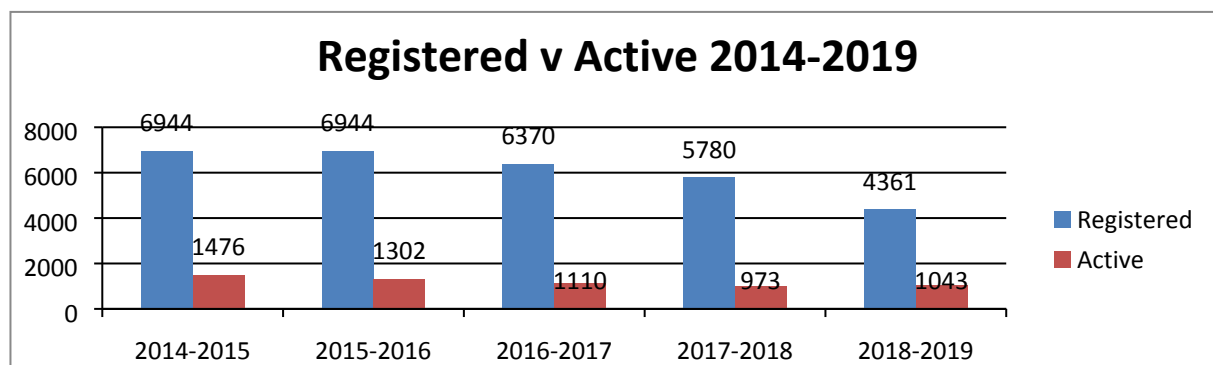
Swinton Library and Neighbourhood Hub Site Profile (North)

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

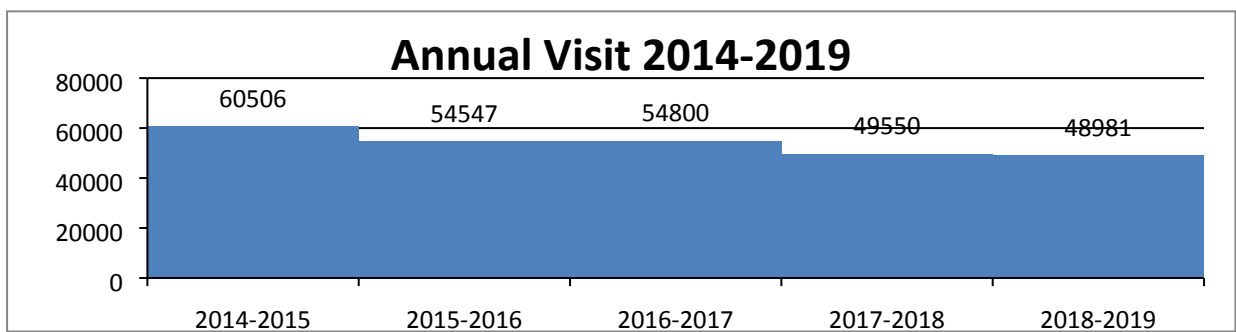
2018-2019

Registered Active

Self-declared disabled	112	34
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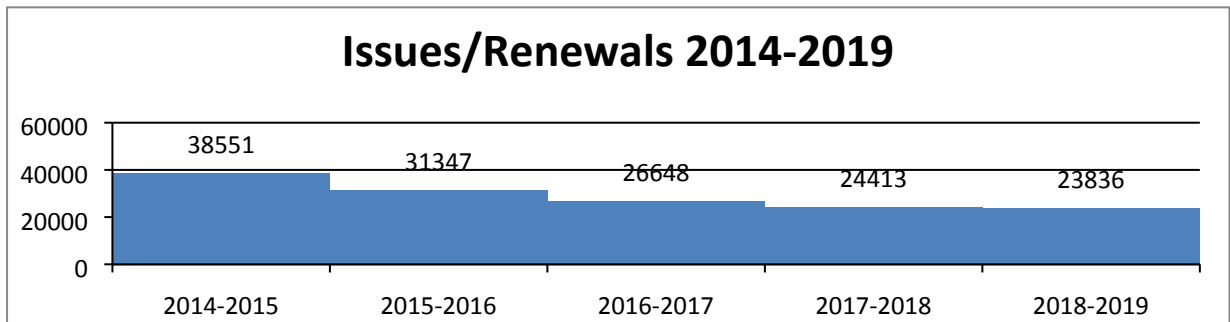
Monitoring of library users asks whether they consider themselves disabled.

Annual Visits



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

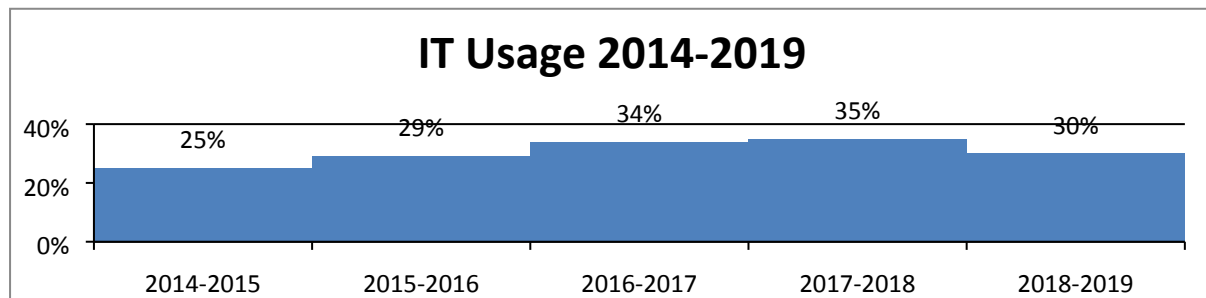
Issues/Renewals



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.

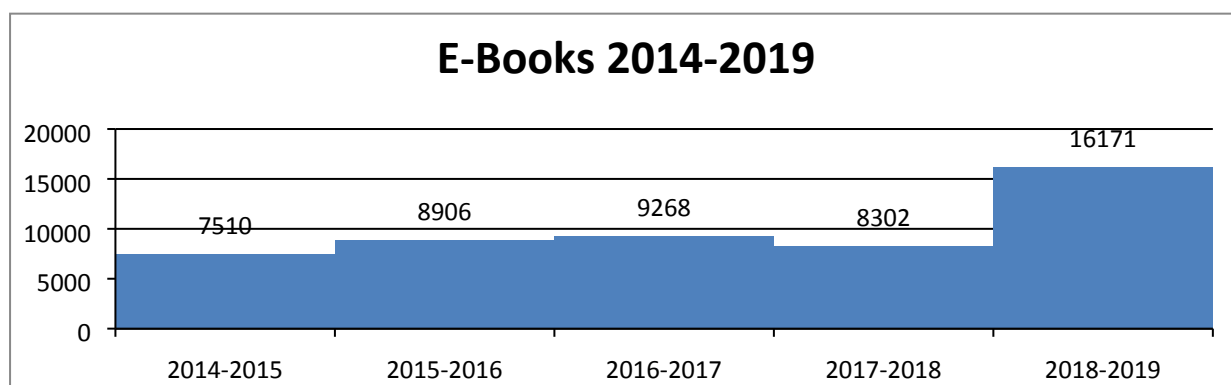
Appendix 11

IT Usage

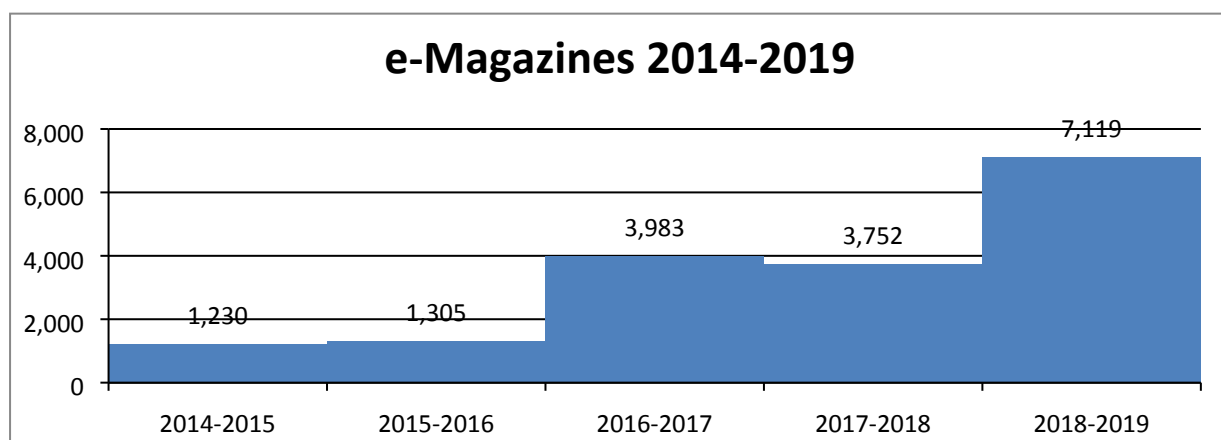


Swinton Library has 10 public access computers. The table above shows % of average usage based on available PC hours available in the Library

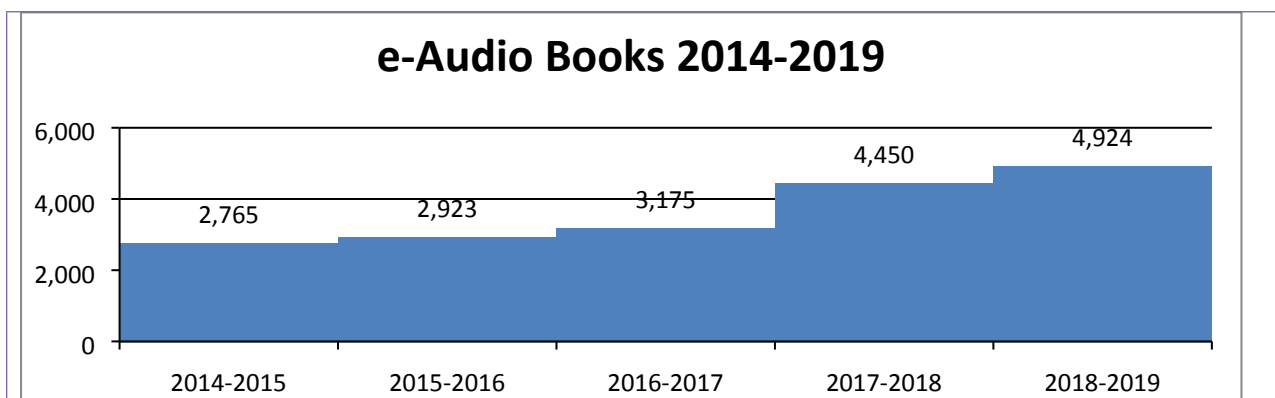
e-Books, e-Magazines and e-Audio books



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.

Appendix 12

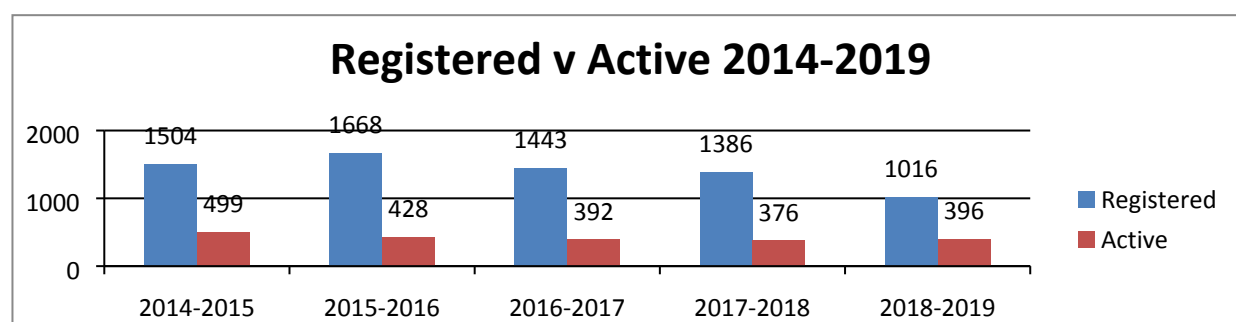
Thorpe Hesley Library and Neighbourhood Hub Site Profile (North)

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	Registered (%)	Active (%)	
Age 0-3	4.82	9.62	Thorpe Hesley Library and Neighbourhood Hub is located within the Keppel ward. The 4-11 age group have the highest percentage of active borrowers.
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.

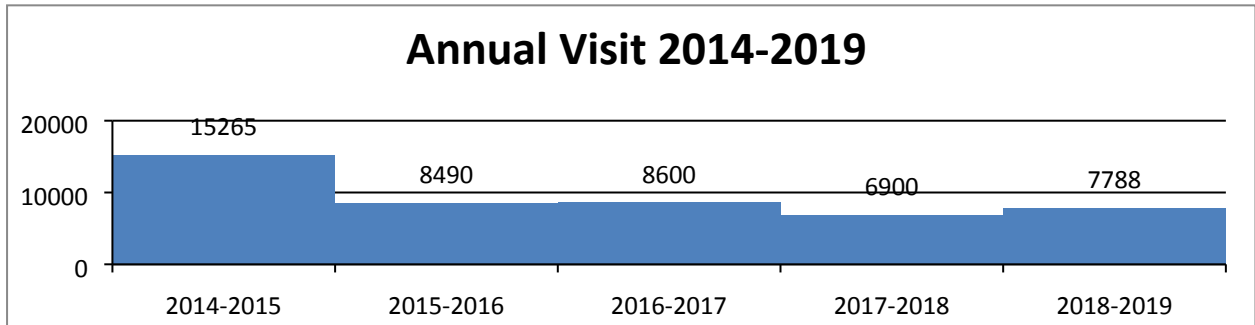
Disability Profile

2018-2019	Registered	Active
Self-declared disabled	22	12

Monitoring of library users asks whether they consider themselves disabled.

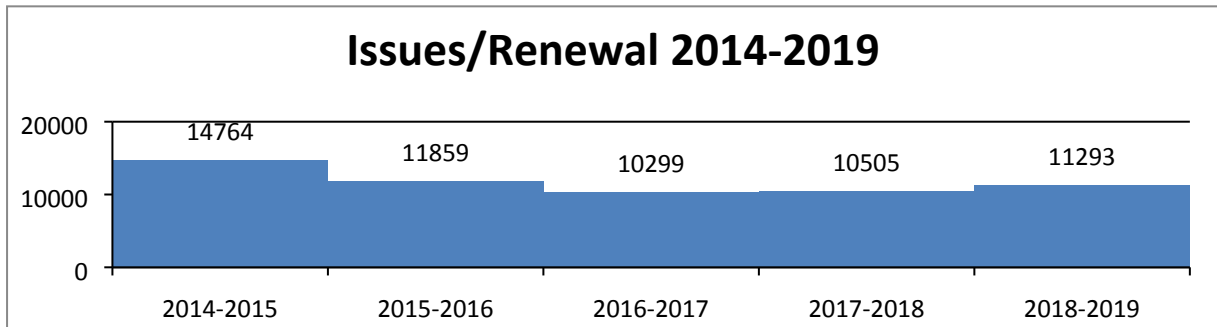
Appendix 12

Annual Visits



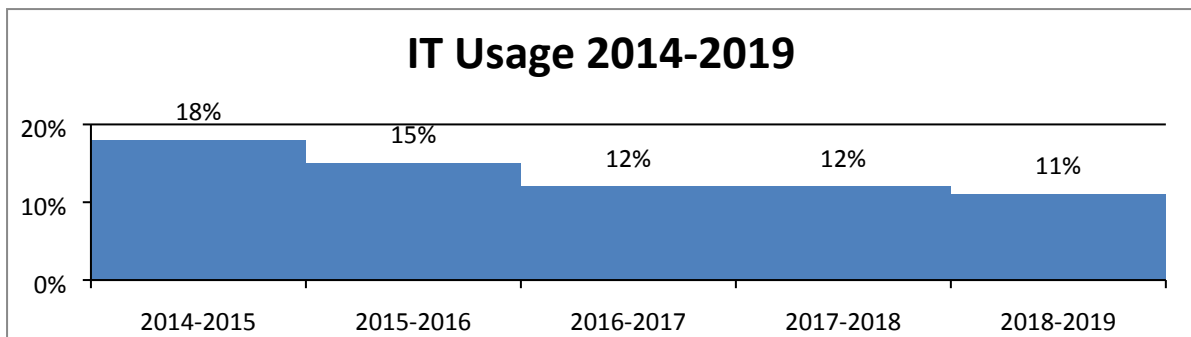
Library visitor figures are counted and recorded manually by library staff.

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.

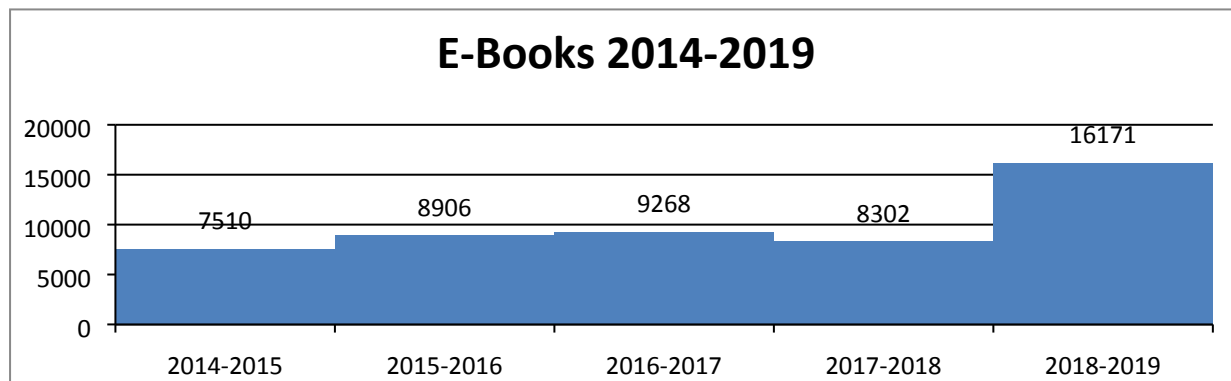
IT Usage



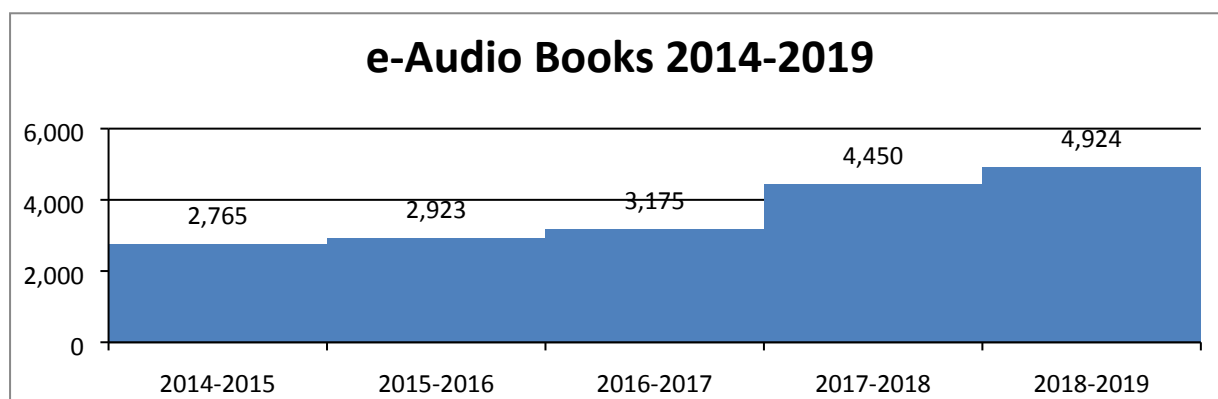
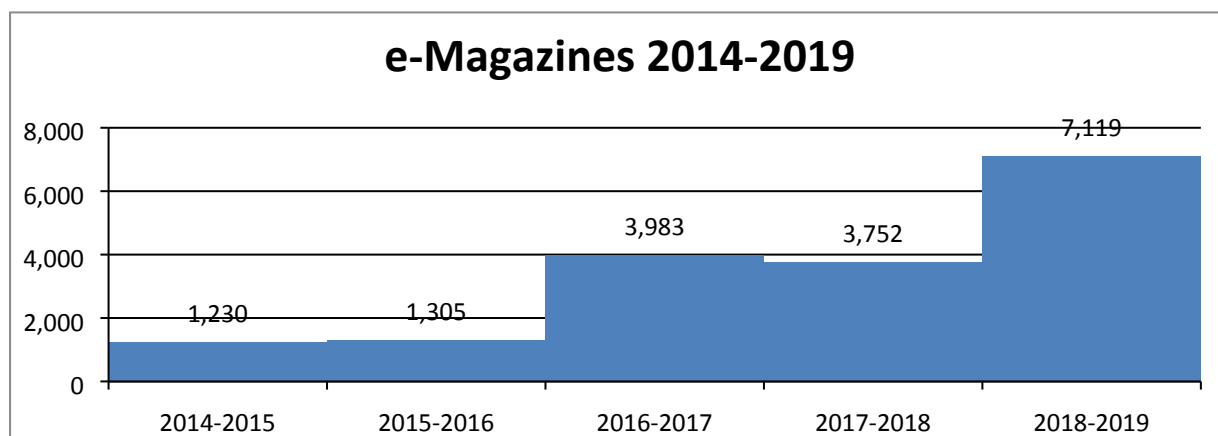
Thorpe Hesley has 2 public access computers. The table above shows % of average usage based on available PC hours available in the Library

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.

Appendix 13

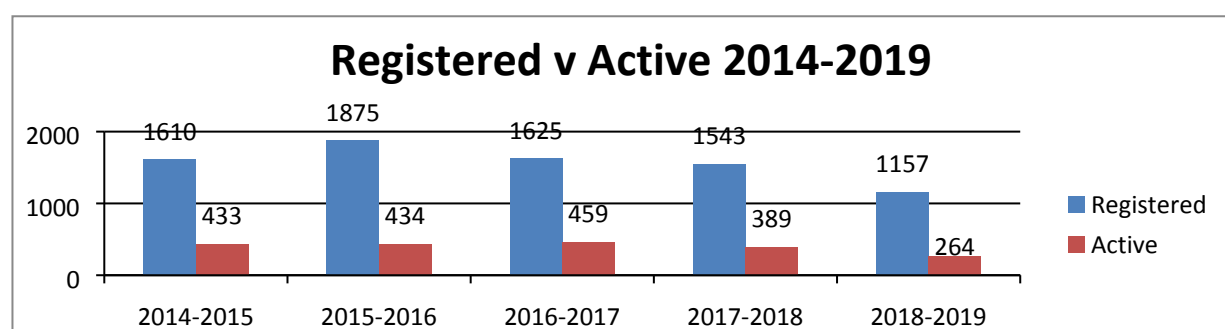
Thurcroft Library and Neighbourhood Hub Site Profile (South)

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			Thurcroft Library and Neighbourhood Hub is located in the Rother Vale ward.
	Registered (%)	Active (%)	
Age 0-3	2.4	4.76	The 4-11 age group have the highest percentage of active borrowers.
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.

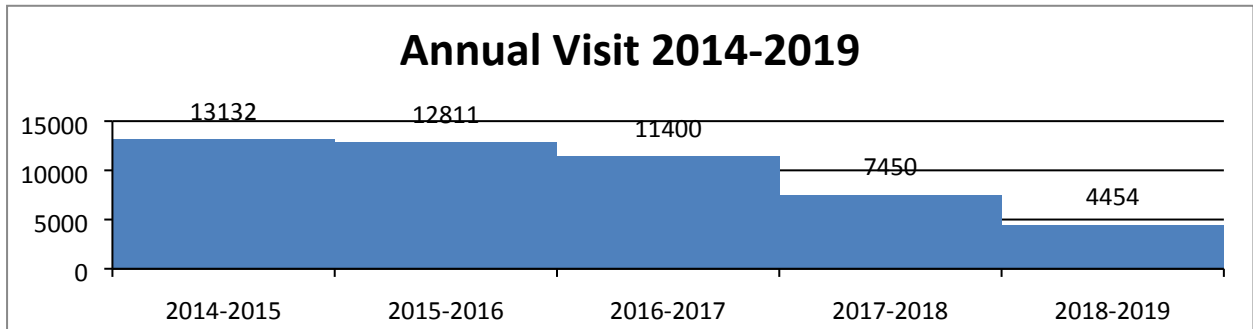
Disability Profile

2018-2019	Registered	Active
Self-declared disabled	34	10

Monitoring of library users asks whether they consider themselves disabled.

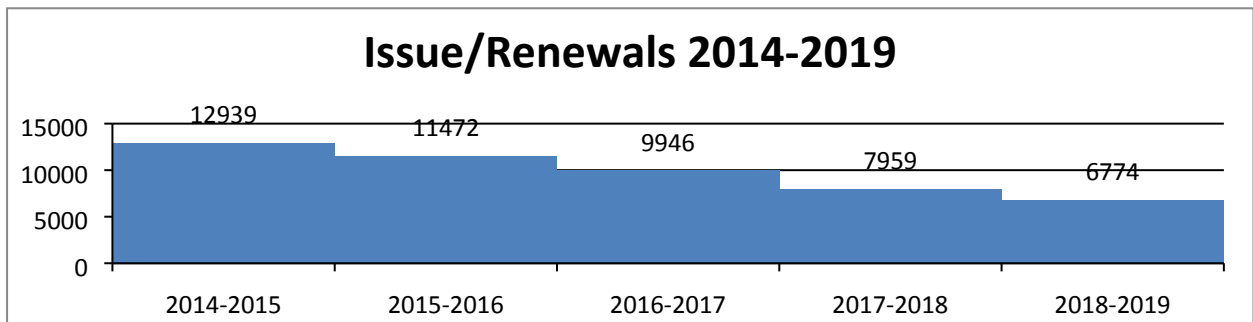
Appendix 13

Annual Visits



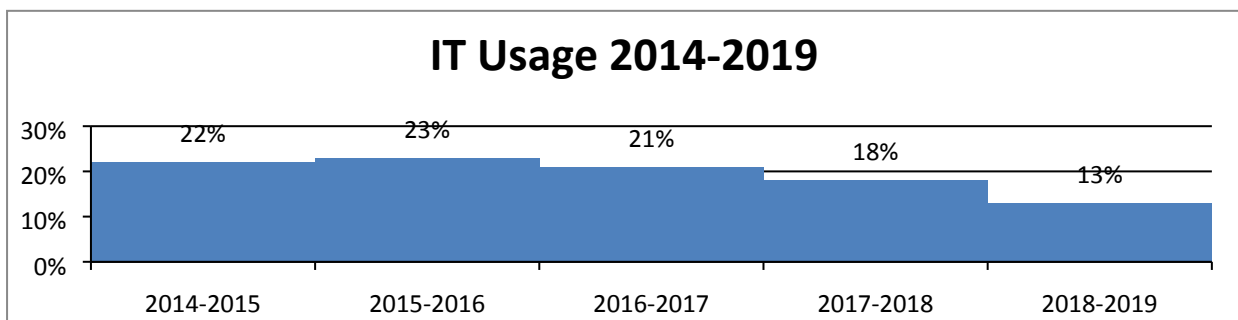
Library visitor figures are counted and recorded manually by library staff.

Issues/Renewals



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

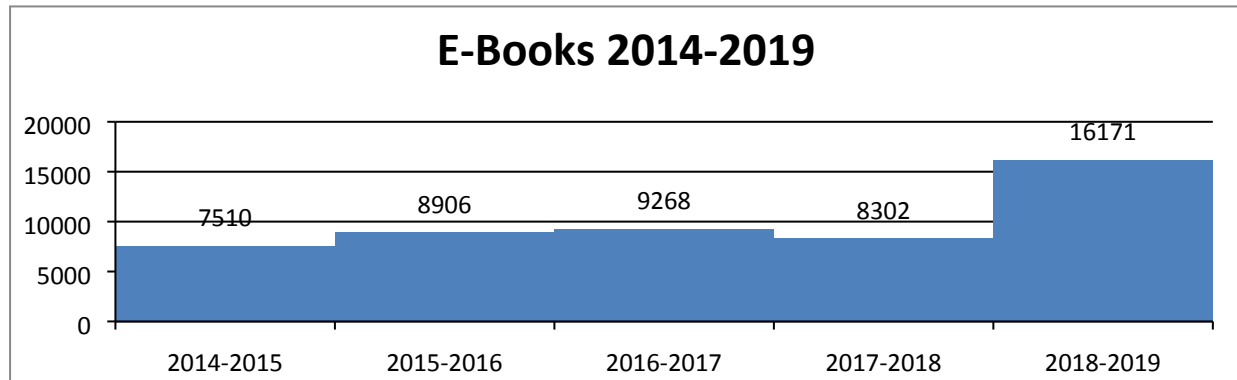
IT Usage



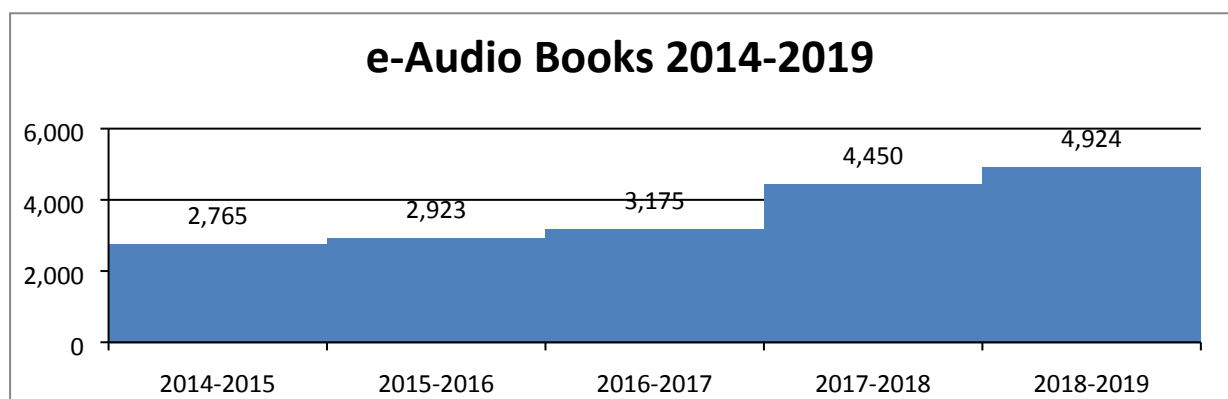
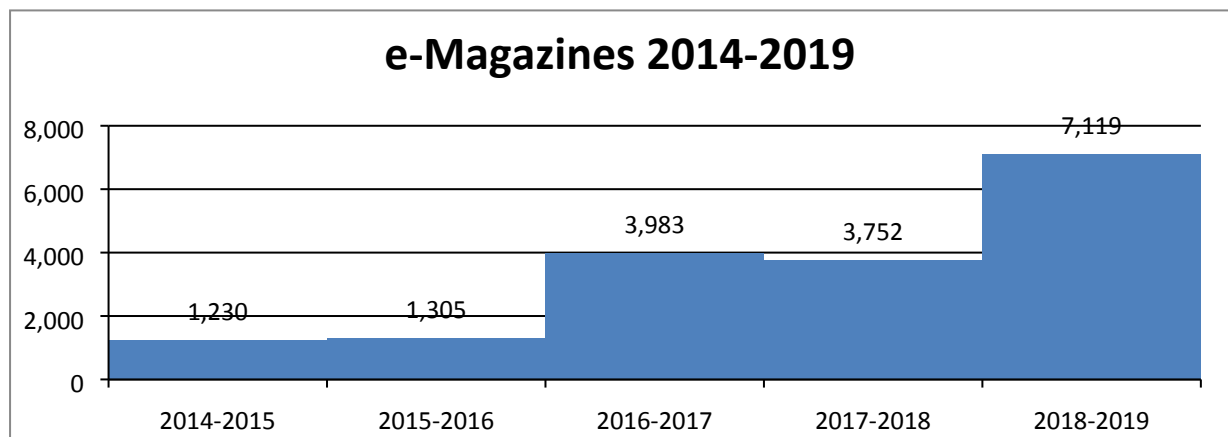
Thurcroft Library has 6 public access computers. The table above shows % of average usage based on available PC hours available in the Library.

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.

Appendix 14

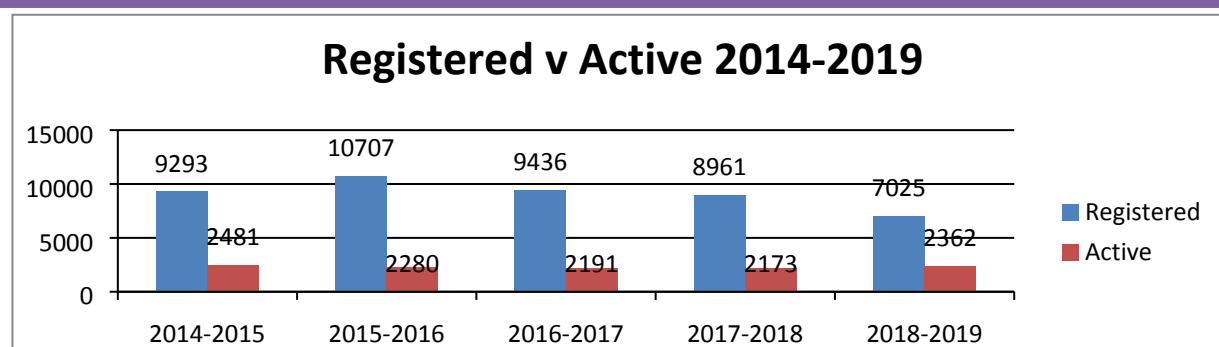
Wath Library and Neighbourhood Hub Site Profile (North)

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	
<i>Band C 0.27 FTE</i>		
<i>Band D 2.4 FTE</i>		
<i>Band F 1 FTE</i>		
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			Wath Library and Neighbourhood Hub is located in the Wath Ward.
	Registered (%)	Active (%)	
Age 0-3	1.35	2.46	The 4-11 age group have the highest percentage of active borrowers.
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

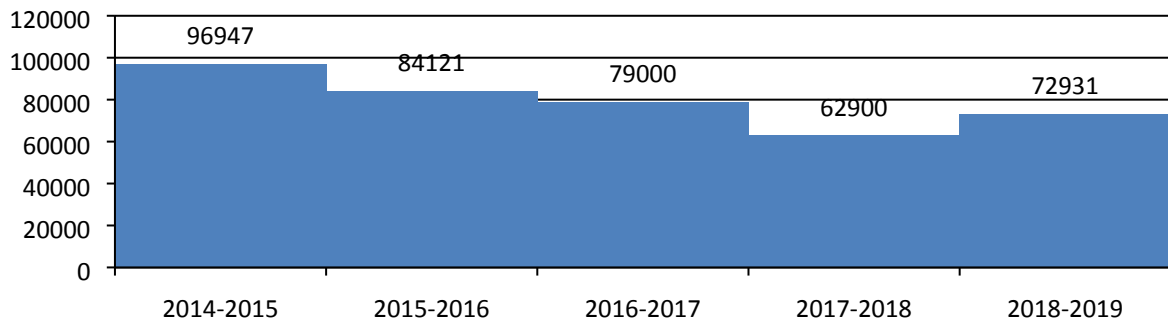
Monitoring of library users asks whether they consider themselves disabled.

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

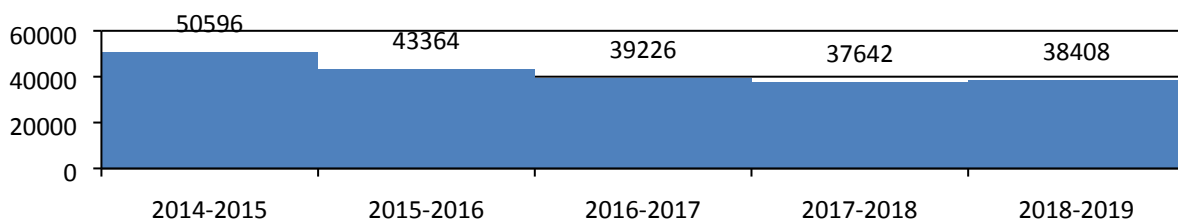
Annual Visit 2014-2019



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

Issues/Renewals

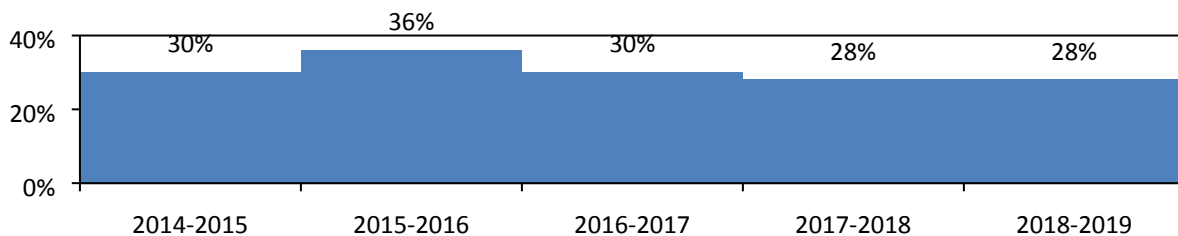
Issues/Renewals 2014-2019



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

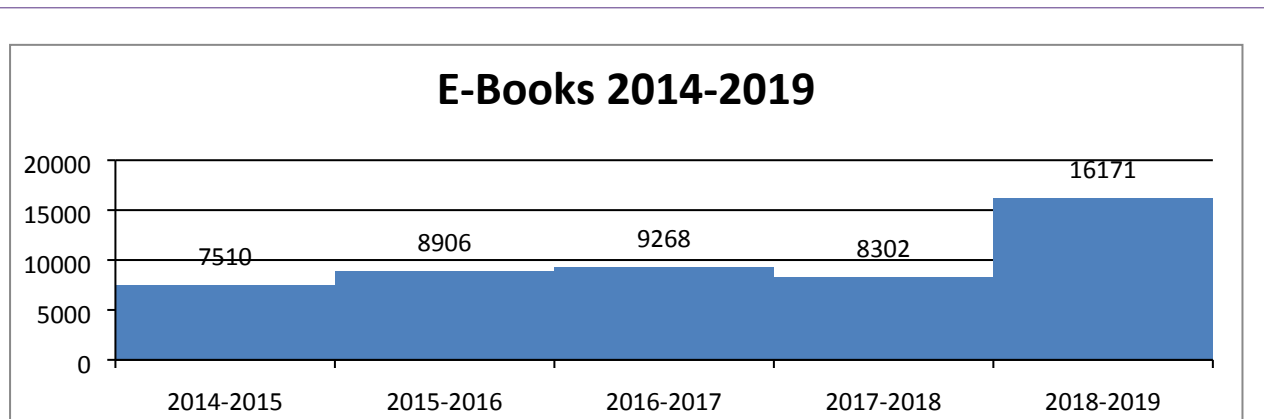
IT Usage 2014-2019



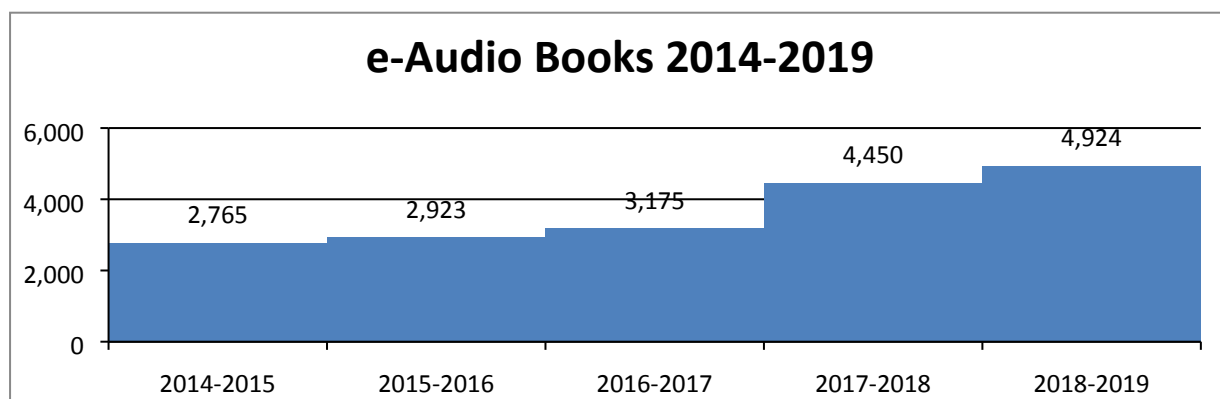
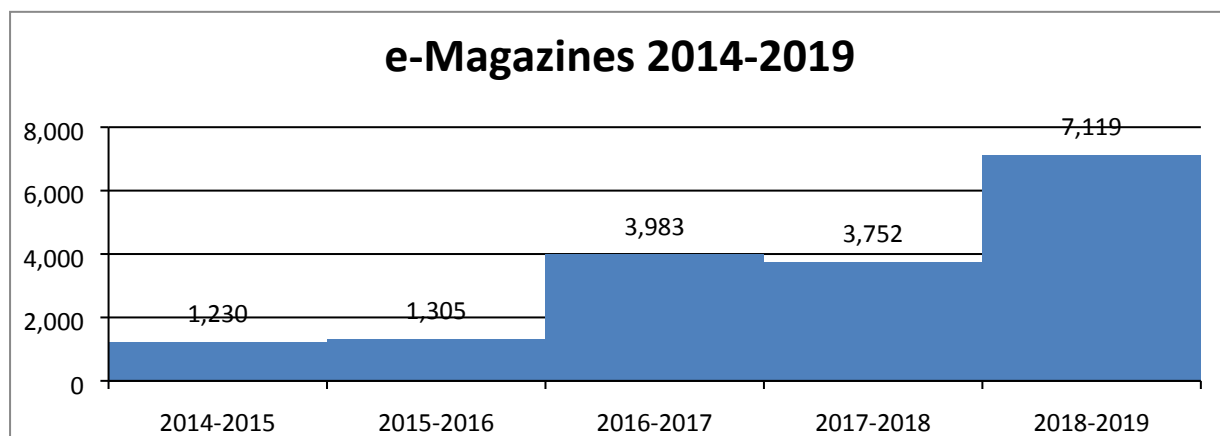
Wath Library has 11 public access computers. The table above shows % of average usage based on available PC hours available in the Library

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

Appendix 14



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 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.

Appendix 14

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)

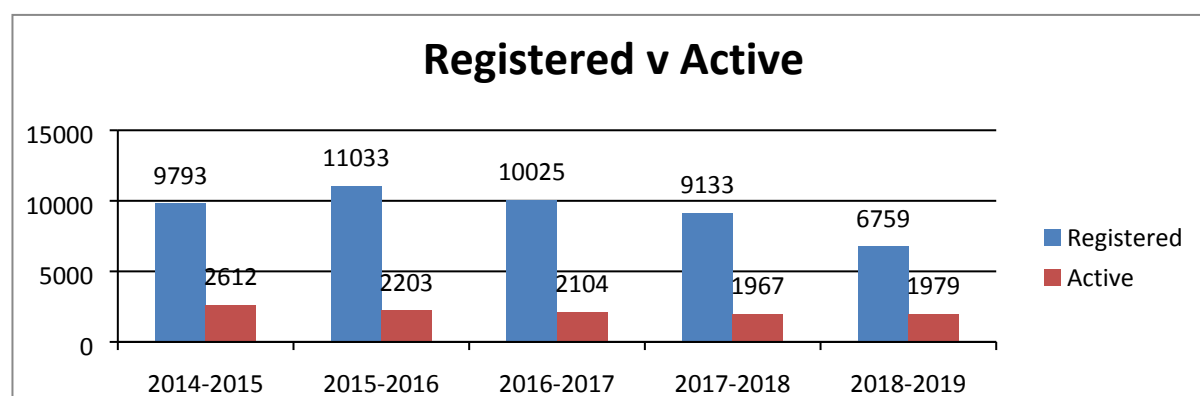
Financial Information

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

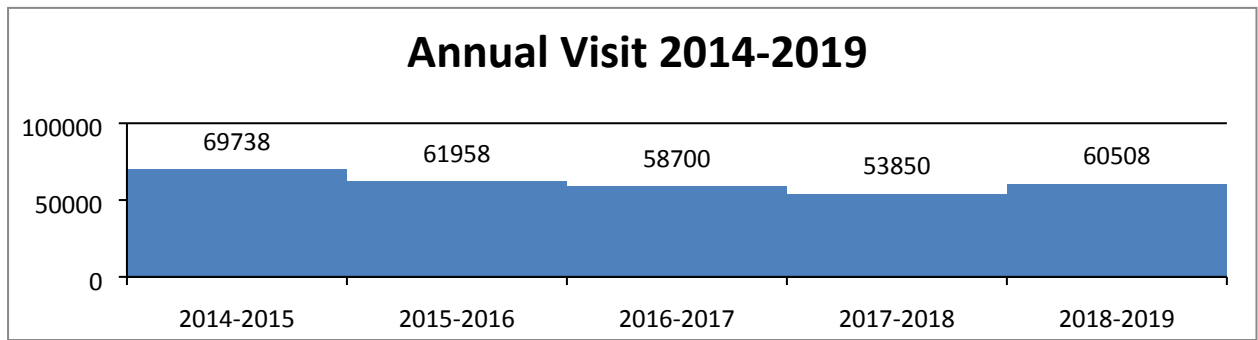
2018-2019	Registered	Active
Self-declared disabled	112	38

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.

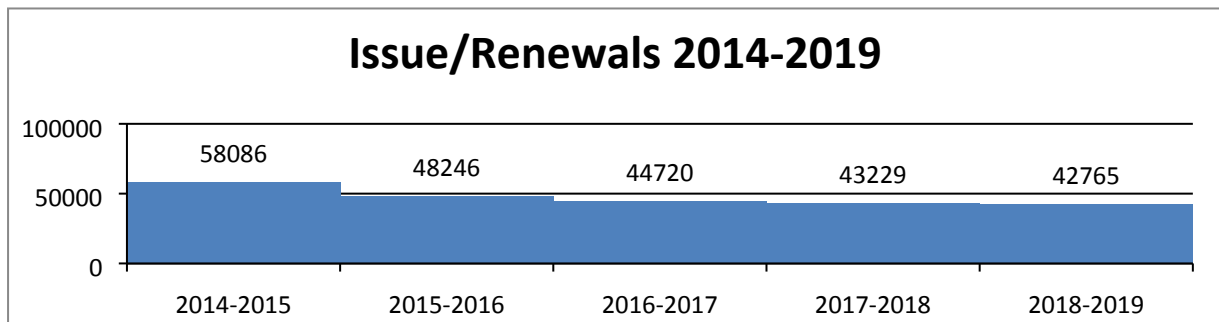
Annual Visits

Appendix 15



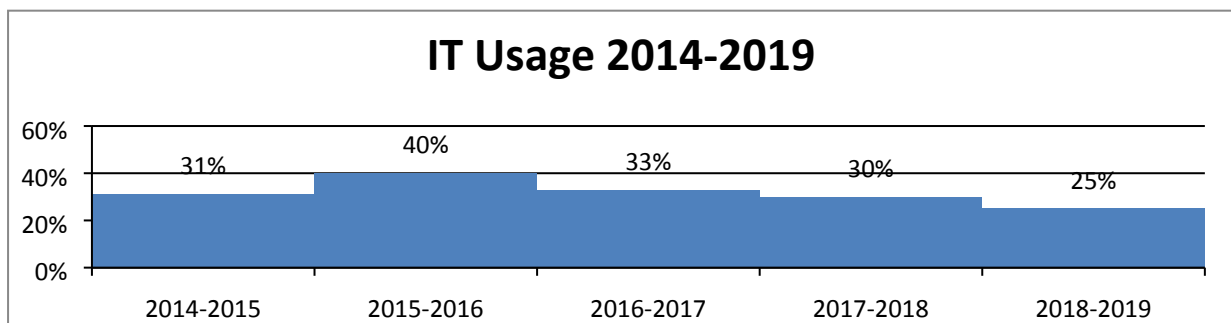
Library visitor figures are counted and recorded manually by library staff. Wickersley has demonstrated an increase in visitors during 2018/2019 compared to the previous year.

Issues/Renewals



Issues/renewals have shown a small decline in the last year.

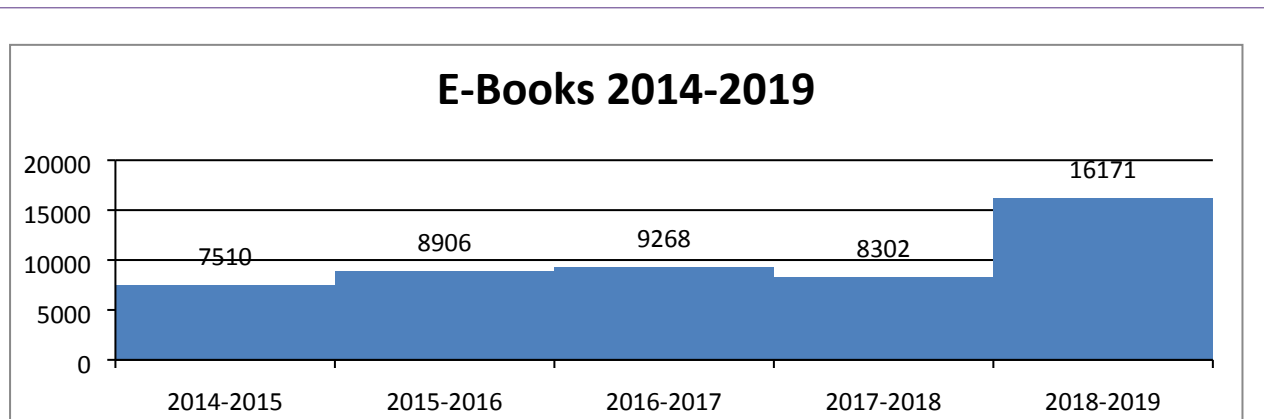
IT Usage



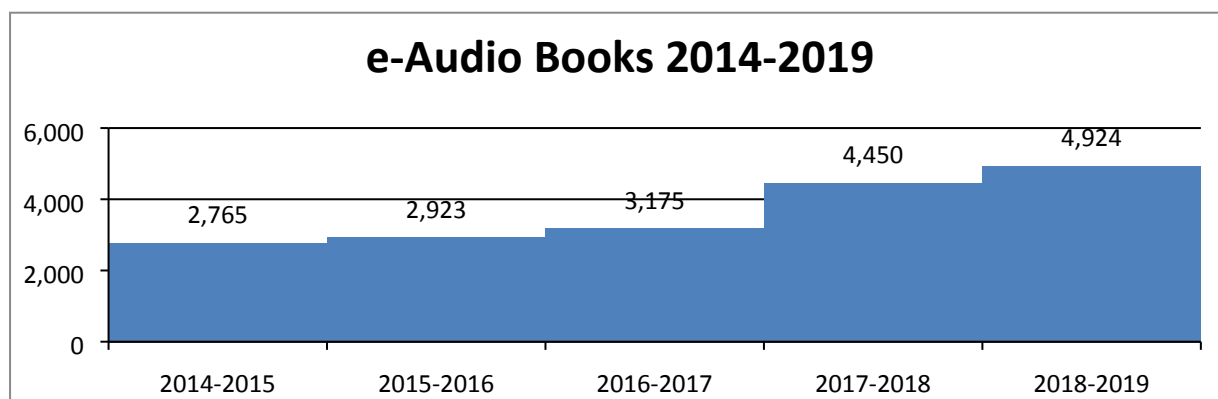
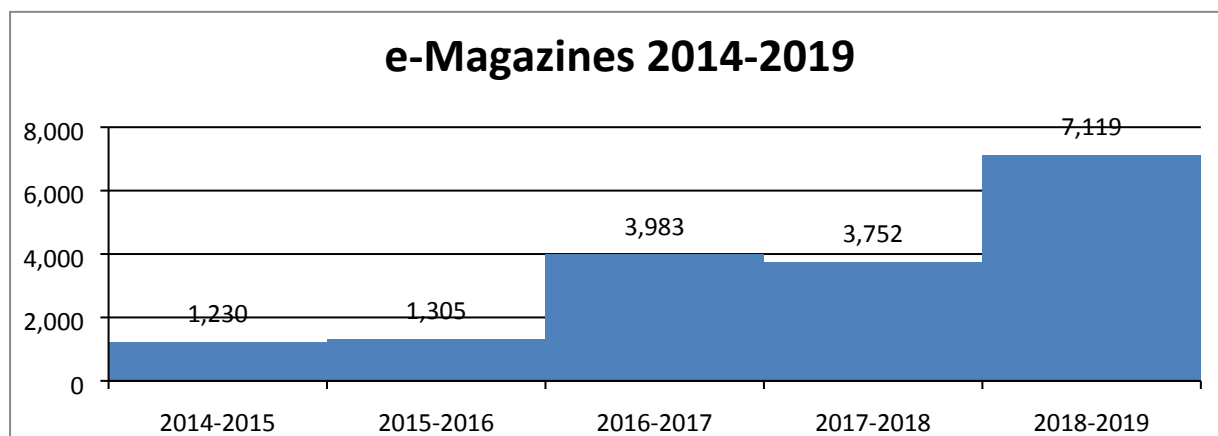
Wickersley Library has 11 public access computers. The table above shows % of average usage based on available PC hours available in the Library.

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

Appendix 15



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 Wickersley Library and Neighbourhood Hub for 2018/19 was 100%.

Appendix 15

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. Toddle 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

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?	The draft revised SCI will be available to view on the Council’s planning consultation website at http://rotherham.limehouse.co.uk/portal
	Printed copies of the draft SCI will be available to view at the Council’s main offices at Riverside House during normal office hours.

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>
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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.

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 Sleight, 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>

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	<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>
<p>The Analysis</p>	
<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>