



# CABINET

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**Monday 25 January 2021**

**10.00 a.m.**

**Virtual Meeting via Microsoft Teams**

**Cabinet Members:-**

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

Councillor Chris Read  
Councillor Gordon Watson  
  
Councillor David Roche  
Councillor Sarah Allen  
Councillor Saghir Alam  
Councillor Dominic Beck  
Councillor Denise Lelliott  
Councillor Emma Hoddinott

**Rotherham**  
Metropolitan  
Borough Council 

## **CABINET**

**Venue:** Virtual Meeting - viewable through  
<https://rotherham.public-i.tv>

**Date and Time:** Monday 25 January 2021 at 10.00 a.m.

**Agenda Contact** Governance Unit – [governance@rotherham.gov.uk](mailto:governance@rotherham.gov.uk)

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

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

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

### **1. Apologies for Absence**

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

### **2. Declarations of Interest**

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

### **3. Questions from Members of the Public**

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

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

Councillors may also ask questions under this agenda item.

### **4. Minutes of the Previous Meeting (Pages 7 - 20)**

To receive the record of proceedings of the Cabinet meetings held on 10 and 21 December 2020.

## **5. Exclusion of the Press and Public**

There are no agenda items which require the exclusion of the press or public.

## **LEADER OF THE COUNCIL**

### **6. COVID-19 Update (Pages 21 - 76)**

Report of the Chief Executive

Recommendations:-

- a) That the proposed Local Self-Isolation Support Payment be approved with an initial budget of up to £100k if demand requires it; funded from the Contain Outbreak Management Fund.
- b) That the discretionary Self-Isolation Support Payment fund be topped up by up to £100k if demand requires it; funded from the Contain Outbreak Management Fund.
- c) That authority be delegated to the Strategic Director of Finance and Customer Services to adjust the allocations provided to the discretionary scheme and the Local Self-Isolation Support Payment scheme, between the schemes, as demand requires.
- d) That Cabinet note the ongoing impacts of COVID-19, including local outbreaks.
- e) That Cabinet note the arrangements in place to respond to COVID-19.

## **CORPORATE SERVICES AND FINANCE**

### **7. November Financial Monitoring (Pages 77 - 100)**

Report of the Strategic Director of Finance and Customer Services

Recommendations:-

1. That the current General Fund Revenue Budget forecast of £0.9m overspend be noted.
2. That it be noted that actions will continue to be taken to mitigate the forecast overspend and that a balanced financial outturn is envisaged.
3. That the Capital Programme update be noted.

## **HOUSING**

### **8. Quarterly Housing Development Update (Pages 101 - 126)**

Report of the Strategic Director of Adult Social Care, Housing and Public Health

Recommendations:-

1. That progress made with the 2020/21 housing development programme be noted.
2. That authority be delegated to the Assistant Director of Housing, in consultation with the Cabinet Member for Housing and the Section 151 Officer, to enter into a Brownfield Housing Fund agreement with the Sheffield City Region where this will serve to increase the number of new homes delivered in Rotherham.
3. That the appropriation of Netherfield Court and York Road car park (both in Eastwood) from the General Fund to the HRA, be approved.
4. That a change to six monthly rather than quarterly update reports, be approved.

## **JOBS AND THE LOCAL ECONOMY**

### **9. Community Energy Switching Scheme (Pages 127 - 136)**

Report of the Strategic Director of Regeneration and Environment Services

Recommendations:-

1. That an internally delivered community energy switching scheme is implemented to launch in March 2021.

### **10. BT proposals to permanently remove the public phone box at Boston Castle Grove, Moorgate and 42 phone boxes across the borough (Pages 137 - 179)**

Report of the Strategic Director of Regeneration and Environment Services

Recommendations:-

1. That Cabinet notes the final decisions made on the 42 payphones proposed for closure by BT as shown in Appendix 5.
2. That Cabinet notes the final decision consenting to the closure of the telephony service at the payphone on Moorgate Road, at the junction with Boston Castle Grove, Rotherham S60 2BQ.

## **WASTE, ROADS AND COMMUNITY SAFETY**

### **11. Modern Slavery Transparency Statement - Annual Refresh (Pages 181 - 201)**

Report of the Strategic Director of Regeneration and Environment Services

Recommendations:-

1. Cabinet note the progress against commitments made.
2. Cabinet approve the refreshed transparency statement for publication.

### **12. Domestic Abuse Services (Pages 203 - 232)**

Report of the Strategic Director of Regeneration and Environment Services

Recommendations:-

1. That the two Domestic Abuse support services are combined into a single contract and subject to a competitive procurement process to establish a new delivery model, for an initial contract period of three years with an option to extend by a further two years (total five years).
2. That the refuge service will be commissioned in the immediacy, for a two year period, with an option to extend by a further 1 year period (total 3 years) as a single contract maintaining current provision as a minimum and with an outcome focussed specification, which is focussed on meeting the needs of victims and survivors of Domestic Abuse and ensures a female-only refuge space.
3. That an outcome-based specification is co-produced for Domestic Abuse Support services in line with the key issues detailed in section 2, ensuring appropriate engagement with the Cabinet Member and the Council's Improving Lives Select Commission.
4. That authority is delegated to the Strategic Director of Adult Care, Housing and Public Health and Strategic Director for Regeneration and Environment to enter in to the contract with the successful organisation following the procurement process.
5. That the Independent Domestic Violence Advocates staff employed by the Council are proposed to be retained in the employment of the Council and the service will be integrated with Commissioned Services, providing seamless support for victims.
6. That Cabinet support the objective to recommission the services by March 2022 and further support the seeking of an extension of the

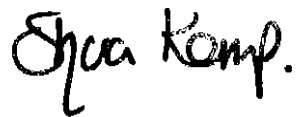
support service contracts to continue the current service delivery up to September 2022 at the latest to enable effective mobilisation.

**13. Recommendations from Overview and Scrutiny Management Board**

To receive a report detailing the recommendations of the Overview and Scrutiny Management Board in respect of the above items that were subject to pre-decision scrutiny on Wednesday 20<sup>th</sup> January 2021.

**14. Date and Time of Next Meeting**

The next meeting of the Cabinet will be held on Monday 15 February 2021 commencing at 10.00 am virtually via Microsoft Teams.

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

**SHARON KEMP,**  
Chief Executive.

THE CABINET - 10/12/20

**THE CABINET  
10th December, 2020**

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

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

Apologies for absence were received from Councillors .

**79. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**80. QUESTIONS FROM MEMBERS OF THE PUBLIC**

- (1) Mr. Felstead said he had been denied the previously requested information relating to the Wilmot Dixon schemes by the Cabinet Member and felt this was illegal under the rules of Freedom of Information (FOI) requests.

The Leader understood that a response had been provided to the questions raised, however, he was not clear of the exact nature of that response. He explained the Council had to adhere to rules regarding disclosure of commercially sensitive information which included FOI requests. The Leader indicated he would consider the response provided to see if further information could be provided within the regulations.

Mr. Felstead believed that Wilmot Dixon had not competitively tendered for the schemes and had been given preferred contractor status through the 'Your Build' Framework in 2018, with the drawings not being produced until 2019. The response during the previous Cabinet meeting to his question had indicated that a Social Value Policy had been introduced to keep local money within the local community. However, the response received in writing from the responsible Cabinet Member did not mention the Social Value Policy. Mr. Felstead asked for clarification on whose response was correct.

The Leader explained that Framework contracts were in place for works of this nature. The Framework contracts were created using a competitive appointment process, which did not detract from the requirements of the Social Value Policy. The Leader reiterated that the Council wanted to see more money spent within the local economy, along with companies employing more local people, however, there would be instances when the use of a regional contractor was needed.

The Cabinet Member for Housing explained there had been no unlawful activity regarding the provision of information. The Council had attempted to provide the requested information in response to the FOI request, which was an independently managed process. He clarified that the procurement process undertaken for the town centre sites had been a competitive process with Wilmot Dixon being the successful bidder out of five, having been scored on many different measures. He understood that many of the supply companies working with Wilmot Dixon were local companies. The Council was making a significant investment in the area, not to make a profit but to provide needed redevelopment.

Mr. Felstead went on to query why he had not been provided with the financial information requested when it had been discussed elsewhere.

The Leader indicated he would review the correspondence between Mr. Felstead and the Cabinet Member for Housing and ensure any financial information that could be shared would be provided clarifying that the Council was bound by commercial confidentiality rules so a complete breakdown could not be provided.

- (2) Mr. Harron sought clarification regarding the Council's FOI process. He had been informed that a complaint he had submitted could not be processed due to an ongoing FOI request and queried why that had happened, given that FOI's were requests for information rather than seeking an action/outcome.

The Leader explained his understanding was that where an issue was being considered under one of those formal processes, either complaints or FOI, that the complaint would be held until the information had been provided under the FOI process. This was to avoid issues running concurrently within multiple Council systems. The Leader would clarify the position with Legal Services and respond in due course.

Mr. Harron did not agree that a complaint should be held whilst information was sought to address an FOI request, given that a complaint was usually made to address a behaviour rather than to seek information.

## **81. EXCLUSION OF THE PRESS AND PUBLIC**

The Chair advised that there were no items of business on the agenda that would require the exclusion of the press and public from the meeting.



**82. COVID WINTER GRANT SCHEME**

Consideration was given to the report which outlined proposals for the Covid Winter Grant providing valuable support to many vulnerable households and families. At least 80% of the grant was ringfenced to support those households with children particularly affected by the pandemic throughout the winter period where alternative sources of assistance may be unavailable.

This would be used in conjunction with other Covid related responses including tackling hardship, working across the Council and VCS partners. The recommendations would ensure that all eligible children in the Borough would receive vouchers to the value of free school meals for the Christmas and February half term holidays. Along with additional support for the Rotherham Food in Crisis Partnership Christmas appeal, extending eligibility for support with the purchase of school uniforms and £250,000 is committed to support households in financial need who are facing unexpected or unaffordable bills, to prevent them from falling into financial crisis, subject to engagement and support from the Council's Advocacy and Appeals Service or partners.

The grant was just over £1m and the grant conditions had been met.

The Leader and Cabinet Members noted the Council was working hard to ensure the grant funding was disseminated to those in need as soon as possible. It was felt that child poverty was in further decline, therefore, this funding and the additional support it provided was welcomed. They felt that the Government could be offering more support during this time.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-scrutiny process who were in support of the recommendations subject to consideration being given to the creation of a single point of contact in order to enable all residents that were eligible for support to be able to access that support easily and that Members were kept updated and informed on how they could support the Council's efforts to ensure that all residents eligible for support were able to access that support.

The Cabinet accepted the recommendations from the Overview and Scrutiny Management Board explaining that it was likely that the single point of contact would be within the Community Hub.

The Chair of the Overview and Scrutiny Management Board, in consultation with the Leader of the Opposition, agreed to waive the right to a call-in process for this decision to enable it to be implemented as soon as possible.

**Resolved:** - That Cabinet agreed:

1. provisional allocations of the grant subject to final adjustments for the purposes of:
  - a. Holiday Programme & Food - £492,395.16
  - b. Struggling with utility costs / debt - £285,000
  - c. Christmas food - £30,000
  - d. Help with school uniforms - £200,000
2. to the creation of a single point of contact to enable all residents that were eligible for support to be able to access that support easily.
3. that Members were kept updated and informed on how they could support the Council's efforts to ensure that all residents eligible for support were able to access that support.

**83. BUSINESS SUPPORT GRANTS FUNDED VIA ADDITIONAL RESTRICTIONS GRANT (ARG)**

Consideration was given to the report which detailed the progress made on delivering the Local Restrictions Support Grants (LRSG's) and how the discretionary Additional Resources Grant (ARG) was being used to support businesses within Rotherham. The second phase of the support grant would be used to support licensed taxi drivers within South Yorkshire with a fixed one-off payment. £6Million had been allocated to support supply chain businesses who were forced to close due to national lockdown or those within the hospitality, accommodation and leisure sectors that were restricted in Tier 2 and 3.

The grant also allows for a discretionary scheme to be available to businesses suffering from a loss of trade and that had been unable to access any of the existing Business Grant Schemes. These were expected to be primarily small and microenterprises, including businesses registered too recently to qualify for Central Government support.

The Scheme would be promoted on the Council's website and would be inviting businesses to submit an online application. The application form had been designed in an accessible way to enable businesses to submit one application that would be considered against any of the available Business Grants. Applications would be accepted until 31st January, 2021, however, resources would be allocated on a first come first served basis. If resources remained available after that time the Strategic Director for Finance and Customer Services, in consultation with the Leader and Cabinet Member for Finance and Corporate Services, would have delegated authority to process top up payments in order to utilise the resource.

The Head of Corporate Finance explained that the Business Support Grants were detailed on the Council's website along with the application form. Where possible, automatic payments had been made utilising information from previous grant applications which would limit the number of businesses who needed to apply for funding.

The Leader and Cabinet Members welcomed the proposals and that support for very small businesses and sole traders was being made available. The simplified application process was commended.

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

**Resolved: That Cabinet:**

1. Noted the progress to date on the administration of the Local Restrictions Support Grants (LRSG's).
2. Noted the progress to date on utilising the Additional Restrictions Grant (ARG).
3. Approved the Council's proposed discretionary Business Support Grant, total funding of £664k.
4. Delegated to the Strategic Director Finance and Customer Services in consultation with the Leader of the Council and Cabinet Member for Finance and Corporate Services, the application of any surplus grant to top up the grant values paid to eligible small businesses.

**84. RECOMMENDATIONS FROM OVERVIEW AND SCRUTINY MANAGEMENT BOARD**

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

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

**Resolved:**

That the next meeting of the Cabinet be held on Monday, 21st December, 2020, commencing at 10.00 a.m.

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**THE CABINET**  
**21st December, 2020**

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

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

**86. DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

**87. QUESTIONS FROM MEMBERS OF THE PUBLIC**

- (1) Mr. Felstead referred to a previous question he had asked regarding housing schemes and informed Cabinet that he had received a response via a Freedom of Information request that stated the loss was at £15.4 Million. Mr Felstead claimed that there had been untruths presented at Cabinet that should be looked into. In response the Leader confirmed that he was not aware of any untruths told but stated that he would look into it.

Mr. Felstead's substantive question related to the proposed demolition of the old Primark building in the town centre and whether any alternative uses had been looked into, such as the relocation of the indoor markets. He also asked for the cost benefit analysis to be sent to him along with details of any alternative development plans.

The Strategic Director Regeneration and Environment explained that the old Primark building had been put forward as part of the Towns Fund process which was Government funding. As part of that process a Board had to be established which was chaired by the private sector. The input from the Board had led to proposals to spend the first £1 Million of the Fund. The rest would form part of a bid that would be submitted to Government in January 2021. In terms of the rationale behind the plan to demolish the building, an overall aim was to shrink the amount of retail footprint in the town centre due to the increase in online shopping. Other buildings and areas within the town centre were being repurposed for residential development or leisure development. The demolition of the old Primark building would allow for more public open space but would also keep open the possibility of future development on the site.

In response to a comment from Mr. Felstead on why the building was not listed in the Town Centre Masterplan as a building that detracted from the town centre, the Cabinet Member for Jobs and the Local Economy explained that the Plan had to evolve to keep up with changes. Addressing Mr. Felstead's concerns about anti-social behaviour at the site if only one third of the site was turned into the public open space as set out in the planning application, the Cabinet Member confirmed that the Council did hold regular meetings with South Yorkshire Police and with town centre businesses to address anti-social behaviour issues. The Cabinet Member agreed to raise the issue of police attendance at incidents in the town centre with the Assistant Director for Community Safety and Street Scene. The Cabinet Member also confirmed that the old Primark building had been selected by the Town Centre Board and that there would be no waste land as part of the proposal.

The Leader agreed he would look into what documents could be sent to Mr. Felstead regarding the old Primark building scheme.

**88. MINUTES OF THE PREVIOUS MEETING**

**Resolved:-**

That the minutes of the Cabinet meeting held on 23rd November, 2020, be approved as a true and correct record of the proceedings.

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

The Chair advised that there were no items of business on the agenda that would require the exclusion of the press and public from the meeting.

**90. YEAR AHEAD PLAN - QUARTERLY PROGRESS REPORT**

Consideration was given to the report which gave an update on progress in delivering the key activities in the Year Ahead Plan (the Plan.) Appendix 1 to the report was a milestone tracker whilst Appendix 2 detailed the initial equality screening assessment for the Plan. The Plan had been approved by Cabinet on 21st September, 2020, and set out the Council's priorities and actions to support residents, communities and business up to May 2021. It was anticipated that a new Corporate Council Plan would be developed following the May 2021 local elections.

The Plan was framed around five themes: Thriving Neighbourhoods; Better Health and Wellbeing; Economic Recovery; New Ways of Working and Hope and Confidence in Rotherham. There were also two cross-cutting strands that were integral to each scheme, namely: Equalities and Social Justice, and Climate Impact. As of 25th November ,2020, 18% (14)

of the activities outlined in the Plan had been completed; 70% (54) were on track; 4% (3) had been delayed; 0% (0) were off-track and 8% (6) were not yet scheduled to start. The Leader confirmed that two out of the three actions that had been delayed were down to Central Government delays. The third was works at Herringthorpe Stadium which had been delayed due to the practicalities of the Pandemic.

Information was provided in the report on the activities relating to each of the five themes. The impact of these activities would continue to be measured through the Resident Satisfaction Survey as well as other key indicators such as the total funding dispersed to businesses affected by COVID restrictions and the increased social value from Council spend. Consultation with the public was a key priority and was ongoing.

The Head of Performance, Intelligence and Improvement confirmed that further reports would be brought to the Cabinet in order to keep them updated on the progress of the Plan.

The report had been considered by the Overview and Scrutiny Management Board as part of the pre-decision scrutiny process. The Board were supportive of the recommendation and requested that a report on performance against Year Ahead activities be submitted to the Overview and Scrutiny Management Board on a quarterly basis and that the report provide a detailed narrative on performance exceptions, both positive and negative, including direction of travel and on the action being taken to improve performance as required.

**Resolved:-**

- (1) That the progress made with the Year Ahead activities is noted;
- (2) That a report on performance against Year Ahead activities be submitted to the Overview and Scrutiny Management Board on a quarterly basis; and
- (3) That the report provide a detailed narrative on performance exceptions, both positive and negative, including direction of travel and on the action being taken to improve performance as required.

**91. HRA BUSINESS PLAN 2020-21**

Consideration was given to a report which provided a detailed overview of the current position of the Housing Revenue Account (HRA) and the reason for any changes to the Business Plan.

It was reported that the HRA recorded all expenditure and income relating to the provision of council housing and related services, and the Council was required to produce a HRA Business Plan setting out its investment priorities over a 30-year period.

It was noted that there had been no significant Government policy changes that affected the business plan since the last update but there were some significant changes to the Consumer Price Index as a consequence of the COVID-19 Pandemic. This had resulted in the CPI being 1.5% lower than predicted when the Plan was last reviewed.

The Business Plan recognised the importance of continued investment in new affordable homes, focus on the next five years and would continue to be amended and reported annually. Given the economic uncertainty the overall position remained challenging, but given the level of reserves and the previous decision to defer some investment in stock until later in the Plan, the ability to divert resources to fund housing growth and contribute to the Year Ahead Plan remained.

The Business Plan operating account was at or around the minimum balance over the short to medium forecast. However, due to inflationary pressures, there was significant pressure on the longer term forecast. The key risks in the Business Plan were increased Right to Buy sales above those planned for, interest rate rises above those planned for and inflation. The risks were continuously monitored and mitigated by the Housing Service with support from Financial Services.

The Cabinet Member for Housing confirmed that £114 Million including grant income had already been, and would continue to be, invested in the Housing Growth Programme which supported the building of new affordable housing, shared ownership housing and open market housing. All projects not yet agreed would be subject to future Cabinet approval. There was also a focus on maintaining the existing Council Housing stock to the agreed standard and it was anticipated that over £1 Billion would be spent to achieve this over the course of the 30 year Plan. The Cabinet Member also confirmed that the Arundel Avenue and Braithwell Road schemes had been redesigned to deliver 14 bungalows rather than 12 as previously agreed.

Cabinet Members were very supportive of the Business Plan and expressed their pride at being able to deliver additional, high quality Council homes.

The report had been considered by the Overview and Scrutiny Management Board as part of the pre-decision scrutiny process. The Board expressed their support for the recommendations and requested that a sub-group of the Overview and Scrutiny Management Board be established to feed into the work being carried out to develop housing on garage sites.



**Resolved:-**

That Cabinet recommends to Council to:

- (1) approve the proposed 2021-22 Base Case Option 1 for the HRA Business Plan;
- (2) approve the reprofiling of housing growth budgets to ensure resources are available at the right time to deliver on the annual housing development programme commitments as set out within paragraph 1.6 of the report;
- (3) review the plan annually to provide an updated financial position; and
- (4) That Cabinet agrees that a sub-group of the Overview and Scrutiny Management Board be established to feed into the work being carried out to develop housing on garage sites.

**92. HOUSING RENT AND SERVICE CHARGES**

Consideration was given to a report that sought approval for the proposed values of the housing rents, non-dwelling rents, District Heating and service charges and the draft Housing Revenue Account Budget for 2021/22. Attached to the report at Appendices 1 and 2 were the Initial Equality Screening Assessment form Part A and Part B. Appendix 3 was the draft Housing Revenue Account Budget for 2021/22.

From April 2016, social landlords had been required to reduce their rents by 1% each year for four years, 2019/20 being the final year. It was now for Cabinet to decide which option to choose for 2021/22. A number of options were set out in section 3 of the report. Housing rents option 1 had been recommended for approval and would mean an increase of 1.5% on rent for social housing. This was an increase by CPI plus 1% which was in line with Government guidance. Option 1 would result in an average rent increase of £1.12 per week from £74.21 to £75.22.

Non-dwelling rents option 2 had been recommended for approval. That would result in an increase on non-dwelling charges of 2% for 2021/22 in line with the recommended increase being applied across the Council. There were no proposed increases for the District Heating scheme.

The Cabinet Member for Housing explained that the increases to housing rents would allow for the maximum amount of funding to support ongoing maintenance and management services for Council dwellings. The Leader explained that a substantial number of social renters would not have to pay all of the increase and that a minority of social renters would not have to pay any of the increase as this would be covered by the housing benefit they received.

The report had been considered by the Overview and Scrutiny Management Board as part of the pre-decision scrutiny process and the Board supported the recommendations.

**Resolved:-**

That the Cabinet note the content of the report and recommend to Council: -

- (1) That dwelling rents are increased by 1.5% in 2021/22 (Option 1) in line with the Government policy on rents for social housing which allows rents to increase by Consumer Price Index (CPI) (as at September) plus 1%;
- (2) That shared ownership rents are increased by 1.6% in 2021/22 (Option 1) in line with the Government policy on rents for social housing which allows rents to increase by Retail Price Index (RPI) (as at September) plus 0.5%;
- (3) That there is a 2% increase (Option 2) in charges for garages and parking spaces, communal facilities, cooking gas and use of laundry facilities, in line with the Council's policy on fees and charges;
- (4) That the unit charge per Kwh for District Heating Schemes remains the same level as agreed by the Council in December 2017.
- (5) That the draft Housing Revenue Account budget for 2021/22 be approved.

**93. NEIGHBOURHOOD ROAD SAFETY FUND PROGRAMME**

Consideration was given to a report on the Neighbourhood Road Safety Fund Programme. The Programme had been approved in 2019/20 and Cabinet were asked to approve the second tranche of the Programme for delivery in 2020/21 and 2021/22. With a budget of £150,000 per year for three years to March 2022, the aim of the Programme was to address local community road safety concerns.

Cabinet were asked to approve the delivery of 19 schemes as identified following consultation in July 2020. Details of the schemes were provided in Appendix 3 to the report. Appendix 1 contained the Impact Assessment Screening Form whilst Appendix 2 was a progress update on Tranche 1 of the Programme. The Cabinet Member for Waste, Roads and Community Safety explained that 19 schemes had been completed during Year 1 of the Programme.

The report had been considered by the Overview and Scrutiny Management Board as part of the pre-decision scrutiny process. The Board supported the recommendations and asked the Cabinet Member for Waste, Roads and Community Safety to give further consideration to actions that could be taken to ensure that pedestrian crossings and other road infrastructure across the Borough fully takes into account the needs of vulnerable road users.

**Resolved:-**

- (1) That Cabinet approve the delivery of 19 schemes identified following the latest round of consultation in July 2020 as detailed in Appendix 3; and
- (2) That the Cabinet Member for Waste, Roads and Community Safety give further consideration to actions that could be taken to ensure that pedestrian crossings and other road infrastructure across the Borough fully takes into account the needs of vulnerable road users.

**94. REVISION TO THE HACKNEY CARRIAGE AND PRIVATE HIRE POLICY 2020-23 IMPLEMENTATION SCHEME**

Consideration was given to a report on the proposed revision to the Hackney Carriage and Private Hire Policy 2020-23 Implementation Scheme. Cabinet had approved the new policy in March 2020 but due to COVID-19 it had not been possible to implement some of the policy changes. The implementation scheme had therefore been amended to set out new dates by which the policy would be applied in full.

The original scheme was set out in Appendix 2 to the report with the amended scheme at Appendix 3. Appendix 1 was the Equality Impact Analysis. The amended scheme would be fully implemented by 31<sup>st</sup> July 2021. The Cabinet Member for Waste, Roads and Community Safety confirmed that the report contained a recommendation to allow for additional short-term resources to ensure the effective and timely delivery of training. The training would include refresher training to any driver renewing their driving licence application. Due to the COVID-19 Pandemic the training would need to be delivered virtually. Training on safeguarding would also be undertaken. Public consultations that had been delayed due to the pandemic would also take place.

**Resolved:-**

- (1) That Cabinet approve the implementation of the Hackney Carriage and Private Hire Licensing Policy 2020-2023 as outlined in Section 2 of this report and in accordance with the implementation scheme attached as Appendix 3; and

- (2) That Cabinet approve the additional short-term staffing requirement, to ensure the effective and timely delivery of training, as detailed in Section 2.4, funded from within the Directorate.

**95. REVISION TO THE HACKNEY CARRIAGE AND PRIVATE HIRE POLICY 2020-23 IMPLEMENTATION SCHEME**

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

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

**Resolved:-** That the next virtual meeting of the Cabinet be held on Monday, 25th January, 2021, at 10.00 a.m.

**Committee Name and Date of Committee Meeting**

Cabinet – 25 January 2021

**Report Title**

Update on the Council response to the COVID-19 emergency

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

No

**Strategic Director Approving Submission of the Report**

Sharon Kemp, Chief Executive

**Report Author(s)**

Jackie Mould, Head of Policy, Performance and Intelligence  
01709 823618 or [jackie.mould@rotherham.gov.uk](mailto:jackie.mould@rotherham.gov.uk)

**Ward(s) Affected**

Borough-wide

**Report Summary**

This report provides an update on how the Council is currently responding to the COVID-19 global pandemic and outlines proposals to introduce a local self-isolation support payment scheme.

**Recommendations**

- a) That the proposed Local Self-Isolation Support Payment be approved with an initial budget of up to £100k if demand requires it; funded from the Contain Outbreak Management Fund.
- b) That the discretionary Self-Isolation Support Payment fund be topped up by up to £100k if demand requires it; funded from the Contain Outbreak Management Fund.
- c) That authority be delegated to the Strategic Director of Finance and Customer Services to adjust the allocations provided to the discretionary scheme and the Local Self-Isolation Support Payment scheme, between the schemes, as demand requires.
- d) That Cabinet note the ongoing impacts of COVID-19, including local outbreaks.
- e) That Cabinet note the arrangements in place to respond to COVID-19.

**List of Appendices Included**

Appendix 1 COVID-19 timeline of key announcements

Appendix 2 Initial Equality Screening Assessment – Local Self Isolation Payments

**Background Papers**

None

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

None

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## Update on the Council response to the COVID-19 emergency

<b>1.</b>	<b>Background</b>
1.1	<p>Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus. The ongoing pandemic of coronavirus disease spread to the United Kingdom in late January 2020.</p> <p>This report provides an overview of how the Council is responding to the crisis, what this means for critical services and the critical issues being addressed.</p> <p>The Council is working at a national, regional and local level to respond to the COVID-19 emergency and to ensure that critical services are delivered and that the most vulnerable residents are supported.</p>
1.2	<p>The Council has responded in line with daily Government announcements and guidance. An overview of the key announcements throughout the pandemic and the Council's response to these announcements is outlined within Appendix 1.</p>
1.3	<p>A second national lockdown was in place from 5<sup>th</sup> November-2<sup>nd</sup> December 2020. On 23<sup>rd</sup> November, the Government announced the end of this second lockdown and released the COVID-19 Winter Plan, which included the reintroduction of the regional tiered approach from 2<sup>nd</sup> December 2020 onwards. From the end of the second lockdown to 4<sup>th</sup> January 2021, Rotherham was placed in Tier 3.</p>
1.4	<p>In December, a new strain was identified, which spread rapidly, particularly in London, the South East and the East of England. This led to a fourth tier being introduced from 19<sup>th</sup> December, which included a stay at home order. From 30<sup>th</sup> December, most of the population in England moved into Tier 4, but Rotherham remained in Tier 3.</p>
1.5	<p>On 4<sup>th</sup> January 2021, a third national lockdown was announced which is expected to be in place until at least mid-February. Restrictions include that:</p> <ul style="list-style-type: none"> <li>• People cannot leave their homes except for certain reasons, like the first lockdown last March. These include essential medical needs, food shopping, exercise and work for those who cannot do so from home.</li> <li>• Clinically extremely vulnerable (CEV) residents should only go out for medical appointments, exercise or if it is essential. CEV residents should not attend work.</li> <li>• People cannot meet socially with anyone outside of their household or support bubble (if they are legally permitted to form one).</li> <li>• All schools and colleges will close to most pupils from Tuesday 5<sup>th</sup> January with remote learning until February half term.</li> <li>• Early years settings such as nurseries will stay open.</li> <li>• End-of-year exams will not take place this summer as normal.</li> <li>• Elsewhere, university students should not return to campuses and will</li> </ul>

	<p>be taught online (with the exception of certain courses.)</p> <ul style="list-style-type: none"> <li>• Hospitality venues such as cafes, restaurants, pubs, bars and social clubs must close, with the exception of providing food and non-alcoholic drinks for takeaway (until 11pm), click-and-collect and drive-through. All food and drink (including alcohol) can continue to be provided by delivery.</li> <li>• Leisure centres and outdoor sports venues and - such as golf courses, tennis courts and outside gyms - must close. Outdoor playgrounds will remain open.</li> <li>• People are permitted to exercise on their own, with one other person, or with their household or support bubble.</li> <li>• People must stay 2 metres apart from anyone not in their household or support bubble.</li> </ul>
1.6	<p>The Council continues to work at a national, regional and local level to respond to the COVID-19 emergency and to ensure that critical services are delivered and that the most vulnerable residents are supported. This includes providing practical and financial support for residents in insecure employment and who need to self-isolate. The Council's primary aims are to work with partners across the health system, the VCS and the business community to reduce the spread of infection in the borough and to support the roll out of the vaccination programme.</p> <p>An update on the Council's ongoing response is outlined below, including proposals to further enhance the test and trace self-isolation payments with a local self-isolation payment support scheme.</p>
<b>2.</b>	<b>Key Issues</b>
2.1	<b>Test and Trace Support Payments</b>
2.2	<p>From 28 September 2020, individuals have been entitled to a Test and Trace Support Payment of £500 if they:</p> <ul style="list-style-type: none"> <li>• Have been told to stay at home and self-isolate by NHS Test and Trace, either because they have tested positive for coronavirus or have recently been in close contact with someone who has tested positive. <b>They should have a unique NHS Test and Trace ID number that have to provide for the application process.</b></li> <li>• Are employed or self-employed</li> <li>• Are unable to work from home and will lose income as a result</li> <li>• Are currently receiving Universal Credit, Working Tax Credit, income-based Employment and Support Allowance, income-based Jobseeker's Allowance, Income Support, Housing Benefit and/or Pension Credit.</li> </ul>



2.3	The payment is designed to support people on low incomes, who will lose income as a result of self-isolating and to encourage them to get tested if they have symptoms. This is seen as important to help stop the transmission of COVID-19 and avoid further economic and societal restrictions. At the time of writing, this scheme will last until 31 January 2021, no information has been provided by government at the current time with regards to any extension. However, it is anticipated that government will take steps to extend the self-isolation support payment scheme, as such the proposals put forward within this report are on this basis.
2.4	Local authorities are also be able to make a discretionary £500 lump sum payment in exceptional circumstances to an individual who meets the main qualifying criteria for the Test and Trace Support Payment (i.e. they are a low-income worker who is unable to work because they are self-isolating) but is not in receipt of qualifying benefits and could suffer financial hardship as a result of not being able to work.
2.5	<b>Discretionary Payments</b>
2.6	Government guidance provides the criteria that must apply for the Council to make a discretionary award. Effectively, the applicant must meet all the main scheme criteria apart from being in receipt of a qualifying benefit.
2.7	Local authorities can make a £500 discretionary payment to individuals who: <ul style="list-style-type: none"> <li>• have been told to stay at home and self-isolate by NHS Test and Trace, either because they have tested positive for coronavirus or have recently been in close contact with someone who has tested positive;</li> <li>• are employed or self-employed; and</li> <li>• are unable to work from home and will lose income as a result.</li> </ul>
2.8	In addition, the discretionary payment is for people: <ul style="list-style-type: none"> <li>• who are not currently receiving Universal Credit, Working Tax Credit, income-based Employment and Support Allowance, income-based Jobseeker's Allowance, Income Support, Housing Benefit and/or Pension Credit; and</li> <li>• who are on low incomes and will face financial hardship as a result of not being able to work while they are self-isolating.</li> </ul>
2.9	On receipt of an application of this nature, Council officers who specialise in the review of benefits claims and financial hardship claims for areas such as Discretionary Hardship Payments, assess the information provided. Officers then use that information to make an informed decision as to the level of financial hardship that the applicant will experience, with the result being either a discretionary payment of £500 or a rejection of their application. The officers dealing with these cases have been kept to a small team to aid consistency of approach.

2.10	Any rejected discretionary applications will have the right to appeal. The appeal will be reviewed by a manager within the Council's Revenues and Benefits section, to ensure a specialist in this kind of assessment carries out the review of the Council's treatment of the case.
2.11	<b>Self-Isolation Support &amp; Discretionary Payments update</b>
2.12	<p>Government provided the Council with the following funding support to cover the costs of the scheme:</p> <ul style="list-style-type: none"> <li>• Test and Trace Support Payments    £136,500.00</li> <li>• Administration                                £40,311.20</li> <li>• Discretionary Payments                    £82,081.80</li> </ul> <p>Due to the volume of eligible claimants coming forward for approval, the funds available for the Test and Trace Support Payments have already been exceeded by grant payments, though Government have confirmed additional funding will be provided to cover the cost of grants provided.</p>
2.13	However, for the discretionary payments, Government will not be providing an additional funding allocation. Instead, councils must manage their allocation by making smaller payments, stopping payments once the fund is utilised or looking to fund discretionary payments through another route. The Council's discretionary payments fund is expected to be fully utilised by early January 2021.
2.14	In order to address the likely shortfall on the discretionary payments, it is proposed to provide an additional discretionary payments fund, with an allocation of up to £100k from the Council's allocation for the Contain Outbreak Management Fund (COMF), £2.123m. The COMF is provided to further support the Contain Strategy with a focus on increasing the test and trace activity, learning from the different pilots and good practice, supporting businesses to implement COVID secure operating procedures, support self-isolation and to continue to deliver against the national Contain Strategy.
2.15	Utilising this fund would allow the Council to continue to process discretionary payments to applicants who meet the scheme criteria. It would also prevent the Council having to reduce payments or cease making payments at a time when it is vital to promote the need for individuals self-isolating as required. The additional capacity will also allow for an extension to the self-isolation support discretionary payments scheme, should the scheme be extended from its current end date of the 31 <sup>st</sup> January 2021.
2.16	<b>Local Self-Isolation Support Payment</b>
2.17	To further support the Contain Strategy, to support and encourage self-isolation where required, the Council proposes to introduce a local self-isolation support payment scheme. The scheme will broadly follow the same principles of the Government's self-isolation support payment scheme, but it will not be based on financial hardship. The aim of the scheme is to

	encourage and incentivise individuals to self-isolate if they are required to do so and have been unable to access the Government's self-isolation payments or the discretionary payments. The payments will be for £250 and will be funded from the COMF, £2.123m, with a maximum allocation of £100k to potentially fund 400 applications. It must be noted that it is not possible to estimate the volume of applications the Council may receive.
2.18	<p>The scheme will go live should it receive Cabinet approval. As such, claims can be made by individuals whose period of self-isolation, as confirmed by NHS Test and Trace, started on 25 January 2021. The base criteria are for applicants who:</p> <ul style="list-style-type: none"> <li>• Have been told to stay at home and self-isolate by NHS Test and Trace, either because they have tested positive for coronavirus or have recently been in close contact with someone who has tested positive. <b>They should have a unique NHS Test and Trace ID number that have to provide for the application process.</b></li> <li>• Started a period of self-isolation on or after the 25<sup>th</sup> January 2021.</li> <li>• Have not been able to access the Government's self-isolation support payments or discretionary payments.</li> <li>• Are employed or self-employed; and</li> <li>• Are unable to work from home and will lose income as a result.</li> </ul> <p>Note, this scheme will not be applied retrospectively to applicants who have been rejected for the Government's self-isolation support scheme or for discretionary payments, where the commencement of their period of self-isolation was prior to 25 January.</p>
2.19	<b>Updates on the Council's ongoing response to COVID-19 pandemic</b>
2.20	The remaining sections of this report provide an update on the Council's ongoing response to the COVID-19 pandemic.
2.21	<b>Outbreak control</b>
2.22	<p>The Outbreak Control Plan was peer reviewed, agreed by the Local Outbreak Engagement Board and published online in June – (accessible via <a href="https://www.rotherham.gov.uk/coronavirus">https://www.rotherham.gov.uk/coronavirus</a>.) The plan covers interventions across the main themes as directed nationally. The themes have now been updated in light of developments to include communications, equality and vaccinations. The themes are as follows:</p> <ul style="list-style-type: none"> <li>• Workplace, Education, Care</li> <li>• High Risk places</li> <li>• Local Testing</li> <li>• Contact Tracing</li> </ul>

	<ul style="list-style-type: none"> <li>• Data Integration</li> <li>• Vulnerable People</li> <li>• Local Boards</li> <li>• Communications</li> <li>• Equalities</li> <li>• Vaccinations</li> </ul>
2.23	The 7-day infection rate is 219.7 per 100,000 (as of 29 <sup>th</sup> December). This compares with 476.9 per 100,00 for England for the same period. Rotherham has the 274 <sup>th</sup> highest rate out of 339 lower tier local authorities. The infection rate remains significantly higher than the rate over the summer, but lower than the peak of the second wave in Rotherham. As of early January, evidence suggests that the prevalence of the new variant in Yorkshire and Humber remains very low.
2.24	For people aged 60 and over, the overall rate is 171.4 per 100,000 as of 29 <sup>th</sup> December. This is significantly lower than the rate in the lead up to Christmas.
2.25	Testing sites continue to run 7 days a week in Rotherham at Midland Road old bus depot and Forge Island. Action is being taken to expand testing provision. In November, additional local testing sites were opened in Dinnington and Maltby, which has increased geographical access to testing and increased overall testing capacity in Rotherham. All testing site facilities have been winter-proofed and have been included in gritting routes to ensure accessibility.
2.26	Riverside House Café was selected as the location for the roll out of the DPH lateral flow tests (LFTs) – a new rapid testing programme for asymptomatic frontline workers. The ground-floor café was one of several Council locations to be risk assessed and was found to be the best place for this testing programme. A one-way system will be in place to ensure that any staff who visit Riverside House for other reasons will avoid the café area. People attending for tests will use separate entry and exit doors. Testing at the site started in the week commencing 4 <sup>th</sup> January and is by invitation and appointment only. These tests are for frontline and community workers only.
2.27	Provider services have received initial supplies of LFT kits and the relevant information regarding delivery schedules, training, the means of uploading results, and the process of ordering more test kits. The use of LFTs has been implemented in care homes, to enhance existing COVID safe visiting policies and practice.
2.28	Rotherham's care homes have developed robust visiting policies which are based on the latest Government guidance and the situation within the local community. Visits are being facilitated in a COVID safe manner, with registered managers having the overall responsibility to allow visiting if deemed as appropriate action and in line with national guidance. It is also being ensured that:

	<ul style="list-style-type: none"> <li>• All residents have personalised visiting plans in place</li> <li>• Visiting is not permitted in a care home with an outbreak or where outbreaks are ongoing.</li> </ul>
2.29	Intelligence from services across the borough is fed into the daily Bronze meeting to identify any areas of concern for action. A watchlist of infection rates in Rotherham Middle Layer Super Output Areas (MSOAs) is presented twice weekly to Bronze. The operational group which feeds into Bronze also meets daily and reviews all live incidents and outbreaks to enable a timely response. A single point of contact inbox has also been set up to capture intelligence relating to incidents or outbreaks.
2.30	Rotherham has a 7-day local contact tracing service in place, to contact residents who have not been successfully contacted by the national NHS Test and Trace service.
2.31	<b>Communications and engagement</b>
2.32	A communications strategy has been in place since the start of the COVID-19 crisis. Whilst the principles remain the same, some messages have been updated in line with the changes to restrictions. The plan has been reviewed on an iterative basis, with seven published versions.
2.33	<p>The core message across communications has been to 'Help Keep Rotherham Open'. However, this has now been elevated to 'Stay at Home', in line with the national lockdown messages. Whilst government advice and guidelines continue to change on a regular basis, the fundamental key messages remain the same. This includes promoting:</p> <ul style="list-style-type: none"> <li>• Staying two metres apart wherever possible</li> <li>• Regular and thorough handwashing</li> <li>• Self-isolating and getting tested when symptomatic</li> <li>• Wearing a face covering where appropriate</li> <li>• Getting tested if you have symptoms.</li> </ul>
2.34	The COVID-19 website continues to be updated to show the most current information. New and pertinent links are highlighted on the landing page, such as financial support for businesses.
2.35	Social media activity has seen positive engagement from audiences. Enhanced use of video messaging has also been a feature of the approach to COVID communications, with some excellent reach and engagement being achieved. This has included sharing local people's lived experiences of COVID-19 through the 'COVID stories' series.
2.36	In line with the communications strategy to reach all audiences including those who are digitally excluded, printed information such as leaflets continue to be produced and distributed throughout the community. This has included a targeted leaflet for older people to signpost them to support services and helplines.

2.37	Due to the broad base of the infections, engagement work is now focussed in areas with high footfall, with an aim to raise awareness and have a presence in as many places as possible. This approach is commensurate with the current nature of the infection rates in the borough.
2.38	Communications are taking place in culturally appropriate ways recognising that, in some communities, English is not their first language. This has included utilising local community groups and faith leaders. Key messages have been provided through community influencers such as specific messages by Imams at Friday prayers. A toolkit of resources that has been translated into six languages is available for free by placing a request with the comms team. Uptake from stakeholders including community groups and health colleagues has been strong. This toolkit is now being refreshed to ensure that it is up to date. Local mosques also created a short video for sharing through their own social media networks to amplify key messaging. Work is ongoing at grassroots level to connect with hard-to-reach audiences.
2.39	Innovative work has been carried out to connect with all audiences in the form of a video campaign displayed on the side of an LED display truck. Videos include RUFC manager Paul Warne and former England goalkeeper David Seaman reiterating the key messages, as well as local COVID stories and an informative walk-through the test site. The success of this communication channel is based largely on its mobility; specific audiences can be targeted; messages can be updated immediately and there is the ability to respond quickly.
2.40	One of the key communications priorities in the lead up to Christmas was ensuring that the rules and restrictions were fully understood. Communications support for enforcement activity continues.
2.41	Based on data received from the Community Hub, which has seen an increase in the numbers of people calling for help with loneliness and isolation, additional communications were created to promote the support available and encourage people to look out for one another throughout the winter and the festive period.
2.42	Another key focus of communications currently is testing and vaccinations. While this is a rapidly changing landscape, the Communications Team are working with Public Health and NHS colleagues to provide clear messages and to avoid confusion, so that local people understand the 'what, when, where, how and who.' Further detail is outlined in the vaccinations section of this report.
2.43	<b>Rotherham Community Hub and support to CEV residents</b>
2.44	During the second lockdown, the Council had a responsibility to proactively contact residents on the Clinically Extremely Vulnerable (CEV) list. In Rotherham, 11,518 residents are considered to be CEV.

	<p>Phone calls to CEV residents commenced on 11<sup>th</sup> November and were made on a priority basis as follows:</p> <ol style="list-style-type: none"> <li>1. Those registering for support</li> <li>2. New residents on the CEV list</li> <li>3. Those people who received support last time and still appear on the CEV list</li> <li>4. Those people who received support previously but are no longer on the list</li> </ol> <p>In total, these cohorts consist of 1,871 residents.</p>
2.45	During the second lockdown, 1,311 residents were called, including all residents who registered that they required support during wave 2. These calls generated 93 referrals to the Rotherham Community Hub. In cases where the Council is unable to get in contact with CEV residents, 'safe and well' visits are arranged.
2.46	Since lockdown ended, calls have continued to be made to residents new to the shielding list, and a further 164 contacts have been made, with 2 referrals made to the hub. In response to the third lockdown, operations will now be stepped up to contact those requesting support through the national website, residents new to the CEV list and those that requested support during the second lockdown.
2.47	<p>The Rotherham Community Hub has continued to operate throughout the pandemic and stepped-up capacity to support vulnerable residents through the second lockdown period. Capacity will be stepped up again to respond to any increased demand associated with the third national lockdown.</p> <p>From the 26/03/20 to the 03/01/21, a total of 5,040 residents have contacted the hub. With some residents having multiple issues, this has led to 6,305 separate support requests. At the close of the 3<sup>rd</sup> January 2021, 4,811 requests had been resolved and 229 were in progress. So far, there have been 1,752 requests for food shopping support, 1,734 for help with prescription collections, 421 support with loneliness, 115 with pet care, 616 have been signposted to other services and a further 1,667 with other issues.</p>
2.48	During the last few months there has been a significant increase in contacts from residents experiencing financial hardship. This currently accounts for around 50% of cases received each day, a rise from the third of cases seen prior to the second lockdown. To respond to this, referral processes have been strengthened to ensure that residents are able to access advice and support. In addition, steps have been taken to increase capacity within crisis support partner organisations and to the Council's advocacy and appeals team.
2.49	Christmas cover arrangements were put in place for the Rotherham Community Hub, ensuring that any urgent cases were picked up.

2.50	<b>Support to businesses</b>
2.51	<p>Support to local businesses affected by the pandemic continues. Grants were made available for businesses impacted by the Tier 2, 3 and restrictions under the second national lockdown. Under the new Local Restrictions Support Grant schemes, over 1,500 businesses have been supported so far, with a total value of payments £3.276m.</p> <p>As the country enters a third national lockdown, Government has announced new one off top up grants for businesses in the retail, hospitality and leisure sectors, that will provide up to £9k per property. It is expected that the Local Restrictions Support Grant schemes will run alongside this scheme, but that has still to be confirmed by Government.</p> <p>To help support local people whose jobs have been affected, officers are in discussion with the Government's Department for Work and Pensions (DWP) to secure a commitment for work coaches, currently being recruited by the DWP, to be based in local libraries.</p>
2.52	<p>As part of the negotiation to enter Tier 3, SCR agreed a business support package of £30m, now known as the Additional Restrictions Grant (ARG). The fund is discretionary and can be used flexibly to support our businesses. So far, the initial phases of this allocation have been used to mirror the Government schemes, providing the same support but to businesses not registered for business rates.</p>
2.53	<p>In addition, two further specific business support packages have been added: support for licensed taxi drivers with a fixed payment of £500 and support for businesses in the supply chain of those impacted due to restrictions.</p>
2.54	<p>An element of ARG has been set aside for each authority to run a discretionary scheme to target any business area missed by the existing schemes. Rotherham's allocation is £664k and will be used to provided business support grant of £500, targeted at small businesses with ongoing business costs but unable to access the existing business grants.</p> <p>Using ARG funding a further 1,334 business grants have been paid, with a total value of £1.485m.</p>
2.55	<b>Managing the deceased</b>
2.56	<p>The managing the deceased workstream continues to operate at a weekly frequency in response to the fast change in infection rates and forecasted planning.</p>
2.57	<p>Forecasting on death rates has been undertaken and deaths continue to be tracked daily to identify any increases or pressures that necessitate the need to act.</p>
2.58	<p>Capacity modelling has been undertaken across certification, registration,</p>



	<p>body storage, burials and cremations to understand such pressure points. Mitigating actions to reduce pressure on services and ensure that the deceased and their next of kin are treated with dignity and respect at all times are as follows:</p> <ul style="list-style-type: none"> <li>• Timeslots for funeral services at the crematorium are now running at 30-minute slots, which offer families increased availability for services, whilst maintaining a higher attendance of 30 mourners at the service. Additional evening and weekend slots have also been made available at 30 minutes each. The cost has been reduced to reflect the shortened service time.</li> <li>• Funeral Directors have been sent a joint letter from South Yorkshire Police and Public Health to reiterate the importance of adhering to the maximum number of mourners and to reinforce the actions that will be taken with instances of non-compliance.</li> <li>• Bereavement Services and Dignity have issued funeral directors with a seating plan and a list of guests expected in the chapel. This will help to aid management of excess numbers and to ensure the correct mourners are permitted to the chapel or graveside in the event that excess mourners present at the funeral.</li> <li>• Bereaved families dealing with a loss continue to be encouraged to organise the funeral within 14 days of the death wherever possible, and to work with their funeral director to ensure numbers are kept to a safe level, with additional mourners being directed to use the webcast facility where requested.</li> </ul>
2.59	<b>Availability and accessibility of Personal Protective Equipment (PPE)</b>
2.60	The Council has now received significant deliveries of PPE from the Department of Health and Social Care and will continue to receive these monthly until at least March 2021. This has stabilised the position with regards to PPE stocks and has allowed for 12 weeks' worth of supply to be maintained locally, with further stock held in reserve through the LRF.
2.61	Digital ordering systems have been designed and implemented to allow for a more efficient and sustainable process. The system also makes the process more accessible for external organisations who are now supplied by the Council, with increases already being seen in the number of supported living and housing related support services that are now requesting stock.
2.62	All residential and domiciliary care providers are eligible to receive all demand of PPE from the Government's PPE portal. Therefore, the Council should now have no reason to supply to this sector until at least March 2021.
2.63	DHSC have also requested that the Council, through the LRF, support education settings with PPE where required. This has now been agreed through the South Yorkshire LRF and schools and educational settings are now able to request PPE through the Council's online ordering process. This

	has been communicated via Children's and Young People's Services.
<b>2.64</b>	<b>Vaccinations</b>
2.65	The NHS COVID-19 vaccination programme has been commenced in Rotherham, with this first being rolled out in Anston. Two centres have also been opened in Montgomery Hall in Wath and the St Anne's Rotherham Leisure Centre. Two additional sites in Rawmarsh and Oak House are on track to be opened by the end of the week commencing 4 <sup>th</sup> January.
2.66	The Council is playing a proactive role in support of the NHS in the rollout of vaccinations. The Council's role includes engagement, using existing channels to communicate key messages, particularly to groups that are harder to reach. A key focus of the messaging is reassuring residents that they will be contacted when it is their turn to be vaccinated and reinforcing positive messages around vaccinations.
2.67	Regular updates around vaccinations have been included in briefings to residents and members, and the Council is promoting information relating to vaccinations through social media and the Digivan.
2.68	Target groups are being vaccinated first, namely 80+ age groups, the housebound, care home residents and the health workforce. Subject to availability, a further rollout to other age groups will be undertaken from January onwards.
2.69	Rotherham is receiving the first batch of the Oxford vaccine in the week commencing 4 <sup>th</sup> January. Due to the advantages of more easily transporting and storing the Oxford vaccines, this is initially being targeted in care homes, with the continued use of the Pfizer vaccine in the vaccination sites.
<b>3.</b>	<b>Options considered and recommended proposal</b>
3.1	<p><b>a)</b> That the proposed Local Self-Isolation Support Payment be approved with an initial budget of up to £100k if demand requires it; funded from the Contain Outbreak Management Fund.</p> <p><b>b)</b> That the discretionary Self-Isolation Support Payment fund be topped up by up to £100k if demand requires it; funded from the Contain Outbreak Management Fund.</p> <p><b>c)</b> That authority be delegated to the Strategic Director of Finance and Customer Services to adjust the allocations provided to the discretionary scheme and the Local Self-Isolation Support Payment scheme, between the schemes, as demand requires.</p> <p><b>d)</b> That Cabinet note the ongoing impacts of COVID-19, including local outbreaks.</p> <p><b>e)</b> That Cabinet note the arrangements in place to respond to COVID-19.</p>
<b>4.</b>	<b>Consultation on proposal</b>
4.1	The proposal has been developed in consultation with the Leader of the

	Council and in response to the covid emergency and the national lockdown announced on 4 <sup>th</sup> January 2021.
<b>5.</b>	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	The proposal has been developed in response to the covid emergency and the national lockdown announced by the Government on 4 <sup>th</sup> January 2021. Due to the urgent nature of the proposal it will be implemented immediately.
<b>6.</b>	<b>Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)</b>
6.1	As indicated in the latest financial monitoring report for 2020/21, to 25 January Cabinet, the Council's current forecast overspend is £0.9m after taking account of the emergency COVID-19 funding provided to date by Government.
6.2	Further funding will be provided as continued compensation for lost income from sales and fees and charges due to the impact of COVID-19. However, it is anticipated that the total of Government support announced to date will not cover all of the Council's additional costs and lost income and further financial support will be needed.
6.3	The financial impact of COVID-19 will therefore need to be monitored as part of the Council's financial management arrangements and considered in the context of the Council's overall financial position.
6.4	The proposed allocations from the Contain Outbreak Management Fund of £100k towards supporting the Councils Discretionary Self-Isolation payments scheme and £100k for establishing a new Local Self-Isolation Support Scheme are included within the £2.123m available within this grant allocation.
6.5	There are no direct procurement implications associated with this report. Procurement continue to offer support and guidance to directorates in their response to COVID-19, ensuring compliance with the Public Contracts Regulations 2015 (as amended) and the Council's own financial and procurement procedure rules.
<b>7.</b>	<b>Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)</b>
7.1	The payments which are being made and proposed as set out in the body of report are in line with Government Guidance and are made for the purposes anticipated by the Government when providing this funding.
7.2	Further the Council's response to the COVID-19 emergency, as set out above, has been in accordance with Government guidance and relevant legislation, in particular the Coronavirus Act 2020 and the various health

	protection regulations introduced from the start of the pandemic. Legal services are consulted on the legal implications of any decisions made during the response by the Tactical and Gold groups and these implications are considered as part of the decision-making processes. Legal services have supported and advised the individual Directorates and associated workstreams at each stage of the pandemic and continue to do so.
<b>8.</b>	<b>Human Resources Advice and Implications</b>
<b>8.1</b>	Workforce information regarding staff absences, including those self-isolating due to illness, contact or for health reasons, continues to be monitored on a weekly basis to identify capacity issues. Additional tailored interventions from HR have been put in place to support recruitment activity where services have been impacted (e.g. Facilities Services). Staff resilience remains a key issue and a range of wellbeing initiatives will run through to April 2021. The second Health and Wellbeing Pulse Survey closed on 18 <sup>th</sup> December and the results will be shared across directorates in January.
<b>9.</b>	<b>Implications for Children and Young People and Vulnerable Adults</b>
<b>9.1</b>	All children and families and vulnerable people are affected by the COVID-19 crisis. No services were stood down by either Children and Young People's Services or Adult Social Care during the second national lockdown, and support continues to be provided to children and vulnerable adults. Further support is also available through the Rotherham Community Hub, including support for vulnerable people identified on the CEV list, as set out in 2.43-2.49.
<b>10.</b>	<b>Equalities and Human Rights Advice and Implications</b>
<b>10.1</b>	COVID-19 impacts on the whole population, with those who are older and with pre-existing health conditions particularly at risk. The report sets out the Council's approach to delivering critical services for the vulnerable, including those with protected characteristics.
<b>11.</b>	<b>Implications for Ward Priorities</b>
<b>11.1</b>	The COVID-19 emergency affects all residents across the borough. Ward members are working with residents to ensure that people receive the help they need.
<b>12.</b>	<b>Implications for Partners</b>
<b>12.1</b>	The Council is working closely with partners across the public, private and voluntary and community sector on the response to COVID-19.
<b>13.</b>	<b>Risks and Mitigation</b>
<b>13.1.</b>	There are significant and serious risks associated with the COVID-19 crisis. Individual COVID-19 workstreams have undertaken risk assessments,

	including mitigating actions to be taken. The risks are reviewed regularly by workstream leads, as well as Gold and Tactical.
<b>14.</b>	<b>Accountable Officers</b>
	Jackie Mould, Head of Policy, Performance, and Intelligence Chief Executive's Directorate 01709 823618 or <a href="mailto:jackie.mould@rotherham.gov.uk">jackie.mould@rotherham.gov.uk</a>
	Becky Woolley, Policy Officer Chief Executive's Directorate Tel: 01709 254020 Email: <a href="mailto:rebecca.woolley@rotherham.gov.uk">rebecca.woolley@rotherham.gov.uk</a>

Approvals obtained on behalf of Statutory Officers: -

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	11/01/21
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	07/01/21
Head of Legal Services (Monitoring Officer)	Bal Nahal	08/01/21

*Report Author: Jackie Mould, Head of Policy, Performance and Intelligence  
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## Covid-19 recovery timeline

(Government announcements and the Council's response)

**Key:**

Government announcements

Rotherham response/decisions taken/activity

Other

Those highlighted are yet to take place.

January	
5 <sup>th</sup> January	<p>National lockdown commenced and expected to last until mid-February.</p> <p>One-off top up grants of up to £9,000 announced by Chancellor for leisure, retail and hospitality businesses.</p> <p>UK surpassed 60,000 daily Covid cases for the first time.</p> <p>Resident's bulletin outlined current restrictions under lockdown and signposted information on current Council service status and support for residents and businesses.</p>
4 <sup>th</sup> January	<p>Primary school pupils, secondary aged students identified as vulnerable; children of critical (key) workers returned to school.</p> <p>First Oxford University/AstraZeneca vaccine administered.</p> <p>UK Covid Alert raised to Level 5 for the first time.</p> <p>PM announced a national lockdown from 5<sup>th</sup> January until mid-February under which all must stay at home (with some permitted exceptions) while schools will close to most pupils.</p> <p>Message from Chief Executive shared with staff following lockdown announcement advising staff of what they need to do if they are clinically extremely vulnerable or if they have questions or concerns.</p>
December	
30 <sup>th</sup> December	<p>Oxford University/AstraZeneca vaccine authorised by MHRA.</p> <p>Formal tiering review moved the Midlands, the North East, parts of the North West and parts of the South West to Tier 4, while almost all remaining areas escalated to Tier 3. Rotherham to remain in Tier 3.</p> <p>Confirmed primary school children may return from 4 January, while exam year pupils in secondary schools will learn remotely for the first week of term before returning on 11 January, and others will return from 18 January.</p> <p>Public encouraged to stay at home on New Year's Eve.</p> <p>MPs approved post-Brexit trade deal.</p> <p>Rotherham residents asked to stay at home for New Year's Eve, and again reminded of Tier 3 restrictions as well as the arrangements put in place by the government for a staggered return to schools.</p>

29 <sup>th</sup> December	Announced that military are to support testing of secondary school and college students after the Christmas break.
25 <sup>th</sup> December	For areas in Tiers 1-3, up to three households allowed to mix on Christmas Day.
24 <sup>th</sup> December	<p>Confirmed that between 8 and 20 December, 616,933 people have received the Pfizer/BioNTech vaccine in the UK.</p> <p>Post-Brexit trade deal announced.</p> <p>Christmas Eve bell-ringing.</p> <p>Christmas messages from Rotherham's MPs shared, thanking staff for their hard work this year.</p>
23 <sup>rd</sup> December	<p>Confirmed that further areas in the south of England are to move to Tier 4 from Boxing Day. Rotherham to remain in Tier 3.</p> <p>France eases travel ban with UK, allowing travel for those who have a recent negative test.</p> <p>Travel ban implemented for passengers from South Africa due to a new strain of the virus detected in the country. Two cases of the new variant confirmed to have been found in the UK.</p> <p>£149 million government funding announced to support increased care home testing.</p> <p>Rotherham residents reminded of Tier 3 and Christmas rules and urged to follow these over the festive period.</p> <p>A virtual Christmas message from pupils at Harthill Primary School is shared on social media, while 500 children from schools across the borough took part in a virtual performance of two Christmas songs.</p>
21 <sup>st</sup> December	<p>Emergency committee meeting held by government following France's closure of its border with the UK for 48 hours.</p> <p>Announced that national cases have nearly doubled during the past week to 35,928.</p> <p>New advice for clinically extremely vulnerable people in Tier 4 areas published.</p> <p>Council confirmed that the Riverside House Café will be the location the rollout of DPH lateral flow tests (rapid testing for asymptomatic frontline workers).</p>
20 <sup>th</sup> December	<p>Confirmed that 350,000 people have now received the Covid-19 vaccine in the UK.</p> <p>Countries across Europe and the world, including Germany, Italy, Belgium, Canada, Switzerland, the Irish Republic, Turkey, Hong Kong, Bulgaria and Austria, announced they are suspending UK flights over concerns around the prevalence of the new variant in the UK. France announced it will close its border with the UK for 48 hours.</p>
19 <sup>th</sup> December	Announced that new strain of Covid-19 is now considered by the New and Emerging Respiratory Virus Threats Advisory Group to be able to spread



	<p>more quickly, with data continuing to be analysed to improve understanding. The new strain has been reported to the WHO.</p> <p>PM confirmed that the Christmas relaxation of Covid restrictions will not go ahead as planned as a result of rising cases and concerns around the new variant. Up to three households may now meet on Christmas Day only, rather than the previous five days set out. In addition, those areas of London, the South East and East of England which are in Tier 3 will enter a new Tier 4 'Stay at Home' Alert Level. Those in Tier 4 will not be allowed to mix with other households on Christmas Day (though support bubbles remain in place).</p>
17 <sup>th</sup> December	<p>Review of local tier allocations shared. Confirmed that Rotherham will remain in Tier 3 for at least the next fortnight, like most areas previously in Tier 3. A much wider area of the East and South East of England also brought under Tier 3.</p> <p>Government confirms a round of targeted testing of secondary school and college pupils following the Christmas holidays.</p> <p>New Ways of Working workshop with Judith Badger and Lee Mann.</p> <p>A Christmas message from the Leader of the Council was shared with staff, praising them for their hard work through the pandemic across all Council services.</p> <p>The Leader of the Council shared a video message with residents in response to the government's decision to retain Rotherham's Tier 3 status and the first Covid vaccinations in the borough, sharing a message of hope for the coming year whilst also reminding residents of the need to take care in light of current infection rates.</p> <p>Resident reminded in a Covid update email of the restrictions which Rotherham is currently under, with the infection rate again on the rise in Rotherham. Residents were again urged not to contact their GP surgery about the vaccine and asked to wait to be contacted. Business were also urged to check if they are entitled to Covid-19 financial support. Residents directed to information about opening hours and emergency arrangements for the Council over Christmas.</p> <p>Announced that from 4<sup>th</sup> January 2021, East Herringthorpe Crematorium will be reducing service times and costs to create greater capacity for an increase in demand.</p> <p>Rotherham Christmas Market and Imperial Buildings opening times shared with residents.</p>
16 <sup>th</sup> December	<p>Announced that relaxing of rules for Christmas to allow a bubble of three households between 23 – 27 December will go ahead, but guidance amended to urge extreme caution ahead of mixing, with the public asked in a Joint statement on staying safe at Christmas from the UK Government, Scottish Government, and Welsh Government to minimise the people they meet five days beforehand and elderly or CEV people urged not to mix indoors with other until they are vaccinated.</p> <p>PM's statement at Covid press conference welcomes the ongoing vaccination programme but also emphasised the rises in cases in many</p>

	<p>parts of the country and urged caution over Christmas.</p> <p>Announced that local authorities in Tier 2 areas will also be offered community testing in addition to those in Tier 3 areas.</p>
15 <sup>th</sup> December	<p>A 94-year-old resident becomes the first in Rotherham to be given the Covid-19 vaccine at his local GP-led vaccination service.</p> <p>'Big Hearts, Big Changes' Virtual Awards held.</p> <p>Final set of reports by Ofsted on the effects of the COVID-19 pandemic on children and young people published.</p>
14 <sup>th</sup> December	<p>Hope and Confidence workshop with Sharon Kemp, Leanne Buchan and Tom Smith.</p> <p>Announced that households affected by Covid-related disruption to the garden waste collection service in 2020 will receive a £5 discount on their subscription for the coming year (beginning March 2021).</p> <p>Statement by Health and Social Care Secretary to the House of Commons praises ongoing vaccination efforts, but warns of need to remain vigilant and follow the restrictions, particularly in light of the identification of a new variant of the virus potentially associated with spread in South East England, and the rapidly rising case numbers in areas such as London, Kent, parts of Essex and Hertfordshire.</p> <p>Confirmed that a number of areas will be moving into Tier 3 from 16<sup>th</sup> December, including Greater London and Essex.</p> <p>PHE announced that it is investigating novel strain of Covid-19 emerging in the South and East of England, but emphasised that there is not yet any evidence to suggest that the strain is more severe or contagious.</p> <p>The Government issued a direction to the Royal London Borough of Greenwich requiring it to withdraw a letter sent to local schools on 13<sup>th</sup> December which asked them to close for the coming week, and instead ensure schools remain open until the end of term.</p>
11 <sup>th</sup> December	<p>Announced that NHS Test and Trace will be open every day over Christmas and New Year.</p> <p>Self-isolation period reduced from 14 days to 10 days from 14<sup>th</sup> December.</p> <p>Announced that Rotherham's infection rate has continued to fall, but that the infection rate for over 60s is still higher than the overall rate. Residents reminded to take care to keep each other safe. Resident also asked to remain patient with regard to the rollout of vaccines.</p> <p>Resident's Covid story shared in the Resident's Bulletin.</p>
10 <sup>th</sup> December	<p>Health and Wellbeing workshop with Anne Marie Lubanski and Suzanne Joyner.</p> <p>Rearranged Q&amp;A session with Chief Executive.</p> <p>Cabinet approved allocation plans for Covid Winter Grant Scheme fund.</p>

	<p>NHS Test and Trace business plan published, with next phase focusing on partnering with local leaders.</p> <p>Secretary of State for Health and Social Care Matt Hancock gave a statement at the coronavirus press conference highlighting the national increase of cases and outlining the next steps, including expanding vaccination.</p>
9 <sup>th</sup> December	Economic Recovery workshop with Paul Woodcock, Simon Moss and Tim O'Connell.
8 <sup>th</sup> December	Vaccination begins as first Covid vaccine (Pfizer/BioNTech) is administered in the UK.
7 <sup>th</sup> December	<p>Year Ahead Plan workshops to be held throughout next two weeks.</p> <p>Thriving Neighbourhoods workshop with Sharon Kemp, Jackie Mould and Martin Hughes.</p>
4 <sup>th</sup> December	<p>Ofsted Focus Assurance visit letter published. The letter praised the Council's rapid and effective response to Covid in early 2020 and said that senior leaders have continued to respond to need as before the pandemic.</p> <p>Fall in Covid cases in Rotherham continues, but the infection rate among over-60s is higher.</p> <p>Video shared on social media showing the rapid rise of infections across Rotherham on a map during the second wave, reminding residents of the need to keep each other safe.</p> <p>Letter from the Minister for Care to local authorities, directors of adult social services and managers of care homes for older adults published, outlining plans for getting the Covid vaccine to care home staff.</p>
2 <sup>nd</sup> December	<p>National restrictions ended. Rotherham moved into Tier 3: Very High restrictions.</p> <p>Pfizer/BioNTech approved by MHRA for use in UK.</p> <p>Leisure centres and Herringthorpe Athletics stadium open, and non-essential retail on all Rotherham markets able to trade.</p> <p>Clifton Park Museum, Waleswood Camping site and the Civic Theatre remain closed. Libraries also remain closed but the order and collect and online library service remains available.</p> <p>Microsoft Teams Q&amp;A sessions with Chief Executive.</p>
1 <sup>st</sup> December	<p>Residents reminded of the tier 3 restrictions and urged to follow these. FAQ page around the current restrictions provided.</p> <p>Another resident's Covid story shared in a video.</p> <p>Chief Executive's Christmas Card competition for children launched, focusing on messages of hope seen this year.</p>
<b>November</b>	
27 <sup>th</sup> November	Announced that infection rates are continuing to fall in Rotherham, but the pressure on the NHS remains acute. Residents again urged to follow the restrictions.

	<p>Story of another local resident affected by Covid shared.</p> <p>Applications now open for a fund to support businesses in South Yorkshire affected because they supply companies forced to close by the national lockdown or affected by tier two and three restrictions.</p> <p>Council appeals to mourners to respect the restrictions in place during burials, following reports of large gatherings at some services.</p> <p>MHRA review of Oxford/AstraZeneca vaccine begins.</p>
26 <sup>th</sup> November	<p>Tiering decisions announced under Winter Plan. Rotherham confirmed to be in Tier 3: Very High once restrictions end on 2 December. To be reviewed on 16<sup>th</sup> December and then every 2 weeks.</p> <p>Financial support available under the 'supply chain support scheme' (up to £6m to support businesses in South Yorkshire forced to close in the national lockdown or tier two and three restrictions. Targeted at hospitality, accommodation, leisure and entertainment sectors).</p> <p>Residents urged to follow current restrictions and those under Tier 3 when national restrictions are lifted in e-bulletin.</p> <p>Leader responded to government announcement stating that Rotherham will be in Tier 3, urging residents to follow the rules.</p> <p>Snore-vember workshop to share ideas to help staff sleep better.</p>
25 <sup>th</sup> November	<p>Government spending plans for coming year unveiled in Spending Review. Key points include a wage freeze for public sector workers other than NHS workers and those earning under £24,000, £300m extra grant funding for councils for social care, £3bn extra funding for local authorities (a 4.5% increase in spending power) and a new £4bn 'levelling up' for upgrading local infrastructure. The UK economy is expected to shrink by 11.3% this year.</p> <p>Virtual Reclaim the Night event held.</p> <p>Residents urged to answer the call if they are contacted by the Rotherham local test and trace team.</p>
24 <sup>th</sup> November	<p>Christmas arrangements agreed by Government and Devolved Administrations announced: travel restrictions are to be lifted across country and tiers to allow households to meet between 23<sup>rd</sup> and 27<sup>th</sup> December. Up to 3 households can form an exclusive 'bubble' and can meet at home, a place of worship or in an outdoor public place, but more restrictive rules for hospitality and other venues will be maintained. Caution urged by leaders of four nations, with people advised to 'think carefully' about their Christmas plans.</p>
23 <sup>rd</sup> November	<p>AstraZeneca Oxford vaccine interim data suggests it offers 70% protection on average against Covid-19.</p> <p>Covid Winter Plan published and PM statement detailing what will happen when national restrictions end on 2<sup>nd</sup> December. England is to move back into a regional three-tiered approach, announcement on Thursday 26<sup>th</sup> November re which areas will be in which tiers. The 'stay at home' order will end on 2<sup>nd</sup> December, and shops, gyms, personal care the leisure sector will</p>

	<p>reopen. The rule of six will also again apply in outdoor settings. Some changes have been made to the previous tiered restrictions, including a hospitality curfew of 11pm rather than 10pm, and in Tier 1 people will be encouraged to minimise travel and work from home where possible. Tier 3 areas are to be able to participate in a six-week community testing programme to identify asymptomatic cases. Tier allocations are reviewed every 14 days, and tiering regulations will expire at the end of March.</p> <p>Medicines and Healthcare products Regulatory Agency (MHRA) begin review of Pfizer/BioNTech vaccine data to evaluate its quality, safety and effectiveness.</p> <p>New Wellbeing survey shared for staff to complete.</p>
21 <sup>st</sup> November	<p>Vaccine centres across UK begin being set up.</p> <p>New Covid testing site opened in Maltby in Maltby Leisure Centre car park.</p>
20 <sup>th</sup> November	<p>Homecare workers to be able to access weekly Covid tests from 23<sup>rd</sup> November.</p> <p>Joint HSE, FOM and PHE statement on best approach to reduce occupational Covid risks, with a focus on ethnic minority groups, issued.</p> <p>Announced that infection rate in Rotherham has continued to stabilise down from previous continuous rise. Residents reminded to follow national restrictions.</p> <p>Microsoft Teams Q&amp;A sessions with Chief Executive announced for December.</p> <p>Rotherham local Test and Trace service launched contacting those the national NHS Test and Trace have been unable to get in touch with. Residents advised to answer the call and follow the instructions.</p> <p>Video shared with one resident's Covid story, asking residents to follow the guidelines in place.</p> <p>Christmas light switch on shared virtually, with a message from Cllr Jenny Andrews, Mayor of Rotherham.</p>
19 <sup>th</sup> November	<p>New technology 'Voicescape' being used to keep in touch with tenants.</p>
16 <sup>th</sup> November	<p>Programme of virtual events for Safeguarding Awareness Week begins.</p> <p>Moderna vaccine results show that it offers nearly 95% protection against Covid-19 for recipients.</p>
14 <sup>th</sup> November	<p>New Covid testing centre opened in Dinnington.</p>
13 <sup>th</sup> November	<p>Funding for small businesses (Local Restrictions Support Grants and Additional Restrictions Grants) to help them through current restrictions transferred to councils in England to be distributed.</p> <p>Coronavirus Community Support Fund awarded to 8,250 charities across England.</p> <p>Covid figures for Rotherham indicated that infection rate started to stabilise down from previous week. Residents reminded to follow national restrictions.</p>

	<p>Staff reminded to follow guidance when working in or visiting Council buildings.</p> <p>Easy-to-follow guide to when to keep children off school shared.</p> <p>Easy-to-follow guide to national restrictions shared.</p> <p>Business support grants made available on Council website.</p>
11 <sup>th</sup> November	<p>Virtual service held to commemorate Remembrance Day.</p> <p>Video shared on Council social media on importance of wearing a face covering.</p> <p>Shielding calls resumed to vulnerable residents.</p>
10 <sup>th</sup> November	<p>Announced that the increase of cases in Rotherham is starting to slow, but the peak of the second wave is still expected to be some weeks away. Residents reminded to follow the guidance.</p>
9 <sup>th</sup> November	<p>Many Directors of Public Health across England set to receive rapid test kits to test local people as part of the government's asymptomatic testing strategy (Rotherham not included).</p> <p>Pfizer and BioNTech vaccine results show that it is 90% effective in protecting recipients against Covid-19.</p>
8 <sup>th</sup> November	<p>£170m Covid Winter Grant Scheme announced to support children, families and the most vulnerable over winter. Holiday Activities and Food programme to be expanded, covering Easter, Summer and Christmas in 2021.</p> <p>Virtual Remembrance Sunday service held.</p>
5 <sup>th</sup> November	<p>National lockdown commenced.</p> <p>New scheme (Protect Programme) announced to support rough sleepers during pandemic with some Councils set to receive extra targeted support and funding. All Councils need to update rough sleeping plans by the end of the year, and will also be asked to carry out a rapid assessment of need for everyone they accommodate, considering time limited interventions for those rough sleeping.</p> <p>Announced that renters will be protected during national restrictions, with no bailiff enforcement actions and a pause on evictions.</p> <p>Rotherham Libraries revert back to Order and Collect Service until 2 December and leisure centres closed.</p>
4 <sup>th</sup> November	<p>Reviewed guidance for individuals at high risk (clinically extremely vulnerable individuals) published. These individuals also received a letter during the same week providing them with further detail on the guidance and how to access support.</p> <p>New guidance to support safe care home visits during lockdown shared by Department of Health and Social Care.</p> <p>Clinically Extremely Vulnerable Staff Guidance reviewed, and discussions with line managers to ensure appropriate actions were put in place.</p>
3 <sup>rd</sup> November	<p>Announced that whole city testing to be launched in Liverpool, with tests</p>



	<p>provided through a Liverpool City Council, NHS Test and Trace and Ministry of Defence partnership.</p> <p>Housing Secretary letter to housing industry shared, making it clear that house building and relating activities should continue, working securely in line with public health guidance.</p>
2 <sup>nd</sup> November	<p>Support increased under Self-Employment Income Support Scheme.</p> <p>Announced that UK testing capacity has been increased.</p> <p>Announced that this year's traditional civic ceremony to mark Remembrance Sunday will not take place as usual and an online event will instead be held.</p>
1 <sup>st</sup> November	<p>Job Support Scheme launched.</p> <p>Council Household Waste and Recycling Centres now open seven days a week.</p> <p>First Covid Local Restrictions Support Grants made available to those eligible businesses which had to close on 24<sup>th</sup> October following the imposition of Tier 3 restrictions.</p>
<b>October</b>	
31 <sup>st</sup> October	<p>PM announced new national lockdown restrictions (from 5<sup>th</sup> November) stating everyone must stay at home, and may leave only for a limited set of reasons (education; work if you cannot work from home; exercise and recreation outdoors, with your household, support bubble or on your own with one person from another household; all medical reasons, appointments and to escape injury or harm; shop for food and essentials; to provide care for vulnerable people, or as a volunteer)</p>
28 <sup>th</sup> October	<p>Council confirmed plans for half-term free school meals, announcing it will work alongside local schools to offer £15 in supermarket vouchers for all eligible children.</p>
26 <sup>th</sup> October	<p>Video shared featuring Rotherham-born former Arsenal and England goalkeeper David Seaman, asking residents to follow the current restrictions in Rotherham and do all they can to stop the spread of Covid. The video is to be broadcast on the sides of digital display van which will tour Rotherham streets and shopping centre car parks, with people encouraged to take a picture and share the message.</p>
24 <sup>th</sup> October	<p>South Yorkshire moved to Tier 3.</p>
23 <sup>rd</sup> October	<p>Announced that Council supporting the Marcus Rashford campaign to end child food poverty and will fund free school meals during next week's half term holiday.</p> <p>Video shared with residents in partnership with Age UK and Rotherham Older People's Forum on how older residents can prepare for the winter months.</p> <p>Updated easy-to-follow guide re restrictions shared.</p> <p>Local testing sites reporting good availability and residents urged to get a test if they are showing any symptoms.</p> <p>New Rotherham Pathways Programme launched to support local people into education, training and employment.</p> <p>Statement by the Leader of the Council reaffirmed the need for Rotherham's</p>

	move into Tier 3, described the restrictions in place and directed residents towards sources of support.
22 <sup>nd</sup> October	<p>Government announced increase in financial support for businesses and workers.</p> <p>Quarterly report on Government progress to address COVID-19 health inequalities published.</p> <p>Ofsted Focused Visit concluded.</p>
21 <sup>st</sup> October	<p>Government announced that South Yorkshire is to move Tier Three from Saturday 24<sup>th</sup> October, outlining that in South Yorkshire rates are among the highest in the country and continuing to rise rapidly, with case rates ranging from 285 people per 100,000 in Doncaster up to 402 people per 100,000 in Sheffield. Financial support to be provided to local authorities, with full details being worked on. The funding for South Yorkshire includes £30m to support the region's businesses, and £11m for local authorities to support public health measures such as Test and Trace to stop the spread of the virus.</p> <p>Letter sent to LAs setting out arrangements for CQC designated premises scheme for people discharged to a care home with a positive Covid test.</p> <p>Allocations confirmed for individual councils from £1bn package of support PM had promised earlier in month.</p> <p>Statement issued by the Leader confirmed the need for these restrictions to protect Rotherham's residents, and welcomed support for business and employees. Frustrations also expressed re the way the Government conducted its negotiations with local leaders.</p> <p>Rotherham residents urged to comply with new restrictions.</p> <p>Ofsted Focused Visit commenced.</p>
20 <sup>th</sup> October	Following unsuccessful talks with local leaders in Greater Manchester around moving into Tier Three with a support package, PM statement confirmed that the R number still above 1 and emphasises importance of taking action in the parts of the UK which have the highest infection rates, with discussions ongoing with local leaders in South Yorkshire, West Yorkshire, Nottinghamshire and the North East.
16 <sup>th</sup> October	<p>PM emphasised the need for the local restrictions in place and urged people to follow rules and guidance, while also detailing advances in testing which will soon allow health and social care workers to be tested more frequently.</p> <p>Chief Executive announced that the first two Q&amp;A sessions around The Year Ahead Plan were successful, and that similar sessions are being planned for the future.</p> <p>Local Covid restrictions guide shared for local communities, explaining what the current rules are for Rotherham while it is at High Alert Level.</p> <p>2,000 paper copies of leaflets for older people about keeping themselves safe during this winter and reducing the Covid infection rate available for Members to distribute in their local communities, created by Rotherham Older People's Forum, Age UK and the Council in partnership.</p>
15 <sup>th</sup> October	Chief Executive hosted question and answer sessions focused around The



	<p>Year Ahead Plan (15<sup>th</sup>, 16<sup>th</sup> and 19<sup>th</sup> October).</p> <p>Council announced that financial support for some self-isolating families under the Government's Test and Trace Support Payment Scheme is now live. Online form available to access £500 lump sum for those eligible.</p>
14 <sup>th</sup> October	<p>Council staff asked to continue working from home until at least January 2021 unless told otherwise by line manager. New homeworking guide shared to help staff make the best of this, and staff asked to complete a Homeworking Risk Assessment and Display Screen Equipment Risk Assessment.</p>
13 <sup>th</sup> October	<p>Government announced package of support to help keep rough sleepers and those at risk of homelessness safe, including comprehensive guidance, £2m for faith and community groups and a new £10m Cold Weather fund to support Councils in providing more self-contained accommodation.</p> <p>Big Hearts, Big Changes awards nominations opened ahead of a virtual event in December to recognise the work Council staff have been doing.</p>
12 <sup>th</sup> October	<p>Government announced new three-tier system of local Covid Alert Levels in England – medium, high and very high. Medium consists of current national measures – Rule of Six and closure of hospitality at 10pm – while high reflects many current local interventions, preventing mixing between households or support bubbles indoors. Very High also prohibits social mixing indoors and in private gardens, advises against travel in and out of area affected, and requires pubs and bars to close unless they are operating as if they were a restaurant.</p> <p>Announced that Rotherham at Local Alert Level High and relevant restrictions will apply from the 14<sup>th</sup> October.</p> <p>Leader issued statement regarding the new 'High' alert level to take effect from Wednesday 14<sup>th</sup> October, reminding residents of the importance of following the new rules and warning of the potential for additional restrictions in the coming weeks if infections are not reduced, while also highlighting that council leaders from across the region are lobbying the government for economic support.</p> <p>Elections staff to visit homes as part of Annual Canvass in next two weeks, with these visits being conducted in a new, socially distanced manner.</p>
9 <sup>th</sup> October	<p>Announced that Government's Job Support Scheme will expanded to protect jobs and support businesses required to close due to Covid restrictions.</p> <p>Thorpe Hesley library reopened</p> <p>Director of Public Health appointment announced.</p> <p>Members and stakeholders reminded of flyers, posters and digital resources available on the Council's Covid Outbreak Toolkit page for distributing in communities.</p> <p>Staff encouraged to take part in virtual a 'Tea and Talk' session ahead of World Mental Health Day.</p>
8 <sup>th</sup> October	<p>Announced that lab capacity has now been boosted through lab partnerships, with the target of 500 test sites in the UK now reached and the median distance travelled for an in-person test now 3.7 miles. Median time to receive a result is 27 to 31 hours.</p>

	<p>October school governance update issued by the Department for Education.</p> <p>Swinton library reopened</p>
7 <sup>th</sup> October	Rawmarsh library reopened
6 <sup>th</sup> October	<p>Dinnington library reopened</p> <p>Ofsted Notification of focus visit inspection in CYPS as part of their assurance visit restart programme, this was to look at the impact on vulnerable children and young people during the pandemic which will be a virtual inspection and will commence on 20<sup>th</sup> October until 22<sup>nd</sup> October</p>
5 <sup>th</sup> October	Aston library reopened
4 <sup>th</sup> October	Technical issue resolved (15,841 cases between 25 September and 2 October not included in the reported daily cases).
2 <sup>nd</sup> October	<p>Rotherham added to the Government's national watch list as an 'area of concern' following rise in infection rates. 7-day infection rate increased to more than 80 cases per 100,000 people, up from 49.1 per 100,000 previous week. 220 cases also reported over the 7-day period, with 25 hospital admissions.</p> <p>1 in 8 people received a Covid test at least once since the launch of NHS Test and Trace on 28 May.</p> <p>UK Government testing site opening in Glasgow.</p> <p>Guidance on £9b Job Retention Bonus to support employers who have kept on furloughed workers. Will work alongside newly announced Job Support Scheme and businesses can claim from 15<sup>th</sup> February – end March.</p> <p>Statement issued by the Leader and Public Health consultant Jacqueline Wiltschinsky (included video) and a "walk-thru" video at the local test site to give residents a clearer picture of what happens inside.</p> <p>People urged to play their part to Keep Rotherham open.</p>
1 <sup>st</sup> October	New campaign launched on the International Day of Older Persons, to support older people to stay safe and healthy this winter. Included video discussing how older residents can continue with their normal routines while following Government guidelines and keeping safe.
<b>September</b>	
30 <sup>th</sup> September	PM statement - Public Reminded to follow guidance. On track to hit target of 500,000 tests a day by the end October. Over 2,000 beds available across seven Nightingale hospitals. 32 billion items of PPE ordered and 4 months stockpile. Trebled availability of ventilators to 31,500.
29 <sup>th</sup> September	<p>Notice to modify pupil registration requirements for temporary pupils during the outbreak.</p> <p>Notice about changes to state-funded school inspections requirements during the outbreak. Duty on LA to prepare statement of action following an Ofsted inspection which finds that the school requires special measures or significant improvement.</p> <p>UK statement on sustainable recovery at the UN General Assembly setting out 3 priorities (strong and resilient health systems, green recovery that lives up to the ambitions of the Paris Agreement; global recovery must be inclusive</p>

	<p>and support the most vulnerable and climate change).</p> <p>Virtual consultation launched to ask people across the borough about their thoughts on plans to invest £25m into the town through the Towns Fund Programme.</p> <p>ICON campaign launched to support new parents with crying babies and raise awareness about Shaken Baby Syndrome.</p>
28 <sup>th</sup> September	<p>People required to self-isolate law (£500 financial support available for people on low incomes unable to work; fines for those breaking the rules (£1,000 - £10,000 for repeat offenders)</p> <p>Maximum of 15 people able to attend weddings ceremonies and receptions; rule of six extended to all adult indoor team sports.</p> <p>Large stockpiles in place for PPE items such as face masks, visors and gowns.</p> <p>Greasbrough library reopened.</p> <p>Rotherham residents urged to protect each other as Covid-19 hospital admissions increased.</p>
25 <sup>th</sup> September	<p>10,000 volunteers to take part in new trial.</p> <p>Guidance to parents and guardians re when you should book a Covid test for your child.</p> <p>Social distancing flyer produced to encourage residents to follow government guidance.</p>
24 <sup>th</sup> September	<p>New NHS COVID-19 app launched to help control the transmission (as of 27<sup>th</sup> September it has been downloaded 10m times).</p> <p>NHS track and trace reached almost 500,000 people testing positive and their contacts and more than 1 in 10 people in England have been tested at least once since launched.</p> <p>Winter Economy Plan unveiled to protect jobs and support businesses over the coming months (included new Jobs Support Scheme to protect returning workers, extending the Self Employment Income Support Scheme; 15% VAT cut for the hospitality and tourism sectors, and help for businesses in repaying government-backed loans).</p>
22 <sup>nd</sup> September	<p>PM addressed the nation – tougher measures set out including early closing of pubs and bars, table service only, closing businesses not covid secure, expanding the use of face coverings, new fines up to £10,000; office workers asked to work from home.</p>
21 <sup>st</sup> September	<p>Wickersley library to re-open.</p> <p>The Year Ahead Plan to be agreed by Cabinet.</p> <p>Q4 Performance Report to be presented to Cabinet - 38 measures (57%) had either met or had exceeded the target set in the Council Plan. This is a higher number than 2018-19 when 34 measures met or exceeded the targets set.</p>

	<p>Work started to improve the look and feel of the town centre's open spaces.</p> <p>Informal childcare and caring arrangements allowed to continue in local areas of intervention.</p>
20 <sup>th</sup> September	New support package to support and enforce self-isolation (£500 for those on lower incomes who cannot work from home and have lost income as a result)
18 <sup>th</sup> September	<p>Venues required by law to record contact details.</p> <p>Awareness raising activity in local communities to commence (rolling programme). Starting in neighbourhoods with low recorded testing (Swallownest, Dinnington and Kiveton Park).</p> <p>New ASC winter plan will aim to curb the spread of infections in care settings throughout the winter months. Letter sent to LA outlining expectations.</p>
17 <sup>th</sup> September	<p>£91.5m allocated to 274 councils to provide housing support to vulnerable people. Additional £13.5m will be used to enable local authorities to tackle new or emerging challenges. Bids also submitted for £161m to help secure 3,300 longer-term homes.</p> <p>Care providers to be given an extra £546m to bolster infection control and help protect residents and staff throughout winter.</p>
15 <sup>th</sup> September	<p>Launch of new Rotherham education, health and care Hub.</p> <p>Rotherham residents urged to be cautious as infection rates increased.</p>
16 <sup>th</sup> September	<p>Further 25 charities will receive a share of £1 million boost as part of the government's £10 million emergency fund.</p> <p>Support extended to stop business evictions until the end of 2020.</p> <p>Plans to invest £24 million in local transport over the next four years as part of the "£24m to '24" Roads Programme.</p>
14 <sup>th</sup> September	<p>Social gatherings of more than 6 people banned (in any setting, indoors or outdoors, at home or in the pub)</p> <p>Gyms, leisure centres and swimming pools at Aston-cum-Aughton, Maltby and Wath upon Dearne Leisure Centres, as well as Rotherham Leisure Complex reopened.</p> <p>Maltby library re-opened.</p>
10 <sup>th</sup> September	<p>Update on new social distancing rules.</p> <p>Mental health small grants available for up to £3,000 for charities, community groups and not for profit organisations.</p>
9 <sup>th</sup> September	<p>PM press conference statement introducing the new rule of 6. Premises also legally required to request contact details, support LA's to make faster use of powers and boost enforcement capacity, restricted opening hours in premises.</p> <p>New campaign to prevent spread of coronavirus indoors during winter.</p> <p>Every Mind Matters campaign launched (Mental health campaign supports the wellbeing of children, young people and their parents).</p>
8 <sup>th</sup> September	Awareness raising activity in Rotherham College commenced (over 3 weeks).
7 <sup>th</sup> September	Letter sent to LA's re residential tenancies and extension of emergency

	<p>measures regarding notice periods which came into force 29 August 2020.</p> <p>Ofqual confirmed arrangements for vocational and technical qualification assessments in 2021.</p> <p>Worked with Rotherham College to promote COVID safety to young people throughout September.</p>
5 <sup>th</sup> September	<p>Government delivered 250,000 clear face masks to support people with hearing loss.</p> <p>£7.2m invested in 20 new research projects to address the impact of COVID-19 on the world's most vulnerable communities.</p> <p>Diversity Festival online due to Rotherham Show being cancelled.</p> <p>Wildflower Park launched - a giant 180m land art maze by Landmark Collective at Clifton Park.</p> <p>Clifton Park museum reopened, offering new exhibitions and transformed gallery spaces.</p> <p>Phased re-opening of Rotherham libraries commenced - Brinsworth, Thurgroft and Wath reopened.</p>
4 <sup>th</sup> September	<p>Seven-day rate of infection in Rotherham increased to 9.8 per 100,000 from 6.4 previous week. There were also 29 positive cases, compared to 16 previous week.</p> <p>MHCLG released claim form for Covid income compensation scheme for loss of fees and charges income. Claims to be submitted by 30<sup>th</sup> September.</p> <p>August Covid Financial Monitoring return submitted to MHCLG.</p> <p>Seven-month programme has been launched, aimed at bringing residents and communities together (cultural events and installations, including talks, performances and screenings, plus a series of toolkits and guides.</p> <p>Primark's Meadowhall donated £1,800 worth of board games to the Rotherham Food for People in Crisis Partnership.</p> <p>Listening Ear South Yorkshire Bereavement Service extended until December to help people who lost loved ones during the pandemic.</p> <p>Began local reverse contact tracing for clusters of cases.</p>
3 <sup>rd</sup> September	<p>New Lighthouse Lab set to open near Loughborough by the end of September to increase test and trace capacity.</p> <p>Letter sent to schools and college leaders from Public Health England and NHS Test and Trace with further advice regarding coronavirus testing and shielding.</p> <p>£500 million funding package to be invested in next generation testing technology and increased testing capacity.</p>
2 <sup>nd</sup> September	<p>New kickstart scheme opened for employer applications - £2b scheme offering 6-month placements for those ages 16-24 claiming UC and at risk of long term unemployment. First placements from Nov.</p> <p>Awareness raising activity in Broom Valley for 2 days (2<sup>nd</sup> and 4<sup>th</sup> Sept).</p>
1 <sup>st</sup> September	<p>CCGs resumed NHS Continuing Healthcare assessments.</p> <p>Rotherham residents praised after drop in Covid cases.</p>
<b>August</b>	

w/c 31 <sup>st</sup> August	Children started to return to schools across Rotherham.
29 <sup>th</sup> August	Changes to residential tenancy regulations brought into force requiring landlords to give tenants six months' notice of their intention to seek possession, except in the most serious cases.
28 <sup>th</sup> August	New contingency planning guidance published for education settings in local lockdown areas.
27 <sup>th</sup> August	<p>New payment for people self-isolating in highest risk areas - those eligible who test positive for the virus will receive £130 for their 10-day period of self-isolation. Other members of their household, who have to self-isolate for 14 days, will be entitled to a payment of £182. Non-household contacts advised to self-isolate through NHS Test and Trace will also be entitled to a payment of up to £182, tailored to the individual length of their isolation period.</p> <p>Test and trace reached almost 300,000 people.</p> <p>Rotherham hospital discharged the remaining covid patient – for the first time since March 0 covid patients.</p> <p>All notices seeking possession had the notice period extended from 3 to 6 months with immediate effect.</p> <p>Play areas re-opened.</p>
25 <sup>th</sup> August	Over 64m meals claimed Eat Out to Help Out Scheme.
24 <sup>th</sup> August	<p>Income compensation scheme announced for lost sales, fees and charges – LAs to absorb 5% of losses and Government to compensate 75p in every pound thereafter.</p> <p>Rotherham East Incident Management Team set up in response to local community COVID outbreak.</p>
w/c 24 <sup>th</sup> August	<p>Rates of infection in Rotherham decreased, with the seven-day average infection rate reducing to 6.4 per 100,000, falling from a rate of 20 previous week which is considerably lower than those on the watchlist. Average for England 11.3.</p> <p>New Adult Social Care Skills Academy established to support adult social care employers find, recruit and train local people who want to start a career caring for adults at home or in residential care homes.</p>
23 <sup>rd</sup> August	Statement on the evidence of risks and benefits to health from schools and childcare settings reopening.
21 <sup>st</sup> August	<p>People needing additional follow-on care after being discharged from hospital to be supported by £588m fund to cover adult social care or the immediate costs of care in their own home from 1<sup>st</sup> Sept.</p> <p>Ban on evictions extended for 4 weeks and new 6-month notice periods to be in place until at least 31 March 2021.</p> <p>MTU and information stand (over two days) in Maltby following community cluster of positive cases.</p>
20 <sup>th</sup> August	GCSE results announced.
19 <sup>th</sup> August	Awareness raising activity in Maltby for 2 days.
	10,000 people signed up to COVID-19 immunity study.



	Annual elections canvass begun.
18 <sup>th</sup> August	Statement on grading vocational and technical qualifications.  The forming of The National Institute for Health Protection.
17 <sup>th</sup> August	Government and Ofqual, the exam regulator, announced that teacher predicted grades will now be used both for A Level and GCSE results.  Public encouraged to register for COVID-19 vaccine trials 100,000 signed up.  Rotherham patients needing hospitalisation for Covid-19 now treated at the Hallamshire's centre for infectious diseases.  Pop up libraries in parks throughout August.  Daily update on positive test information provided to the CEX.
16 <sup>th</sup> August	The National Academy for Social Prescribing (NASP) awarded £5m in funding to support people to stay connected and maintain their health and wellbeing.  Business rates and grant support to local businesses scheme closed.  586 new homelessness cases since 30th March/prevented from rough sleeping.  184 staff off sick (4) covid related sickness and 119 staff at home and unable to work.
15 <sup>th</sup> August	Re-opening of indoor play centres, casinos, bowling alleys, skating rinks, close contact beauty treatments, some indoor performances, including theatres and music venues and wedding receptions for up to 30 guests resumed.  Small number of sporting events and business events/conferences with limited spectators also piloted to resume from 1 <sup>st</sup> October.  Playgrounds in Clifton Park and Rother Valley Country Park reopened. Others to follow
14 <sup>th</sup> August	UK government secures new COVID-19 vaccines and backs global clinical trial.  Working with schools to put social distancing measures in place for the new academic year.
13 <sup>th</sup> August	Series of tough new enforcement measures targeting serious breaches of social distancing: <ul style="list-style-type: none"> <li>Fines doubles to a maximum of £3,200 for those who repeatedly flout face rules</li> <li>New fines for people hosting raves or other unlawful gatherings of more than 30 people</li> </ul> Test and Trace service reaches more than 250,000 people since launch.  Findings published by Imperial College London today suggest that 6% of the population in England, around 3.4m people, have been infected with COVID-

	<p>19.</p> <p>A level results announced.</p>
12 <sup>th</sup> August	<p>Daily reported COVID deaths changed to deaths that occurred within 28 days of the first laboratory-confirmed positive COVID test.</p> <p>£8m additional funding for LAs to support pupils' and students' wellbeing and psychosocial recovery as they return to full-time education in autumn 2020.</p> <p>Ofsted will start carrying out visits to some nurseries and childminders from September 2020.</p> <p>Approval to stock 4 months PPE, rather than 3, to ensure adequate supply for winter period.</p> <p>Pixel Phones (35) donated by Sheffield University distributed to Adult 65+ care homes in 'lockdown' to support residents with video calling and to maintain contact with families.</p>
11 <sup>th</sup> August	<p>Rotherham removed from the Government's Covid-19 area of concern watchlist.</p> <p>Yorkshire councils joined forces in bid for extra funds to support care homes and low-income families.</p> <p>Maltby Incident Management Team set up in response to local community COVID outbreak.</p>
10 <sup>th</sup> August	<p>NHS Test and Trace and Public Health England to extend partnership with LAs to reach more people testing positive and their contacts.</p> <p>Shoppers urged to visit their local high street and support businesses during Shop Local Week.</p> <p>Davies Court closed for admissions.</p>
8 <sup>th</sup> August	<p>Face coverings became compulsory in more indoor venues, including museums and places of worship.</p> <p>New funding for LAs to ease pressure on public transport as children return in September - local transport authorities to receive £40m funding for the autumn term</p>
7 <sup>th</sup> August	<p>One of the world's largest comprehensive research studies into the long-term health impacts of COVID-19 on hospitalised patients launched.</p> <p>Register for DEFRA food delivery referrals scheme (priority online shopping with Tesco &amp; Iceland).</p>
6 <sup>th</sup> August	<p>Arrangements confirmed for appeals on AS, A level and GCSE grading in summer 2020.</p> <p>Home Office stated move-on will resume and those with positive decisions will need to move on from their accommodation.</p> <p>Repairs returned to a 90% normal service, with the exception of large internal works.</p> <p>Communal cleaning reinstated.</p>



	Local covid response activity in Broom Valley for 2 days.
4 <sup>th</sup> August	Agreed use for the LA Emergency Assistance Grant for food and essential supplies by DEFRA.
3 <sup>rd</sup> August	<p>Eat Out to Help Out scheme launched (offering discount Mon – Weds throughout August in participating outlets).</p> <p>New leadership programmes to help small businesses including small business training; £20 million.</p> <p>Ofqual confirmed changes to GCSEs, AS and A levels for 2021.</p> <p>New 'order and collect' service available to library users at 11 of Rotherham Libraries.</p> <p>CYPS Social Care pilot commenced focussed around staff returning to Riverside House on a rota basis.</p> <p>Housing marketing and sales activity resumed.</p>
1 <sup>st</sup> August	<p>Shielding guidance for the clinically extremely vulnerable paused.</p> <p>Mandatory MOT testing reintroduced.</p>
<b>July</b>	
31 <sup>st</sup> July	<p>Re-opening of casinos, bowling alleys, skating rinks, close contact beauty treatments and some indoor performance postponed for two weeks, including wedding receptions for 30 guests.</p> <p>Registered health and care professionals travelling to the England from high-risk countries required to self-isolate for 14 days.</p> <p>New Job Retention Bonus were unveiled.</p> <p>Changes to the growth rate and R value - latest growth rate for the whole of the UK between -1% to -4% and the R estimate for the UK is between 0.8-0.9.</p> <p>Sharp decline in infection rate but Rotherham still 'area of concern' - 7-day infection rate fell from 23.8 per 100,000 to 11.3 per 100,000 since previous week.</p>
30 <sup>th</sup> July	<p>NHS Test and Trace launches campaign to encourage everyone with symptoms to get a free test.</p> <p>Self-isolation period extended to 10 days for those in the community with COVID-19 symptoms or a positive test result.</p> <p>Modification notice - registration requirements for temporary pupils during the coronavirus.</p> <p>Disapply offences for non-attendance in schools during the coronavirus.</p> <p>School inspection legislative changes.</p> <p>£20m new grants to boost recovery of small businesses.</p>
29 <sup>th</sup> July	Deal announced to secure early access to a promising new vaccine.

	Forge Island walk-in testing centre opened.
27 <sup>th</sup> July	New national campaign to encourage millions of adults to kick start their health and reduce their risk of serious illness.  Adult Social Care Infection Control Fund.  The Year Ahead Plan themes agreed.
25 <sup>th</sup> July	Indoor gyms, pools and leisure centres reopened
24 <sup>th</sup> July	Face coverings became mandatory in shops.  Set out a list of face covering exemptions.  CYPS social work virtual visits ceased (can continue as an addition, but not instead of physical visits).
23 <sup>rd</sup> July	Rotherham is highlighted as 'area of concern' by government.  Awareness raising activity in Broom Valley for 2 days.  First COVID Outbreak Delivery Group (Bronze) meeting (daily meetings)
22 <sup>nd</sup> July	Care home residents reunited with friends and family following the publication of new guidance.  Car driving tests restarted.
21 <sup>st</sup> July	Ofqual Summer Symposium 2020 Annual event covering arrangements for awarding and standardising grades in GCSEs, AS and A levels.  Broom Valley Incident Management Team set up in response to local community COVID outbreak
20 <sup>th</sup> July	Early years settings no longer have to operate in 'bubbles'.  10,000 people came forward to get tested at the two drive-through Mobile Testing Units (MTU's) set up in the Borough.  Postponed the re-opening of Rotherham Civic Theatre until Spring 2021.  Marriages and Civil Partnerships able to take place at licensed venues across the Rotherham Borough.  Launch of Wellbeing Survey for staff.
18 <sup>th</sup> July	Next Steps Accommodation Programme launched £266m housing fund for vulnerable people to help ensure 15,000 people continue to have a safe place to stay.
17 <sup>th</sup> July	New framework setting out how to manage COVID-19 outbreaks through the use of national and local expertise published.  Business events and conferences given go ahead to resume from 1st October.  Restrictions on the length of funeral services and the number of mourners allowed to attend services relaxed in line with the latest Government advice – 45 minutes allocations; 30 mourners.
16 <sup>th</sup> July	£500m additional funding for LAs  Scheme launched to support English universities at risk of insolvency.

	Plans announced for all children to return to school in September.
15 <sup>th</sup> July	Over 120,000 volunteers tested across England between 1 May and 1 June as part of the country's largest study into coronavirus
14 <sup>th</sup> July	<p>87.45% CYPS social work visits to children/young people since lockdown completed in person (social worker has seen the child/young person physically)</p> <p>WhatsApp aided effective communication between CYPS social workers, children, young people and their carers.</p>
13 <sup>th</sup> July	<p>Awarded £373,328.79 LA Emergency Assistance Grant for Food and essential supplies by DEFRA.</p> <p>Beauty salons, nail bars and tattoo studios reopened.</p> <p>People in Rotherham urged to get tested for COVID-19, whether they have symptoms or not. Test centres at Herringthorpe and at Midland Road.</p> <p><b>Planning relaxations to support local businesses.</b></p>
12 <sup>th</sup> July	New planning rules to protect our cultural heritage
11 <sup>th</sup> July	<p>Performing arts outdoor performances resumed.</p> <p>Outdoor pools reopened.</p> <p>Gulliver's Valley opened</p>
10 <sup>th</sup> July	<p>Self-isolation lifted for lower risk countries.</p> <p>Reducing the risk in adult social care guidance.</p>
9 <sup>th</sup> July	Recovery Advice for Business scheme launched providing small firms access to free, one-to-one advice with an expert adviser.
6 <sup>th</sup> July	<p>Those shielding allowed to meet up to 5 other people outside home; may form support bubble with one other single adult household.</p> <p>Housing mutual exchange services offer restarted.</p>
5 <sup>th</sup> July	<p>NHS 72<sup>nd</sup> Birthday</p> <p>LA discretionary business grant fund closed.</p>
4 <sup>th</sup> July	<p>Number of establishments opened:</p> <ul style="list-style-type: none"> <li>• Hotels, B&amp;Bs, self-contained holiday accommodation, caravan parks and campsites</li> <li>• Places of worship and libraries</li> <li>• Restaurants and cafes</li> <li>• Bars, pubs and social clubs</li> <li>• Cinemas and bingo halls</li> <li>• Museums and galleries</li> <li>• Hair salons and barbers</li> <li>• Outdoor playground and gyms</li> <li>• Theme parks and arcades</li> <li>• Community centres.</li> </ul> <p>Driving lessons and theory tests restarted.</p> <p>Public asked to leave a name and number with venues to help stop the spread.</p>

	<p>Social distancing 1m plus.</p> <p>Able to meet in groups of 6 outside or 2 households in any setting.</p> <p>Household will be able to meet with one other household at a time, including staying over.</p> <p>Nightclubs, swimming pools and indoor gyms to remain closed.</p> <p>Waleswood Caravan and Camping site reopened.</p> <p>Licensing officers worked with South Yorkshire Police and the Community Protection Unit to ensure licensed premises complied with the guidance.</p>
3 <sup>rd</sup> July	<p>Local Government Association annual conference 2020: Minister for Regional Growth and Local Government's speech.</p> <p>National statistics for the fourth week of the NHS Test &amp; Trace service published. Between 18<sup>th</sup> - 24 June, 297,427 people tested for COVID-19. Of these, 6,183 people tested positive, a decrease of 740 on the previous week.</p> <p>Regular retesting for care homes staff and residents.</p> <p>First Outbreak Engagement Board took place.</p> <p>Launch of Your Wellbeing &amp; Rotherham Leader Wellbeing Guides for staff.</p>
2 <sup>nd</sup> July	<p>Guidance published for fully opening schools and higher education facilities.</p> <p>More than 130,000 people at risk of unknowingly spreading coronavirus have been contacted by NHS Test and Trace.</p> <p>Ofqual launches consultation on 2021 exams and assessments.</p> <p>Arrangement for examination and assessments in 2020/21.</p> <p>New Homelessness statutory code of guidance issued.</p> <p>New statutory guidance issued on social housing for members of the Armed Forces community.</p> <p>Rotherham Show cancelled.</p> <p>Area Housing Teams resumed external inspections in relation to boundary checks.</p> <p>Agreement to increase temporary accommodation portfolio by 25 in October 2020.</p>
1 <sup>st</sup> July	<p>Businesses had flexibility to bring furloughed employees back to work part time as part of the plans to re-open the UK</p> <p>Rotherham mentioned in press coverage re areas with relatively high covid infection rates.</p>
<b>June</b>	
30 <sup>th</sup> June	<p>Office for National Statistics published figures showing the occupations of people who have passed away due to Covid-19.</p> <p>Ward Plans and priorities agreed (capturing local response from Members to the pandemic)</p>

29 <sup>th</sup> June	<p>SAGE rate of infection decreased to manageable levels. Seven-day rolling average of new positive cases 1,147 down from 1,543 two weeks previous, and down from a peak of 5,195 on 14<sup>th</sup> April.</p> <p>87,000 people told to self-isolate who might otherwise have unwittingly transmitted the virus through the new NHS Test and Trace service.</p> <p>Leicester became the first city in Britain to be placed in a local lockdown.</p> <p>NHS test and trace surveillance data for Rotherham included in weekly data situation report.</p> <p>Local Outbreak Control Plan went live.</p> <p>Housing valuations/inspections resumed external only.</p>
28 <sup>th</sup> June	Letter sent to LA's urging to ensure proper public access to tips and toilets.
27 <sup>th</sup> June	£200m to help innovative businesses bounce back
26 <sup>th</sup> June	<p>£22m of emergency funding to help organisations providing support for victims of domestic abuse and sexual violence.</p> <p>2 billion items of PPE delivered to frontline services since the start of the pandemic.</p> <p>Corporate Insolvency and Governance Act came into force.</p> <p>Agreed to maintain payments and support to suppliers to pay suppliers as quickly as possible; consider relief/additional payments where needed until October 2020.</p>
25 <sup>th</sup> June	More pubs, restaurants and cafes to be able to serve customers outdoors in plans announced
24 <sup>th</sup> June	<p>£105m announced to keep rough sleepers safe and off the streets during pandemic.</p> <p>£16 million in funding will be made available this financial year – bringing the total to £23 million – to tackle the substance dependence treatment needs.</p> <p>Support for EEA rough sleepers - Suspending an EU derogation to enable LA's to accommodate and support a specific group of rough sleeping EEA nationals for up to 12 weeks.</p>
23 <sup>rd</sup> June	PM announced further relaxations.
22 <sup>nd</sup> June	Some School Crossing patrol operations resumed.
20 <sup>th</sup> June	Hundreds of people have gathered for Black Lives Matter protests in cities across England.
19 <sup>th</sup> June	<p>Growth rate for the UK as a whole is -4% to -2% and the R estimate for the UK, as a whole, remains at 0.7-0.9.</p> <p>Alert level has been reduced from Level 4 (A COVID-19 epidemic is in general circulation; transmission is high or rising exponentially) to Level 3 (A COVID-19 epidemic is in general circulation).</p>
15 <sup>th</sup> June	<p>Face coverings became mandatory on public transport.</p> <p>Face masks and coverings to be worn by all NHS hospital staff and visitors.</p> <p>Reopening of non-essential retail, ranging from department stores to small,</p>

	<p>independent shops.</p> <p>Secondary schools began to provide some face-to-face contact time for years 10 and 12.</p> <p>Places of worship able to reopen for individual prayer.</p> <p>Government-funded Imperial College COVID-19 vaccine moves into first human trials.</p>
13 <sup>th</sup> June	<p>Single household “support bubble” allowed.</p> <p>Places of worship limited opening.</p>
12 <sup>th</sup> June	<p>Letters authorising the early release of 2 grants to LA’s totalling £3.4 billion to support businesses.</p>
11 <sup>th</sup> June	<p>Allocations of £300m for LAs to support test and trace services and develop local plans.</p> <p>£63 million for local authorities to assist those struggling to afford food and other essentials.</p>
9 <sup>th</sup> June	<p>Procurement Policy Note set out information and guidance for public bodies on payment of suppliers to ensure service continuity.</p> <p>Tuesday street market returned.</p> <p>First COVID-19 Health Protection Board took place.</p>
8 <sup>th</sup> June	<p>Travelling to the UK requires 14-day isolation.</p> <p>Dental practices reopen.</p> <p>Testing for care home residents (under 65).</p> <p>Hotel accommodation acquired for asylum seekers.</p>
7 <sup>th</sup> June	<p>Over 130 charities to benefit from £6m of government funding to continue work with rough sleepers.</p>
6 <sup>th</sup> June	<p>Target date for test kits to every care home for over-65s.</p>
5 <sup>th</sup> June	<p>Over 100 charities providing services for domestic abuse survivors to benefit from £8.1m for 1,500 refuge spaces and specialist support.</p> <p>Ban on evictions extended until 23<sup>rd</sup> August.</p> <p>In total 5,214,277 tests carried out.</p> <p>Death toll exceeded 40,000.</p> <p>PDR deadline extended to end September.</p>
4 <sup>th</sup> June	<p>Reports show inequalities in covid-19 death rates.</p> <p>Rotherham Hub responded to almost 3,000 requests.</p> <p>First virtual Planning Board.</p>
3 <sup>rd</sup> June	<p>First full Council meeting online</p>
1 <sup>st</sup> June	<p>Lockdown measures eased:</p>

	<ul style="list-style-type: none"> <li>• Primary schools Yr 1 and Yr 6</li> <li>• Nurseries and early years</li> <li>• Outdoor markets and car showrooms</li> <li>• Six people able to meet outdoors if remain two metres apart</li> <li>• Those shielding able to spend time outdoors</li> </ul> <p>Resumed competitive sport safely behind closed doors.</p> <p>Final grant announced for those self-employed (Self-Employment Income Support Scheme (SEISS), up to a maximum of £6,570.</p> <p>Outdoor covered market reopened.</p> <p>51 of the 63 local primaries confirmed providing children from at least one of the Y6, Y1 or reception year groups.</p> <p>Lettings recommenced.</p>
<b>May</b>	
30 <sup>th</sup> May	UK reached the 200,000 testing capacity target, including capacity for 40,000 antibody tests a day
29 <sup>th</sup> May	<p>£5m funding given to mental health community projects.</p> <p>Rotherham Council's Museums, Arts and Heritage team successful in securing £38,174 from Historic England as part of its COVID-19 Emergency Funding.</p>
28 <sup>th</sup> May	<p>Government launched new test and trace service.</p> <p>Letter sent to LA's regarding rough sleepers to protect the most vulnerable and start planning the next steps for accommodating and supporting people to move on from emergency accommodation.</p> <p>The first black lives matter protests in the United Kingdom.</p> <p>First virtual Licensing Board Sub-Committee.</p>
27 <sup>th</sup> May	Safer Rotherham Partnership raised awareness about radicalisation
26 <sup>th</sup> May	<p>Hundreds of Rotherham children joined forces to create a touching musical tribute to everyone in the local education community.</p> <p>First Covid death at Rotherham Hospice.</p>
24 <sup>th</sup> May	<p>£50m announced to boost to support the recovery of high streets</p> <p>Radical plans to provide thousands of long-term, safe homes for vulnerable rough sleepers taken off the streets</p> <p>£300m additional funding for LA's to develop tailored outbreak control plans and support test and trace</p>
22 <sup>nd</sup> May	<p>£22m announced for Mental health, ambulance, social care, learning disabilities, autism and dementia charities.</p> <p>Ofqual arrangements for awarding calculated grades in GCSEs, AS and A levels published.</p> <p>New measures at the UK border to guard against a second wave announced.</p>
21 <sup>st</sup> May	New antibody tests announced and available to NHS and care staff, eligible patients and care residents to see if they have had coronavirus.



	<p>Tenancy notice periods have been extended to three months in the Coronavirus Act legislation 2020.</p> <p>Bin lorries have a colourful new look and thank you message</p>
20 <sup>th</sup> May	<p>£150m to help charities, social enterprises and vulnerable individuals during the coronavirus outbreak.</p> <p>Changes to the Care Act 2014 to help local authorities prioritise care and support.</p>
19 <sup>th</sup> May	<p>£37m settlement to help low-income families with seriously ill or disabled children with the cost of equipment, goods or services - £10m committed to address difficulties presented by pandemic.</p> <p>Small and medium-sized employers to recover Statutory Sick Pay (SSP) payments they have made to their employees from 26<sup>th</sup> May.</p>
19 <sup>th</sup> May	<p>Death toll exceeded 35,000</p> <p>Preparations underway to assist schools to reopen on 1<sup>st</sup> June.</p> <p>First unpaid carers meetings.</p>
18 <sup>th</sup> May	<p>Any person over the age of five can now be tested.</p> <p>Graphical snapshot of response produced:</p> <ul style="list-style-type: none"> <li>• 1,233 volunteers</li> <li>• 435 organisations joined hub</li> <li>• 2,333 requests for support</li> <li>• 1,335 food parcels delivered</li> <li>• 6,319 rent support calls</li> <li>• 113 emergency homes to prevent homelessness</li> <li>• 57,289 calls answered</li> <li>• 963,640 PPE items supplied</li> <li>• 4,889 safe and well calls</li> <li>• 535 council tax deferrals</li> <li>• 3,189 business grants paid, totalling £36.1m</li> </ul> <p>1,310 contacts a week with vulnerable children and families.</p>
15 <sup>th</sup> May	Parks are re-opened with an increased staffing presence
13 <sup>th</sup> May	<p>Lockdown measures formally eased:</p> <ul style="list-style-type: none"> <li>• Two people from different households able to meet in outdoor settings and parks</li> <li>• Some people returned to work who were unable to work from home</li> <li>• Garden centres able to open, golf courses, outdoor tennis and basketball courts can be used, and people able to swim in lakes and sea</li> <li>• Able to drive to outdoor open spaces with members of the same household</li> <li>• Able to sunbath and relax in a public place</li> </ul> <p>Self-employment income support scheme opened.</p>
12 <sup>th</sup> May	<p>Furlough scheme extended until October.</p> <p>Council agreed £1.5 million care sector support.</p> <p>Agreed to transfer ownership of digital devices for children and young people</p>



	<p>to individual schools:</p> <ul style="list-style-type: none"> <li>963 to support for care leavers and children with social workers who do not currently have a laptop or tablet to access social care services</li> </ul> <p>27 to provide digital devices for the most disadvantaged yr 10 children who would otherwise not have access</p>
11 <sup>th</sup> May	<p>50-page document published giving details for lifting lockdown/roadmap to recovery.</p> <p>First virtual meeting of Cabinet.</p> <p>Garden Waste service resumed.</p>
10 <sup>th</sup> May	PM announces conditional plan to reopen society. 'Stay alert. Control the virus. Save lives', including COVID Alert Level System, consisting of 5 levels, based on the R value and the number of new cases.
9 <sup>th</sup> May	Increased the number of services available at East Herringthorpe Crematorium.
6 <sup>th</sup> May	<p>Death toll exceeded 30,000.</p> <p>Household Waste Recycling Centres re-open for essential waste</p>
5 <sup>th</sup> May	<p>NHS contact tracing app deployed in Isle of Wight.</p> <p>Sub-Scheme of Delegation for Director of R&amp;E amended to discharge planning functions of Council.</p> <p>Letter sent to the parents and carers of all children with an EHCP with details of support arrangements.</p>
4 <sup>th</sup> May	Mobile Testing Unit at New York Stadium's car park for three days.
1 <sup>st</sup> May	The Special Educational Needs and Disability (Coronavirus) (Amendment) Regulations 2020.
<b>April</b>	
29 <sup>th</sup> April	<p>Care home deaths included in daily reporting for first time.</p> <p>First Silver Recovery meeting.</p> <p>Rainbow painted outside Rotherham Hospital to say thank you to our NHS colleagues and key workers.</p> <p>Over 1,800 requests for support since the Community Hub was launched a month ago.</p> <p>More than 1,000 emergency food parcels have now been distributed.</p> <p>Online Ward Housing Hubs Platform introduced.</p>
27 <sup>th</sup> April	<p>Landlords given longer to complete new selective licensing scheme applications.</p> <p>CYPS practice, responses and timescales constantly reviewed in line with staffing levels and service demand.</p> <p>Sheffield County Court suspended all new possession claims for further six months until October 2020.</p> <p>Shopping Voucher Scheme established with Tesco and Morrisons.</p>
25 <sup>th</sup> April	Death toll exceeded 20,000

24 <sup>th</sup> April	<p>The Adoption and Children (Coronavirus) (Amendment) Regulations 2020 bill until 24<sup>th</sup> September.</p> <p>First virtual scrutiny meeting.</p>
23 <sup>rd</sup> April	<p>All key workers eligible for testing.</p> <p>Drive through test centres increased</p>
23 <sup>rd</sup> April	<p>East Herringthorpe cemetery reopened.</p> <p>Seven Rotherham businesses have been served with Prohibition Notices by Rotherham Council for breaching restrictions.</p> <p>2,700 businesses received Covid-19 financial support worth over £30 million.</p>
21 <sup>st</sup> April	<p>First HoC video-link debate</p> <p>Seven of eight cemeteries reopened - East Herringthorpe Cemetery and Crematorium remained closed apart from when funerals are taking place.</p> <p>Police launched new online portal to report Domestic Abuse.</p> <p><b>Rotherham Heroes Volunteer expenses process agreed.</b></p>
20 <sup>th</sup> April	<p>Future fund announced - loans between £125,000 to £5m for innovative companies which are facing financing difficulties.</p> <p>Testing for Key Workers available in Rotherham.</p> <p>New bereavement support service launched in partnership with SY LAs.</p> <p>Significant increase in the number of vulnerable and key worker's children attending school - 540 children attended, the highest number since early April.</p> <p>Government data published demonstrated Rotherham ahead in paying business rates relief and grant support measures – Rotherham 59% in comparison to 51% nationwide.</p> <p>Virtual Ward Member briefings commenced.</p>
19 <sup>th</sup> April	<p>Vulnerable and disadvantaged young people across the country will receive free laptops.</p> <p>Deaths peaked in Rotherham w/e 19<sup>th</sup> April (58 deaths).</p>
18 <sup>th</sup> April	<p>Death toll exceeded 15,000</p> <p>Second round of LA funding announced.</p>
17 <sup>th</sup> April	<p>Contingency plans agreed for Waverley Academy.</p> <p>New domestic abuse web chat facility for those that find it safer to communicate online.</p> <p>Agreement between South and West Yorkshire authorities to procure PPE jointly (through Bradford Council).</p>
16 <sup>th</sup> April	<p>Lockdown extended by three weeks.</p> <p>Burial grounds re-opened.</p> <p>Yorkshire Day cancelled.</p>

15 <sup>th</sup> April	<p>Testing to be offered to “everyone who needs one” in social care settings.</p> <p>COVID-19 adult social care action plan.</p> <p>Plan to ensure that critical personal protective equipment (PPE) is delivered to those on the frontline.</p> <p>New arrangements to ensure continued support and protection for victims of Domestic Abuse.</p>
14 <sup>th</sup> April	<p>New positive cases across the UK peaked at 5,195; the number of daily deaths peaked at 943 (seven-day rolling average).</p> <p>Home working guidance updated.</p>
12 <sup>th</sup> April	Death toll exceeded 10,000
9 <sup>th</sup> April	<p>Enacted social care guidance from Ofsted.</p> <p>Over the last few weeks housed 48 homeless households.</p> <p>Hotline established to report businesses breaching regulations.</p> <p>Financial support for local businesses topped £19.1m.</p> <p>First PPE distributed to Care Homes from the Council as the Supplier of Last Resort.</p> <p>First TRFT hospital surveillance report.</p>
8 <sup>th</sup> April	<p>Payment and support to suppliers agreed to pay suppliers as quickly as possible; consider relief/additional payments.</p> <p>Reduced public transport services.</p> <p>Adult Social Care Micro Site Developed to support care and support independent/voluntary sector providers (Links to National Guidance, Local Guidance, Local links eg webforms, Newsfeed)</p> <p>Online web form produced to support care and support providers to order/access PPE via the Council where supply chains unable to support.</p>
7 <sup>th</sup> April	<p>First weekly update from the Director of Public Health.</p> <p>First death in the community.</p>
6 <sup>th</sup> April	<p>Death toll exceeded 5,000</p> <p>PM enters intensive care.</p> <p>Emergency food supplies - distribution of 15.52 tonnes of food from Fairshare, with a retail value of £27,022 to people across Rotherham.</p> <p>Support for Rotherham businesses topped £12m.</p> <p>Death registration and funeral protocol (Covid-19) published.</p> <p>Housing on-site valuations/inspections not possible.</p>
3 <sup>rd</sup> April	<p>NHS Nightingale London opened.</p> <p>£200 discount per household offered to Rotherham residents hardest hit financially to help with Council Tax – discount made to more than 13,000 households. Those who lost a significant part of their household income also</p>

	<p>eligible to apply for support.</p> <p>Schools to remain open throughout the Easter break for vulnerable children and the children of key workers.</p> <p>Updated guidance for Council tenants and leaseholders.</p> <p>Number not in work and unable to work from home due to COVID-19 peaked at 324 w/e 3/4/20.</p> <p>Temporary closure of Neighbourhood Centres.</p>
2 <sup>nd</sup> April	<p>Council Tax Hardship Support agreed.</p> <p>First care home death.</p> <p>Housing lettings postponed.</p>
1 <sup>st</sup> April	<p>Notification to healthcare organisations, GPs, local authorities and arm's length bodies that they should share information (updated 6<sup>th</sup> August)</p> <p>Home Care Provider payments agreed (95% planned hours on a weekly basis for 12 weeks; £200k contingency fund established)</p> <p>Over 600 people signed up to be Rotherham Heroes and responded to 235 requests for assistance, majority emergency food parcel deliveries.</p> <p>More than £7.26m paid to 661 businesses through various coronavirus support grants in the last two days.</p>
<b>March</b>	
31 <sup>st</sup> March	<p>Guidance for care of the deceased with suspected or confirmed coronavirus.</p> <p>Housing Contractors reduced to working on urgent jobs only.</p>
30 <sup>th</sup> March	<p>Licensing Service postpone testing of vehicles and applicants.</p> <p>Staff redeployed to keep critical services going.</p> <p>Cemeteries, burial grounds and crematoria closed to the public (except for funeral services) and the number of people allowed to attend funeral services restricted.</p> <p>Opening of Riverside House foodbank.</p> <p>First Rotherham Community Hub Tactical Group meeting.</p>
28 <sup>th</sup> March	PM letter to the nation outlining guidance to follow.
27 <sup>th</sup> March	<p>New Right to Buy legislation Introduced.</p> <p>Closure of Household Waste Recycling Centres for six weeks.</p> <p>Garden waste service suspended.</p> <p>Suspension of School Crossing Patrols.</p> <p>Armed forces event cancelled.</p> <p>Decrease in vulnerable children and children of key workers in school to around 700.</p>

	<p>First items of PPE distributed to Council services from specific Covid-19 stores.</p> <p>Staff sickness peaked w/e 27/3/20 - 270 staff off sick (39 covid related).</p>
26 <sup>th</sup> March	<p>First 'clap for carers' evening.</p> <p>Support for self employed – to be paid 80% of profits, up to £2,500 a month.</p> <p>Markets opening hours reduced.</p> <p>Free parking given to NHS and police.</p> <p>Adult Social Care – Frequently Asked Questions – Established for Independent/voluntary sector care and support provider services.</p> <p>Daily Situation Report for front facing critical services developed (care homes and home care services).</p>
25 <sup>th</sup> March	<p>Arts Council has announced a £160m national funding package to support venues and individuals.</p> <p>First Directorate Situation Reports presented to Gold Group.</p> <p>Launch of the Rotherham Community Hub and Rotherham Heroes Volunteer Programme.</p> <p>Business rate bill recalculated for those already receiving retail relief and online claim form created for those not yet claiming relief.</p>
24 <sup>th</sup> March	<p>NHS Nightingale programme announced.</p> <p>£500m Hardship Fund to provide council tax relief to vulnerable people and households - Rotherham to receive a grant of £2.864m.</p> <p>Closure of a number of buildings:</p> <ul style="list-style-type: none"> <li>• Rotherham Town Hall</li> <li>• Libraries and Community Hubs</li> <li>• Joint service centres at Maltby, Rawmarsh and Aston. GP services remained contactable</li> <li>• All housing neighbourhood buildings close for community events</li> <li>• Customer service centres</li> <li>• Civic Theatre</li> <li>• Museum</li> </ul> <p>Temporary closure of Adult Social Care buildings.</p> <p>Face to face customer services closed and Contact Centre capacity increased.</p> <p>Customers signposted to telephone and online services.</p> <p>Imposed strict social distancing measures at Household Waste sites.</p> <p>Imposed strict social distancing measures at parks, including closing play areas and suspending activities.</p> <p>Postponed all wedding and ceremonial services.</p>

	<p>Cancelled markets, except those selling food or essential cleaning products.</p> <p>Postponed all events until further notice.</p> <p>School Crossing patrol operations suspended until further notice.</p>
23 <sup>rd</sup> March	<p>Lockdown announced. 'Stay at Home. Protect the NHS. Save Lives'</p> <p>Moved to home working where appropriate.</p> <p>Parish Council liaison conference calls commenced (fortnightly).</p>
20 <sup>th</sup> March	<p>Furlough scheme announced and schools, pubs and restaurants closed.</p> <p>Supplier Relief due to coronavirus (Covid-19) Procurement Policy Note set out information and guidance for public bodies on payment of their suppliers to ensure service continuity during and after the outbreak.</p> <p>Aston Leisure Centre, Maltby Leisure Centre, Rotherham Leisure Centre, Wath Leisure Centre; Riverside Café closed.</p> <p>First death in Rotherham (occurred in hospital).</p>
19 <sup>th</sup> March	<p>First round of funding for LAs.</p> <p>Free school meals national voucher scheme announced (£15 a week per child).</p> <p>First Gold meeting.</p> <p>First Daily data situation report produced for Gold Group.</p> <p>E form but in place for businesses to request support.</p> <p>First care home situation report.</p>
18 <sup>th</sup> March	<p>First Tactical Group meeting.</p> <p>Council closed several public-facing council services (including All Children's Centres, Crowden Outdoor Education Centre, Rotherham Civic Theatre, Herringthorpe Stadium, caravan park and soft play Thrybergh Country Park).</p> <p>Integrated Discharge Team (IDT) Implemented new 3 hr discharge as per government guidance.</p>
17 <sup>th</sup> March	<p>Financial package to support large and small business.</p> <p>People facing financial difficulty offered a three-month mortgage holiday.</p> <p>Critical Services document approved by Cabinet.</p> <p>First daily Covid update to staff.</p>
16 <sup>th</sup> March	<p>People urged to work from home and 'avoid' pubs and restaurants by PM.</p>
15 <sup>th</sup> March	<p>Vulnerable and over 70s told they may have to isolate in the coming weeks</p> <p>Supermarkets urge caution over panic buying.</p> <p>Incident Management hierarchy agreed by Gold.</p>
11 <sup>th</sup> March	<p>First funding announced by Chancellor, increasing SSP and changing</p>

	unemployment benefits.
	WHO declares global pandemic
5 <sup>th</sup> March	First recorded death in the UK.

**Notes:**

*This document is constantly being updated to include new announcements and developments.*

*Businesses only able to open once risk assessment complete, in consultation with trade union representatives or workers, and confidence in risks being managed. Necessary steps required to ensure COVID-19 secure in line with the Health and Safety legislation.*

*Social distancing measures remain in place.*

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## Initial Equality Screening Assessment (Part A)

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

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

Completed at the earliest opportunity it will help to determine:

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

<b>Directorate: Finance and Customer Services</b>	<b>Service area: Finance</b>
<b>Lead person: Rob Mahon</b>	<b>Contact number: 01709 254518</b>

### 1. Title:

Is this a:

☐

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

**If other, please specify**

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

The proposed Local Self Isolation Support scheme is outlined below. The scheme aims to pick up gaps that the governments self-isolation payments programme has created, where people are having to self-isolated, losing income as they are unable to work from home but unable to access the governments scheme.

This scheme will be open to all that meet the criteria outlined below and as above is addresses an equal opportunities gap in an existing government scheme.

The scheme will go live should if it receives cabinet approval, as such, claims can be made by individuals whose period of self-isolation, as confirmed by NHS Test and Trace, started on 25 January 2021. The base criteria for an applicant is;

- Have been told to stay at home and self-isolate by NHS Test and Trace, either because they have tested positive for coronavirus or have recently

been in close contact with someone who has tested positive. **They should have a unique NHS Test and Trace ID number that have to provide for the application process.**

- Period of self-isolation started on or after the 25<sup>th</sup> January 2021.
- Have not been able to access governments self-isolation support payments or discretionary payments.
- are employed or self-employed; and
- are unable to work from home and will lose income as a result.

Note, this scheme will not be applied retrospectively to applicants who have been rejected for governments self-isolation support scheme or for discretionary payments, where the commencement of their period of self-isolation was prior to 25 January.

### 3. Relevance to equality and diversity

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

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

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

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community?		x
Could the proposal affect service users?		x
Has there been or is there likely to be an impact on an individual or group with protected characteristics?		x
Have there been or likely to be any public concerns regarding the proposal?		x
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?		x
Could the proposal affect the Council's workforce or employment practices?		x

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

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

#### 4. Considering the impact on equality and diversity

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

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

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

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

n/a

- **Key findings**

n/a

- **Actions**

n/a

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

## 5. Governance, ownership and approval

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

Name	Job title	Date
Judith Badger	Strategic Director – Finance and Customer Services	7 January 2020

## 6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

Date screening completed	7-1-2020
If relates to a Key Delegated Decision, Executive Board, Council or a Significant Operational Decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	

**Committee Name and Date of Committee Meeting**

Cabinet – 25 January 2021

**Report Title**

November Financial Monitoring 2020/21

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

Yes

**Strategic Director Approving Submission of the Report**

Judith Badger, Strategic Director of Finance and Customer Services

**Report Author(s)**

Rob Mahon, Head of Corporate Finance  
01709 254518 or rob.mahon@rotherham.gov.uk

**Ward(s) Affected**

Borough-Wide

**Report Summary**

The report sets out the financial position as at the end of November 2020 and is based on actual costs and income for the first eight months of 2020/21 and forecast for the remainder of the financial year. Financial performance is a key element within the assessment of the Council's overall performance framework and is essential to achievement of the objectives within the Council's Policy Agenda. To that end, this is the 4<sup>th</sup> financial monitoring report of a series of monitoring reports for the current financial year which will continue to be brought forward to Cabinet on a regular basis.

As at November 2020, the Council has a forecast year-end overspend of £23.6m on the General Fund, this is mitigated in part by the governments provision of COVID-19 emergency support grant and Sales, Fees and Charges Income Compensation, providing a net forecast outturn of £0.9m overspend.

**Recommendations**

1. That the current General Fund Revenue Budget forecast of £0.9m overspend be noted.
2. That it be noted that actions will continue to be taken to mitigate the forecast overspend and that a balanced financial outturn is envisaged.
3. That the Capital Programme update be noted.

**List of Appendices Included**

Appendix 1 – Initial Equality Screening Assessment

**Background Papers**

Budget and Council Tax Setting Report 2020/21 to Council on 27<sup>th</sup> February 2020

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

No.

**Council Approval Required**

No

**Exempt from the Press and Public**

No.

## November Financial Monitoring 2020/21

1.	Background																																				
1.1	As part of its performance and control framework the Council is required to produce regular and timely reports for the Strategic Leadership Team and Cabinet to keep them informed of financial performance so that, where necessary, actions can be agreed and implemented to bring expenditure in line with the approved budget for the financial year.																																				
1.2	Delivery of the Council’s Revenue Budget, Medium Term Financial Strategy (MTFS) and Capital Programme within the parameters agreed by Council is essential if the Council’s objectives are to be achieved. Financial performance is a key element within the assessment of the Council’s overall performance framework.																																				
1.3	This report is the fourth in a series of financial monitoring reports to Cabinet for 2020/21, setting out the projected year-end revenue budget financial position in light of actual costs and income for the first eight months of the financial year.																																				
2.	Key Issues																																				
2.1	<p>Table 1 below shows, by Directorate, the summary forecast revenue outturn position.</p> <p><b>Table 1: Forecast Revenue Outturn 2020/21 as at November 2020</b></p> <table><tr><th>Directorate</th><th>Budget 2020/21 £m</th><th>Forecast Outturn 2020/21 £m</th><th>Forecast Variance over/under (-) £m</th></tr><tr><td>Children and Young People’s Services</td><td>61.0</td><td>68.7</td><td>7.7</td></tr><tr><td>Adult Care, Housing &amp; Public Health</td><td>79.1</td><td>84.2</td><td>5.1</td></tr><tr><td>Regeneration and Environment Services</td><td>43.5</td><td>52.6</td><td>9.1</td></tr><tr><td>Finance and Customer Services</td><td>18.7</td><td>18.7</td><td>0.0</td></tr><tr><td>Assistant Chief Executive</td><td>6.6</td><td>6.6</td><td>0.0</td></tr><tr><td>Central Services</td><td>24.4</td><td>26.1</td><td>1.7</td></tr><tr><td><b>Directorate Forecast Outturn</b></td><td><b>233.3</b></td><td><b>256.9</b></td><td><b>23.6</b></td></tr><tr><td>COVID-19 support grant</td><td></td><td></td><td>(18.9)</td></tr></table>	Directorate	Budget 2020/21 £m	Forecast Outturn 2020/21 £m	Forecast Variance over/under (-) £m	Children and Young People’s Services	61.0	68.7	7.7	Adult Care, Housing & Public Health	79.1	84.2	5.1	Regeneration and Environment Services	43.5	52.6	9.1	Finance and Customer Services	18.7	18.7	0.0	Assistant Chief Executive	6.6	6.6	0.0	Central Services	24.4	26.1	1.7	<b>Directorate Forecast Outturn</b>	<b>233.3</b>	<b>256.9</b>	<b>23.6</b>	COVID-19 support grant			(18.9)
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	Sales, Fees and Charges Income Compensation Claims			(3.8)
	Covid winter support grant			(5.3)
	Covid winter support provision			5.3
	<b>Net Forecast Outturn</b>			<b>0.9</b>
	Dedicated Schools Grant			1.9
	Housing Revenue Account (HRA)			0.0
2.2	<p>The Council's overspend position at this point is largely due to two overall issues;</p> <ul style="list-style-type: none"> <li>Financial implications as a result of COVID-19 and the Councils response to the pandemic.</li> <li>Delayed delivery of savings plans as a result of COVID-19.</li> </ul> <p>As at November 2020, the forecast overspend of £23.6m is mitigated in part by the Government's provision of £18.9m of emergency funding to support the COVID-19 response. In addition to the emergency funding support, Government has announced a co-payment mechanism for irrecoverable Sales, Fees and Charges income, with the Government covering 75% of losses beyond 5% of planned income. In effect this scheme will provide the Council with additional grant to support irrecoverable income losses on sales, fees and charges income. The Council has now submitted its first two claims under the scheme that will generate a further £3.8m of grant funding to support the Councils in year position. When this is factored into the Council's overall position it leaves a net forecast overspend of £0.9m.</p>			
2.3	<p>On 22<sup>nd</sup> October 2020, the Government also released individual council allocations of the £1bn COVID-19 "winter support" funding which had been announced on 12<sup>th</sup> October. The Council's allocation is £5.3m and it is assumed that this grant funding will be required for the purposes for which it has been provided – to prioritise the running of vital services and protecting the most vulnerable and public health across the winter period.</p>			
2.4	<p>There is one further period for a grant claim in relation to COVID-19 income loss compensation later in the financial year. Taking this into account but also recognising that the claims are subject to review and validation by Government, it is anticipated that these further payments of grant will cover the remaining £0.9m forecast overspend and that by the financial year-end the position will be broadly a balanced budget outturn.</p>			
2.5	<p>If this position can be achieved, then it enables the Council to reserve some budget provision into 2021/22 to support the delivery of next year's budget. This</p>			



	arises from the £4m budget contingency included within the 2020/21 budget, which is not required to be used under this anticipated position. In addition, savings accruing in central services budgets, arising mostly from Treasury Management activity are expected to reach £3.5m by the year-end and if not required to be set against any residual overspend, can also be reserved to support the 2021/22 budget.
2.6	<p>In December 2020 the Council had to provide Government with the latest view on the estimated financial impact of the COVID-19 response. The December COVID-19 return was submitted to Ministry for Housing, Communities and Local Government (MHCLG) on Friday 11<sup>th</sup> December within the MHCLG deadline and it projected an overall financial impact for the general fund in 2020/21 of £30.1m. The full impact is made up of;</p> <ul style="list-style-type: none"> <li>• £14.6m of additional costs (£11.7m in the October return)</li> <li>• £6.7m non-delivery of savings (£6.8m in the October return)</li> <li>• £8.8m of income loss (£8.2m in the October return)</li> </ul> <p><b>Total Impact £30.1m (£26.7m in the October return)</b></p> <p>Therefore, the overall estimated impact of COVID-19 on the 2020/21 revenue budget as per the December return is £30.1m, less COVID-19 support grant received to date of £18.9m, and SFC Income Compensation claims of £3.8m, leaving a net pressure of £7.4m. This net pressure differs from the Councils financial monitoring position as the December MHCLG return focuses solely on COVID-19 requirements and impacts, a net difference of £6.5m.</p>
2.7	<p>There are financial pressures and savings factored into monitoring that are not related to COVID-19, as such they are not required to be reported within the MHCLG returns. Crucially, planned savings the Council has been able to generate despite the pandemic and savings made as a result of the pandemic are not included within the MHCLG return but are factored into financial monitoring. In addition, the MHCLG return requires the Council to show the gross cost of Covid related service impacts, even though in several areas Government have provided grant funding to offset that expenditure. This has the impact of the MHCLG return showing a higher expenditure position when compared with the net position reported in financial monitoring. By way of example the Adults Care and Housing position in the MHCLG return was an impact of £11m, compared with £5.1m for financial monitoring. The differences relate to £4m of general placement underspends, shown in monitoring not in MHCLG return and £2m of Covid Health income where the income and costs linked to it are shown in monitoring but only the costs are required to be shown in the MHCLG return.</p>
2.8	<p>The forecast net overspend of £0.9m will continue to be monitored closely and mitigations identified where possible to reduce the overall impact. As indicated, it is anticipated at present that the Council will be able to bring this budget back into line before the year end. However, within this overall position is the impact of the non-delivery of savings of £6.7m arising from COVID-19. This non-delivery will need to be carried forward into 2021/22 and when added to the £8.6m of savings plans that were reprofiled into 2021/22 as part of the Councils</p>

budget report to Cabinet in February 2020, this represents a significant financial challenge for the authority.

Table 2 sets out the position by Directorate.

**Table 2 – Agreed Profile of Budget Savings and Cost Reductions by Directorate:**

Directorate	2020/21 Savings Non-delivery £m	2021/22 Savings £m	Total Savings to be delivered in 2021/22 & future years £m
ACHPH	1.7	4.6	6.3
CYPS	2.3	4.0	6.3
R&E	1.0	0	1.0
Customer Services (R&E)	1.7	0	1.7
<b>Total</b>	<b>6.7</b>	<b>8.6</b>	<b>15.3</b>

The following sections provide further information regarding the Councils forecast outturn of £23.6m, before taking account of the COVID grant, the key reasons for forecast under or overspends within Directorates, and the progress of savings delivery.

**Children and Young People Services Directorate (£7.7m forecast overspend)**

2.9 Children and Young People Services continue to implement the budget recovery plan with budget savings of £10.2m phased £6.2m in 2020/21 and £4.0m in 2021/22 following the one-off additional budget of £4m provided for the 2020/21 financial year.

2.10 The budget pressure at the end of November is £7.7m with an adverse movement of £1m from the position reported at November Cabinet. This position includes additional cost pressures due to the COVID pandemic, non-achievement of budget savings and Stovewood net costs to CYPS. These pressures are mitigated in part by the one-off additional budget.

2.11 The Looked After Children number at the time of this budget forecast was 615 which is in excess of the budget profile of 560 for this period. The variance of 55 includes a number of LAC placements that are delayed in the court processes and inability to discharge children from care. The placement profile has now been increased to 591 at the end of this financial year from the original budget plan to reduce LAC numbers to 541 by 31 March 2021.

2.12	The direct employee budget is £34.9m and is a combination of general fund, traded and grant funded services. The projected overspend at the end of November is £1.75m, of which £1.54m relates to general fund. The £1.54m budget pressure is after applying budget savings of £3.97m in 2020/21 financial year. The staffing pressures are linked to delays in delivering budget savings across CYPS and the increased requirement for agency social workers to manage caseloads due to overall caseload numbers and staff turnover.
2.13	The staffing budget forecast overspend has increased by £180k this period mainly due to additional costs in Children's Social Care. At the end of November there are 18 agency workers in children's social care, with approvals in place to increase to 28 agency workers based on social workers leaving in January.
2.14	The staffing budget reflects the work undertaken to date on delivery of the Early Help and Social Care Pathways savings proposals and other staff savings across the CYPS directorate.
2.15	<p>A significant element of the CYPS non-pay budgets relates to placements which has a net budget of £31.0m with a current projected spend of £37.3m, an adverse movement of £1.3m since the last financial report.</p> <p>A significant element of the movement over this period relates to planned reductions of residential care placements.</p> <p>Other placement pressures are due to an increase in Parent &amp; Baby assessments and additional emergency placements.</p> <p>The financial pressure of £6.3m in the main relates to Residential placements (£3.0m), Emergency placements (£1.9m) and Fostering placements (£1.4m).</p>
2.16	<p>The placement forecast assumes that from December 2020 to March 2021, the revised placement budget assumptions (placement reductions and transitions to lower cost placement types) will be achieved for the rest of the financial year. There are several risks linked to achievement of this placement budget profile which are:</p> <ul style="list-style-type: none"> <li>• External residential placement admissions continue to reduce in line with the budget profile.</li> <li>• Use of block contract and in-house residential and in-house emergency provisions are maximised.</li> <li>• Estimated admissions and discharges from care being in line with expectations.</li> <li>• The increase in in-house fostering enquires and net growth in in-house foster carers placements are in line with the estimated projections for the rest of the financial year.</li> </ul>

2.17	The other major budget pressure linked to the current number of Looked After Children this financial year is transport with a forecast overspend of £375k.
	<b>Dedicated Schools Grant</b>
2.18	The High Needs Block (HNB) is £40.0m (including the £3.0m transfer from the schools block) and demand remains high due to rising numbers of children supported in specialist provision and the rising costs of Education Health Care (EHC) plans. Consequently, the central DSG reserve has changed over a four-year period from a £1m reserve deficit at the end of 2015/16 to £19.8m deficit at the end of the 2019/20 financial year (£4.6m overspend in 2019/20).
2.19	The High Needs Budget is based on the DSG recovery plan and includes anticipated growth on EHCs numbers and the implementation of new developments linked to the SEND Sufficiency Strategy. The 2020/21 HNB has a £1.89m overspend at the end of November. The pressure relates to DSG contributions towards social care residential placements not reducing as planned, an increase in high cost Independent Sector Placements due to extension of placements due to COVID and an increase in demand above estimated increases in special schools.
2.20	Both the Early Years and the Schools' Block are expected to be broadly in line with allocations in 2020/21.
2.21	<p>The key areas of focus to reduce High Needs Block spend are:</p> <ul style="list-style-type: none"> <li>• A review of high cost, external education provision to reduce spend and move children back into Rotherham educational provision.</li> <li>• Increase SEN provision in Rotherham linked to mainstream schools and academies, with further capacity becoming operational from September 2020.</li> <li>• Work with schools and academies to maintain pupils in mainstream settings wherever possible.</li> <li>• A review of inclusion services provided by the Council.</li> </ul>
	<b>Adult Care, Housing and Public Health (£5.1m forecast overspend)</b>
2.22	The overall Directorate forecast is an overspend of £5.1m on general fund services after taking account of the additional one-off budget support of £4.65m for 2020/21.
2.23	Included within the £5.1m forecast overspend is the Covid-19 impact for the service. COVID-19 is estimated to have a net cost impact of £7.1m after factoring in government grants provided to support Covid-19 related expenditure. This includes: £1m for personal protective equipment; £1.7m due to delayed budget savings (reduced from £1.8m in September due to £100k of additional income in Neighbourhood Services - Housing); and £4.4m of placement costs due to additional demand and the increased costs of providing care (reduced from £4.8m in September).

2.24	<p>The NHS is currently funding people who are discharged from hospital. Ordinarily the cost of some of these packages would be funded by the Council. It is now anticipated that the cost of these will transfer to the Council over the next few months. These are included in the cost of additional placements (£4.4m). Each person needs to have an assessment which will determine their eligibility for LA or Health funding the outcome of which is not yet known.</p> <p>Delivery of savings have been delayed as COVID-19 has diverted staff resource to support work related to the pandemic and away from planned transformational activity. Anticipated additional income has reduced as social distancing has prevented some of the tasks required from taking place, although the forecast has improved by a further £100k, it is still below the level anticipated.</p>
2.25	Excluding the cost of COVID-19, the cost of care packages is forecast to be £2.7m underspent. This is due to savings on transforming care (£1.1m) and reductions in the number of older people placements of £2.1m (£1.6m in September) some of which will be captured under the COVID-19 discharge packages. Mental health packages are forecast to overspend (£500k) due to additional residential packages and reductions in fees and charges.
2.26	Staffing budgets are forecast to overspend by £400k due to low vacancy numbers.
2.27	Neighbourhood Services' (Housing) is forecast to underspend by £64k. This is due to additional income of £192k offset by additional homelessness costs due to COVID-19.
2.28	The latest Public Health forecast is an overspend of £46k as a result of additional staffing costs required to support the Council's response to COVID-19.
	<b>Regeneration and Environment Directorate (£9.1m forecast overspend)</b>
2.29	The latest outturn projection for the Directorate indicates a forecast pressure of £9.1m for this financial year, mostly due to the impact of COVID-19 on services. This represents a small reduction of £0.2m in the overspend position from that reported to Cabinet in November. Improvements within the Planning, Regeneration and Transportation (PRT) and Culture, Sport and Tourism services have more than offset a worsening of the position in the Community Safety and Street Scene (CSS) service. The worsening position in CSS is being driven by increased costs in the Waste Service and a further reduction in income in Parking Services, both of which are due to the ongoing impact of COVID-19.
2.30	Within PRT improvements have been seen in all services, with the exception of RIDO. In particular, Asset Management is showing a £163k improvement, partly a result of a review of utility costs, as several Council buildings remain closed. Facilities Services has also shown an improvement of £125k as a result

	of improvements to the school meals income forecast. Within CST small improvements have been seen in all areas, in particular, Libraries of £90k, as a result of further staff savings resulting from library closures.
2.31	The previously reported sustained fall in the Directorate's income from fees and charges will be felt throughout the 2020/21 financial year, particularly in lost income from Theatres, Green Spaces, Markets and Parking. Depending upon the severity and length of further lockdown restrictions losses could increase yet further. Even so, the Directorate prioritises continued delivery of normal everyday services.
2.32	Further, the pandemic has meant that progress to achieve previously agreed revenue budget savings has been delayed. The lockdown has generated savings in some areas, for example by temporarily closing Council buildings, but any savings are far outweighed by the additional costs and lost income arising from the lockdown.  The forecast outturn projection includes the following specific budget issues:
2.33	Community Safety and Street Scene (CSS) is reporting an overall pressure of £2.1m. The most significant pressure in this Service is in respect of Waste, £1.3m. Waste disposal costs are £952k over budget, resulting from extra tonnages being collected from the kerbside, as people spend more time at home, as a result monthly tonnage increases in excess of 20% are expected to continue for the rest of the year, the green waste disposal contract has also increased by £290k following retendering. Waste Collection costs are £314k overspent, through use of agency costs to cover staff absence and increased staff numbers required, to meet social distancing requirements. A £605k income shortfall is being reported in Parking Services as a result of COVID-19 and Transport is reporting a £432k overspend as a result of the difficulty in delivering savings in 2020/21. Offsetting savings of £201k are being reported in the Community Safety and Regulation service due to staff vacancies.
2.34	Culture Sport and Tourism (CST), has been severely impacted by the temporary closure of facilities and the slow recovery, and is now reporting an overall pressure of £3.4m. There is a forecast pressure of £1.3m in respect of the Council's Leisure Centre facilities. These are operated by Places Leisure under a PFI arrangement, the pressure represents an estimate of the revised management fee liabilities payable to allow for the facilities to remain open.  The Green Spaces Service, which includes the Borough's Country Parks and Facilities, is forecasting a pressure of up to £1m. The temporary closure of parks and all other leisure sites for all of spring and into the summer prevented any trading activities taking place over that period, but there has been a small improvement in the forecast since the facilities reopened. A £453k pressure in respect of Theatres is being reported after the Council took the difficult decision to close the facility for the entire financial year. This represents an improvement of £47k as a result of the receipt of an Arts Council England grant for Covid recovery. Losses are partly mitigated by expenditure savings £100k, as a result of the prolonged closure but this is included in the forecast.

	The forecast also includes a loss of £430k in respect of Waleswood Caravan and Camping Park, as a result of the enforced closure over the Spring, 2 <sup>nd</sup> national lockdown and the new Tier 3 restrictions. The forecast includes a pressure of £212k in Registrars, as a result of weddings being rearranged into 2021 and the School Music Service, £126k, as a result of income losses.
2.35	<p>Planning Regeneration and Transport (PRT) is forecasting an overall pressure of £3.7m. The largest pressure in this Service is in the School Meals service of £2.2m. Lost income of £3.1m is now being assumed, only partly offset by reduced expenditure on food of £900k.</p> <p>A pressure of £428k is being forecast on Markets income, arising from the closure of the Markets and the ongoing difficult trading conditions. Similarly, a pressure of £283k is being reported in Estates in respect of income from commercial rents.</p> <p>A reduction in planned income of up to £250k is being reported in respect of Planning and Building Control income as a result of the economic downturn impacting significantly on the number of planning applications and building control inspections.</p> <p>A pressure of £384k is being reported in respect of Facilities Management, mainly as a result of delays in the timing of property savings to be achieved from closure of buildings. Whilst this impacts on the overall position new savings of £300k are planned for in 2020-21 and are in progress to be implemented.</p>
	<b>Finance and Customer Services (balanced forecast position)</b>
2.36	The overall Directorate is reporting a balanced budget position. Whilst there are financial pressures, as detailed below, the service will use vacancy management to control these financial pressures and deliver, at least, a balanced budget position. The current service forecast is an £187k underspend, however there are still risks within that forecast position that need to be fully understood prior to adjusting the reported position further. These relate in the main to technical adjustments for bad debt provision on Housing Benefits, an area that can fluctuate significantly. The £600k savings from the Customer and Digital Programme have now all been delivered.
2.37	Within Customer, Information and Digital Services, there are financial pressures from ceasing the Schools Connect Trading service, reflecting the loss the service was making, £100k overspend due to the continued loss of schools/academies subscribing to services. The service also has a pressure within the corporate mail and print service following a centralisation of print services, the print service had an income shortfall of £100k. Now the budgets have been centralised the service will be better placed to control print usage and implement a strategy to minimise print whilst promoting digitalised service provision. The service will mitigate the cost pressures this year through vacancy control.

2.38	Whilst Legal Services faces continued demand for legal support with child protection hearings and court case costs relating to Looked After Children, legal disbursements are currently forecasting a £400k underspend. However, the number of cases during the year remains volatile and will continue to be monitored closely.
	<b>Assistant Chief Executive (balanced forecast position)</b>
2.39	The Assistant Chief Executive's Directorate are forecasting a balanced budget position. The service needs to deliver savings of £200k in relation to the Customer and Digital Programme and work continues with the programme to identify further areas where the Council can operate more efficiently and effectively, making use of the improved digital technologies available to services. As with all directorates COVID-19 has impacted the forecast position, for Assistant Chief Executive's Directorate the main impacts are the costs of implementation and management of the Community Hub £400k.
2.40	Though the work to deliver the savings will continue, the service is currently able to forecast a balanced budget position due to use of vacancy control. It is anticipated that the savings will be fully achieved during the current year.
	<b>Central Services (£1.7m forecast overspend)</b>
2.41	There are agreed savings to be delivered from Central Services as the £1.7m customer services saving to be delivered from Regeneration and Environment Services has been budgeted for here. It is unlikely this saving will be delivered in year and as such has been forecast as an overspend.
2.42	Central Services budget holds the planned transfer of £4.3m to reserves as per the Council's reserves strategy detailed within the Council's budget report to Cabinet in February 2020. Within the anticipated financial outturn described in this report, this £4.3m transfer to reserves will take place. Central Services also holds the budget contingency of £4m and as indicated earlier in the report, based on the current anticipation of a balanced financial outturn, this contingency is not expected to be used in 2020/21 and is planned to be carried forward into 2021/22 to support the delivery of next year's budget.
2.43	Savings are being delivered from a range of activities within the treasury management strategy, including effective cash flow planning and monitoring, along with management of the loans portfolio to take advantage of the continuing low cost of short-term funds. These activities, together with a number of general efficiencies on centrally managed budgets are anticipated to deliver savings of £3.5m by the end of the financial year. Again as indicated earlier in this report, it is also planned to carry forward these savings to support the 2021/22 budget.
	<b>Housing Revenue Account (HRA)</b>
2.44	The Housing Revenue Account is a statutory ring-fenced account that the Council has to maintain in respect of the income and expenditure incurred in



	relation to its council dwellings and associated assets. The HRA is forecast to underspend by £670k before the transfer from reserves.																
2.45	There is a forecast underachievement of income which relates to: the closure of Communal Facilities due to COVID-19 £150k; reduced interest on balances £240k; reduction in income from Aids and Adaptations £150k as only emergency works were carried out for a period of time due to the pandemic and other income variances of £180k. This is being offset by a forecast underspend within Supervision and Management due to lower superannuation contributions and vacant posts as well as savings on supplies and services e.g. court costs (£730k) and lower debt costs (£130k). There are increased costs to maintain new build housing until these are sold or let (£170k). R&M is forecast to underspend by £700k largely due to lower numbers of planned and responsive repairs due to COVID-19.																
2.46	The HRA budget includes a revenue contribution to capital expenditure of £13.4m (which is forecast to budget at this stage) plus a contribution from the HRA reserve of £9.3m to balance the overall budget. The transfer from reserve is forecast at £8.6m to reflect the forecast underspend which will bring the HRA back to a balanced position.																
	<b>Capital Programme Update</b>																
2.47	<p>The Capital Programme 2020/21 totals £139.1m split between the General Fund £81.465m and HRA £57.634m. This is a reduction of £26.1m to the position reported to Cabinet on 23 November 2020, the majority of which relates to the reprofiling of grant funding in relation to the Parkway widening scheme. The overall movement is based on the latest profiles of expenditure against schemes, factoring in both new and revised grant allocations following a reduction of (£267k), slippage and re-profiles of (£26.4m).</p> <p>The overall decrease to the Capital Programme 2020/21 to 2023/24 is minimal at £0.274k, following confirmation of a reduced grant allocation, the majority of the changes are slippage / reprofiling as shown below:</p> <table><tr><th></th><th>Total Decrease £m</th><th>2020/21 Impact £m</th><th>Post 2020/21 Impact £m</th></tr><tr><td>Revised Grant and Funding Estimates</td><td>(0.274)</td><td>0.267</td><td>(0.541)</td></tr><tr><td>Slippage / reprofiling</td><td>0</td><td>(26.364)</td><td>26.364</td></tr><tr><td><b>Total</b></td><td><b>(0.274)</b></td><td><b>(26.097)</b></td><td><b>25.824</b></td></tr></table>		Total Decrease £m	2020/21 Impact £m	Post 2020/21 Impact £m	Revised Grant and Funding Estimates	(0.274)	0.267	(0.541)	Slippage / reprofiling	0	(26.364)	26.364	<b>Total</b>	<b>(0.274)</b>	<b>(26.097)</b>	<b>25.824</b>
	Total Decrease £m	2020/21 Impact £m	Post 2020/21 Impact £m														
Revised Grant and Funding Estimates	(0.274)	0.267	(0.541)														
Slippage / reprofiling	0	(26.364)	26.364														
<b>Total</b>	<b>(0.274)</b>	<b>(26.097)</b>	<b>25.824</b>														
2.48	<p>The slippage and re-profile requirements are within the Regeneration and Environment &amp; Children and Young Peoples Services, they include</p> <ul style="list-style-type: none"><li>The most significant change to the capital programme is the re-profiling to the A630 parkway widening scheme of £21.7m. The grant was</li></ul>																

	<p>confirmed by the Department of Transport in mid-October which was later than originally envisaged and as a result the spend profile has been revised with a substantial part of the work now taking place next year. The grant funding can also be carried forward into the next financial year.</p> <ul style="list-style-type: none"><li>• A £2m slippage on the replacement of classrooms at Aston academy. This is now at the tendering stage with works anticipated to start in February and carrying on into the new financial year.</li><li>• A £1.5m slippage on the Greasbrough Village Centre Traffic Signals. The scheme was due to progress from September, however, there have been delays at the tendering stage that will impact the projected spend profile.</li></ul>																											
2.49	<p>Grant funded schemes are added to the Capital Programme on an ongoing basis in accordance with the Financial and Procurement Procedure Rules. Grant schemes added or reduced since the September Cabinet report are listed below:</p> <table><tr><th>Directorate/Scheme</th><th>2020/21 £M</th><th>Post 2020/21 £m</th></tr><tr><td colspan="3"><b>Regeneration &amp; Environment</b></td></tr><tr><td>Heritage England contribution towards Keppel's Column</td><td>0.000</td><td>0.209</td></tr><tr><td>Football Foundation funding and Veolia Environment contribution towards Greasbrough MUGA.</td><td>0.106</td><td>0.000</td></tr><tr><td colspan="3"><b>HRA</b></td></tr><tr><td>Public Adaptations funding reduction following updated grant allocations.</td><td>0.000</td><td>(0.750)</td></tr><tr><td colspan="3"><b>Children and Young Peoples Services</b></td></tr><tr><td>Housing transformation fund and school contribution towards Badsley Moor community classroom</td><td>0.161</td><td>0.000</td></tr><tr><td><b>Total Revisions</b></td><td><b>0.267</b></td><td><b>(0.541)</b></td></tr></table>	Directorate/Scheme	2020/21 £M	Post 2020/21 £m	<b>Regeneration &amp; Environment</b>			Heritage England contribution towards Keppel's Column	0.000	0.209	Football Foundation funding and Veolia Environment contribution towards Greasbrough MUGA.	0.106	0.000	<b>HRA</b>			Public Adaptations funding reduction following updated grant allocations.	0.000	(0.750)	<b>Children and Young Peoples Services</b>			Housing transformation fund and school contribution towards Badsley Moor community classroom	0.161	0.000	<b>Total Revisions</b>	<b>0.267</b>	<b>(0.541)</b>
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2.50	<p>The proposed updated Capital Programme to 2023/24 is shown by Directorate in Table 3 below.</p> <p>Table 3: Proposed Updated Capital Programme 2020/21 to 2023/24</p> <table><tr><th>Directorate</th><th>2020/21 Budget £m</th><th>2021/22 Budget £m</th><th>2022/23 Budget £m</th><th>2023/24 Budget £m</th><th>Total Budget £m</th></tr><tr><td colspan="6"><b>General Fund Capital</b></td></tr></table>	Directorate	2020/21 Budget £m	2021/22 Budget £m	2022/23 Budget £m	2023/24 Budget £m	Total Budget £m	<b>General Fund Capital</b>																				
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<b>General Fund Capital</b>																												

	Children and Young People's Services	12.900	13.218	4.508	6.573	37.198
	Assistant Chief Executive	0.424	0.210	0.210	0.210	1.054
	Adult Care & Housing	4.461	6.611	12.653	6.130	29.855
	Finance and Customer Services	9.712	2.877	3.124	10.523	26.236
	Regeneration and Environment	51.969	57.698	45.048	20.797	175.512
	Capitalisation Direction	2.000	2.000	-	-	4.000
	<b>Total General Fund Capital</b>	<b>81.465</b>	<b>82.615</b>	<b>65.543</b>	<b>44.232</b>	<b>273.855</b>
	<b>Total HRA Capital</b>	<b>57.634</b>	<b>56.121</b>	<b>43.928</b>	<b>42.948</b>	<b>200.631</b>
	<b>Total RMBC Capital Programme</b>	<b>139.100</b>	<b>138.735</b>	<b>109.470</b>	<b>87.180</b>	<b>474.485</b>
	<p>It should be noted that current spend against this revised profile is still low for this point in the year. The capital programme for 2020/2021 was an ambitious target and the unprecedented times faced for the majority of this year has inevitably caused delays to projects. It is anticipated that the programme will reduce further due to slippage as the year progresses.</p>					
	<b>Funding position of Capital Programme 2020/21</b>					
2.51	The £139.100m of capital expenditure is funded as shown in the Table 4 below.					

2.52	<b>Table 4: Funding of the approved Capital Programme</b>																												
	<table> <tr> <th><b>Funding Stream</b></th><th><b>2020/21 Budget £m</b></th></tr> <tr> <td>Grants and Contributions</td><td>30.699</td></tr> <tr> <td>Unsupported Borrowing</td><td>43.439</td></tr> <tr> <td>Capital Receipts</td><td>5.150</td></tr> <tr> <td>Capital Receipts - Flexible Use &amp; HRA Contribution</td><td>2.000</td></tr> <tr> <td>HRA Contribution</td><td>0.178</td></tr> <tr> <td><b>Total Funding - General Fund</b></td><td><b>81.465</b></td></tr> <tr> <td>Grants and Contributions</td><td>10.214</td></tr> <tr> <td>Unsupported Borrowing</td><td>-</td></tr> <tr> <td>Housing Major Repairs Allowance</td><td>28.718</td></tr> <tr> <td>Capital Receipts</td><td>5.316</td></tr> <tr> <td>Revenue Contribution</td><td>13.387</td></tr> <tr> <td><b>Total Funding - HRA</b></td><td><b>57.634</b></td></tr> <tr> <td><b>Total</b></td><td><b>139.100</b></td></tr> </table>	<b>Funding Stream</b>	<b>2020/21 Budget £m</b>	Grants and Contributions	30.699	Unsupported Borrowing	43.439	Capital Receipts	5.150	Capital Receipts - Flexible Use & HRA Contribution	2.000	HRA Contribution	0.178	<b>Total Funding - General Fund</b>	<b>81.465</b>	Grants and Contributions	10.214	Unsupported Borrowing	-	Housing Major Repairs Allowance	28.718	Capital Receipts	5.316	Revenue Contribution	13.387	<b>Total Funding - HRA</b>	<b>57.634</b>	<b>Total</b>	<b>139.100</b>
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2.53	The Council is continuing to undertake a comprehensive review of its assets and buildings portfolio with the aim of rationalising both its operational and non-operational asset holdings. This may contribute future capital receipts which are earmarked to support the revenue budget, in accordance with the Council's approved flexible use of capital receipts strategy.																												
2.54	In 2020/21 to date General Fund Capital receipts of £1.2m have been generated as shown in the table below. This is a significant improvement on both the position previously reported and earlier forecasts for this year. Although loan repayments will be received during the financial year, these cannot be used to support the revenue budget as only those receipts by the disposal of property, plant and equipment can be used in that way. From the £1.2m generated £1.1m is available for use to support the Councils revenue position through the current flexibility on the use of capital receipts, as planned for when the 2020/21 budget was set.																												

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2.55	The detailed disposal programme is currently being updated and so coupled with the COVID19 situation, it is very difficult to forecast. Therefore, at this stage the forecast for useable capital receipts is between £1.2m and £1.5m and includes surplus property disposals which are subject to Cabinet approval.																																						
3.	<b>Options considered and recommended proposal</b>																																						
3.1	With regard to the current forecast net revenue budget overspend of £0.9m, further management actions continue to be identified with the clear aim of bringing expenditure into line with budgets.																																						
4.	<b>Consultation on proposal</b>																																						
4.1	The Council consulted extensively on budget proposals for 2020/21. Details of the consultation are set out in the Budget and Council Tax 2019/20 report approved by Council on 17th February 2020.																																						
5.	<b>Timetable and Accountability for Implementing this Decision</b>																																						
5.1	Strategic Directors, Managers and Budget Holders will ensure ongoing tight management and close scrutiny of spend this financial year.																																						
5.2	Financial Monitoring reports are taken to Cabinet meetings during the year. The Financial Outturn report for 2020/21 will be taken to Cabinet in July 2021.																																						
6.	<b>Financial and Procurement Advice and Implications</b>																																						

6.1	The Council's net overspend position is detailed within the report along with the estimated impact of COVID-19. This position continues to be monitored closely. Control over spending remains critical to both maintaining the robust Reserves Strategy and Medium Term Financial Strategy. All savings are being closely monitored and tracked, with all areas at risk of shortfall subject to review and the identification of alternative options.
6.2	An interim update to the Council's Medium Term Financial Strategy was considered by Cabinet on 23rd November. This indicated that a balanced budget could be maintained for 2021/22 but that there is a forecast funding gap for 2022/23. Following the announcements of the Spending Review 2020 on 25 <sup>th</sup> November and the Provisional Local Government Finance Settlement on 17 <sup>th</sup> December, the MTFS is being updated further as part of finalising budget proposals for 2021/22, with the final position to be reported to Cabinet in February 2021 and Council in March 2021 within the Budget and Council Tax 2021/22 report.
6.3	There are no direct procurement implications arising from the report.
7.	<b>Legal Advice and Implications</b>
7.1	No direct legal implications.
8.	<b>Human Resources Advice and Implications</b>
8.1	No direct implications.
9.	<b>Implications for Children and Young People and Vulnerable Adults</b>
9.1	The report includes reference to the cost pressures on both Children's and Adult Social care budget.
10.	<b>Equalities and Human Rights Advice and Implications</b>
10.1	No direct implications.
11.	<b>Implications for Partners</b>
11.1	No direct implications.
12.	<b>Risks and Mitigation</b>
12.1	At a time of economic difficulty and tight financial constraints, managing spend in line with the Council's budget is paramount. Careful scrutiny of expenditure and income across all services and close budget monitoring therefore remain a top priority if the Council is to deliver both its annual and medium term financial plans while sustaining its overall financial resilience
13.	<b>Accountable Officers</b>

	Graham Saxton, Assistant Director – Financial Services
	Rob Mahon, Head of Corporate Finance

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	11/01/21
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	07/01/21
Head of Legal Services (Monitoring Officer)	Bal Nahal	07/01/21

*Report Author: Rob Mahon, Head of Corporate Finance*

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

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## Initial Equality Screening Assessment (Part A)

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

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

Completed at the earliest opportunity it will help to determine:

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

<b>Directorate: Finance and Customer Services</b>	<b>Service area: Finance</b>
<b>Lead person: Rob Mahon</b>	<b>Contact number: 01709 254518</b>

### 1. Title:

Is this a:

☐

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

**If other, please specify**

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

The Council has a framework of budgetary monitoring and reporting that ensures budget management is exercised within annual cash limits.

Each month the Budget Manager receives timely information on income and expenditure to enable them to fulfil their budgetary responsibilities. Following the review of the budget information, each budget manager provides a forecast of their projected outturn position on each service. The Strategic Director subsequently provides a consolidated forecast for their directorate to the Chief Finance Officer and relevant Cabinet Member.

A budget monitoring report, which includes an up-to-date outturn forecast, information about significant variances from approved budgets and proposals for dealing with them, is submitted to Cabinet at least 6 times a year, culminating with

the Council's Financial Outturn report.

Whilst the framework described above relates to revenue budgets, the capital programme is also similarly monitored and reported alongside the Council's revenue position.

The financial monitoring position report summarises the key variances for each directorate and considers the key financial pressures and risks.

Given that the revenue and capital budgets have been approved by Council in February 2020, when equality assessments would have been considered at that time in respect of the budget proposals, there are no further issues in respect of equality and diversity.

### 3. Relevance to equality and diversity

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

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

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

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community?		x
Could the proposal affect service users?		x
Has there been or is there likely to be an impact on an individual or group with protected characteristics?		x
Have there been or likely to be any public concerns regarding the proposal?		x
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?		x
Could the proposal affect the Council's workforce or employment practices?		x

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

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

#### 4. Considering the impact on equality and diversity

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

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

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

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

n/a

- **Key findings**

n/a

- **Actions**

n/a

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

## 5. Governance, ownership and approval

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

Name	Job title	Date
Judith Badger	Strategic Director – Finance and Customer Services	4 January 2020

## 6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

Date screening completed	23-6-2020
If relates to a Key Delegated Decision, Executive Board, Council or a Significant Operational Decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	

**Committee Name and Date of Committee Meeting**

Cabinet – 25 January 2021

**Report Title**

Quarterly Housing Development Update Report – January 2021

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

Yes

**Strategic Director Approving Submission of the Report**

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

**Report Author(s)**

Jane Davies, Head of Strategic Housing Development  
David Bagnall, Housing Development Manager

**Ward(s) Affected**

Various

**Report Summary**

In September 2020, Cabinet approved the 2020/21 Housing Development Programme which listed a range of Housing Revenue Account (HRA) sites to be developed for housing, and potential strategic acquisitions. It was agreed that a quarterly update report would be presented to Cabinet, setting out progress. Given the nature of the programme it is recommended that future updates are provided on a six monthly basis rather than quarterly.

In order to align future annual reports with the HRA Business Plan (which Cabinet considers in December of each year), the new annual report (2021/22) will be brought to Cabinet in April, with an update report in October 2021.

Since the September Cabinet report, new external funding opportunities have arisen and one of the recommendations of this report is to delegate authority to officers to enable bids to be submitted and agreements to be entered into with the Sheffield City Region, to draw down grant resources. Two sites currently held in the General Fund could benefit from grant funding to enable between 40 and 50 homes to be delivered, and a further recommendation of the report is to appropriate this land into the HRA to allow HRA resources to be expended as match funding.

**Recommendations**

1. That progress made with the 2020/21 housing development programme be noted.

2. That authority be delegated to the Assistant Director of Housing, in consultation with the Cabinet Member for Housing and the Section 151 Officer, to enter into a Brownfield Housing Fund agreement with the Sheffield City Region where this will serve to increase the number of new homes delivered in Rotherham.
3. That the appropriation of Netherfield Court and York Road car park (both in Eastwood) from the General Fund to the HRA, be approved.
4. That a change to six monthly rather than quarterly update reports, be approved.

**Appendices**

Appendix 1 Initial Equality Screening (Part A)

Appendix 2 Equality Analysis (Part B)

**Background Papers**

Annual Housing Development Report (Cabinet 21<sup>st</sup> September 2020)

HRA Business Plan 2021-22 (Cabinet 21<sup>st</sup> December 2020)

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

No

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## Quarterly Housing Development Update Report – January 2021

<b>1.</b>	<b>Background</b>
1.1	The Annual Housing Development report in September 2020 explained the importance of housing growth and the various approaches the Council will take. It included a list of HRA sites to be progressed in 2020/21 either through Council build or development by housing associations, and potential strategic acquisitions.
1.2	<p>The recommendations from the September 2020 Cabinet report were as follows:</p> <ol style="list-style-type: none"> <li>1. That Cabinet approves the release of the Council owned sites listed in Appendix 3a for early residential development, subject to development being undertaken directly for council stock with the Council retaining ownership of the land and homes, or by a registered social landlord with the Council retaining tenancy nomination rights where this is deemed to offer better value, and subject to written confirmation of agreement by the relevant Ward Members.</li> <li>2. That Cabinet note that proposals to deliver more than ten homes on any individual site, will continue to require a separate Cabinet report.</li> <li>3. That Cabinet gives delegated authority to the Assistant Director for Housing, with agreement from the Section 151 Officer, Cabinet Member for Housing and local Ward Members, to substitute or accelerate sites from the list included as Appendix 3b (strategic pipeline), if any of the primary sites in Appendix 3a prove to be unviable or if additional resources are identified to bring forward more housing.</li> <li>4. That Cabinet approve the programme of strategic acquisition opportunities listed in exempt Appendix 4, and that authority is delegated up to a maximum value of £1.118m, to the Assistant Director for Planning, Regeneration and Transport to purchase homes from private developers or the open market to add to the Council's stock, upon confirmation of support by the Assistant Director for Housing with agreement from the Section 151 Officer and Cabinet Member for Housing, and subject to the governance processes set out in section 5. This delegation is sought for a period of 12 months and subject to an annual review.</li> <li>5. That Cabinet agrees to receive a quarterly report to update on progress of delivery and any changes made as a result of these delegations.</li> </ol>
1.3	<p><b>Progress on recommendation 1:</b></p> <p><u>SOAHP Small Sites</u></p> <ul style="list-style-type: none"> <li>• Both sites have been redesigned to accommodate more new homes – Braithwell Road will now deliver six new homes instead of five and Arundel Avenue will now deliver eight new homes instead of seven,</li> </ul>

	<p>making a total of 14 for the whole scheme, and all the new homes will be bungalows</p> <ul style="list-style-type: none"> <li>• Contract partner identified and start on site anticipated January 2021</li> <li>• Discussions held with Homes England in respect of submitting a Continuous Market Engagement (CME) bid to seek additional Shared Ownership and Affordable Homes Programme (SOAHP) grant funding to support the two extra homes</li> </ul> <p><u>East Herringthorpe Site Assembly</u></p> <ul style="list-style-type: none"> <li>• Worked in collaboration with Procurement to establish a new procurement strategy to be trialled with this scheme</li> <li>• The trial will involve a two-stage procurement process, the first being to enter into a pre-contract services agreement (PCSA) with a contractor to be drawn from an established framework – this will allow the Council to work with the contractor to survey and assess the site conditions and design a suitable scheme, with the intended benefits of this approach being to reduce risk and thereby increase cost certainty before entering into an actual build contract</li> <li>• Identification of contract partner and entry into a pre-contract services agreement anticipated by end of financial year</li> </ul> <p><u>Thrybergh Site Assembly</u></p> <ul style="list-style-type: none"> <li>• Currently exploring the potential for delivery through the Council's existing repairs and maintenance contracts with Engie and Mears</li> </ul> <p><u>Wingfield Site Assembly</u></p> <ul style="list-style-type: none"> <li>• A strategic appraisal of the scheme has been conducted which has indicated that either land transfer to a housing association partner or land sale on the open market are likely to represent the most appropriate delivery route</li> <li>• A pre-market engagement exercise has been issued to gauge likely housing association interest in developing this scheme through a land transfer arrangement</li> <li>• Implemented a list of preferred housing associations, which will improve the process for delivery via this route</li> </ul>
1.4	<p><b>Progress on recommendation 2:</b></p> <p>The 2020/21 programme does not incorporate any individual sites with an estimated capacity for greater than 10 new homes.</p>
1.5	<p><b>Progress on recommendation 3:</b></p> <p>No sites are currently proposed for substitution or acceleration.</p>
1.6	<p><b>Progress on recommendation 4:</b></p>



	<p>Following approval of the September report, the Council has progressed negotiations with each of the site developers/owners and is now actively pursuing three of the four opportunities set out in the original exempt appendix. The fourth scheme is not considered to represent a viable opportunity at this time and is therefore not progressing further, but the Council will continue to monitor the market for other opportunity acquisitions which may come forward.</p> <p>In view of the £1.118m maximum expenditure to be approved under the delegated authority granted by Cabinet, it is anticipated that one scheme will be progressed to exchange of contract by the end of this financial year. The remaining schemes will be subject to further budgetary approvals to be sought in a future report.</p>
1.7	<p><b>Progress on recommendation 5:</b></p> <p>This is the first update report to be brought to Cabinet following approval of the Annual Housing Development Report – 2020/21 report in September.</p> <p>In order to align future annual reports with the HRA Business Plan (which Cabinet considers in December of each year), the new annual report (2021/22) will be brought to Cabinet in April, with an update report in October 2021.</p>
1.8	<p><b>Other highlights since the September report</b></p> <ul style="list-style-type: none"> <li>• Completion of the Site Clusters Programme (217 homes in Canklow, Maltby, Dinnington and East Herringthorpe)</li> <li>• Completion of The Bellows in Rawmarsh (58 homes)</li> <li>• Demolition of Millfold House and excellent progress with other housing sites in Rotherham Town Centre</li> <li>• Contracts entered into and works commenced on Chesterhill Avenue and Whinney Hill (Dalton and Thrybergh) for the construction of 237 new homes</li> <li>• Approval of the 2021-22 HRA Business Plan on 21<sup>st</sup> December 2020 which identifies circa £114m of investment to support future housing growth</li> </ul>
1.9	<p><b>New issues</b></p> <p>A new external funding opportunity has arisen since the September Cabinet report, and the Strategic Housing and Development Service is currently developing proposals to maximise grant funding to support the Council's HRA investment into new homes. The devolved Brownfield Housing Fund (administered by the Sheffield City Region) provides grant funding, both capital and revenue, for residential development on brownfield sites.</p> <p>The second recommendation of this report is to delegate authority to the Assistant Director for Housing, in consultation with the Cabinet Member for Housing and the Section 151 Officer, to enter into a Brownfield Housing Fund</p>

	<p>agreement with the Sheffield City Region once robust business cases have been developed.</p> <p>Some of the sites to be submitted for grant funding have already been approved by Cabinet. A further two sites, currently held in the General Fund Asset Register, are proposed for inclusion in the grant funded programme:</p> <ul style="list-style-type: none"> <li>• Netherfield Court (former care home, now demolished) in Eastwood</li> <li>• York Road car park in Eastwood</li> </ul> <p>Appropriation of these sites for delivery through the HRA will support the implementation of the Town Investment Plan: Eastwood Investment Projects, which identifies both sites as being suitable for early targeted intervention in Eastwood and support for this proposal has been obtained from Asset Management Board colleagues.</p> <p>The third recommendation of the report is to appropriate these assets into the HRA, so that HRA resources can be expended on site preparation works and for match funding.</p>
1.10	<p><b>Next steps</b></p> <p>It is intended that the following actions are to be taken before the next report to Cabinet:</p> <ul style="list-style-type: none"> <li>• Start on site at Arundel Avenue, Treeton and Braithwell Road, Ravenfield to build 14 council bungalows</li> <li>• Enter into a pre-contract services agreement for the East Herringthorpe scheme as part of the trial of a new procurement strategy</li> <li>• Determine the feasibility of commissioning the Thrybergh scheme through one of the Council's existing repairs and maintenance contractors</li> <li>• Conclude the pre-market engagement exercise to determine likely housing association interest in the Wingfield scheme as a land transfer agreement.</li> <li>• Enter into contract on the first of the three strategic acquisition opportunities which are actively being pursued</li> </ul> <p>In addition, the Council will:</p> <ul style="list-style-type: none"> <li>• Hold virtual Housing Development update event during January 2021</li> <li>• Apply for external grant funding support from Homes England (SOAHP) and Sheffield City Region (Brownfield Housing Fund)</li> <li>• Hold a workshop for Members on garage site residential development</li> <li>• Have completed remediation works on all three town centre housing sites</li> </ul>
<b>2.</b>	<b>Key Issues</b>
2.1	<p>The key issues associated with the annual programme are detailed in the Cabinet report 21<sup>st</sup> September 2020.</p>

2.2	<p>The Strategic Housing and Development Service is liaising with SCR and Homes England regarding external funding opportunities, and also collaborating closely with officers in the Regeneration and Environment Directorate to align housing development projects with the wider Towns Fund programme. Due to the high abnormal costs of development on Council owned sites it is essential to bring in as much grant funding as possible, to improve the financial position of the HRA.</p>
2.3	<p>The Sheffield City Region Brownfield Housing Fund 2020-25 is a £40.3m capital fund devolved to the Mayoral Combined Authority (MCA) to support the development of housing on brownfield land. The fund also has £0.841m of revenue funding available.</p> <p>The fund is currently available to the South Yorkshire geographical area and is specifically intended to enable the development of brownfield land which would otherwise not happen without intervention. The Council's housing development programme is predominantly based on small brownfield sites which are difficult and costly to develop, and recent experience shows that as much as 20% of the overall build cost can be attributable to site remediation and preparation, sometimes more, making the fund an ideal source of funding support.</p> <p>The programme is currently open to formal bids for 'early delivery' schemes and activities and it is intended that capital funding bids will be submitted in support of:</p> <ul style="list-style-type: none"> <li>• The 20/21 housing development schemes set out within the report</li> <li>• Proposed targeted intervention of new family housing in Eastwood as set out in the Rotherham Town Investment Plan</li> <li>• Proposed strategic housing intervention in Canklow which will help to further uplift the area, improve the local tenure mix, and complement the potential future sale of Council owned land at Warden Street / Castle Avenue for the development of new housing</li> </ul> <p>It is also proposed that significant revenue funding will be sought to help the Council work up plans and proposals for key strategic sites, which will help the Council to deliver on its ambition to regenerate the town centre and which would complement the Council's existing and extensive investments into new housing at Westgate Riverside and Millfold Rise, and Forge Island. Revenue funding will also be sought for the aforementioned Eastwood and Canklow interventions which are situated on the periphery of the town centre.</p> <p>Brownfield Housing Fund grant is not assumed within the HRA business plan but successfully obtaining grant will help to expand and extend the programme and deliver more new homes overall in the long-term.</p>
2.4	<p>The September Cabinet report set out the budget parameters for the Housing Development Programme and a full finance update will be provided in the 2021/22 Housing Development Programme Cabinet report due to be presented to April's Cabinet meeting.</p>

<b>3.</b>	<b>Options considered and recommended proposal</b>
3.1	N/A as this is an update report.
<b>4.</b>	<b>Consultation on proposal</b>
4.1	<p>Ward Members will continue to receive specific briefings on potential sites in their wards and their feedback will be taken into account. Where any site substitutions or additions are required, this will only be done by agreement with local Ward Members as well as the Cabinet Member for Housing and Section 151 Officer.</p> <p>Residents will be consulted via the Planning process, but the Strategic Housing and Development Service has also worked with the Neighbourhood Service to assist with disseminating information about development in localities, identifying alignment with ward priorities.</p>
<b>5.</b>	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	The Assistant Director for Housing has overall responsibility for implementing the housing development programme.
5.2	<p>The indicative timetable for the next actions is as follows:</p> <ul style="list-style-type: none"> <li>• SCR Brownfield Housing Fund, submit 'early delivery' bid – January 2021</li> <li>• Homes England SOAHP, submit CME bid for extra units on SOAHP Bungalows scheme – January 2021</li> <li>• SOAHP Bungalows, start on site – January 2021</li> <li>• Hold virtual Housing Development update event – January 2021</li> <li>• Wingfield, pre-market engagement exercise concluded – February 2021</li> <li>• Undertake ward member consultation for East Herringthorpe, Thrybergh and Wingfield schemes – February 2021</li> <li>• East Herringthorpe, enter into a pre-contract services agreement – March 2021</li> <li>• Thrybergh, determine feasibility of commissioning through one of the Council's existing repairs and maintenance contractors – March 2021</li> <li>• Hold Members workshop on garage site residential development – March 2021</li> <li>• Town Centre, complete remediation works – March 2021</li> <li>• Netherfield Court, appropriate to HRA – March 2021</li> </ul>
<b>6.</b>	<b>Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)</b>
6.1	The appropriation of Netherfield Court and York Road car park from the General Fund to the HRA will increase debt servicing costs for the HRA by £4.6k per annum based on current book values. The General Fund will show an equivalent reduction in costs. Planned development costs associated with

	<p>the sites have been assessed as affordable as part of the HRA Business Plan.</p> <p>Netherfield Court was previously in use as a care home but has been cleared ready for development and has no other use at this time. The primary use of the York Road site is as a 'pay and display' car park and the Council's Asset Management team has obtained feedback from Parking Services which has identified that the car park is under-utilised and the business rates are higher than the income, meaning commercially it is at a financial detriment to the Council to keep it open.</p> <p>The Asset Management team has also provided updated valuations for each site on the basis of potential use, that being the estimated capital receipt if the land was to be sold, based on a range of comparables. The valuation of Netherfield Court is £190k and York Road £160k. These are the potential values of lost capital receipts should the properties sell on the open market.</p> <p>Land Release Fund was utilised to support the cost of demolition of Netherfield Court and a condition of the funding was for the site to be disposed of by March 2021 therefore the appropriation to the HRA will take place before this date to ensure that funds do not need to be repaid. The appropriation of York Road at a later date once a scheme has been prepared and the procurement strategy determined.</p> <p>There are no other direct financial implications as a result of the recommendations in the report.</p>
6.2	Procurement implications are detailed within the main body of this report. Where sites require the procurement strategy to be determined, this route selected must be undertaken in compliance with the Public Contracts Regulations 2015 (as amended) and the Council's own Financial and Procurement Procedure Rules.
<b>7.</b>	<b>Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)</b>
7.1	There are no substantive legal issues arising from this report. Legal Services recommends early engagement with them where any legal work is required, for example entering into and completing any external grant funding agreement.
<b>8.</b>	<b>Human Resources Advice and Implications</b>
8.1	There are no Human Resources implications arising from this report.
<b>9.</b>	<b>Implications for Children and Young People and Vulnerable Adults</b>
9.1	The development programme includes two, three and four bedroom homes which will allow families with children to access high quality, affordable homes, thus contributing to improving children's health, wellbeing and

	opportunity.
9.2	Bungalows and, where appropriate, accessible apartments will be delivered which will allow older and disabled people to live in safe, suitable accommodation that meets their needs and allows them to live independently for longer.
<b>10.</b>	<b>Equalities and Human Rights Advice and Implications</b>
10.1	The Council holds a wealth of housing intelligence data which will be used to determine local housing need and prioritise areas for investment. Overall, Rotherham needs more homes for older people, people with disabilities, people seeking affordable home ownership and single person households, and there is a clear need for more affordable housing, in general, across the borough. These needs will be reflected in the range of tenure, types and sizes of homes included in the programme. Delivery of this programme will therefore offer more opportunities for older people, disabled people, families with children and single people to access high quality and affordable homes.
10.2	Surveys will be carried out with the occupants of new homes, and equality and diversity results analysed and compared with other relevant data sets such as the Housing Register. This will allow the Council to understand whether any protected characteristic groups are over or under-represented in new build homes and take appropriate action if required.
<b>11.</b>	<b>Implications for Ward Priorities</b>
11.1	The Strategic Housing and Development Service will liaise with Neighbourhoods Team and Ward Members to ensure any social value opportunities are aligned with local priorities.
<b>12.</b>	<b>Implications for Partners</b>
12.1	<p>The 2020/21 delivery cycle and longer-term development programme will provide a number of opportunities for new partnerships to be formed as individual schemes are brought forward.</p> <p>As a blended programme with no 'one size fits all' approach to procurement and delivery, there will be opportunities for both large and small (SME) private sector construction companies and Registered Providers (housing associations) to work with the Council. This will help to both support and diversify the local construction industry.</p>
<b>13.</b>	<b>Risks and Mitigation</b>
13.1.	Risks and mitigation measures associated with the annual programme are detailed in the Cabinet report 21 <sup>st</sup> September 2020.
<b>14.</b>	<b>Accountable Officers</b>
	Tom Bell, Assistant Director for Housing

	Jane Davies, Head of Strategic Housing and Development
	David Bagnall, Housing Development Manager

Approvals obtained on behalf of Statutory Officers:-

	Named Officer	Date
Chief Executive	Sharon Kemp	11/01/21
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	07/01/21
Head of Legal Services (Monitoring Officer)	Bal Nahal	07/01/21

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## PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an Equality Analysis (Part B).

Further information is available in the Equality Screening and Analysis Guidance – see page 9.

### 1. Title

**Title:** Annual Housing Development Report – 2020/21

**Directorate:** Adult Care, Housing and Public Health

**Service area:** Strategic Housing and Development

**Lead person:** Jane Davies

**Contact number:** 07500102498

Is this a:

☐

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

**If other, please specify**

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

The annual programme of housing development.

### 3. Relevance to equality and diversity

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

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

When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>	✓	
Could the proposal affect service users? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>	✓	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? <i>(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)</i>	✓	
Have there been or likely to be any public concerns regarding the proposal? <i>(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)</i>	✓	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? <i>(If the answer is yes you may wish to seek advice from commissioning or procurement)</i>	✓	
Could the proposal affect the Council's workforce or employment practices? <i>(If the answer is yes you may wish to seek advice from your HR business partner)</i>		✓
If you have answered no to all the questions above, please explain the reason		

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

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

#### 4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals before decisions are made.

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

Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B).

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

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

Through the housing development programme we aim to meet a range of housing needs based on data and evidence held about local demographics and trends. The housing we will build / enable to be built will help to ensure the following groups can access good quality, affordable and well managed homes: Families, older people, people with disabilities, single person households. The programme has also been designed to ensure homes are built in a range of areas across the borough including deprived areas where the private sector is unlikely to deliver the homes needed, without public sector intervention. Improving deprived areas through housing and regeneration helps to tackle inequalities.

Council homes are let via the Allocations Policy, which is currently being reviewed and which will include a full equalities assessment. This will ensure homes are allocated fairly and that no groups with protected characteristics are disadvantaged.

The Strategic Housing and Development Service has commissioned a 'new build survey' to find out more about the people who have moved into recently built council homes. The equalities and diversity information will be analysed and compared against the profile of people on the Council's Housing Register, so we can identify any potential issues i.e. certain protected characteristic groups being under or over-represented in new build properties.

- **Key findings**

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

An assessment of the programme has found that it will enable delivery of homes to meet a range of needs including people with disabilities, older people, families with children and single people.

The delegated powers being sought as part of the report will allow individual schemes to be shaped in consideration of the different housing needs for each area.

<ul style="list-style-type: none"> <li>• <b>Actions</b> (<i>think about how you will promote positive impact and remove/reduce negative impact</i>)</li> <li>• Feed into allocations policy review and equalities assessment – Oct 20</li> <li>• Conduct new build survey and analyse equalities and diversity data – Nov 20</li> <li>• For each scheme, consult with colleagues in AC and CYPS to identify any particular needs that can be met through the scheme - ongoing</li> <li>• Review this equalities analysis annually, alongside future annual housing development Cabinet reports - annual</li> </ul>	
Date to scope and plan your Equality Analysis:	14/08/20
Date to complete your Equality Analysis:	28/08/20
Lead person for your Equality Analysis (Include name and job title):	Lindsey Castle Housing Development Co-ordinator

### 5. Governance, ownership and approval

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

Name	Job title	Date
Jane Davies	Head of Strategic Housing and Development	14/08/20

### 6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date screening completed</b>	14/08/20
<b>Report title and date</b>	Annual Housing Development Report 2020/21
<b>If relates to a Cabinet, key delegated officer</b>	21/09/20

<b>decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	14/08/20

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## PART B – Equality Analysis Form

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

This form:

- Can be used to prompt discussions, ensure that due regard has been given and remove or minimise disadvantage for an individual or group with a protected characteristic
- Involves looking at what steps can be taken to advance and maximise equality as well as eliminate discrimination and negative consequences
- Should be completed before decisions are made, this will remove the need for remedial actions.

Note – An Initial Equality Screening Assessment (Part A) should be completed prior to this form.

When completing this form consider the Equality Act 2010 protected characteristics Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc. – see page 11 of Equality Screening and Analysis Guidance.

1. Title	
<b>Equality Analysis title:</b> Annual Housing Development Report – 2020/21	
<b>Date of Equality Analysis (EA):</b> 19 <sup>th</sup> August 2020	
<b>Directorate:</b> Adult Care, Housing and Public Health	<b>Service area:</b> Strategic Housing and Development
<b>Lead person:</b> Lindsey Castle	<b>Contact number:</b> 07817419107
<b>Is this a:</b> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <input type="checkbox"/> <b>Strategy / Policy</b> </div> <div style="text-align: center;"> <input checked="" type="checkbox"/> <b>Service / Function</b> </div> <div style="text-align: center;"> <input type="checkbox"/> <b>Other</b> </div> </div> <p><b>If other, please specify</b></p>	

**2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance**

Name	Organisation	Role (eg service user, managers, service specialist)
Lindsey Castle	Rotherham Council	Housing Development Coordinator
Asim Munir	Rotherham Council	Tenant Involvement Coordinator (service specialist)
Garry Newton	Rotherham Council	Housing Development Intelligence Coordinator (service specialist)

**3. What is already known? - see page 10 of Equality Screening and Analysis Guidance**
**Aim/Scope (who the Policy/Service affects and intended outcomes if known)**

This may include a group/s identified by a protected characteristic, others groups or stakeholder/s e.g. service users, employees, partners, members, suppliers etc.)

This EA has been produced in support of an upcoming Cabinet report proposing the concept of a housing development programme. Cabinet reports will be produced annually and each report will identify the Council-owned sites proposed for inclusion in the annual programme, to be delivered through a combination of direct delivery by the Council, transfer of land to Registered Provider (Housing Association) partners, and sale of land on the open market.

Whilst this approach means that individual Council-owned sites or strategic acquisition opportunities won't require separate reports to Cabinet, there is still the intention to produce an EA for each individual scheme.

The programme has also been designed to ensure homes are built in a range of areas across the borough including deprived areas where the private sector is unlikely to deliver the homes needed, without public sector intervention. Improving deprived areas through housing and regeneration helps to tackle inequalities. The Strategic Housing and Development Service has already delivered a number of specialist homes on former garage and brownfield sites which support the diverse housing needs across the borough.

Council homes are let via the Allocations Policy, which is currently being reviewed and which will include a full equalities assessment. This will ensure homes are allocated fairly and that no groups with protected characteristics are disadvantaged.



**What equality information is available? (Include any engagement undertaken)**

- Profile of applicants on Council's Housing Register (numbers of households eligible for age restricted accommodation etc). The Housing Occupational Health team assess households to determine their need which leads to a priority of allocation under the current Housing Allocations Policy. A regular review of the profile of people on the housing register takes place in order to plan for the types of new homes needed.
- Local population demographic data
- Indices of Multiple Deprivation (2019)
- Census 2011 (most recent Census undertaken)
- Profile of existing Council tenants (including protected characteristics)
- Strategic Housing Market Assessment
- Intelligence from Strategic Housing Forum which has partners that represent different interests and groups e.g. homelessness and young people etc
- Ward members will receive specific briefings on potential sites in their wards and their feedback will be taken into account and including in individual scheme EAs
- The Strategic Housing and Development service has worked with the Neighbourhood Service to assist with consultation and dissemination information about development in localities, identifying alignment with ward priorities. Again, any feedback will be included in individual scheme EAs

**Are there any gaps in the information that you are aware of?**

None identified following wider discussion with colleagues, and we are seeking to ensure that future housing developments are meeting the protected characteristics identified.

**What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?**

The overall progress of the 2020/21 housing development programme will be reported to Cabinet as part of the request to proceed with the subsequent year's programme. Progress will also be reported as part of the Housing Strategy update and action plan (delivery against the four key themes)

For individual schemes, all proposals requiring a decision under delegated powers will be subject to the following at an early stage:

- Briefing to Assistant Director for Housing and Cabinet Member for Housing
- Consultation with applicable ward members

The strategic basis and financial appraisal of an individual proposal will then be subject to the development and sign-off of an appropriate business case, consisting of, as a minimum:

- Strategic Outline Case (SOC)
- Equalities Assessment (Parts A and B as applicable)
- Procurement Business Case (where procurement is required)
- Embed social value commitment through housing development contracts

Furthermore, as part of the routine monitoring of the programme and wider consultation on decisions to be taken, the following established groups and boards will be kept apprised of delivery progress:

- Housing-Growth Finance Workshop (held monthly)
- Housing Senior Management Team (held monthly)
- Housing and Regeneration Programme Delivery Board (held six-weekly)
- Asset Management Board (held monthly)

Decisions will be formally recorded and published.

Surveys will be carried out with the occupants of new homes, and equality and diversity results analysed and compared with other relevant data sets such as the Housing Register. This will allow the Council to understand whether any protected characteristic groups are over or under-represented in new build homes, and take appropriate action if required.

The Strategic Housing and Development Service has also commissioned a 'new build survey' to find out more about the people who have moved into recently built council homes. The equalities and diversity information will be analysed and compared against the profile of people on the Council's Housing Register, so we can identify any potential issues i.e. certain protected characteristics.

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

The Council holds a wealth of housing intelligence data which will be used to determine local housing need and prioritise areas for investment.

The refreshed Housing Strategy 2019-22 was developed in consultation with residents and tenants, officers, key partners and stakeholders. Consultation on the Strategy began in July 2018 at the annual Tenant's Conference, and has been a regular topic of discussion for Rotherham Strategic Housing Forum members. Presentations and discussions have taken place with a wide range of organisations, community groups and through the Rotherham Together Partnership.

Overall, the Housing Strategy evidenced that Rotherham needs more homes for older people, people with disabilities, people seeking affordable home ownership and single person households, and there is a clear need for more affordable housing, in general, across the borough. These needs will be reflected in the range of tenure, types and sizes of homes included in the programme.

The local community will be consulted on individual schemes as part of the planning process

<p><b>Engagement undertaken with staff (date and group(s) consulted and key findings)</b></p>	<p>The Cabinet Member for Housing has been engaged in the development of the programme from the start. A formal briefing session was held with the Cabinet Member on 2<sup>nd</sup> July 2020. As stated previously, Ward Members will receive specific briefings on potential sites in their wards.</p> <p>A number of other key services and groups (such as Strategic Housing Forum and Housing and Regen Programme Board) have had the opportunity to contribute to the report as part of the cabinet reporting process and their comments and concerns have been addressed within the report.</p>
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#### 4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)

**How does the Policy/Service meet 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) - see glossary on page 14 of the Equality Screening and Analysis Guidance)

Through the housing development programme we aim to meet a range of housing needs based on data and evidence held about local demographics and trends. An assessment of the programme has found that it will enable delivery of homes to suit a variety of households with protected characteristics or within defined groups and will ensure that they can access good quality affordable and well managed homes (for example; families, BME, older people, people with disabilities, single person households)

**Does your Policy/Service present any problems or barriers to communities or Groups?**

Whilst it is proposed that a number of garage sites will be decommissioned as part of the housing delivery programme, processes and action plans are being developed to decommission the sites. It is not envisaged that decommissioning the garages sites will have a detrimental impact upon communities or groups.

**Does the Service/Policy provide any positive impact/s including improvements or remove barriers?**

The housing provided through the programme will vary from bungalows to family housing.

Based on local intelligence, there is a known shortage of level access accommodation across the borough as well as affordable rent, family homes.

The new homes delivered through the housing development programme will not only

improve an individual's housing or family's situation but could also contribute to reducing pressure on the council housing waiting list and potentially reduce budget pressures on care and support packages, which may be in place to ease the immediate housing issues being experienced.

The delegated powers being sought as part of the report will allow individual schemes to be shaped in consideration of the different housing needs for each area.

**What affect will the Policy/Service have on community relations?** (may also need to consider activity which may be perceived as benefiting one group at the expense of another)

No negative impacts have been identified/are anticipated.

Please list any **actions and targets** that need to be taken as a consequence of this assessment on the action plan below and ensure that they are added into your service plan for monitoring purposes – see page 12 of the Equality Screening and Analysis Guidance.

## **5. Summary of findings and Equality Analysis Action Plan**

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 - See page 11 of the Equality Screening and Analysis guidance

<b>Title of analysis:</b> Annual Housing Development Report – 2020/21
<b>Directorate and service area:</b> Adult Care, Housing & Public Health. Strategic Housing & Development Service
<b>Lead Manager:</b> Jane Davies
<b>Summary of findings:</b>
No negative impacts have been identified/are anticipated. Therefore an action plan is not required.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)

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

## 6. Governance, ownership and approval

Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.

Name	Job title	Date
Tom Bell	Assistant Director of Housing	
Anne-Marie Lubanski	Strategic Director of Adult Care, Housing & Public Health	
Councillor Dominic Beck	Cabinet Member for Housing	

## 7. Publishing

The Equality Analysis will act as evidence that due regard to equality and diversity has been given.

If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date Equality Analysis completed</b>	19 <sup>th</sup> August 2020
<b>Report title and date</b>	Annual Housing Development Report 2020/21 - 21 <sup>st</sup> September 2020
<b>Date report sent for publication</b>	
<b>Date Equality Analysis sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	

**Committee Name and Date of Committee Meeting**

Cabinet – 25 January 2021

**Report Title**

Community Energy Switching Scheme

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

No, but it has been included on the Forward Plan

**Strategic Director Approving Submission of the Report**

Paul Woodcock, Strategic Director of Regeneration and Environment

**Report Author(s)**

David Rhodes, Environment, Energy and Data Manager  
01709 254017 [david.rhodes@rotherham.gov.uk](mailto:david.rhodes@rotherham.gov.uk)

**Ward(s) Affected**

Borough-Wide

**Report Summary**

Following changes to the specification and terms and conditions, Cabinet approved an Official Journal of the European Union (OJEU) procurement process to identify a potential partner to develop a Community Energy Switching scheme on 20<sup>th</sup> July 2020. The tender was launched on 4<sup>th</sup> September 2020 and concluded on 4<sup>th</sup> November 2020; following this process no compliant bids had been received. This report therefore recommends moving forward with an alternative internally delivered community energy switching scheme.

**Recommendations**

1. That an internally delivered community energy switching scheme is implemented to launch in March 2021.

**List of Appendices Included**

Appendix 1 Equalities Initial Impact Assessment

**Background Papers**

1. Cabinet Meeting, Monday, 20th July 2020, Community Energy Switching Scheme:  
<https://moderngov.rotherham.gov.uk/ieListDocuments.aspx?CId=1103&MId=15054&Ver=4>

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

None

**Council Approval Required**

No

**Exempt from the Press and Public**

No



## Community Energy Switching Scheme

<b>1.</b>	<b>Background</b>
1.1	A community energy switching scheme would be open to all Rotherham residents and the aim of the scheme is to reduce the number of households paying high tariffs for gas and electricity and consequently reduce fuel poverty. Although the scheme would be open to all residents, it should be particularly beneficial to hard to reach and vulnerable tenants, to assist them to identify and change to a cheaper tariff. Residents could save up to £260 per year in an average 3-bedroom semi-detached house.
1.2	The development of a community energy switching scheme was first approved by Cabinet on 17 <sup>th</sup> December 2018. Following an OJEU procurement process to identify a potential partner in 2019, Robin Hood Energy (RHE) was the successful bidder and awarded the Contract. However, in December 2019, RHE could not agree to the specification under the terms of the procurement process and so the contract could not be awarded. RHE have since stopped trading.
1.3	On 20 <sup>th</sup> July 2020, following changes to the specification and terms and conditions, Cabinet approved an OJEU procurement process to identify a potential partner to develop a Community Energy Switching scheme. The tender was launched on 4 <sup>th</sup> September 2020 and bids had to be submitted by 9 <sup>th</sup> October 2020. Only one bid was received from a company that didn't provide the service required and didn't have the supply license necessary. The bid was evaluated and deemed to be a non-compliant bid.
1.4	On 20 <sup>th</sup> July 2020, Cabinet approval was also granted to develop an internally delivered scheme, as an alternative approach in anticipation of the possibility that the market is unable to deliver the requirement.
<b>2.</b>	<b>Key Issues</b>
2.1	The recent demise of a number of licensed energy suppliers has had an impact on the already volatile energy market and further tender exercises are not currently recommended. The situation is believed to have been impacted further by the pandemic.
2.2	<p>The development of an internally delivered community energy switching scheme has been progressing alongside the National Energy Action (NEA) funded programme to promote smart meters to the over 60's. The NEA programme has focussed on social media due to the current restrictions and the Facebook page alone has received over 40,000 hits and over a thousand enquiries since July 2020. The development of the internal switching scheme includes:</p> <ul style="list-style-type: none"> <li>Following on from the NEA programme that ends 1<sup>st</sup> December 2020, these social media resources will be converted from the 'NEA programme' to 'community energy switching scheme' using the proven resources and format for marketing and communication.</li> </ul>

	<ul style="list-style-type: none"> <li>Plans are in place to hold local workshops and support groups once current pandemic restrictions allow, and online/virtual options will be explored to enable this activity to commence should restrictions still be in place.</li> <li>The scheme will focus on supporting residents to: <ul style="list-style-type: none"> <li>Identify a reduced utility tariff and change to a new supplier using OFGEM accredited comparison websites.</li> <li>Promote energy efficiency for Rotherham residents and provide support to access available grants to reduce energy consumption such as the Government Green Homes Grant voucher scheme.</li> </ul> </li> </ul>
2.3	The scheme is delivered by a Community Energy Officer and in 2020/21 is being funded from a combination of NEA grant of £14,091 and directorate approved revenue budget. Further external funding, when available, will be used to extend or grow the scheme, for example potential additional NEA funding will be available from April 2021.
3.	<b>Options considered and recommended proposal</b>
3.1	<b>Option 1</b> – Implement an internal independent scheme based on assisting residents to change tariffs through comparison website approved by OFGEM.
3.2	<b>Option 2</b> – Do not provide direct support for residents to identify and change to a cheaper utility tariff or improve home energy efficiency.
3.4	Option considerations:
3.5	Option 1 is the recommended option and would provide a service to Rotherham residents using existing resources. The data, networks and reputation secured during the NEA programme would be utilised.
3.6	Option 2 External funding would be sought to carry out schemes similar to the NEA funded smart meter programme to run alongside the community energy switching scheme. Smart Energy GB have communicated that a revised programme for smart meters (to a younger audience) will be launched in April 2021 and bids for funding requested in January 2021.
4.	<b>Consultation on proposal</b>
4.1	No additional consultations have been carried out.
5.	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	If approval is given to the recommendation as presented above, this will be actioned immediately through: <ol style="list-style-type: none"> <li>1. Converting NEA smart meter programme resources to the internally</li> </ol>

	delivered community energy switching scheme to be launched in March 2021. 2. Managing, monitoring and reporting on the progress of the scheme in 2021.
6.	<b>Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)</b>
6.1	As the recommended options are related to in-house provision there are no procurement implications.
6.2	The scheme is to be delivered initially through a temporary Community Energy Officer funded from the Directorate approved revenue budget, and thereafter would be delivered through the mainstream budget. Further external funding when available would also be used to extend or grow the scheme.
7.	<b>Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)</b>
7.1	This report indicates that under the recommended option (Option 1) there would be no expectation of any external income. In this case, there do not appear to be significant legal implications of that option.
7.2	If the activity in future became a 'commercial activity' (i.e. with a profit motive), the situation would change. The Council does not have the power to carry out commercial activity in its own name. It can only carry out such activity by a company in which the Council is a shareholder (whether sole shareholder or co-shareholder with someone else). That company would be required to pay Corporation Tax on profits like any other company, and any assistance provided to that company by the Council would be subject to normal state aid rules.  Therefore, if there is a shift towards a commercial activity, the Council would need to revisit the issue.
8.	<b>Human Resources Advice and Implications</b>
8.1	The recruitment of a Community Energy Officer is complete.
8.2	A decision to discontinue the Community Energy Officer post (option 2) may result in the current postholder being at risk of redundancy, should no suitable opportunities for redeployment be identified.
9.	<b>Equalities and Human Rights Advice and Implications</b>
9.1	An initial Equalities Impact Assessment has been carried out and will be updated as more data, information and actions are obtained.

10.	<b>Implications for Ward Priorities</b>
10.1	The energy supply offer will be made available to all households in Rotherham.
11.	<b>Implications for Partners</b>
11.1	The implications for Housing and Neighbourhood Services are positive with a service for residents and the reduction of fuel poverty.
11.2	The success of the scheme will require support from all relevant Council directorates to communicate and engage with hard to reach and vulnerable tenants, to identify and change to a cheaper tariff.
12.	<b>Risks and Mitigation</b>
12.1.	The Council can only signpost tariffs available through comparison websites and any contract will be between the resident and licensed supplier. The energy supply market is volatile, and the cheapest market price can be superseded the next day by another provider.
12.2	There is a reputational risk for the Council if there are complaints about utility companies that have been signposted by the Council through comparison websites.
12.3	The energy cap introduced by the Government/OFGEM will increase the risk that householders may believe the cap results in the best saving. Marketing and communication will address this.
13.	<b>Accountable Officers</b>
	David Rhodes, Environment, Energy and Data Manager
	Jonathon Marriott, Head of Asset Management

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	Click here to enter a date.
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	04/01/21
Head of Legal Services (Monitoring Officer)	Bal Nahal	23/12/20

Report Author: **Error! Reference source not found.**

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

**Appendix 1**

## PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an Equality Analysis (Part B).

Further information is available in the Equality Screening and Analysis Guidance – see page 9.

### 1. Title

**Title: Community Energy Switching Scheme**

**Directorate:**  
Regeneration and Environment

**Service area:**  
Asset Management

**Lead person:**  
David Rhodes

**Contact number:**  
54017

Is this a:

☐

Strategy / Policy

☒

Service / Function

☐

Other

**If other, please specify**

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

The proposal is to develop a community energy switching scheme that aims to reduce the cost of living for Rotherham residents by getting a fair price on gas and electricity.

All communities need to be engaged and protected characteristic residents have been identified as an area that will need to be approached using different methodologies.

Marketing and communication will include liaison with community groups; religious

groups, voluntary sector and will take into account all protected characteristic individuals or groups.

Monitoring of the impacts will be carried out once the scheme has been launched and operational.

### 3. Relevance to equality and diversity

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

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

When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>		No
Could the proposal affect service users? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>	Yes, positively	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? <i>(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)</i>	Yes, positively	
Have there been or likely to be any public concerns regarding the proposal? <i>(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)</i>		No
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? <i>(If the answer is yes you may wish to seek advice from commissioning or procurement)</i>		No
Could the proposal affect the Council's workforce or employment practices? <i>(If the answer is yes you may wish to seek advice from your HR business partner)</i>		No
If you have answered no to all the questions above, please explain the reason		

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

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

#### 4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals before decisions are made.

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

Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B).

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

*The scheme will be available to all Rotherham residents. Therefore different methods of communication and marketing will be required to ensure that access to all individuals and groups that the scheme has been designed for are reached.*

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

- **Key findings**

*The scheme can provide a positive financial impact to all residents but different types of communication, marketing and support will be needed to ensure all relevant residents can access the scheme. Different methods will be confirmed when community groups, voluntary sectors, religious groups and different departments in the Council have been consulted (including equalities team).*

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

- **Actions**

*As stated above the first action is consultation with different groups to identify:*

- *protected characteristic groups and all other groups that will benefit from the scheme*
- *Method of communication, marketing and support*

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

Date to scope and plan your Equality Analysis:	January 2021
Date to complete your Equality Analysis:	February 2021
Lead person for your Equality Analysis (Include name and job title):	James Maher, Community Energy Officer

## 5. Governance, ownership and approval

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

Name	Job title	Date
David Rhodes	Environment, Energy and Data Manager	26/11/20
James Maher	Community Energy Officer	26/11/20
Phil Toyer	Asset Data Officer	26/11/20

## 6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date screening completed</b>	
<b>Report title and date</b>	Community Energy Switching Scheme – 25/01/21
<b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	26/11/20



**Committee Name and Date of Committee Meeting**

Cabinet – 25 January 2021

**Report Title**

BT payphone removals

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

No, but it has been included on the Forward Plan

**Strategic Director Approving Submission of the Report**

Paul Woodcock, Strategic Director of Regeneration and Environment

**Report Author(s)**

Rachel Overfield, Planning Officer, Planning, Regeneration and Transport

**Ward(s) Affected tbc Boston Castle Ward**

Brinsworth and Catcliffe Ward

Dinnington Ward

Keppel Ward

Hellaby Ward

Holderness Ward

Hoober Ward

Rawmarsh Ward

Rotherham East Ward

Rother Vale Ward

Silverwood Ward

Sitwell Ward

Valley Ward

Wales Ward

Wath Ward

Wickersley Ward

Wingfield Ward

**Report Summary**

BT proposed the removal of 42 payphones across the borough and subsequently the removal of the telephony service from the phone box on Moorgate Road, at the junction with Boston Castle Grove, Rotherham, S60 2BQ.

Following two periods of separate public consultation for each proposal delegated officer decisions were made by the Assistant Director of Planning Regeneration and Transport under the Council's scheme of delegation.

Regarding the proposal to close 42 payphones across the borough, a final decision was made in which 16 phone boxes were agreed for removal and the local veto was applied to the remaining phones in the consultation.

The final decision on the proposal to remove the telephony service at the public payphone on Moorgate Road consented to its closure. This means that telephony equipment will be removed from the phone box and Start-a-Heart 24:7 (Charitable Incorporated Organisation 1157638) can apply to BT under the “Adopt a Kiosk” scheme to take on the kiosk. Start-a-Heart 24:7 intend to install a defibrillator in the kiosk that will be available to the public 24 hours a day.

Both decisions were made in line with Ofcom requirements, and BT and the Secretary of State have been informed.

### **Recommendations**

1. That Cabinet notes the final decisions made on the 42 payphones proposed for closure by BT as shown in Appendix 5.
2. That Cabinet notes the final decision consenting to the closure of the telephony service at the payphone on Moorgate Road, at the junction with Boston Castle Grove, Rotherham S60 2BQ.

### **List of Appendices Included**

Appendix 1 Equality Analysis Screening - 42 public phone boxes.

Appendix 2 Equality Analysis - 42 public phone boxes.

Appendix 3 Equality Analysis Screening - phone box on Moorgate Road, at the junction with Boston Castle Grove.

Appendix 4 Equality Analysis - phone box on Moorgate Road, at the junction with Boston Castle Grove.

Appendix 5 Schedule showing the final decisions on the 42 payphones proposed for closure by BT.

### **Background Papers**

1. Communications Act 2003

<http://www.legislation.gov.uk/ukpga/2003/21/contents>

2. Guidance on procedures for the removal of public call boxes

[https://www.ofcom.org.uk/data/assets/pdf\\_file/0022/28507/removals.pdf](https://www.ofcom.org.uk/data/assets/pdf_file/0022/28507/removals.pdf)

3. BT Adopt a Kiosk scheme

[https://business.bt.com/campaigns/communities/adopt-a-kiosk/?s\\_cid=btb\\_FURL\\_adopt](https://business.bt.com/campaigns/communities/adopt-a-kiosk/?s_cid=btb_FURL_adopt)

4. Local criteria for phone box retention for removal

### **Consideration by any other Council Committee, Scrutiny or Advisory Panel**

N/A

### **Council Approval Required**

No

### **Exempt from the Press and Public**

No

**BT payphone removals**

<b>1.</b>	<b>Background</b>
1.1	BT notified the Council of their proposal to remove 42 public phone boxes across the borough on 29 June 2020. BT agreed an extension to the 90 day response deadline to 30 October 2020. Three phone boxes were subsequently withdrawn by BT, leaving 39 for the Council to consider. Having regard to the consultation comments received, in line with Ofcom requirements, a final decision was made to agree to the removal of 16 phone boxes but to retain the remainder under the local veto as set out in Appendix 5, and BT and the Secretary of State were notified. Under the local veto BT must continue to maintain these public phone boxes and call equipment.
1.2	BT notified the Council of their proposal to remove the telephony service from the telephone box on Moorgate Road, at the junction with Boston Castle Grove, Rotherham, S60 2BQ on 30 July 2020. Start-a-Heart 24:7 (Charitable Incorporated Organisation 1157638) expressed an interest in adopting this phone box and housing within it a defibrillator that will be available to the public 24 hours a day. Having regard to the consultation comments received and in line with Ofcom requirements, a final decision was made consenting to the removal of the telephony service from the phone box. This means that Start-a-Heart can apply to BT under the "Adopt a Kiosk" scheme to take on the kiosk to house a defibrillator.
<b>2.</b>	<b>Key Issues</b>
2.1	<p>The proposals by BT were considered having regard to the guidance published by Ofcom and also assessed against the Council's locally derived criteria:</p> <ol style="list-style-type: none"> <li>1. Whether phone boxes are recorded as having had 52 or more calls in 12 months (this is equivalent to one call per week which is considered to be a reasonable level of usage).</li> <li>2. Whether phone boxes are close to areas where highways injury incidents have been recorded (that is 5 injury collisions within 100m radius and within a three year period).</li> <li>3. Whether sites are located in areas at high risk of flooding (Zone 3 Flood Area).</li> <li>4. Whether phone boxes are in areas with a high level of population over 75 years of age, are in an area of below national average home ownership and have fewer than 50 properties within 400 metres.</li> </ol>
2.2	The local criteria previously included a consideration of whether proposals related to K6 phone boxes (traditional red telephone boxes) within Conservation Areas. The Council was informed by BT on 10 September

	2020 that to comply with Ofcom guidance objections to service closure may only be made based on telephony need. As such this criterion was not applied in making the final decisions, and will not be applied to future proposals by BT.															
2.3	BT and the Secretary of State were advised of the final decisions within the agreed deadlines.															
3.	<b>Options considered and recommended proposal</b>															
3.1	Due to the time constraints of the statutory consultation procedure, the process of responding to the proposals by BT to remove 42 public phone boxes and also the removal of the telephony service from the phone box on Moorgate Road, has now been completed.															
4.	<b>Consultation on proposal</b>															
4.1	<p>Two periods of consultation have taken place in line with Ofcom guidance for each of the two proposals from BT. At each stage key stakeholders were also notified (emergency services, town and parish councils, relevant ward members, relevant Members of Parliament and the Council’s Neighbourhoods Team). Press notices were published giving details of how to comment. The consultation was undertaken online via the Council’s consultation website. The table below shows responses for each event.</p> <table><tr><th>Consultation</th><th>Date of consultation</th><th>Online Responses</th></tr><tr><td>Proposal to close 42 telephone boxes</td><td>20 July to 16 August 2020</td><td>9</td></tr><tr><td>Draft decision on the proposal to close 42 telephone boxes</td><td>7 September to 7 October 2020</td><td>7</td></tr><tr><td>Proposal to close the telephone service at Moorgate Road, at the junction with Boston Castle Grove</td><td>20 August 2020 to 10 September 2020</td><td>7</td></tr><tr><td>Draft decision on the proposal to close the telephone service at Moorgate Road, at the junction with Boston Castle Grove</td><td>18 September to 18 October 2020</td><td>1</td></tr></table>	Consultation	Date of consultation	Online Responses	Proposal to close 42 telephone boxes	20 July to 16 August 2020	9	Draft decision on the proposal to close 42 telephone boxes	7 September to 7 October 2020	7	Proposal to close the telephone service at Moorgate Road, at the junction with Boston Castle Grove	20 August 2020 to 10 September 2020	7	Draft decision on the proposal to close the telephone service at Moorgate Road, at the junction with Boston Castle Grove	18 September to 18 October 2020	1
Consultation	Date of consultation	Online Responses														
Proposal to close 42 telephone boxes	20 July to 16 August 2020	9														
Draft decision on the proposal to close 42 telephone boxes	7 September to 7 October 2020	7														
Proposal to close the telephone service at Moorgate Road, at the junction with Boston Castle Grove	20 August 2020 to 10 September 2020	7														
Draft decision on the proposal to close the telephone service at Moorgate Road, at the junction with Boston Castle Grove	18 September to 18 October 2020	1														
4.2	The first consultation on the proposal to close 42 phone boxes took place between 20 July to 16 August 2020, after which the Council made a draft decision to consent to the proposed removal of 12 phone boxes but objecting to the removal of 30 phone boxes under the local veto. A second consultation on this draft decision then took place between 7 September to 7 October 2020, during which further objections to phone box removal were received. The outcome was a final decision agreed to the removal of 16 phone boxes but to retain 23 phone boxes. (Three payphones were withdrawn by BT, leaving 39 for the Council to consider.)															

4.3	The first consultation on the proposal to close the telephony service from the phone box on Moorgate Road, at the junction with Boston Castle Grove took place from 20 August 2020 to 10 September 2020 where most responses supported the telephony service closure. A second consultation on this draft decision then took place between 18 Sept to 18 October 2020. The outcome was a final decision consenting to the removal of the telephony equipment.
<b>5.</b>	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	The notification from BT of the proposal to close 42 public phone boxes across the borough was received by the Council on 29 June 2020. The deadline for a final decision was 30 October 2020. Under the Council's scheme of delegation, the final decision, shown in Appendix 5, was made on 22 October by the Assistant Director for Planning, Regeneration and Transport. BT and the Secretary of State were notified of this decision on 23 October 2020.
5.2	The notification from BT of the proposal to close the telephony service at the phone box on Moorgate Road, at the junction with Boston Castle Grove was received by the Council on 30 July 2020. The deadline for a final decision was 28 October 2020. Under the Council's scheme of delegation, a final decision consenting to the removal of the telephone equipment was made on 22 October by the Assistant Director for Planning, Regeneration and Transport. BT and the Secretary of State were notified of this decision on 23 October 2020.
<b>6.</b>	<b>Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)</b>
6.1	The consultation and associated administration costs of the public phone box removal proposals have been met within existing approved revenue budgets. Should an inspection identify any safety concerns following the phone box removal, then the Council will serve a notice on BT to make good any reinstatement and recover costs.
6.2	Procurement are satisfied with this approach, the services will be terminated by BT at no cost to the authority. There may be some costs around the maintaining of the phone boxes once they have been adopted however a decision is still to be made around who will be the adopter. Any chargeable goods or services required by the Council should be sought in accordance with section 52 of the financial and procurement procedure rules.
<b>7.</b>	<b>Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)</b>
7.1	The process set out in this report, and which has been followed in respect of these proposed public phone box removals is compliant with the

	Communications Act 2003 as required, as well as the relevant guidance issued by Ofcom.
<b>8.</b>	<b>Human Resources Advice and Implications</b>
8.1	There are no HR implications arising from this report.
<b>9.</b>	<b>Implications for Children and Young People and Vulnerable Adults</b>
9.1	Not everyone has their own landline or mobile phone and therefore internal criteria has been used to consider this request for phone box removal.
<b>10.</b>	<b>Equalities and Human Rights Advice and Implications</b>
10.1	Equalities screening and analysis forms have been completed and are attached as appendices.
<b>11.</b>	<b>Implications for Ward Priorities</b>
11.1	As set out in section 4 above, relevant ward members were consulted on BT's proposed removal of the phone boxes and any comments taken into account, eg Wickersley ward members comments relating to the retention/removal of certain boxes in that ward due to community concerns.
<b>12.</b>	<b>Implications for Partners</b>
12.1	Relevant services were consulted on the proposed phone box closures and no implications for partners or other directorates were identified.
<b>13.</b>	<b>Risks and Mitigation</b>
13.1	There may be residents who have limited access to mobile phones and land line connections, particularly those on low incomes and elderly people. The criteria set out in the Communications Act 2003 and the Council's locally derived criteria have been used to assess the proposed phone box removals and mitigate any risks.
<b>14.</b>	<b>Accountable Officers</b>
	Simon Moss, Assistant Director, Planning, Regeneration and Transport

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	11/01/21
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	04/01/21
Head of Legal Services (Monitoring Officer)	Bal Nahal	23/12/20

*Report Author:* Rachel Overfield, Planning Officer, Planning,  
Regeneration and Transport

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

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## **PART A - Initial Equality Screening Assessment**

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

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

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an Equality Analysis (Part B).

Further information is available in the Equality Screening and Analysis Guidance – see page 9.

### **1. Title**

**Title:**

Decision on the proposal by BT to permanently remove 42 public phone boxes around the borough

**Directorate:**

Planning Regeneration and Transport

**Service area: Planning and Building Control**

**Lead person:**

Rachel Overfield

**Contact number:**

X 54746

Is this a:

☐

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

**If other, please specify**

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

Decision on the proposal by BT to permanently remove 42 public phone boxes around the borough

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### 3. Relevance to equality and diversity

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

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

When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>	x	
Could the proposal affect service users? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>	x	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? <i>(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)</i>	x	
Have there been or likely to be any public concerns regarding the proposal? <i>(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)</i>	x	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? <i>(If the answer is yes you may wish to seek advice from commissioning or procurement)</i>		x
Could the proposal affect the Council's workforce or employment practices? <i>(If the answer is yes you may wish to seek advice from your HR business partner)</i>		x
If you have answered no to all the questions above, please explain the reason		

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

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

#### 4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals before decisions are made.

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

Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B).

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

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

*BT have informed us they are not consulting to remove any public payphones that fall within the parameter of those with a social and reasonable need.*

*These will remain and have been identified as being:*

- *Located in suicide hotspots.*
- *A payphone near a coastline where there's no other within 400m.*
- *The payphone is the only one within 800 metres (this is the distance you can expect to walk to find a motorway emergency phone - not provided by BT- and are spaced at approximately 1,600 metre intervals).*
- *The payphone has had at least 120 calls made from it in the last 12 months.*
- *There are more than 500 households within 1 kilometre of the payphone (obviously very rural areas without households or mobile signal will still be protected by the overriding social need criteria).*

**who is likely to be affected**

*There may be residents who have limited access to mobile phones and land line connections, particularly those on low incomes and elderly people.*

*The criteria set out in the Communications Act 2003 and the Council's internally derived criteria as set out below have been used to assess phone box removal. The Council has considered whether to support or object to the proposed public phone box closures based on the internally derived criteria as follows:*

- *Whether phone boxes are recorded as having had 52 or more calls in 12 months (this is equivalent to one call per week which is considered to be a reasonable level of usage).*
- *Whether phone boxes are close to areas where highways injury*

*incidents have been recorded.*

- *Whether sites are located in areas at high risk of flooding.*
- *Whether phone boxes are in areas with a high level of population over 75 years of age, is in an area of below national average home ownership and has fewer than 50 properties within 400 metres.*

### **consultation and engagement**

*Two periods of public consultation took place on the proposed closure of the 42 phone boxes:*

*20 July to 16 August 2020.*

*7 September to 7 October 2020.*

### • **Key findings**

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

*Negative impact - It is considered many households now own at least one mobile phone. An Ofcom study\* found that mobile services are now seen as essential or important for most consumers to access voice calls and text based communication, except for older consumers who continue to rely on landline for voice services. The criteria for phone box assessment includes consideration of areas with a high level of population over 75 years of age in one of the criteria for phone box assessment (Whether phone boxes are in areas with a high level of population over 75 years of age, is in an area of below national average home ownership and has fewer than 50 properties within 400 metres).*

*Positive impact - Some phone boxes may attract antisocial behaviour. Their removal may be seen as a positive benefit to all the community. Public consultation can highlight any objections or support for closure.*

\*

[https://www.ofcom.org.uk/data/assets/pdf\\_file/0010/40231/affordability\\_report.pdf](https://www.ofcom.org.uk/data/assets/pdf_file/0010/40231/affordability_report.pdf)

### • **Actions**

*(think about how you will promote positive impact and remove/reduce negative impact)*  
*Carry out public consultation. Recommend Council applies local veto to prevent closure for phone boxes that meet local criteria or for which there is strong local opposition.*

Date to scope and plan your Equality Analysis:	19 August 2020
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Date to complete your Equality Analysis:	19 August 2020
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Lead person for your Equality Analysis (Include name and job title):	Rachel Overfield Planning Officer
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### 5. Governance, ownership and approval

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

Name	Job title	Date
Ryan Shepherd	Senior Planning Officer	19 August 2020

### 6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date screening completed</b>	19 August 2020
<b>Report title and date</b>	The Delegated Officer Decision Report will be submitted to Simon Moss, Assistant Director – Planning, Regeneration and Transport
<b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	Between 14 to 21 October 2020
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	19 August 2020

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**Appendix 2****PART B – Equality Analysis Form**

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

This form:

- Can be used to prompt discussions, ensure that due regard has been given and remove or minimise disadvantage for an individual or group with a protected characteristic
- Involves looking at what steps can be taken to advance and maximise equality as well as eliminate discrimination and negative consequences
- Should be completed before decisions are made, this will remove the need for remedial actions.

Note – An Initial Equality Screening Assessment (Part A) should be completed prior to this form.

When completing this form consider the Equality Act 2010 protected characteristics Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc. – see page 11 of Equality Screening and Analysis Guidance.

1. Title	
<b>Equality Analysis title:</b> Decision on the proposal by BT to permanently remove 42 public phone boxes around the borough	
<b>Date of Equality Analysis (EA):</b> 19 August 2020	
<b>Directorate:</b> Regeneration & Environment Services	<b>Service area:</b> Planning Policy Team Planning, Regeneration and Transport
<b>Lead Manager:</b> Rachel Overfield, Planning Officer	<b>Contact number:</b> x54746
<b>Is this a:</b> <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <input type="checkbox"/> <b>Strategy / Policy</b> </div> <div style="text-align: center;"> <input checked="" type="checkbox"/> <b>Service / Function</b> </div> <div style="text-align: center;"> <input type="checkbox"/> <b>Other</b> </div> </div> <p><b>If other, please specify</b></p>	

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**2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance**

Name	Organisation	Role (eg service user, managers, service specialist)
Andy Duncan	RMBC	Planning Policy Manager
Rachel Overfield	RMBC	Planning Officer
Ryan Shepherd	RMBC	Senior Planning Officer

**3. What is already known? - see page 10 of Equality Screening and Analysis Guidance**
**Aim/Scope (who the Policy/Service affects and intended outcomes if known)**

This may include a group/s identified by a protected characteristic, others groups or stakeholder/s e.g. service users, employees, partners, members, suppliers etc.)

The proposal may affect groups identified by protected characteristics (along with the rest of the population). There may be residents who have limited access to mobile phones and land line connections, particularly those on low incomes and elderly people who are affected.

Procedures set out by Ofcom, under the Communications Act 2003, require the Council to organise consultation with local communities about the proposed call box removal. Ofcom guidance on the removal of public phone boxes outlines a number of factors local planning authorities are advised to consider when making a decision over the proposed removal of public telephone boxes. The Relevant Public Body must be satisfied that it acted in accordance with the six community requirements set out in section 4 of the Communications Act 2003 ('the Act'). The consultation procedure then requires the Council to consult on this draft decision for one month and subsequently come to a final decision. BT cannot proceed to remove any call box that is the subject of objections supported by the Council in the Final Notification - known as the "local veto". Full information on procedure and legislative requirements is given in Ofcom guidance on procedures for the removal of public call boxes:

<http://stakeholders.ofcom.org.uk/binaries/consultations/uso/statement/removals.pdf>

**What equality information is available? (Include any engagement undertaken)**

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.

There may be residents who have limited access to mobile phones and land line connections, particularly those on low incomes and elderly people.

The Council will consider whether to support or object to the proposed public phone box closure based on internally derived criteria that have relevance to inclusion principles



including:

- Whether phone boxes are recorded as having had 52 or more calls in 12 months (this is equivalent to one call per week which is considered to be a reasonable level of usage).
- Whether phone boxes are in areas with a high level of population over 75 years of age, is in an area of below national average home ownership and has fewer than 50 properties within 400 metres.

### **Consultation and engagement**

Public consultation took place through the Council's website. The proposals for phone box closures were advertised in the local press. An email notification was sent out to relevant ward members, the Rotherham MPs, the emergency services, the Neighbourhoods Team and others.

### **Are there any gaps in the information that you are aware of?**

No

### **What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?**

The phone boxes are owned and operated by BT not the Council.

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

Public consultation took place over two periods:  
20 July to 16 August 2020  
7 September to 7 October 2020

### **Engagement undertaken with staff (date and group(s) consulted and key findings)**

Email notification for the proposal for phone box closure was sent to the Development Management team, Housing Service and Neighbourhoods Team in September 2020.

## **4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)**

### **How does the Policy/Service meet 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) - see glossary on page 14 of the Equality Screening and Analysis Guidance)

Rotherham's communities will benefit from having a consultation on BT proposals for phone box closure. They will have opportunity to support or object to BT proposals for phone box closure.

### **Does your Policy/Service present any problems or barriers to communities or Groups?**

There may be residents who have limited access to mobile phones and land line connections, particularly those on low incomes and elderly people.

The Council has considered whether to support or object to the proposed public phone box closures based on internally derived criteria that have relevance to inclusion principles including:

- Whether phone boxes are recorded as having had 52 or more calls in 12 months (this is equivalent to one call per week which is considered to be a reasonable level of usage).
- Whether phone boxes are in areas with a high level of population over 75 years of age, is in an area of below national average home ownership and has fewer than 50 properties within 400 metres.

A variety of methods have been used to advertise the consultation (notice in the local press, email notification and Council website).

**Does the Service/Policy provide any positive impact/s including improvements or remove barriers?**

Rotherham's communities will benefit from having consultations on BT proposals for phone box closure. They will have opportunity to support or object to BT proposals for phone box closure.

In some instances, phone boxes may attract antisocial behaviour and their removal may be considered to benefit the community.

**What affect will the Policy/Service have on community relations?** (may also need to consider activity which may be perceived as benefiting one group at the expense of another)

The proposal for phone box closure is from BT, the Council is organising the consultations on behalf of the community.

Please list any **actions and targets** that need to be taken as a consequence of this assessment on the action plan below and ensure that they are added into your service plan for monitoring purposes – see page 12 of the Equality Screening and Analysis Guidance.

## **5. Summary of findings and Equality Analysis Action Plan**

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 - See page 11 of the Equality Screening and Analysis guidance

<b>Title of analysis:</b> Decision on the proposal by BT to permanently remove 42 public phone boxes around the borough
<b>Directorate and service area:</b> Planning Policy Team, Planning, Regeneration and Transport, Regeneration & Environment Services
<b>Lead Manager:</b> Rachel Overfield, Planning Officer
<b>Summary of findings:</b>
<p>Rotherham's communities will benefit from having a consultation on BT proposal for phone box closure. They will have opportunity to support or object to BT proposals for phone box closure.</p> <p>There may be residents who have limited access to mobile phones and land line connections, particularly those on low incomes and elderly people.</p> <p>The Council will consider whether to support or object to the proposed public phone box closures based on internally derived criteria that have relevance to inclusion principles including:</p> <ul style="list-style-type: none"><li>• Whether phone boxes are recorded as having had 52 or more calls in 12 months (this is equivalent to one call per week which is considered to be a reasonable level of usage).</li><li>• Whether phone boxes are in areas with a high level of population over 75 years of age, is in an area of below national average home ownership and has fewer than 50 properties within 400 metres.</li></ul> <p>In some instances phone boxes may attract antisocial behaviour and their removal may be considered to benefit the community.</p>

The consultation process listens to the community's view on the proposed pay phone closure.

The proposal for phone box closure is from BT, the Council is organising the consultations on behalf of the community.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
<p>The Council will consider whether to support or object to the proposed public phone box closures based on internally derived criteria that have relevance to inclusion principles including:</p> <ul style="list-style-type: none"> <li>Whether phone boxes are recorded as having had 52 or more calls in 12 months (this is equivalent to one call per week which is considered to be a reasonable level of usage).</li> <li>Whether phone boxes are in areas with a high level of population over 75 years of age, is in an area of below national average home ownership and has fewer than 50 properties within 400 metres.</li> </ul>	<b>All (particularly A = age)</b>	21 October 2020

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

## 6. Governance, ownership and approval

Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.

Name	Job title	Date
Simon Moss	Assistant Director – Planning, Regeneration & Environment	
Councillor Lelliott	Cabinet Member for Jobs and the Local Economy	

## 7. Publishing

The Equality Analysis will act as evidence that due regard to equality and diversity has been given.

If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date Equality Analysis completed</b>	19 August 2020
<b>Report title and date</b>	The Delegated Officer Decision Report will be submitted to Simon Moss, Assistant Director – Planning, Regeneration and Transport
<b>Date report sent for publication</b>	Between 14 to 21 October 2020
<b>Date Equality Analysis sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	19 August 2020

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## PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an Equality Analysis (Part B).

Further information is available in the Equality Screening and Analysis Guidance – see page 9.

### 1. Title

**Title:**

Decision on the proposal by BT to permanently close the telephony service at the Junction Boston Castle Grove, 1 Moorgate Road Rotherham S60 2BQ (Telephone Number 01709 382008)

**Directorate:**  
Planning Regeneration and Transport

**Service area:** Planning and Building Control

**Lead person:**

Rachel Overfield

**Contact number:**

X 54746

Is this a:

☐

Strategy / Policy

☒

Service / Function

☐

Other

**If other, please specify**

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

Decision on the proposal by BT to permanently close the telephony service at the Junction Boston Castle Grove, 1 Moorgate Road Rotherham S60 2BQ (Telephone Number 01709 382008)

Start-a-Heart 24:7 (Charitable Incorporated Organisation 1157638) have expressed an interest in adopting the phone box and housing within it a defibrillator that will be available to the public 24 hours a day.

The Council needs to seek the public's views, then will consider all objections received and decide finally whether to consent or object to BT's proposal.

### 3. Relevance to equality and diversity

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

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

When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>		x
Could the proposal affect service users? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>	x	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? <i>(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)</i>	x	
Have there been or likely to be any public concerns regarding the proposal? <i>(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)</i>		x
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? <i>(If the answer is yes you may wish to seek advice from commissioning or procurement)</i>		x
Could the proposal affect the Council's workforce or employment practices? <i>(If the answer is yes you may wish to seek advice from your HR business partner)</i>		x



If you have answered no to all the questions above, please explain the reason

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

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

#### 4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals before decisions are made.

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

Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B).

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

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

*This phone box was proposed for removal and consulted upon in 2019. The local veto was applied as local criteria was triggered being a "Red phone box in a conservation area".*

*Start-a-Heart 24:7 (Charitable Incorporated Organisation 1157638) have expressed an interest in adopting the phone box and to house within it a defibrillator that will be available to the public 24 hours. The defibrillator would help people with heart problems. (A **defibrillator** is a device that gives a high energy electric shock to the heart of someone who is in cardiac arrest. This high energy shock is called **defibrillation**, and it's an essential part in trying to save the life of someone who's in cardiac arrest).*

**who is likely to be affected**

*The loss of the telephone service may affect residents who have limited access to mobile phones and land line connections, particularly those on low incomes and elderly people.*

*The criteria set out in the Communications Act 2003 and the internally derived criteria as set out below have been used to assess phone box removal. The Council has considered whether to support or object to the proposed public phone box closures based on the results of the consultations and internally derived criteria as follows:*

- *Whether phone boxes are recorded as having had 52 or more calls in 12 months (this is equivalent to one call per week which is considered to be a reasonable level of usage).*

- *Whether phone boxes are close to areas where highways injury incidents have been recorded.*
- *Whether sites are located in areas at high risk of flooding*
- *Whether phone boxes are in areas with a high level of population over 75 years of age, is in an area of below national average home ownership and has fewer than 50 properties within 400 metres*

*Any future adoption of this phone box to house a defibrillator would potentially help people with heart problems.*

### **consultation and engagement**

*A final period of public consultation is anticipated on the proposed closure of the telephone service at this phone box.*

### • **Key findings**

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

*Negative impact - It is considered many households now own at least one mobile phone. Ofcom study\* found that Mobile services are now seen as essential or important for most consumers to access voice calls and text based communication, except for older consumers who continue to rely on landline for voice services. The criteria for phone box assessment includes consideration of areas with a high level of population over 75 years of age in one of the criteria for phone box assessment (Whether phone boxes are in areas with a high level of population over 75 years of age, is in an area of below national average home ownership and has fewer than 50 properties within 400 metres).*

*Positive impact - Some phone boxes may attract antisocial behaviour. If the telephone service was closed Start-a-Heart charity intend to adopt the phone box and install a defibrillator. This would also mean this red phone box feature is retained in the conservation area.*

*Public consultation can highlight any objections or support for closure.*

\*

[https://www.ofcom.org.uk/data/assets/pdf\\_file/0010/40231/affordability\\_report.pdf](https://www.ofcom.org.uk/data/assets/pdf_file/0010/40231/affordability_report.pdf)

### • **Actions**

*(think about how you will promote positive impact and remove/reduce negative impact)*  
*Carry out public consultation. Recommend Council applies local veto to prevent closure for phone services that meet local criteria or for which there is strong local opposition.*

Date to scope and plan your Equality Analysis:	11 September 2020
Date to complete your Equality Analysis:	11 September 2020
Lead person for your Equality Analysis (Include name and job title):	Rachel Overfield Planning Officer

### 5. Governance, ownership and approval

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

Name	Job title	Date
Ryan Shepherd	Senior Planning Officer	20 September 2020

### 6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date screening completed</b>	20 September 2020
<b>Report title and date</b>	Decision on the proposal by BT to permanently close the telephony service at the Junction Boston Castle Grove, 1 Moorgate Road Rotherham S60 2BQ (Telephone Number 01709 382008)
<b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	22 October 2020
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	11 September 2020

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**Appendix 4****PART B – Equality Analysis Form**

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

This form:

- Can be used to prompt discussions, ensure that due regard has been given and remove or minimise disadvantage for an individual or group with a protected characteristic
- Involves looking at what steps can be taken to advance and maximise equality as well as eliminate discrimination and negative consequences
- Should be completed before decisions are made, this will remove the need for remedial actions.

Note – An Initial Equality Screening Assessment (Part A) should be completed prior to this form.

When completing this form consider the Equality Act 2010 protected characteristics Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc. – see page 11 of Equality Screening and Analysis Guidance.

**1. Title**

**Equality Analysis title:** Decision on the proposal by BT to permanently close the telephony service at the Junction Boston Castle Grove, 1 Moorgate Road Rotherham S60 2BQ (Telephone Number 01709 382008)

**Date of Equality Analysis (EA):** 11 September 2020

**Directorate:**  
Regeneration & Environment Services

**Service area:**  
Planning Policy Team  
Planning, Regeneration and Transport

**Lead Manager:**  
Rachel Overfield, Planning Officer

**Contact number:**  
x54746

**Is this a:**

☐

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

If other, please specify

**2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance**

Name	Organisation	Role (eg service user, managers, service specialist)
Andy Duncan	RMBC	Planning Policy Manager
Rachel Overfield	RMBC	Planning Officer
Ryan Shepherd	RMBC	Senior Planning Officer

**3. What is already known? - see page 10 of Equality Screening and Analysis Guidance**

**Aim/Scope (who the Policy/Service affects and intended outcomes if known)**

This may include a group/s identified by a protected characteristic, others groups or stakeholder/s e.g. service users, employees, partners, members, suppliers etc.)

The proposal may affect groups identified by protected characteristics (along with the rest of the population). There may be residents who have limited access to mobile phones and land line connections, particularly those on low incomes and elderly people who are affected.

Start-a-Heart 24:7 (Charitable Incorporated Organisation 1157638) have expressed an interest in adopting the phone box and housing within it a defibrillator that will be available to the public 24 hours a day.

Procedures set out by Ofcom, under the Communications Act 2003, require the Council to organise consultation with local communities about the proposed telephone service removal. Ofcom guidance on the removal of public phone services outlines a number of factors local planning authorities are advised to consider when making a decision over the proposed removal of public telephone services. The Relevant Public Body must be satisfied that it acted in accordance with the six community requirements set out in section 4 of the Communications Act 2003 ('the Act'). The consultation procedure then requires the Council to consult on this draft decision for one month and subsequently come to a final decision. BT cannot proceed to remove any call box that is the subject of objections supported by the Council in the Final Notification - known as the "local veto". Full information on procedure and legislative requirements is given in Ofcom guidance on procedures for the removal of public call boxes:

<http://stakeholders.ofcom.org.uk/binaries/consultations/uso/statement/removals.pdf>

**What equality information is available? (Include any engagement undertaken)**

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.

There may be residents who have limited access to mobile phones and land line connections, particularly those on low incomes and elderly people.

The Council will consider whether to support or object to the proposed public phone service closure based on consultation responses and internally derived criteria that have relevance to inclusion principles including:

- Whether phone boxes are recorded as having had 52 or more calls in 12 months (this is equivalent to one call per week which is considered to be a reasonable level of usage).
- Whether phone boxes are in areas with a high level of population over 75 years of age, is in an area of below national average home ownership and has fewer than 50 properties within 400 metres

Consultation response included comment that not everyone has access to a mobile phone.

**Consultation and engagement**

Public consultation is anticipated to occur through the Council website. The proposal for telephone service closure will be advertised in the local paper. An email notification will be sent out to relevant ward members, the emergency services, neighbourhood team and others.

**Are there any gaps in the information that you are aware of?**

No

**What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?**

The phone boxes are owned and operated by BT not the Council.

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

A public consultation is proposed from September 18–October 18 2020

**Engagement undertaken with staff (date and group(s) consulted and key findings)**

Email notification for the proposal for phone service closure is anticipated to be sent to Development Management and Housing Service and Neighbourhoods Team in September 2020

#### 4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)

**How does the Policy/Service meet 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) - see glossary on page 14 of the Equality Screening and Analysis Guidance)

Rotherham's communities will benefit from having a consultation in which they will have opportunity to support or object to BT proposals to permanently close the telephony service at the Junction Boston Castle Grove, 1 Moorgate Road Rotherham S60 2BQ (Telephone Number 01709 382008).

**Does your Policy/Service present any problems or barriers to communities or Groups?**

There may be residents who have limited access to mobile phones and land line connections, particularly those on low incomes and elderly people.

The Council has considered whether to support or object to the proposed public phone service closures based on internally derived criteria that have relevance to inclusion principles including:

- Whether phone boxes are recorded as having had 52 or more calls in 12 months (this is equivalent to one call per week which is considered to be a reasonable level of usage).
- Whether phone boxes are in areas with a high level of population over 75 years of age, is in an area of below national average home ownership and has fewer than 50 properties within 400 metres

A variety of methods have been used to advertise the consultation (notice in paper, email notification and Council website).

**Does the Service/Policy provide any positive impact/s including improvements or remove barriers?**

Rotherham's communities will benefit from having consultations on BT proposals for phone service closure. They will have opportunity to support or object to BT proposals.

**What affect will the Policy/Service have on community relations?** (may also need to consider activity which may be perceived as benefiting one group at the expense of another)

The proposal for phone service closure is from BT, the Council is organising the consultations on behalf of the community.

Please list any **actions and targets** that need to be taken as a consequence of this assessment on the action plan below and ensure that they are added into your service plan for monitoring purposes – see page 12 of the Equality Screening and Analysis Guidance.



## **5. Summary of findings and Equality Analysis Action Plan**

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 - See page 11 of the Equality Screening and Analysis guidance

<b>Title of analysis:</b> Decision on the proposal by BT to permanently close the telephony service at the Junction Boston Castle Grove,1 Moorgate Road Rotherham S60 2BQ (Telephone Number 01709 382008)
<b>Directorate and service area:</b> Planning Policy Team, Planning, Regeneration and Transport, Regeneration & Environment Services
<b>Lead Manager:</b> Rachel Overfield, Planning Officer
<b>Summary of findings:</b> Rotherham's communities will benefit from having a consultation on BT proposal for phone service closure at the Junction Boston Castle Grove,1 Moorgate Road Rotherham S60 2BQ (Telephone Number 01709 382008). Rotherham's communities will have opportunity to support or object to BT proposals.  There may be residents who have limited access to mobile phones and land line connections, particularly those on low incomes and elderly people.  The Council will consider whether to support or object to the proposed public phone box closures based on internally derived criteria that have relevance to inclusion principles including: <ul style="list-style-type: none"><li>• Whether phone boxes are recorded as having had 52 or more calls in 12 months (this is equivalent to one call per week which is considered to be a reasonable level of usage).</li><li>• Whether phone boxes are in areas with a high level of population over 75 years of age, is in an area of below national average home ownership and has fewer than 50 properties within 400 metres</li></ul>

Start-a-Heart 24:7 (Charitable Incorporated Organisation 1157638) have expressed an interest in adopting the phone box and housing within it a defibrillator that will be available to the public 24 hours a day.

The consultation process listens to the community's view on the proposed pay phone closure.

The proposal for phone service closure is from BT, the Council is organising the consultations on behalf of the community.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
<p>The Council will consider whether to support or object to the proposed public phone service closures based on consultation responses and internally derived criteria that have relevance to inclusion principles including:</p> <ul style="list-style-type: none"> <li>Whether phone boxes are recorded as having had 52 or more calls in 12 months (this is equivalent to one call per week which is considered to be a reasonable level of usage).</li> <li>Whether phone boxes are in areas with a high level of population over 75 years of age, is in an area of below national average home ownership and has fewer than 50 properties within 400 metres</li> </ul>	<b>All (particularly A (age))</b>	30 October 2020

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

## 6. Governance, ownership and approval

Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.

Name	Job title	Date
Paul Woodcock	Strategic Director – Regeneration & Environment	
Councillor Lelliott	Cabinet Member for Jobs and the Local Economy	

## 7. Publishing

The Equality Analysis will act as evidence that due regard to equality and diversity has been given.

If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date Equality Analysis completed</b>	11 September 2020
<b>Report title and date</b>	Decision on the proposal by BT to permanently close the telephony service at the Junction Boston Castle Grove, 1 Moorgate Road Rotherham S60 2BQ (Telephone Number 01709 382008)
<b>Date report sent for publication</b>	22 October 2020
<b>Date Equality Analysis sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	11 September 2020

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**Appendix 5****Schedule showing the final decisions on the 42 payphones proposed for closure by BT**

Ref	Telephone number	Location	Decision	Reasons
1	01709872194	PCO PCO1 WEST MOUNT AVENUE WATH-UPON-DEARNE ROTHERHAM	Object	Over 52 or more calls in 12 months.
2	01709872161	PCO PCO1 SAVILLE ROAD WATH-UPON-DEARNE ROTHERHAM	Object	Over 52 or more calls in 12 months.
3	01709872316	OPP JCN AVENUE ROAD PCO1 DONCASTER ROAD WATH-UPON-DEARNE ROTHERHAM	Object	Over 52 or more calls in 12 months.
4	01709872155	PCO PCO1 FITZWILLIAM STREET WATH-UPON-DEARNE ROTHERHAM	Withdrawn by BT	Withdrawn by BT
5	01709583231	JNC CHURCH STREET PCO1 RACECOURSE ROAD SWINTON MEXBOROUGH	Consent	No objection was raised.
6	01709522248	JCN THACKERAY RD PCO1 DICKENS ROAD RAWMARSH ROTHERHAM	Consent	No objection was raised.

Ref	Telephone number	Location	Decision	Reasons
7	01709522063	PCO PCO1 DAWSON AVENUE RAWMARSH ROTHERHAM	Consent	No objection was raised.
8	01709522861	JCN HAUGH RD PCO1 CHAPEL WALK RAWMARSH ROTHERHAM	Consent	No objection was raised.
9	01142467476	NR JCN THE BELLFIELDS PCO1 HESLEY LANE THORPE HESLEY ROTHERHAM	Consent	One objection was raised to retain the phone box, suggesting this phone box (and others) could be used to house a defibrillator. Communities interested in adopting a phone box that is proposed to be closed should refer to the Adopt a Kiosk Scheme section of the consultation webpage.
10	01709551277	JCN OAKS LANE PCO1 BEEVERS ROAD ROTHERHAM	Consent	Though over 52 or more calls in 12 months, one public response and the police support closure. The police state the phone box attracts drug related activity.
11	01709551492	JCN ELM GROVE PCO1 MUNSBROUGH RISE ROTHERHAM	Consent	Though over 52 or more calls in 12 months the police support closure as the phone box attracts drug related activity.
12	01709551205	NR JCN SOUTH ST PCO1 SCROOBY STREET ROTHERHAM	Consent	Though over 52 or more calls in 12 months the police support closure as the phone box attracts drug related activity.
13	01709850212	JCN HAWKSWORTH PCO1 LAUDSDALE ROAD ROTHERHAM	Object	Over 52 or more calls in 12 months.

Ref	Telephone number	Location	Decision	Reasons
14	01709850331	JCN CAWTHORNE ROAD PCO1 HERRINGTHORPE VALLEY ROAD ROTHERHAM	Object	Over 52 or more calls in 12 months.
15	01709360614	OPP BADSLEY MOOR LANE PCO1 FAR LANE ROTHERHAM	Object	Over 52 or more calls in 12 months.
16	01709370177	NR JCN LORD ST PCO1 CAMBRIDGE STREET ROTHERHAM	Object	Over 52 calls in last 12 months.
17	01709382345	JCN MILTON RD PCO1 FITZWILLIAM ROAD ROTHERHAM	Consent	No objection was raised.
18	01709837963	NR JCN SHAW RD ROGER APPLEYARD LTD FITZWILLIAM ROAD EASTWOOD TRADING ESTATE ROTHERHAM	Consent	No objection was raised.
19	01709850430	JCN GERARD AVE PCO1 MUSGROVE AVENUE THRYBERGH ROTHERHAM	Object	Over 52 or more calls in 12 months.
20	01709700862	JCN BRAITHWELL RD PCO1 MOOR LANE NORTH RAVENFIELD ROTHERHAM	Consent	No objection was raised.

Ref	Telephone number	Location	Decision	Reasons
21	01709700631	JCN CENTRAL AVE PCO1 FLANDERWELL LANE SUNNYSIDE ROTHERHAM	Object	Objection received on behalf of three Wickersley ward councillors opposed to the removal of this box. Over 52 or more calls in 12 months.
22	01709700463	JCN BLACKTHORN AVE PCO1 SYCAMORE AVENUE WICKERSLEY ROTHERHAM	Consent	Over 52 or more calls in 12 months; one response received objecting to the closure, however 2 responses were received (including one on behalf of 3 Wickersley ward councillors) supporting the phone box removal on grounds of anti-social behaviour.
23	01709544358	PCO LISTERDALE RESIDENTIAL HOME BAWTRY ROAD WICKERSLEY ROTHERHAM	Object	Over 52 or more calls in 12 months.
24	01709700391	JCN CROSS ST PCO1 BAWTRY ROAD BRAMLEY ROTHERHAM	Object	Over 52 or more calls in 12 months. Consultation response received on behalf of the three Wickersley ward councillors opposed to the removal of this box.
25	01709700526	NR JCN DENBY WAY PCO1 BAWTRY ROAD HELLABY ROTHERHAM	Consent	No objection was raised.
26	01142872211	NR YELLOW LION HOTEL PCO1 AUGHTON LANE ASTON SHEFFIELD	Withdrawn by BT	Withdrawn by BT



Ref	Telephone number	Location	Decision	Reasons
27	01142872147	O/S CO OP PCO1 MAIN STREET SWALLOWNEST SHEFFIELD	Object	1 objection was raised. Over 52 or more calls in 12 months.
28	01909770281	JCN LIMETREE AVENUE PCO1 WALES ROAD KIVETON PARK SHEFFIELD	Object	1 objection was raised.
29	01909562438	NR CHURCH LANE PCO1 MONKSBRIDGE ROAD DINNINGTON SHEFFIELD	Consent	No objection was raised.
30	01909562201	O/S NO 48 PCO1 LAUGHTON ROAD DINNINGTON SHEFFIELD	Object	1 consultation response objected to closure. Over 52 or more calls in 12 months.
31	01909562391	NR JCN DOE QUARRY LANE PCO1 LAUGHTON ROAD DINNINGTON SHEFFIELD	Object	1 consultation response objected to closure. Over 52 or more calls in 12 months.
32	01909562408	PCO PCO1 OLDCOTES ROAD DINNINGTON SHEFFIELD	Consent	No objection was raised.
33	01909562128	PCO PCO1 HOOTON LANE LAUGHTON SHEFFIELD	Consent	No objection was raised.
34	01709700823	PCO PCO1 GREEN ARBOUR ROAD THURCROFT ROTHERHAM	Object	Over 52 or more calls in 12 months.

Ref	Telephone number	Location	Decision	Reasons
35	01709700692	PCO PCO1 WOODHOUSE GREEN THURCROFT ROTHERHAM	Object	1 objection was raised.
36	01709700194	PCO PCO1 GREYSTONES ROAD WHISTON ROTHERHAM	Object	Over 52 or more calls in 12 months.
37	01709363203	JCN HERRINGTHORPE VALLEY RD PCO1 BRECKLANDS ROTHERHAM	Object	Significant number of highway accidents. Over 52 or more calls in 12 months.
38	01709365673	JCN PLEASLEY ROAD PCO1 HIGH STREET WHISTON ROTHERHAM	Withdrawn by BT	Withdrawn by BT
39	01709377489	JCN BENTLEY ST PCO1 CANKLOW ROAD ROTHERHAM	Object	Over 52 or more calls in 12 months.
40	01709364226	NR JCN ELLIS ST PCO1 BRINSWORTH LANE BRINSWORTH ROTHERHAM	Object	Over 52 or more calls in 12 months.
41	01709364226	NR JCN ELLIS ST PCO1 BRINSWORTH LANE BRINSWORTH ROTHERHAM	Object	Over 52 or more calls in 12 months.
42	01709379186	PCO PCO1 MAPPINS ROAD CATCLIFFE ROTHERHAM	Object	Over 52 or more calls in 12 months Though one response favoured its removal.

NB:

Phone boxes withdrawn from the consultation by BT are as follows:

- Payphone PCO1 FITZWILLIAM STREET WATH-UPON-DEARNE ROTHERHAM Tel 01709872155 was withdrawn by BT from proposed closure on 3 September 2020. This was due to a discrepancy with its address now given by BT as JCT FESTIVAL ROAD, SANDYGATE, WATH-UPON-DEARNE, ROTHERHAM, S63 7LU.
- Two Phone boxes located at JCN PLEASLEY ROAD PCO1 HIGH STREET WHISTON ROTHERHAM and NR YELLOW LION HOTEL PCO1 AUGHTON LANE ASTON SHEFFIELD were withdrawn by BT from proposed closure on 8 October and 13 October 2020 respectively, as they are both located on private land.

Ref 41 is a duplication of ref 40 but is retained in the list for consistency with the information provided by BT and the reference numbers used during the public consultation.

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**Committee Name and Date of Committee Meeting**

Cabinet – 25 January 2021

**Report Title**

Modern Slavery Update and Transparency Statement 2020-21

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

No, but it has been included on the Forward Plan

**Strategic Director Approving Submission of the Report**

Paul Woodcock, Strategic Director of Regeneration and Environment

**Report Author(s)**

Steve Parry – Community Safety Officer

[Steve.parry@rotherham.gov.uk](mailto:Steve.parry@rotherham.gov.uk)

**Ward(s) Affected**

Borough-Wide

**Report Summary**

This report provides an update in relation to the activity of the Council and its partners, in seeking to both address and prevent modern slavery. The report focusses on actions following the resolution passed by Council to adopt the Co-operative Party Charter against Modern Slavery on the 25<sup>th</sup> July 2018 and subsequent further reports to Cabinet on 22<sup>nd</sup> October 2018 and 10<sup>th</sup> June 2019.

It highlights key achievements, such as work alongside our suppliers to increase compliance with the Modern Slavery Act 2015, which has seen an increase in verified compliance and progress in respect of how the Council's ability to identify and respond to Modern Slavery together with its partners.

The report also introduces a refreshed transparency statement for 2021 for Cabinet approval.

**Recommendations**

1. Cabinet note the progress against commitments made.
2. Cabinet approve the refreshed transparency statement for publication.

**List of Appendices Included**

Appendix 1 Initial Equality Screening Assessment

Appendix 2 Modern Slavery Charter Action Plan

Appendix 3 Draft Transparency Statement

**Background Papers**

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

No

**Council Approval Required**

No

**Exempt from the Press and Public**

No

**Modern Slavery Update and Transparency Statement 2020-21**

<b>1.</b>	<b>Background</b>
1.1	<p>At a meeting of the Council on the 25<sup>th</sup> July 2018, Council resolved:</p> <ul style="list-style-type: none"> <li>• That the Co-operative Party's Charter against Modern Slavery be adopted to ensure that the Council's practices do not support slavery.</li> <li>• That the Corporate Procurement Team be trained to understand modern slavery issues through the Chartered Institute of Procurement and Supplies (CIPS) online course on Ethical Procurement and Supply.</li> <li>• That contractors be required to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance.</li> <li>• That any abnormally low-cost tenders should be challenged, to ensure that they do not rely upon the potential contractor practising modern slavery.</li> <li>• That suppliers be advised that contracted workers are free to join a Trade Union and should not be treated unfairly for belonging to one.</li> <li>• That the whistleblowing system, to enable staff to blow the whistle on any suspected examples of modern slavery, be publicised.</li> <li>• That tendered contractors be required to adopt a whistleblowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.</li> <li>• That contractual spending be reviewed regularly to identify any potential issues with modern slavery.</li> <li>• That suppliers be advised of any risk identified concerning modern slavery and refer them to the relevant agencies to be addressed.</li> <li>• That any contractor who is identified as a cause for concern regarding modern slavery be referred for investigation via the National Crime Agency's national referral mechanism.</li> <li>• That a report on the implementation of this policy be published annually.</li> </ul>
1.2	<p>Following this commitment, a detailed report was presented to Cabinet on the 22<sup>nd</sup> October 2018, which provided both an update on initial activity and a draft transparency statement, which was formally agreed for publication and is available on the Council's website at:</p>

	<a href="https://www.rotherham.gov.uk/community-living/modern-slavery-act-2015-transparency-statement?documentId=781&amp;categoryId=20006">https://www.rotherham.gov.uk/community-living/modern-slavery-act-2015-transparency-statement?documentId=781&amp;categoryId=20006</a>
1.3	A further report was presented to Cabinet on 10 <sup>th</sup> June 2019. This report again provided an update in relation to the activity of the Council and its partners, in seeking to both address and prevent modern slavery. The report focussed specifically on actions, following the resolution passed by Council on the 25 <sup>th</sup> July 2018.
<b>2.</b>	<b>Key Issues</b>
2.1	Following the commitment made by the Council, a range of activities were undertaken within an established action plan, focussing on the Modern Slavery Charter requirements. As can be seen in Appendix 2, the Council has achieved full compliance in a number of areas, with other requirements remaining 'on-track'. Of particular note is compliance in relation to training of procurement staff, alongside the development of advice and guidance for contract and commissioning officers. The Council's whistleblowing policy has also been updated to include a specific reference to modern slavery
2.2	Through its procurement processes the Council continues to review contractual spend in relation to modern slavery and if appropriate, proactively contacts contractors in order to increase compliance.
2.3	In January 2020 Cabinet approved the Council's Ethical Procurement Policy and reference is made within that policy to the adoption of the Modern Slavery Charter.
2.4	In January 2020 the Council introduced pre-procurement business cases for projects greater than £100k. The purpose of this pre-procurement business case is to establish if there are more specific requirements needed over and above what is already covered in the standard template. A key part of this procurement business case is Ethical Procurement and the requirement to consider any potential modern slavery issues.
2.5	A comprehensive Safeguarding section is included in the Council's Template Tender Documentation and is applicable to all suppliers who bid for contracts above the EU threshold. All suppliers and their staff delivering a contract must adhere to the safeguarding requirements including that: <i>"They have an up to date Modern Slavery Transparency Statement (where required by law) and are registered on the 'transparency in Supply Chains Platform' (<a href="https://TISCreport.org">https://TISCreport.org</a>)"</i>
2.6	All awarded contracts now contain a modern slavery statement as follows:  <b>Modern slavery and trafficking</b>  The Provider must comply with all of the following obligations regarding modern slavery and trafficking



	<i>Comply with Law</i>	The Provider must comply with relevant Law, including the Modern Slavery Act 2015.
	<i>Supply chain</i>	The Provider must use reasonable endeavours (to the extent it is within its reasonable powers to do so) to ensure its supply chain used in connection with the Services complies with the rest of this item 66.1.
	Breaches of item 66.1 by the Provider which are to be a Termination Default Event of the Provider	<ul style="list-style-type: none"> <li>Any breach of the Modern Slavery Act 2015 (or any reasonable equivalent Law applicable to the Provider or its Affiliate at the time) by the Provider and/or its Affiliate.</li> <li>This applies even if the breach is minor.</li> </ul>
	Keep informed	<p>The Provider must keep the Council informed in a proper and timely manner if the Provider becomes aware of any incident involving slavery and/or trafficking in connection with the Services.</p> <ul style="list-style-type: none"> <li>Within the Provider's own organisation, and/or</li> <li>Within the Provider's supply chain.</li> </ul>
2.7	The Council has continued to deliver improvements in relation to processes around modern slavery through the raising of awareness and provision of training. At a strategic level the Council has developed its role within the South Yorkshire Modern Slavery Partnership and operationally as a member of both the South Yorkshire Modern Slavery Practitioners group and the local multi-agency Fortify Bronze Group, which tackles serious and organised crime. The Council jointly chair this group with South Yorkshire Police.	
2.8	Tackling Modern Slavery and Serious and Organised Crime are key priorities for the Safer Rotherham Partnership (SRP) and activity is managed through the Protecting Vulnerable Adults and Serious Organised Crime theme groups with oversight by the SRP Board which is chaired by the Cabinet Member for Waste, Roads and Community Safety.	
2.9	During 2020 a total of 12 Council employees from across directorates received the necessary training to be successful in becoming Modern Slavery Single Point of Contact Officers (SPOC's). This has significantly improved knowledge and expertise across the Council in respect of the identification and response to Modern Slavery cases and in the provision of support to the victims of Modern Slavery. To assist this, a Modern Slavery Professional Pocketbook has been developed in conjunction with the South Yorkshire Modern Slavery Partnership, along with access to guidance booklets published in a number of languages.	
2.10	The National Referral Mechanism (NRM) is a framework for identifying and referring potential victims of modern slavery and ensuring they receive appropriate support. Only designated first responders can refer cases to the NRM. Local Authorities are designated 'first responder organisations and are	

	therefore able to refer cases to the NRM.
2.11	Between 1st April 2019 and 30 <sup>th</sup> September 2020 there were 28 referrals from Rotherham into the National Referral Mechanism. All referrals are reported to the Safer Rotherham Partnership Board through its Performance Management framework. At present the outcomes of referrals are not currently reported. The Council is however working with the South Yorkshire Modern Slavery Partnership to develop its reporting and recording processes, with the aim to include progress and outcome reporting in the future.
2.12	Support from the NRM is provided to potential victims of modern slavery through safe house accommodation and on an outreach basis. Safe house accommodation is only located in Rotherham and Sheffield. Whilst outreach is provided to people across South Yorkshire; outreach clients will live either in council accommodation, National Asylum Support Service (NASS) accommodation, with friends, family or in their own private accommodation. In addition support outside of the NRM structure is also provided by the Snowdrop Project who provide post NRM support in Barnsley, Rotherham and Sheffield.
	The SRP Board receives a detailed report in respect of the number of referrals to the NRM, the number of people in NRM support in respect of accommodation and outreach work, and support outside of the NRM structure. This information forms part of the SRP Performance Dashboard.
3.	<b>Options considered and recommended proposal</b>
3.1	The Council is required to produce an annual update in relation to activities associated with modern slavery. The Council is further required to update its published 'Transparency Statement' each year. The report and attached action plan discharge the requirement for an annual update on activity.
3.2	Attached as Appendix 3 is a revised draft transparency statement for Cabinet consideration. This has been revised in order to reflect the progress made over the previous 12 months described above, and to outline the Council's focus over the coming 12 months in relation to modern slavery.
3.3	Whilst many actions are complete, the transparency statement highlights that continued efforts need to be made in relation to tackling modern slavery. Whilst reports will continue to be made annually, a range of regular activity is underway and will continue.
3.4	No alternative options have been considered as a result of the clear commitment made by the Council.
4.	<b>Consultation on proposal</b>

4.1	This report provides an update on activity however, the report and draft statement have been widely consulted upon within the organisation.
5.	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	Following the approval of Cabinet, the statement will be published on the Council's website within one week. The Head of Community Safety and Regulatory Services continues to act as the Council's lead for Modern Slavery and is accountable for its implementation.
6.	<b>Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)</b>
6.1	All costs associated with the delivery of the action plan have been contained within existing approved revenue budgets. These costs have been mainly in respect of training for staff in the Procurement Service. All associated Procurement Implications are contained within the body of this report.
7.	<b>Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)</b>
7.1	Legal support has been forthcoming over the previous year with the whistleblowing policy updated to incorporate modern slavery. Further work with the legal team will be required in order to continue to strengthen contractual arrangements.
8.	<b>Human Resources Advice and Implications</b>
8.1	Human Resources implications are contained with the main body of the report.
9.	<b>Implications for Children and Young People and Vulnerable Adults</b>
9.1	Modern slavery can impact both vulnerable adult and children/young people. Both Adult and Children's safeguarding leads have been involved in delivery of the work programme relating to modern slavery.
10.	<b>Equalities and Human Rights Advice and Implications</b>
10.1	Work to prevent and address modern slavery upholds Human Rights and seeks to tackle inequalities, with migrants or minority groups most likely to be affected. An equalities impact initial screening has been completed and is attached as appendix 1.
11.	<b>Implications for Ward Priorities</b>
11.1	No direct implications arising from this report.

12.	<b>Implications for Partners</b>
12.1	Modern slavery duties stretch across both the Public and Private sector. Statutory and other partners are actively engaged both locally, regionally and nationally. The Council has worked over the previous year to increase links with private industry, contractors and suppliers in relation to modern slavery and on an intelligence led basis.
13.	<b>Risks and Mitigation</b>
13.1	No additional risks highlighted as a result of this report.
14.	<b>Accountable Officers</b>
	Sam Barstow, Head of Community Safety, Resilience and Emergency Planning
	Tom Smith, Assistant Director, Community Safety and Street Scene

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	11/01/21
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	05/01/21
Head of Legal Services (Monitoring Officer)	Bal Nahal	05/01/21

*Report Author:* **Error! Reference source not found.**  
This report is published on the Council's [website](#).

## PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an Equality Analysis (Part B).

Further information is available in the Equality Screening and Analysis Guidance – see page 9.

### 1. Title

**Title: Modern Slavery Update and Revised Transparency Statement**

**Directorate:**  
**Regeneration & Environment**

**Service area:**  
**Community Safety & Regulatory Services**

**Lead person:**  
**Sam Barstow**

**Contact number:**  
**0748143370**

Is this a:

☐

**Strategy / Policy**

☐

**Service / Function**

☒

**Other**

**If other, please specify**

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

**The report provides an update on activity in relation to preventing and addressing modern slavery, which is an annual requirement, and seeks approval for a refreshed Transparency Statement. The transparency statement in itself does not propose any decision or change to policy but reflects work undertaken in various areas.**

### 3. Relevance to equality and diversity

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

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

When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community?		X
Could the proposal affect service users?		X
Has there been or is there likely to be an impact on an individual or group with protected characteristics?		X
Have there been or likely to be any public concerns regarding the proposal?		X
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?		X
Could the proposal affect the Council's workforce or employment practices?		X

If you have answered no to all the questions above, please explain the reason

The publication of the statement itself, which is the decision within the report, does not represent any change in Policy or delivery of function but reflects work done across a range of Council services, which are subject to their own decision making processes and therefore equality impact assessment as appropriate.

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

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

### 4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be

considered within your proposals before decisions are made.

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

Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B).

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

Wherever decisions are taken to amend corporate policy or strategy, this is subject to its own detailed review in relation to equality impact. The statement is a reflection of those individual and separate pieces of work.

- **Key findings**

Locally and nationally the majority of victims of Modern Slavery originate from countries other than the UK although UK citizens are also victims, particularly in respect of forced labour and Child Criminal Exploitation (County Lines) and Child Sexual Exploitation. It was also recognised that improvements needed to be made to supply chains and our interactions with suppliers and contractors. The publication and annual update of the Councils Modern Slavery Transparency Statement reflects significant change to our process in respect of tendering and contracts.

- **Actions**

- Identifying and tackling Modern Slavery is a key priority for the Safer Rotherham Partnership and the Council.
- Performance against the priority will continue to be monitored by the Safer Rotherham Partnership Board through its Performance dashboard.
- Significant progress has and will continue to be made in respect of raising the awareness of staff to Modern Slavery. This will continue.
- A number of Council officers have received specialist training in respect of Modern Day Slavery and are qualified Single Points of Contact. The training and development of these officers is ongoing.
- Training programmes for staff have been completed and continue.
- The Council is a member of the South Yorkshire Modern Slavery Partnership and works alongside partners from statutory and non-statutory agencies and registered charities.

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

## 5. Governance, ownership and approval

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

Name	Job title	Date
Sam Barstow	Head of Community	24/11/20

	Safety & Regulatory Services.	
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## 6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date screening completed</b>	26/11/20
<b>Report title and date</b>	Modern Slavery Update and Revised Transparency Statement 26/11/20
<b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	Report to be presented to Cabinet on 25 <sup>th</sup> January 2021.
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	26/11/20



## Modern Slavery Charter - Action Plan

Action		Detail	Owner	Tracking	Deadline	Progress Note
1	Train its corporate procurement team to understand modern slavery through the Chartered Institute of Procurement and Supply's (CIPS) online course on Ethical Procurement and Supply.	Understanding of staff who will be able to deliver on this charter is important to it's successful implementation. There is already recognised accredited training from the Chartered Institute of Procurement and Supply (CIPS). The training is delivered inline in a series of modules, followed by online examinations. The candidate gains a certificate valid for 12 months in 'Ethical Procurement and Supply' and the cost is relatively low at £38 + VAT for 2018	Karen Middlebrook	Complete	28/02/19	<p><b>09/10/18</b> - Report prepared for strategic leadership and discussed with Assistant Chief Executive re wider workforce training.</p> <p><b>31/01/2019</b> – All relevant staff now have access to the online training and 7 out of the 11 members have completed the course and passed the online exam.</p> <p><b>01/05/2019</b> - All relevant officers have now completed the course and passed the exam. Will seek to renew the training on an 3-yearly cycle.</p>
2	Require its contractors to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance.	Section 54 of the Modern Slavery Act is a transparency in supply chains measure that requires businesses who a) carry on a business, or part of a business in the UK; b) supply goods and services; and c) have an annual turnover of £36million or more to produce an annual statement on the steps they are taking to prevent modern slavery in their supply chains and own organisation.	Karen Middlebrook / Legal	Complete	30/06/19	<p><b>31/01/2019</b> - For all tenders undertaken above the EU threshold, the Council is mandated to use the Selection Questionnaire (SQ) set by Central Government. One of the sections within this SQ is compliance with the Modern Slavery Act. For these types of tender, anyone failing to comply with the Act will not be shortlisted.</p> <p>The Council has signed up to TISCreport.org to help track suppliers and their compliance with the Act. The use of this tool has identified some suppliers, where direct engagement is now taking place through the Contract Managers within service areas to put them in a compliant manner.</p> <p>Further work is required by Legal to strengthen the Council's Terms and Conditions in this regard.</p> <p>Processes also require development in relation to contracts that are below threshold or where they are a call off from a framework agreement.</p> <p><b>2020</b> - The Council is now addressing this as contracts expire. New terms and conditions are drafted by Legal Services and entered into by all parties.</p>
3	Challenge any abnormally low-cost tenders to ensure they do not rely upon the potential contractor practising modern slavery.	Low cost tenders can be a sign of exploitation and should be challenged. Local Authorities can use Regulation 69 of the Public Contracts Regulations 2015 (Abnormally low tenders) which means they can require tenderers to explain the price or costs proposed in the tender.	Karen Middlebrook / Sam Barstow	Complete	31/05/19	<p><b>31/01/2019</b> - If the Council receives an abnormally low tender it would challenge this in accordance with Regulation 69 and this is detailed in the Council's tender template documentation for above threshold tenders. Working relationships within the Council have been strengthened with Procurement and Community Safety to try and tie this link. A list of high risk industries has been gathered and an understanding between the 2 teams that where an abnormally low tender is received in any of these industries, dialogue to take place to determine an agreed course of action. Further guidance to be developed and consistently provided.</p>

## Modern Slavery Charter - Action Plan

4	Highlight to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one.	<p>Article 11 of the Human Rights Act 1998 means everyone has the right to freedom of peaceful assembly and to freedom of association with others, including the right to form and to join trade unions for the protection of their interests. It is also unlawful for an employer to offer a benefit to leave a trade union, treat you unfairly because you are in a trade union, refuse to employ or dismiss your employment for being part of a trade union.</p> <p>Your procurement and contract processes should ensure that suppliers comply. You may wish to engage local trade unions in raising awareness of the freedom to join a trade union and the benefits of doing so.</p> <p>Trade unions in the workplace help bring about change through negotiation and also offer their members advice, support and representation if they are having a problem with their employer.</p>	Karen Middlebrook / Sam Barstow	Complete	31/01/21	<p><b>31/01/2019</b> - Work ongoing to streamline standard wording around Safeguarding within the Councils template tender documentation. Consideration to be given to how we include this detail within this section.</p> <p><b>2020</b> - Transparency within supply chains is supported and positively endorsed by Trade Unions and both national and local levels. Work will progress quickly to include a section in the Council's updated tendering document that highlights to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one. Further discussions will need to take place with legal to understand if Contractual Terms and Conditions require update also.</p>
5	Publicise its whistle-blowing system for staff to blow the whistle on any suspected examples of modern slavery	Councils have whistle-blowing policies, and these can be modified and publicised to ensure that staff know they can report concerns of modern slavery through this mechanism as well.	Karen Middlebrook / Sam Barstow	Complete	01/10/18	<b>13/09/18</b> - The Whistleblowing policy has been updated to include explicit reference to modern slavery. The Council's whistleblowing and serious misconduct policy is publicised and available on the internet and clear reference is made within the policy to modern slavery.
6	Require its tendered contractors to adopt a whistle-blowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery	In contracts, you can require suppliers to adopt a whistle-blowing policy so there are mechanisms there for staff to raise concerns. Whistleblowers are protected by law and shouldn't be treated unfairly or lose their job because they have raised concerns that are in the public interest.	Karen Middlebrook / Sam Barstow	Complete	30/06/19	<p><b>31/01/2019</b> - Work ongoing to streamline standard wording around Safeguarding within the Councils template tender documentation. Consideration to be given to how we include this detail within this section.</p> <p><b>2020</b> - The safeguarding section (8) of the Council's 'Invitation to Tender' document has been updated in respect of the policies that tendering organisations have in place. This includes the requirement for a 'Whistleblowing policy that is accessible to staff and volunteers'. (Section 8.2(i)).</p>
7	Review its contractual spending regularly to identify any potential issues with modern slavery.	Your Council may already have boards or audit that review spending, and modern slavery should be added to one of the issues for them to be aware of. Are you contracting in high-risk sectors such as food processing, fishing, agriculture, construction, domestic and care workers and car washes?	Karen Middlebrook / Sam Barstow	Complete	Nov-18	<p><b>01/06/18</b> - The Council has signed up to TISCreport.org to help track suppliers and their compliance with the Act. The use of this tool has identified some suppliers, where direct engagement is now taking place through the Contract Managers within service areas to put them in a compliant manner.</p> <p>The Council's Modern Slavery Lead is a member of the Councils Commissioning Board and guidance has been developed for Commissioning Officers or those with relevant responsibilities.</p> <p><b>01/11/18</b> - Non-compliant supplier identified - lack of MS statement</p> <p><b>01/01/19</b> - Non-compliant list reviewed to ensure current contractor targeted of 17, 8 are current suppliers</p> <p><b>29/01/19</b> - Draft email for non-compliant companies agreed</p> <p><b>31/1/19</b> - sent to relevant contract managers</p> <p><b>08/02/19</b> - Various letters issued to supplier</p> <p><b>11/04/19</b> - Review of compliant supplier. 7 of the 8 have now demonstrated compliance following contact.</p> <p><b>27/03/19</b> - Further chase to final non-compliant supplier</p> <p><b>2020</b> - All non-compliant suppliers that were identified, were addressed and are now compliant. However, there is an ongoing piece of work to be completed to monitor their status as part of due diligence checks.</p>

### Modern Slavery Charter - Action Plan

8	Highlight for its suppliers any risks identified concerning modern slavery and refer them to the relevant agencies to be addressed.	It's important that suppliers also have aware of what modern slavery is, what the signs are and how they can tackle.	Karen Middlebrook / Sam Barstow	Complete	Jan-19	<b>04/03/19</b> - The Council has made systematic contact with non-compliant companies as identified through TISC-report. In many cases companies are found to be compliant however publications are not linked or verified so work is ongoing to support suppliers. <b>10/04/19</b> - Work around initial compliance is nearing completion. Officers will seek to make contact with companies in order to request they link their business with TISC report to ensure stronger compliance with their own supply chains.
9	Refer for investigation via the National Crime Agency's national referral mechanism any of its contractors identified as a cause for concern regarding modern slavery.	This reiterates the duty for local councils to report concerns using the national referral mechanisms, and a public commitment they will do that for their own contractors too.	Sam Barstow	Complete	Sep-18	A system is now in place to support referrals regarding companies of concern.
10	Report publicly on the implementation of this policy annually	Whether through the council, committees or scrutiny, agreeing a way to review this charter annually will ensure that the council learns from the action taken and maintains a vigilance against modern slavery	Sam Barstow	Complete	Sep-18	Arrangement have been made for a report in June 2019 and then shifting to April thereafter.
11	Confirm Policy Arrangements both in relation to Children's and Adult	Ensure that effective Policy is in place which makes clear reference to modern slavery in relation to safeguarding practice/procedure.	Vicky Schofield/Andrew Wells	Complete	31/05/18	<b>Complete</b>
12	Develop an outline plan for compliance against the MS Charter requirements	Ensure that the Procurement service is working toward compliance with the commitments made within the MS Charter	Karen Middlebrook / Legal	Complete	31/05/19	<b>Complete</b>
13	Explore available specialist training with wider Safeguarding Training	Ensure that specialist training, set against wider safeguarding objectives, is available to all relevant frontline staff. Ensuring that Modern Slavery is a key feature	Sharon Clarke	Complete	30/08/18	<b>17/05/19</b> - Confirmed adults Modern Slavery. All levels of Social Workers have had training and confirming that persons whom have "No recourse to public funds" are covered within the procedures.
14	Ensure basic e-learning is available to front line staff and manager	Where appropriate, front line staff should receive basic awareness raising around identifying modern slavery alongside ensuring referral pathways are understood	Steve Parry	Complete	30/08/19	<b>30/10/18 Complete</b> - E learning is now available on the Directions part Councils website
15	Ensure engagement in wider partnership activity to disrupt, prevent and address modern slavery	Ensure RMBC plays an active role in the Regional Modern Slavery Group and commits to regular attendance	Steve Parry	Complete	01/06/18	<b>01/05/18 Complete</b> Council in regular attendance
16	Establish operational links to support response to intelligence and information	Engage with the Home Office, Gang Master Licensing Authority, SYP and Border Force to ensure that proactive operational links are in place and that Rotherham benefits from operational partnership activity	Sam Barstow	Complete	01/08/18	<b>15/08/18</b> - proactive visit was made following some intelligence received, whilst the action was coordinated across multiple agencies, it was delivered on the day by the home office ICE (immigration compliance and enforcement) team. There were no issues of servitude identified though some concerns over welfare which will be followed up. <b>08/10/18</b> - Two further proactive visits - 1 male was detained for illegal working and further health and safety issues were identified which will be pursued by the council. An adult safeguard form has been submitted. view to prohibition on one of the buildings that is being used for accommodation. 8 welfare questionnaires were completed.
17	Develop a robust Transparency Statement on behalf of the Council	Whilst not a legal requirement for Councils, it is critical that in our capacity as a local leader we work to produce a robust transparency statement about how we intend to tackle modern slavery within our supply chain	Sam Barstow	Complete	01/09/18	<b>18/06/18</b> - Draft interim transparency statement agreed by Cabinet/SLT <b>18/10/18</b> - Final Transparency statement agreed by Cabinet and published on the Councils website
18	Confirm Policy Arrangements both in relation to Children's and Adult	Ensure that effective Policy is in place which makes clear reference to Modern Slavery (MS) in relation to safeguarding practice/procedure.	Vicky Schofield/Andrew Wells	Complete	31/05/18	<b>Complete</b>
19	Develop an outline plan for compliance against the MS Charter requirements	Ensure that the Procurement service is working toward compliance with the commitments made within the MS Charter	Karen Middlebrook / Legal	Complete	31/05/19	<b>Complete</b>
20	Explore available specialist training with wider Safeguarding Training	Ensure that specialist training, set against wider safeguarding objectives, is available to all relevant frontline staff. Ensuring that (MS) is a key feature	Sharon Clarke	Complete	30/08/18	<b>Complete</b> <b>17/05/19</b> - Confirmed adults (MS). All levels of Social Workers have had training and confirming that persons who have "No recourse to public funds" are covered within the procedures.
21	Ensure basic e-learning is available to front line staff and manager	Where appropriate, front line staff should receive basic awareness raising around identifying (MS) alongside ensuring referral pathways are understood	Steve Parry	Complete	30/08/19	<b>30/10/18 Complete</b> - E learning is now available on the Directions part Councils website

### Modern Slavery Charter - Action Plan

22	Ensure engagement in wider partnership activity to disrupt, prevent and address (MS)	Ensure RMBC plays an active role in the Regional (MS) Group and commits to regular attendance	Steve Parry	Complete	01/06/18	01/05/18 Complete Council in regular attendance
23	Establish operational links to support response to intelligence and information	Engage with the Home Office, Gang Master Licensing Authority, SYP and Border Force to ensure that proactive operational links are in place and that Rotherham benefits from operational partnership activity	Sam Barstow	Complete	01/08/18	<p><b>Complete - 15/08/18</b> - proactive visit was made following some intelligence received, whilst the action was coordinated across multiple agencies, it was delivered on the day by the home office ICE (immigration compliance and enforcement) team. There were no issues of servitude identified though some concerns over welfare which will be followed up.</p> <p><b>Complete - 08/10/18</b> - Two further proactive visits - 1 male was detained for illegal working and further health and safety issues were identified which will be pursued by the council. An adult safeguard form has been submitted. view to prohibition on one of the buildings that is being used for accommodation. 8 welfare questionnaires were completed.</p> <p><b>November 2020</b> – The Council has representation on the multi-agency South Yorkshire Modern Slavery Partnership, South Yorkshire Serious &amp; Organised Crime Forum and more operationally on the South Yorkshire Modern Slavery Practitioner Group and 'Fortify' Bronze Group. These groups include representation from key organisations involved in tackling Modern Slavery.</p>
24	Develop a robust Transparency Statement on behalf of the Council	Whilst not a legal requirement for Councils, it is critical that in our capacity as a local leader we work to produce a robust transparency statement about how we intend to tackle (MS) within our supply chain	Sam Barstow	Complete	01/09/18	<p><b>Complete - 18/06/18</b> - Draft interim transparency statement agreed by Cabinet/SLT</p> <p><b>Complete - 18/10/18</b> - Final Transparency statement agreed by Cabinet and published on the Council's website</p>
25	Improve the Council's ability to identify and respond to (MS).	Working with partners, seek opportunities to enhance the expertise and ability within the Council to respond to Modern Day Slavery.	Steve Parry	Ongoing	Mar-21	<ul style="list-style-type: none"> <li>The Council is a member of the South Yorkshire (MS) Partnership with senior officer representation on the Board.</li> <li>It also is represented on the South Yorkshire (MS) Practitioners Group and the county-wide and local Organised Crime Boards.</li> <li>A total of 11 Council officers have now been trained as (MS) Single Points of Contact Officers (SPOC's). This has significantly increased knowledge and expertise within the Council to identify and respond to (MS).</li> <li>Through work with the South Yorkshire (MS) Partnership, a detailed quarterly report is now to be presented to the Safer Rotherham Partnership Board to inform its activities in tackling (MS).</li> <li>Work is currently progressing on improving housing and accommodation pathways with the Police and other South Yorkshire local authorities to improve and standardise support for victims of MS.</li> </ul>

## **Rotherham Metropolitan Borough Council**

# **Modern Slavery Act 2015 - Transparency Statement**

### **INTRODUCTION**

**This statement sets out the Council's actions to understand and respond to risks relating to modern slavery. The statement has been drafted with broad acknowledgment of the wide ranging role of the Council from front line staff regulating business or visiting homes through to our commissioning and procurement of works, goods or services and management of contracts.**

**Modern slavery can take many forms and present in many ways. Our approach to this issue is embedded within our safeguarding policy and practice and we will focus throughout the year on continuing to raise awareness through regular briefings and an increase in the number of staff trained. We will also continue to work with partners to increase the levels of intelligence and information relating to modern slavery and the operational activity that results from such intelligence. Finally, we will continue to strengthen understanding of the risk relating to modern slavery within supply chains, continuing to promote the issues with our contractors and suppliers.**

**This is the Council's third transparency statement in relation to modern slavery and is relevant for 2020/2021. An annual progress report will be published on our website, alongside a revised statement for the following year.**

### **OUR COMMITMENT**

The Council recognises that it has a responsibility to take a robust approach to slavery and human trafficking. In addition to the Council's responsibility as an employer, it also acknowledges its duty as a Council to notify the Secretary of State of suspected victims of slavery or human trafficking as introduced by section 52 of the Modern Slavery Act 2015. In order to support this requirement, the Council will ensure all staff are suitably trained to spot the signs and pass on relevant information for referral, monitoring numbers regularly. The Council currently has processes and procedures as a part of its Safeguarding Policy and work will continue to further raise awareness of these processes.

The Council is committed to preventing slavery and human trafficking and to ensuring that its supply chains are free from slavery and human trafficking. This is managed by officers being made aware of the potential for modern slavery risks



through awareness raising and appropriate briefings, alongside establishing robust assurance. When commissioning and procuring works, goods or services, officers will aim to ensure that as part of developing the tender and the ongoing monitoring and management of the concluded arrangement. They will consider the potential and likelihood of modern slavery, and where these are deemed high, will seek to develop a clear understanding of the supplier's supply chain arrangements:

The Council's clear commitment is as follows;

- That the Co-operative Party's Charter against Modern Slavery be adopted to ensure that our practices don't support slavery.
- That the Corporate Procurement Team be trained to understand modern slavery through the Chartered Institute of Procurement and Supplies (CIPS) online course on Ethical Procurement and Supply.
- That contractors be required to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance.
- That any abnormally low-cost tender be challenged to ensure that they do not rely upon the potential contractor practising modern slavery.
- That suppliers be advised that contracted workers are free to join a trade union and should not be treated unfairly for belonging to one.
- That the whistleblowing system for staff to blow the whistle on any suspected examples of modern slavery be publicised.
- That tendered contractors be required to adopt a whistleblowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.
- That contractual spending be reviewed regularly to identify any potential issues with modern slavery.
- That suppliers be advised of any risk identified concerning modern slavery and refer them to the relevant agencies to be addressed.
- That any contractor who is identified as a cause for concern regarding modern slavery be referred for investigation via the National Crime Agency's national referral mechanism.
- That a report on the implementation of this policy be published annually

The Council has publicly committed to adopt the Co-Operative party Charter Against Modern Slavery, details of which can be found on the following link: [Modern Slavery Charter](#)

## OUR BUSINESS AND SUPPLY CHAIN

The Council is a large employer with around 3,800 full time equivalent employees who undertake a wide variety of roles and have a variety of interactions with the public and businesses. The Council serves a population of 257,280 residents.

The Council spends in excess of £240m per annum with third party suppliers on a wide scope of works, goods and services ranging from catering through to care and construction. In the main these suppliers are based in the UK, with <1% of suppliers based outside of the UK. The commissioning and management of contracts occur across all departments within the Council and can vary significantly in value. A central procurement team will ensure professional support and advice to the process. Whilst the procurement of larger contracts is robust in respect of modern slavery, further work needs to be undertaken to strengthen work relating to contracts of small financial value.

## OUR POLICIES

Modern slavery is clearly embedded within Safeguarding practice at the Council. Copies of the relevant policy relating to adults can be found on the following link; [Modern Slavery – Safeguarding Vulnerable Adults](#). The equivalent Policy in relation to Safeguarding children can be found on the following link; [Modern Slavery - Safeguarding Children](#).

The Councils whistleblowing policy is available on the following link; [RMBC Whistleblowing and Serious Misconduct Policy](#).

## OUR GOVERNANCE AND DUE DILIGENCE APPROACH

As a public body the Council works with various statutory and non-statutory agencies around issues of local and national concern such as Modern Slavery. We will ensure that we engage with partners locally and regionally in order to strengthen our collective understanding of, and efforts to combat, Modern Slavery in all its forms.

Internally, our Strategic Leadership Team, led by the Chief Executive, will ensure operational delivery in line with the commitments made within this statement and further scrutiny will be provided by the Councils Political Leadership, through its Cabinet. This issue may be subject to detailed scrutiny at the direction of the Chair of the relevant Select Commission.

Awareness raising, the strengthening of policies and procedures alongside detailed training where required, will seek to strengthen the Councils diligence in respect of modern slavery linked to procurement of goods and services, alongside wider contract management.

## WHAT HAVE WE DONE

Following the public commitment made by the Council, to achieve the standards laid out within the Co-Operative party Charter against Modern Slavery, a significant amount of work has been delivered. This has included specialist training for procurement officers, the production of guidance for commissioners and contract managers alongside proactive contact with suppliers where compliance with the Modern Slavery Act requirements is not apparent.

The Council has updated its whistleblowing policy during the previous year to ensure explicit reference to modern slavery, its Invitation to Tender documentation in respect of requirements under the Modern Slavery Act 2015 and its Safeguarding Policy, that all suppliers and their staff delivering a contract must adhere to, in particular that they have an up to date Modern Slavery Transparency Statement (where required by law) and that these statements are registered at <https://TISCReport.org>.

To improve awareness and strengthen its ability to identify and respond to cases of Modern Slavery, during 2020 a total of 12 officers from across council directorates received specialist training to become single points of contact for Modern Slavery. These officers act as single points of contact for the Police, Council staff and other agencies for Modern Slavery issues. This includes providing advice and assistance for referrals being made to the National Referral Mechanism. This improved expertise has resulted in improved working practices and co-ordination between the Council, Police, South Yorkshire Modern Slavery Partnership and the wider partnership.

Clear officer leadership, through the Council's Head of Community Safety and Regulatory Services, has been maintained and an internal task and finish group continues to meet to support implementation of the commitment to the charter, alongside strengthening our broader engagement with tackling Modern Slavery through direct delivery functions.

Officers have further developed links with local and regional partners to ensure that intelligence and information is received in the right way and appropriately acted upon; either through responsive or proactive operational activity.

Training and awareness raising material has been made available with posters displayed around Council premises, an e-learning module available to all staff and specialist training for relevant front-line officers.



## WHAT DO WE NEED TO DO

The Council will seek to increase the number of Modern Slavery referrals through the National Referral Mechanism. This is also a priority for the Safer Rotherham Partnership (statutory multi-agency Community Safety Partnership for Rotherham under the Crime & Disorder Act 1998)

The Council will continue to offer training, both generic and specialist, and will continue to support this with regular efforts to raise awareness both online, through social media and within teams. The Council and its partners will also seek to raise awareness within communities, both how to spot the signs and where to report.

We will continue to support contract managers, procurement officers and commissioning staff to develop awareness and understanding in relation to modern slavery and human trafficking. We will also continue to ensure active scrutiny of tenders that appear to be abnormally low in price and in particular will focus on contracts within high-risk industries.

The Council will continue to monitor contractual spend through the Transparency in Supply Chains organisation (<https://tiscreport.org/>) to work with suppliers who have not yet demonstrated compliance and encourage greater engagement with Modern Slavery issues and responses.

*This statement should be read in conjunction with the Modern Slavery Act 2015<sup>1</sup> and the National Referral Mechanism<sup>2</sup>.*

Signed

Chief Executive

Leader of the Council

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**Committee Name and Date of Committee Meeting**

Cabinet – 25 January 2021

**Report Title**

Domestic Abuse Services

**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)**

Sam Barstow, Head of Community Safety and Regulatory Services  
Sam.barstow@rotherham.gov.uk

**Ward(s) Affected**

Borough-Wide

**Report Summary**

Domestic Abuse remains a key priority for the Council and its partners through the Safer Rotherham Partnership (SRP). The current Commissioned Domestic Abuse Support service contracts come to an end on 30<sup>th</sup> September 2021. A range of consultation, engagement and review activity has taken place in respect of domestic abuse services and this knowledge and understanding is used to identify the key issues to be overcome through the recommissioning process and establishment of a new system of support for victims of domestic abuse. This new system will be supported by additional funding for Domestic Abuse support of £150k per year, bringing the total commissioning value to £660k per annum.

The report seeks approval to enter into a market engagement process, followed by a competitive procurement process for the support services. This will seek to establish a new delivery model for victims of Domestic Abuse. This will offer a seamless service for victims, increased focus on prevention and early intervention alongside improving access to information and support. By combining the two existing support service contracts, the Council will be able to ensure sufficient flexibility to meet the needs of all communities, including ethnic minorities, refugees, same sex relationships and transgender.

The Refuge provision will be recommissioned in the immediacy, maintaining current provision as a minimum and with an outcome focussed specification, which is focussed on meeting the needs of victims and survivors of Domestic Abuse and ensures a female-only refuge space.

## **Recommendations**

1. That the two Domestic Abuse support services are combined into a single contract and subject to a competitive procurement process to establish a new delivery model, for an initial contract period of three years with an option to extend by a further two years (total five years).
2. That the refuge service will be commissioned in the immediacy, for a two year period, with an option to extend by a further 1 year period (total 3 years) as a single contract maintaining current provision as a minimum and with an outcome focussed specification, which is focussed on meeting the needs of victims and survivors of Domestic Abuse and ensures a female-only refuge space.
3. That an outcome-based specification is co-produced for Domestic Abuse Support services in line with the key issues detailed in section 2, ensuring appropriate engagement with the Cabinet Member and the Council's Improving Lives Select Commission.
4. That authority is delegated to the Strategic Director of Adult Care, Housing and Public Health and Strategic Director for Regeneration and Environment to enter in to the contract with the successful organisation following the procurement process.
5. That the Independent Domestic Violence Advocates staff employed by the Council are proposed to be retained in the employment of the Council and the service will be integrated with Commissioned Services, providing seamless support for victims.
6. That Cabinet support the objective to recommission the services by March 2022 and further support the seeking of an extension of the support service contracts to continue the current service delivery up to September 2022 at the latest to enable effective mobilisation.

## **List of Appendices Included**

Appendix 1 Equality Impact Analysis Part A and B

## **Background Papers**

The Rotherham Domestic Abuse Strategy

## **Consideration by any other Council Committee, Scrutiny or Advisory Panel**

None

## **Council Approval Required**

No

## **Exempt from the Press and Public**

No

**DOMESTIC ABUSE SERVICES**

1.	Background																														
1.1	<p>The Council commissions and delivers a range of services for victims of Domestic Abuse (DA). The commissioning of services primarily delivers outreach support and refuge provision, which sits alongside in-house delivery of the Independent Domestic Violence Advocates (IDVA) service and wider services including Housing. A breakdown of the funding allocations for commissioned services is provided below.</p> <table><tr><th colspan="5">Related Funding Forecasted 2020-21 for Domestic Abuse Service</th></tr><tr><th>Provider</th><th>Service Description</th><th>Contract Value p.a</th><th>Current Service Arrangements</th><th>Funding Source</th></tr><tr><td>Rotherham Rise</td><td>Floating support for Domestic Abuse victims</td><td>£170,000</td><td>Voluntary Community Faith Sector (VCFS) Commissioned Service</td><td>Council</td></tr><tr><td>Rotherham Rise</td><td>Floating Support for Black, Asian, Minority Ethnic and Refugee (BAMER) people</td><td>£120,000</td><td>VCFS Commissioned Service</td><td>Council</td></tr><tr><td>Rotherham Rise</td><td>10 Unit Refuge and associated support</td><td>£220,000</td><td>VCFS Commissioned Service</td><td>Council</td></tr><tr><td></td><td colspan="2">Total: £510,000</td><td colspan="2"></td></tr></table>	Related Funding Forecasted 2020-21 for Domestic Abuse Service					Provider	Service Description	Contract Value p.a	Current Service Arrangements	Funding Source	Rotherham Rise	Floating support for Domestic Abuse victims	£170,000	Voluntary Community Faith Sector (VCFS) Commissioned Service	Council	Rotherham Rise	Floating Support for Black, Asian, Minority Ethnic and Refugee (BAMER) people	£120,000	VCFS Commissioned Service	Council	Rotherham Rise	10 Unit Refuge and associated support	£220,000	VCFS Commissioned Service	Council		Total: £510,000			
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1.2	<p>The commissioned elements of the service outlined in the table above at 1.1 constitute the main part of the Domestic Abuse delivery offer. The services currently provided by Rotherham Rise are due to come to an end on 30 September 2021 following the award of contracts to Rotherham Rise in 2019 to pilot new ways of working in addition to delivery of core services. As a result of the Covid-19 pandemic, further detailed work on the pilot to inform the future specification has not been possible and as a result, further engagement with providers is required. Officers will therefore be seeking to continue the current support service contracts until September 2022 in order to allow sufficient time for market engagement, co-production and procurement processes to take place. This will also afford a reasonable mobilisation period which will allow the provision to be embedded within the new ways of working. As noted within the recommendations, current Refuge provision will be maintained and as a result, this will follow a standard procurement process based in principle on the current service specification.</p>																														
1.3	<p>The options below have been developed based on a range of key documents and evidence, including: the Safer Rotherham Partnership (SRP) Domestic Abuse Strategy; an Independent peer review of Domestic Abuse services; a partnership review led by Children's and Adults commissioners; a range of Domestic Homicide</p>																														

	Reviews; service user engagement and professional engagement.
<b>2.</b>	<b>Key Issues</b>
<b>2.1</b>	<b>Seamless Service</b>
2.2	The pathways for domestic abuse victims can be complex and victims are often passed between services due to the nature of the current service provision, which can be fragmented for the end user. Firstly, the Black, Asian, Minority Ethnic and Refugee (BAME) service and the general service are commissioned separately, albeit delivered by the same provider, and the service only works with victims up to medium risk. High risk victims are currently transferred to the in-house Independent Domestic Violence Advocates (IDVA) service. The focus of domestic abuse services as a whole is to reduce risk and, therefore, when a victim moves from high to medium or standard risk, they could again be transferred between services.
2.3	Not only was this identified within the Safer Rotherham Partnership (SRP) Domestic Abuse strategy but additionally, during 2018, the SRP invited City of Bradford Council and partners to conduct a thorough peer review of Domestic Abuse Services in Rotherham, to both provide a health check and inform future delivery. Delivery of an independent review was also a key recommendation of the improving Lives Select Commission. The final outcome report noted that there were: <b><i>'Complex systems - The team observed that there are a number of points at which disjointed practice is evident in relation to Domestic Abuse.'</i></b>
2.4	The Safer Rotherham Partnership's Domestic Abuse Priority Group, asked commissioners of both Adult and Children's services to undertake a full review of domestic abuse services in Rotherham on behalf of the partnership, supported by the Community Safety Officer with responsibility for domestic abuse. The review was underpinned by a robust co-production approach where the views and lived experiences of Rotherham people, service users, specialist workers and professionals from the wider workforce. The review highlighted that locally: 'It is not unusual for a service user to fluctuate between high and medium risk - this is evidenced by the number of repeats at MARAC [Multi-Agency Risk Assessment Conference] (in 2017 38% of MARAC cases were repeats). This may result in a disjointed and repetitive pathway between the IDVA Service and the commissioned specialist service.'
2.5	The range of services in their current form does not allow consistency of support for victims throughout their journey, as risk is regularly reviewed and often fluctuates between high, medium and standard. Service user feedback gathered within the review also showed that the four most common things that would have improved the service to victims were: <ul style="list-style-type: none"> <li>• Only having to tell my story once;</li> <li>• Easier access to services;</li> <li>• Better access to Housing security;</li> <li>• Having one key worker throughout the support journey.</li> </ul>
2.6	As part of the review, a benchmarking exercise in relation to models of delivery locally was undertaken. All of the South Yorkshire authorities are at varying stages of implementation, though all have issued contract award notices for Domestic Abuse

	services. Barnsley, having moved to an integrated approach in 2017, are showing early reductions in repeat victims, all have sought an integrated approach, as have the Council's peer review partners for Domestic Abuse, Bradford City Council.
2.7	In 2017/18 IDVAs report that out of 427 referrals that year, 118 engaged and had a planned positive exit (constituting 28% of the total caseload). 68 of these cases were referred to Rotherham Rise on exit from the IDVA Service. This tells us that 68 victims were required to engage with at least two services within their journey. The figures do not provide information about any subsequent support provided for the balance of 50 cases. Of all cases heard at MARAC that year, 38% were repeats, which would have been passed back in to the IDVA services, subject to engagement. The high level of hand-offs does not by its nature offer the best support for victims, and this is reflected in the service user feedback above.
2.8	The need to recommission 'floating' support services may present an opportunity to address this challenge through a revised service specification or secondment of personnel, subject to the desired approach. This will be one of the key elements to further develop through the market engagement. The recommissioning of services also provides opportunity to ensure that they are accessible for all. The combining of the two support contracts, which includes the floating Support for Black, Asian, Minority Ethnic and Refugee (BAMER) people, will allow greater flexibility within the service to continue to meet BAMER needs alongside same sex, transgender, male victims and co-abusive relationships.
2.9	<p><b>Housing Provision (Refuge)</b></p> <p>Domestic Abuse housing provision consists of 10 units of accommodation for domestic abuse victims. The total cost of refuge is £220,000 per annum. The data shows 2019-20 and 2020-21 having the highest levels of utilisation at 86% and 90% respectively. It should also be noted that in 2015 a Women's Aid Survey reported an average of 77.6% of women access refuge outside of their Local Authority area and therefore the utilisation figures are not a reflection on Rotherham residents requiring refuge. The reason the numbers of victims accessing refuge provision outside of their Local Authority Area is one of safety and Refuges have also worked on reciprocal arrangements across areas. Due to the nature of refuge provision and the multiple points of access for services there is no current data available on the numbers of Rotherham residents seeking refuge. Collation of accurate data about local demand and use of refuge provision will form part of the new contract tenders.</p>
2.10	<p>What is known from local statistics within the Rotherham Refuge is that generally over 75% of users are from outside of the Rotherham area. The total utilisation of the refuge provision is detailed below.</p> <p>2016 - 2017 = 81% utilised  2017 - 2018 = 83% utilised  2018 - 2019 = 74% utilised  2019 - 2020 = 86% utilised  2020 – 2021 (to date) = 90% utilised</p> <p><i>* Utilisation data is based on occupancy rate. When not utilised this will include time to prepare the accommodation for reletting and unoccupied time.</i></p>

2.11	The building is owned by Together Housing and leased to the providers (Rotherham Rise). The Refuge has the following staffing level:
2.12	<ul style="list-style-type: none"> <li>• 1.5 x Manager</li> <li>• 1 x Part Time Family Service Manager</li> <li>• 2 x Case worker</li> <li>• 2 x project worker</li> <li>• 1 x Family project worker</li> <li>• 4 x PT Play workers</li> <li>• 1 x Housekeeper (funded from housing income)</li> </ul>
2.13	A report by Women's Aid in 2017 report showed that 60% of women seeking refuge have children. The same report also suggests that 90.5% of women in refuge have housing needs. Locally agencies have seen an anecdotal increase in the use of target hardening. The provision of refuge, whilst retaining a women-only provision also needs to be inclusive and ensure male victims, women with teenage sons, pets or disabled relatives alongside transgender victims of Domestic Abuse are able to access this type of support. It is envisaged that this will be offered through the dispersed property offer, with the main multi-occupancy refuge maintained as women only.
2.14	Through the course of the current refuge contract, innovation has been delivered with and by the provider. The current provision includes 6 self-contained flats and two communal flats within a single core building. A further two dispersed properties are also available. Direct support is provided within the refuge seven days a week with a 24 hour on call provision. The refuge also provides a playroom and a young person's room with tailored one to one support plans. The Council also retains a duty in respect of provision of housing accommodation and has provided a number of units of temporary accommodation for victims of Domestic Abuse along with supporting longer term accommodation options through general housing provision, where victims of Domestic Abuse receive priority.
2.15	As recommended, the procurement of the refuge service/s will seek to maintain at least the current level of provision outlined above. The value of the Refuge contract is £220k per annum
2.16	<p><b>Principles Developed</b></p> <p>Arising from all the work to date, the key elements being referenced above, partners have developed a set of principles around future delivery of the domestic abuse support service:</p> <ul style="list-style-type: none"> <li>• One integrated domestic abuse support service that will ensure a seamless service for victims and their families across all levels of risk. <ul style="list-style-type: none"> <li>○ It is key that the IDVA Service and wider domestic abuse workforce work in an integrated way. Not only will this avoid handovers between the services, it will enable systemic practice and key worker relationship building and will capitalise on the skills and expertise of both workforces. This integrated service (which includes contracted services as well as in-house provision) will combine a range of provisions; have an extended</li> </ul> </li> </ul>



	<p>helpline and digital offer, and responsibility for workforce training and development. This model could be delivered in number of different ways and this will be explored through the development of the specification.</p> <ul style="list-style-type: none"> <li>• Greater focus is required in relation to prevention through education and engagement.</li> <li>• A clear offer of support for victims in co-abusive relationships</li> <li>• A diverse offer of provision which meets the needs of victims, particularly those with protected characteristics</li> <li>• A training offer needs to be considered as part of any new integrated domestic abuse model to ensure consistency, upskilling of services, awareness raising and accountability. Following this it is likely that there will be an increase in referrals at an early prevention stage and from minority communities or groups.</li> </ul>
2.17	<p>As shown in the table in section 1.1, the total value of commissioned support services is £290k per annum. The funding for these services has been protected to date, ensuring no reductions within Domestic Abuse services. However as a result of various pressures including inflation, rising demand for support services and the impacts of the Covid-19 pandemic, budgets are under significant pressure, the impact of which can be seen within support services where there are fluctuating levels of victims awaiting further support following initial assessment and safety planning. As a result of these pressures, the budget for support services is proposed to be uplifted by a further £150k, bringing the total for this element of service to £440k per annum.</p>
2.18	<p>Work has progressed since June 2019 in relation to developing the outline proposal for a pilot model. This focussed on a deeper assessment of risk and complexity in order to make informed decisions about the allocation of worker which would allow for a longer-term approach and consistent support provision. As a result of the impact of Covid-19, the physical pilots have understandably not been delivered to the anticipated level. However, it is essential that the Council allows sufficient time to undertake the procurement process (commencing with market engagement / consultation activity) and mobilise the new service once awarded.</p>
2.19	<p>Whilst the remainder of this report is focussed on the contractual or in-house provision of Domestic Abuse support it is recognised that to continue to strengthen the response to Domestic Abuse requires a whole system approach. This has been captured in the current Domestic Abuse strategy which runs to 2020 and is further embedded in the draft version of the new strategy, which will be subject to consultation prior to agreement. Through the Safer Rotherham Partnership, the refreshed strategy and the key partnership priority group work will continue in its widest sense to improve services, support and processes for victims of Domestic Abuse.</p>
3.	<p><b>Options considered and recommended proposal</b></p>
3.1	<p><b>Commissioning Intentions and the Procurement Options</b></p> <p>The recommendations are as follows:</p> <ol style="list-style-type: none"> <li>1. That the two Domestic Abuse support services are combined into a single contract and subject to a competitive procurement process to establish a new delivery model, for an initial contract period of three years with an option to</li> </ol>

	<p>extend by a further two years (total five years).</p> <ol style="list-style-type: none"> <li>2. That the refuge service will be commissioned in the immediacy, for a two year period, with an option to extend by a further 1 year period (total 3 years) as a single contract maintaining current provision as a minimum and with an outcome focussed specification, which is focussed on meeting the needs of victims and survivors of Domestic Abuse and ensures a female-only refuge space</li> <li>3. That an outcome-based specification is co-produced for Domestic Abuse Support services in line with the key issues detailed in section 2, ensuring appropriate engagement with the Cabinet Member and the Council's Improving Lives Select Commission.</li> <li>4. That authority is delegated to the Strategic Director of Adult Care, Housing and Public Health and Strategic Director for Regeneration and Environment to enter in to the contract with the successful organisation following the procurement process.</li> <li>5. That the Independent Domestic Violence Advocates staff employed by the Council are proposed to be retained in the employment of the Council and the service will be integrated with Commissioned Services, providing seamless support for victims.</li> <li>6. That Cabinet support the objective to recommission the services by March 2022 and further support the seeking of an extension of the support service contracts to continue the current service delivery up to September 2022 at the latest to enable effective mobilisation.</li> </ol>
3.2	<p>Working alongside colleagues within procurement, Officers have considered the options available in the relation to procurement of Domestic Abuse services with consideration to the following objectives:</p> <ul style="list-style-type: none"> <li>• Longer term approach</li> <li>• Increased flexibility to address demand over a longer time period</li> <li>• Flexibility – to address any issues in the forthcoming domestic abuse bill</li> <li>• Building on local knowledge and experience</li> </ul>
3.3	<p><b>Longer Term Approach</b> – it is at the Council's discretion to determine the length of contract based on proportionality, the complexity of the services to be delivered and ensuring consistency of delivery. It is proposed that, with regards to support services, the agreement be awarded on the basis of an initial three-year term, with the option to extend for up to a further two years. This would allow the service enough time to further develop the delivery model to meet the specified outcomes, whilst affording sufficient checks and balances to enable the Council to effectively oversee the effectiveness of the service.</p>
3.4	<p>With regards to Refuge provision, it is proposed this contract is established for a two-year term with the option to extend for a further year. This will allow for greater exploration of new ways of working alongside the collection of wider data to inform</p>

	next steps. This will also ensure that any changes required as a result of the Domestic Abuse Bill can be contractually enacted if required.
3.5	<p><b>Flexibility</b> – the commissioning approach will be structured in a manner that is outcome focused. The service specifications will highlight parameters the provider will need to operate within but not dictate how the service is operated (although in the case of the refuge, a minimum standard will be prescribed) – it will outline the expectations and will be written in a manner that sets out the key outcomes to be achieved (along with any minimum requirements that must be adhered to). It is proposed that the service specification will be co-produced through the market engagement work, which will incorporate feedback from relevant stakeholders including potential service providers. The work will seek to engage all providers in an open and transparent way, focussing on key elements of services such as the most effective method of assessment, allocation and management across the commissioned and in-house IDVA service. Some of the key outcomes identified to date are as follows:</p>
3.6	<p><u>Support Services</u></p> <ul style="list-style-type: none"> <li>• A seamless service where victims are not transferred between domestic abuse support services</li> <li>• Resources (both internal and commissioned) are appropriately allocated based on both risk and complexity</li> <li>• Victims feel supported and services work together, taking a whole family approach</li> <li>• The number of cases progressing to medium and high risk are reduced through the development/implementation of effective early interventions</li> <li>• People in co-abusive relationships have clear access to victim support services alongside appropriate interventions to support to support health relationships.</li> <li>• Opportunities to tackle offending behaviour are taken, working closely with partners</li> <li>• A clear online offer for Rotherham which provides a single point of access into domestic abuse support services</li> <li>• A single contact point for anyone suffering domestic abuse within the Borough</li> <li>• Services are tailored to meet the needs of BAME, LGBTQ+ and male victims ensuring appropriate service provision.</li> </ul>
3.7	<p><u>Refuge</u></p> <ul style="list-style-type: none"> <li>• A dedicated single refuge which provides a minimum of 10 units for victims</li> <li>• Local pathways in place to support timely onward movement</li> <li>• Diverse accommodation options are available to those fleeing domestic abuse</li> <li>• Refuge provision in its widest sense (including dispersed) is available to all, ensuring a whole family approach and access for protected characteristics</li> <li>• A women only service will be retained</li> </ul>
3.8	<p>The tender process will be used for potential bidders to clearly detail and articulate how they propose to deliver the service to meet these key outcomes. Responses will be evaluated on a combination of factors, taking into account quality, price and social value considerations. Approaching the market in this manner allows the market to innovate and draws on their knowledge and expertise as how best to deliver these services.</p>

3.9	Linked to the previous point above around a longer-term approach, there are contractual options the Council can consider ensuring that the contract remains flexible and allows the development of a partnership style approach with the successful organisation(s). This could involve options such as reviewing the outcomes required and the proposed method of delivery at key intervals throughout the contract, allowing jointly agreed modifications, new ideas to be documented and implemented ensuring the service remains fit for purpose.
3.10	Extensive pre-market engagement (soft market testing) will be undertaken in relation to Domestic Abuse Support services with potential tenderers and relevant stakeholders to ensure they are engaged with the process and they can feed back any areas that may give significant cause for concern that the Council can consider before it engages in the formal competitive procedure. This engagement will take place following Cabinet approval of this report and will conclude at the end of May 2021. This will build on previous market engagement led by the Council. Key points from these soft market engagement sessions will be used to assist in informing the development of the outcome-based service specification.
3.11	<p>The key focus of the pre-market engagement will be to work with providers to co-produce the detail within the specification prior to formally tendering the contract. The elements of the future service provision that will benefit from wider market engagement include:</p> <ul style="list-style-type: none"> <li>• Method of assessment of victims/cases in order to allocate appropriate support workers for the duration of engagement with services (removing 'hand offs')</li> <li>• The level of integrated management arrangements required to effectively coordinate Council staff and commissioned services</li> <li>• The benefits of an more intensive and holistic element of service focussed on individuals with complex lives, including the operation of such a service</li> <li>• BAME and LGBTQ+ requirements</li> </ul>
3.12	<p>Following detailed consideration of all the procurement options, including detailed discussions with legal and procurement experts and social enterprise from outside of the Council, the recommendation is to seek to use an open procurement process. Whilst innovation partnerships have been fully explored, the nature of the services and the existence of effective models and good practice elsewhere mean that this is not an appropriate model for the recommissioning of services. The aim of the process is to facilitate a new delivery model for Domestic Abuse services ensuring that individuals accessing the service receive the best possible support.</p> <p>Through extensive pre-procurement engagement including co-production of the service specification and soft market testing the procurement aims to ensure tenders received deliver high quality services steeped in the principles of meaningful social value, localism and working to the principles of a public benefit partnership.</p>
4.	<b>Consultation on proposal</b>
4.1	As detailed in section 2, a range of consultation has already taken place with service users, professionals and providers.

4.2	The proposals for the support services will be subject to further soft market testing engagement events with providers in order to develop the final specification prior to the launch of the tendering process. The purpose of the stage 2 soft marketing engagement will be to refresh the current position, feedback on what came out the previous soft market and engagement and the final review and recommendations in this Cabinet report. Providing an opportunity for providers to engage in further feedback which will inform the final service specification. This will be open to all providers and aims to ensure fair and consistent provision of information to ensure all providers are equally equipped to effectively tender whilst also improves the shape of the service being sought by the Council.
5.	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	As noted above, the procurement and implementation processes for the support services must be complete by September 2022 at the very latest. Market engagement will take place until May 2021, with the procurement being advertised in the Summer of 2021. The support services will mobilise following conclusion of a robust evaluation process and new contracts commencing no later than October 2022.
6.	<b>Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)</b>
6.1	<p>When procuring commissioned services, the Council must adhere to the requirements of the Public Contracts Regulations 2015 ("the Regulations") for contracts above the relevant EU threshold. Domestic Abuse services are defined in the Regulations as Social and Other Specific Services ("SOSS"). The threshold for SOSS is £663k therefore the Regulations would apply to DA services.</p> <p>For SOSS, there is a requirement to competitively procure the services, in compliance with the Public Contracts Regulations 2015, however the Council has the flexibility to design its own procedure, but must ensure:</p> <ul style="list-style-type: none"> <li>• the general principles of equal treatment and transparency are applied</li> <li>• the procedure is carried out in conformity with the Contract Notice placed; and</li> <li>• that the timescales used in the procurement are reasonable and proportionate.</li> </ul>
6.2	The new model of service provision as procured and implemented is estimated to cost in the region of £660,000.
6.3	Existing funding for Domestic Abuse services has been protected to date however inflation, rising demand for support services and the impacts of the Covid-19 pandemic has placed budgets under significant pressure. Addressing the pressures and the move from the 3 contracts to 2 contracts, a female only refuge and One Support Service Contract will result in an anticipated increase of £150k to the support services contract. This will need to be included within the budget setting process for 2022/23.
7.	<b>Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)</b>

7.1	<p>Procurement comments are provided in section 6 of this report regarding these aspects. This procurement is to be conducted under the 'light touch regime' for Social and Other Specific Services.</p> <p>Officers should consult with Procurement and Legal Services regarding the detailed requirements of this procurement.</p> <p>Also, officers should consult with Legal Services regarding the contractual arrangements.</p>
8.	<b>Human Resources Advice and Implications</b>
8.1	<p>Consultation and engagement will be necessary with the affected staff group and Trade Unions regarding future delivery/ways of working and any proposed changes to organisation structures and alignment of job roles.</p>
9.	<b>Implications for Children and Young People and Vulnerable Adults</b>
9.1	<p>Domestic Abuse services provide support directly to children and young people alongside vulnerable adults. Children's and Adult services have been key partners in the process of reviewing Domestic Abuse services and have positively influenced the current priorities for future service delivery. This includes taking a whole family approach, ensuring refuge provision is maintained and diverse along with delivering excellent services.</p>
10.	<b>Equalities and Human Rights Advice and Implications</b>
10.1	<p>See attached equality analysis. Primarily the proposals seek to continue to improve Domestic Abuse services for all victims. Accessibility of service will be closely monitored.</p>
12.	<b>Implications for Partners</b>
12.1	<p>Domestic Abuse is a key partnership issue and is currently a priority through the Safer Rotherham Partnership. Partners have been fully engaged in the review processes to date and are kept updated through the partnership priority group.</p>
13.	<b>Risks and Mitigation</b>
13.1.	<p>Procurement timescales could present risks and as a result, an extension to current service delivery will be sought to September 2022 with the ambition of the recommissioned services being in place by March 2022. This timescale should allow for any slippage in the procurement process.</p>
14.	<b>Accountable Officers</b>
	Sam Barstow, Head of Community Safety and Regulatory Services
	Tom Smith, Assistant Director for Community Safety and Street Scene
	Nathan Atkinson, Assistant Director for Adults Commissioning

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	11/01/21
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	11/01/21
Head of Legal Services (Monitoring Officer)	Bal Nahal	11/01/21

*Report Author: Sam Barstow, Head of Community Safety and Regulatory Services*

This report is published on the Council's website.

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## PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an Equality Analysis (Part B).

Further information is available in the Equality Screening and Analysis Guidance – see page 9.

1. Title	
<b>Title: DOMESTIC ABUSE SERVICES</b>	
<b>Directorate: Regeneration and Environment</b>	<b>Service area: Community Safety and Street Scene</b>
<b>Lead person: Sam Barstow</b>	<b>Contact number: 07748143370</b>
Is this a: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <input type="checkbox"/> <b>Strategy / Policy</b> </div> <div style="text-align: center;"> <input checked="" type="checkbox"/> <b>Service / Function</b> </div> <div style="text-align: center;"> <input type="checkbox"/> <b>Other</b> </div> </div> <p><b>If other, please specify</b></p>	

2. Please provide a brief description of what you are screening
<p>The Council is required to recommission contracted services periodically in order to comply with legal requirements. In this case, the Council is seeking to recommission Domestic Abuse Support services and Refuge provision.</p>

The report to Cabinet titled Domestic Abuse Services outlines the approach of the proposed remodelling of the current domestic abuse services

Following the approval of this report, the Council officers will co design the future service model. The new service model will ensure the following:

- Domestic Abuse support services are combined into a single contract and subject to a competitive procurement process to establish a new delivery model
- An outcome-based specification is developed by officers in line with the key issues detailed in the Cabinet report
- The Independent Domestic Violence Advocates staff employed by the Council are proposed to be retained within the Council structures. However, their functions will be aligned with the new commissioned service to offer the best support for victims
- The refuge service will be commissioned through a competitive procurement process as a single contract (separate to the support services) which will be based on an outcome focussed specification aimed at meeting the needs of victims and survivors of Domestic Abuse. Current provision maintained as a minimum
- The strategic and operational management of Domestic Abuse services will be aligned with the Council structures

The report focusses on the key service areas of domestic abuse support, which are:

- The two commissioned outreach services, one of which is contracted specifically for BAME victims of domestic abuse.
- The refuge service
- The Council's Independent Domestic Violence Advocates Service and how this will align with future commissioned domestic abuse services
- Providing a more integrated domestic abuse provision in Rotherham for victims all levels of risk, need and complexity of need.

The report outlines 3 stages

Stage 1 – Officer's commitment to ensure there is a co-design approach to the future service specification, building on existing co-designed work undertaken in the domestic abuse 2018-19 review, combining the outreach services in one consolidated contract. Recommissioning of refuge separately.

Stage 2 - Working alongside colleagues within procurement, Officers to consider the options available in relation to the procurement of Domestic Abuse services with consideration to the following objectives:

- Longer term approach
- Increased flexibility to address demand over a longer time period
- Flexibility – to address any issues in the forthcoming domestic bill
- Building on local knowledge and experience

Stage 3 – The aligning of the Councils IDVA's provision with the commissioned service to ensure that there is a more integrated domestic abuse service provision.

The domestic abuse services are accessed by people who are affected by domestic abuse

- who may require emotional and practical support, including breaking the cycle of abuse, having a voice, safety planning and linking them to external services
- who need to be safeguarded, including victim's dependant's
- who need a place of safety and require refuge

The majority of people who receive these services reside within Rotherham, with a number of people placed in refuge who have fled from their home located out of borough.

The objective is to establish a new delivery model for victims of Domestic Abuse which will offer a seamless service for victims, increased focus on prevention and early intervention alongside improving access to information and support.

This initial screening concerns the wider Equality Analysis exercise being undertaken to ensure the service is relevant and inclusive of those with protected characteristics.

### 3. Relevance to equality and diversity

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

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

When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.

Questions	Yes	No
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Could the proposal have implications regarding the accessibility of services to the whole or wider community?	•	
Could the proposal affect service users?	•	
Has there been or is there likely to be an impact on an individual or group with protected characteristics?	•	
Have there been or likely to be any public concerns regarding the proposal?	•	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?	•	
Could the proposal affect the Council's workforce or employment practices?	•	
If you have answered no to all the questions above, please explain the reason		
<p>The service is commissioned from external organisations, however the proposed alignment of IDVAs has the potential of changing the workforce practices for Council employees, what this will look like is yet to be determined.</p>		

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

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

#### 4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals before decisions are made.

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

Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B).

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

The current specifications for services, already makes clear the Council's expectations of providers in terms of Equality and Diversity. The incumbent provider of the commissioned domestic abuse services is a voluntary sector organisation who are contracted to deliver domestic abuse support and the refuge accommodation. The provider is required to routinely collect/collate specific data around the protected characteristics of people referring in and accessing the service. Evaluating such data helps the services to identify any trends, consider demand and gaps in delivering the service to people with protected characteristics.

The revised specifications will be co-produced and will also reflect Equality and Diversity requirements.

An Equality Analysis will provide an opportunity to consider in more detail the impact of the service changes and any necessary actions, taking into consideration all of the Protected Characteristics under the Equality Act 2010.

These proposals will affect:

- existing users of these services within the Borough and future users.
- the workforce employed by the incumbent provider
- Working practices of the

Data Source:

The refuge capacity provides 10 units of accommodation

During April 2019 - March 2020 the refuge accommodated a total of 33 users, 100% were reported as female.

The age range of the women accommodated were predominately aged between 20 and 39 years of age, which accounted for over 80% of the women users. No users over the age of 60 accessed the refuge.

The ethnic origin shows that 75% identified themselves as White British, and 12% Asian/Asian British: Pakistani, 3% Black/Black British: African and 3% Arabic Sexual Orientation – All users identified as being heterosexual, excluding one where information was not recorded.

Disability – 98% of the users were reported as having no disabilities.

Referrals received during April 2019 – March 2020 for the Outreach BMER service were a total of 190, and 2090 for the Outreach service. Not all users were reported as in receipt of the support service, as where brief intervention meets the needs of the user or where users attend group work the equality data is not captured in the reporting. The equality data is for users who received structured one to one support.

Outreach Service BMER has a capacity of supporting 32 users at one given time, this is not accounting for brief intervention support.

During April 2019 – March 2020 the service supported 78 users with one to one structured support, 78% of which were female the 12% male, other no recorded.

The age range – 72% were aged between 20 and 39, 21% were aged between 40-49, the remaining 50-60 year old and over.

The ethnic origin reported shows that 32% of users identified themselves as Asian/Asian British: Pakistani, 8% Asian/Asian White British 10% Black/Black British, 11% White European, 11% White Other 6% Mixed White/Black Caribbean, 4% Arab, 4% Asian/Asian British: Indian, the remain 25% - Other.

Sexual Orientation – 84% identified as being heterosexual, other data was not captured

Disability – 97% of the users were reported as no having no disabilities

Outreach Service, has a capacity of supporting 50 users at one given time, this is not accounting for brief intervention support.

During April 2019 – March 2020 the service supported 261 users with one to one structured support, 93% of which were female the remaining 7% male.

The age range – 3% were under the age of 20 and 38% were aged between 20 and 39, 40% were aged between 40 and 49, the remaining were 50 years and over

The ethnic origin reported shows that 93% of users identified themselves as White

British, the remaining 7% were white other

Other data source informs that a total of 564 users across the 3 commissioned services detailed about accessed various levels of support. This data users who received brief intervention and group work. Equality information collated replicates a similar picture detailed in the data provided above.

In summary the data indicates a low number of the following groups

LTBTQ+

Male victims

Older People and people with disabilities

The Outreach BMER service demonstrates the service is well used utilised by victims from the BMER community and the Refuge service.

Future data reporting will require viewing to ensure that equality information reported captures all users accessing the service is captured no matter what level of support that is delivered. A greater understanding why users choose not to engaging services once referred in needs to be understood in the future delivery in order to help inform any targeted work around this.

In respect of future demand, it is not possible to determine the actual number of people who experience domestic abuse, the information below provides an indicator of the prevalence of domestic abuse in Rotherham, not all victims of domestic abuse will wish to seek support a number of people also disengage at the referral into support service stage through choice:

South Yorkshire Police received 6,815 calls relating to domestic abuse during 2019, estimates suggest over 27,000 women and girls in the Rotherham area have suffered abuse in their lifetime and while we know this issue does not only affect women. The number of crimes in 2019 was 4197 and we recorded 774 high risk victims, 1505 medium risk victims and 4216 victims requiring lower levels of support.

-

- **Actions**
- **The intention is to design a future service which addresses the key findings of the service review, issues identified from the Initial Equality Screening Assessment**

Date to scope and plan your Equality Analysis:

07/10/20

Date to complete your Equality Analysis:

08/10/20

Lead person for your Equality Analysis  
(Include name and job title):

Helen Caulfield  
Brown, Amanda  
Raven

## 5. Governance, ownership and approval

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

Name	Job title	Date
Sam Barstow	Head of Community Safety and Regulatory Services	08/10/20
Nathan Atkinson	Assistant Director for Adults Commissioning	07/10/20
Tom Smith	Assistant Director for Community Safety and Street Scene	TBC

## 6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to [equality@rotherham.gov.uk](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date screening completed</b>	
<b>Report title and date</b>	<b>Title: DOMESTIC ABUSE SERVICES – A PUBLIC BENEFIT PARTNERSHIP</b>  21 <sup>st</sup> November
<b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	11/01/21
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	08/10/



## PART B – Equality Analysis Form

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

This form:

- Can be used to prompt discussions, ensure that due regard has been given and remove or minimise disadvantage for an individual or group with a protected characteristic
- Involves looking at what steps can be taken to advance and maximise equality as well as eliminate discrimination and negative consequences
- Should be completed before decisions are made, this will remove the need for remedial actions.

Note – An Initial Equality Screening Assessment (Part A) should be completed prior to this form.

When completing this form consider the Equality Act 2010 protected characteristics Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc. – see page 11 of Equality Screening and Analysis Guidance.

## 2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance

Name	Organisation	Role (eg service user, managers, service specialist)
Sam Barstow	RMBC	Head of Service
Amanda Raven	RMBC	Domestic Abuse Coordinator
Helen Caulfield Browne	RMBC	Commissioning Manager

## 3. What is already known? - see page 10 of Equality Screening and Analysis Guidance

### Aim/Scope (who the Policy/Service affects and intended outcomes if known)

This may include a group/s identified by a protected characteristic, others groups or stakeholder/s e.g. service users, employees, partners, members, suppliers etc.)

### Rotherham Domestic Abuse Services

There are two domestic abuse support services provided by with Rotherham Rise - one of which is a BAME (Black, Asian, Minority Ethnic groups) specific commissioned service. The services from Rotherham Rise provide support to victims of domestic abuse who are assessed at standard to medium level of risk. The short to medium support service helps to keep victims and their dependents safe, develop confidence, and provides emotional and practical support.



The refuge, also provided by Rotherham Rise, provides refuge supported accommodation in the instance where staying at home becomes the least safe option in the options available. The refuge currently provides 6 self-contained flats and 2 communal flats in the core building and 2 dispersed properties for women and their children.

The refuge assists the Council to fulfil its statutory duties towards people who are homeless and require emergency, safe accommodation as a result of Domestic Abuse.

The Council's Independent Domestic Violence Advocate (IDVAs) are specialist advocacy service who focus on working predominantly with high risk victims those most at risk of homicide or serious harm. Their main goal is to ensure safety and offer intensive short to medium term support.

The Safer Rotherham Partnership invited City of Bradford Council and partners to conduct a thorough peer review of Domestic Abuse Services in Rotherham, to both provide a health check and inform future delivery. The Safer Rotherham Partnership asked commissioners of both Adult and Children's services to undertake a full review of Domestic Abuse services in Rotherham. The findings of the review indicated that the domestic abuse pathway was fragmented and there was need for a more integrated approach, with easier access to services. The findings also recognised that there should be a more defined specialised area on how support to LGBTQ+ survivors of domestic abuse and issues relating to victims of domestic abuse who have other added factors such as disabilities or caring responsibilities.

There was a significant gap evident in refuge provisions for male victims of domestic abuse and for women who have older male children.

The service supports the Council to meet its obligations under the Equality Act 2010 as it provides accessible support, including outreach community support, assists in overcoming societal barriers to inclusion and positively supports and promotes issues experienced by people affected by domestic abuse.

This Equality Analysis will serve to evaluate whether the service has a discriminatory impact on people from protected groups and will inform future actions to be undertaken.

#### **What equality information is available? (Include any engagement undertaken)**

- Data provided by the incumbent provider, performance workbook submission to Adult Care Strategic Commissioning
- Data provided by the incumbent provider to the Domestic Abuse and Sexual Abuse Lead Community Safety Unit
- Data collated by the council's IDVA's

In addition, the 2018-2019 domestic abuse review was informed by an initial desktop analysis of national and local drivers including national guidance, legislation, strategies, peer reviews and performance data 2018-19. Underpinned by a robust co-production

approach where the views and lived experiences of victims, specialist workers, and professionals from the wider workforce have been captured and incorporated into the findings and recommendations.

- Focus groups with survivors of domestic abuse
- Questionnaires for the general public and survivors of domestic abuse
- Questionnaires for front line workers and the wider workforce
- Consultation with social care managers and in-house practitioners
- Focus groups with specialist delivery partners
- Market warming event with providers, potential providers and partner agencies undertaken – Nov 2018

**Are there any gaps in the information that you are aware of?**

The domestic abuse review was undertaken in 2018, concluded January 2019. The Council's intention was to pilot new ways of working, taking any learning before exercising a competitive procurement process. Unfortunately, due to the impact of Covid 19 pandemic this hindered the progress.

The new support service model specification will be co-designed building on the previous consultation and engagement work undertaken.

Data does not consistently show victims of a same sex relationship and can not be assumed due to sexual orientation data. This is an area to consider for future data reporting and analysis across all domestic abuse services.

**What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?**

The incumbent service provider is required to routinely collect/collate specific data around the protected characteristics of people accessing the service and the trend data enables the service to consider demand and gaps in delivering the service to people with protected characteristics.

See Equality Analysis Action plan

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

Consultation was undertaken in the initial domestic abuse review 2018-19.

findings)	<ul style="list-style-type: none"> <li>• Focus groups with survivors of Domestic Abuse Services – August- Sept 2018</li> <li>• Questionnaires for the general public and survivors of domestic abuse – Dec 2018, evaluation Jan 2019</li> </ul> <p>Key Findings:</p> <ul style="list-style-type: none"> <li>• The service was well regarded</li> </ul> <p>Customers wanted:</p> <ul style="list-style-type: none"> <li>• A seamless service</li> <li>• To tell their story once</li> <li>• A service that was easily accessible, including where to access advice and information</li> </ul>
Engagement undertaken with staff (date and group(s) consulted and key findings)	<p>Questionnaires for front line workers and the wider workforce – Aug – Sept 2018</p> <p>Consultation with social care managers and in-house practitioners – July 2018 – Oct 2018</p> <p>Focus groups with specialist delivery partners July to Oct 2018</p> <p>Market warming event with providers, potential providers and partner agencies – Nov 2018</p> <p>Key findings</p> <ul style="list-style-type: none"> <li>• Staff felt they made a difference and are committed</li> <li>• Providers of Domestic Abuse Services should employ staff from the BAME community groups</li> <li>• There is a need of the specialist knowledge, continuous development</li> <li>• A more integrated domestic abuse pathway service is needed</li> </ul>

#### 4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)

**How does the Policy/Service meet 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) - see glossary on page 14 of the Equality Screening and Analysis Guidance)

An outcome-based specification will be developed by officers in line with the key issues detailed in section 3.

The commissioned service will enable people to achieve their optimum level by delivering services that are inclusive for all victims of domestic abuse. Understanding cultural differences and supporting victims, considering their protected characteristics will also enhance the wider service offer. Empowering victims to have a voice and take control of their lives, whilst breaking the cycle of abuse. Providing both emotional and practical support and accessible supported refuge accommodation.

The focus being to achieve outcomes which make a real difference to the quality of life and wellbeing of people who have experienced domestic abuse. The domestic abuse services will provide a service for all people who have protected characteristics to those who meet the eligibility criteria for the service.

**Does your Policy/Service present any problems or barriers to communities or Groups?**

The service has a key role in supporting people who have been affected by domestic abuse from all communities and groups. They will support people to overcome barriers to inclusion. The new service model will provide an accessible service for all victims of domestic abuse, including those groups referenced in section 3.

Further work is needed to monitor LGBTQ+ and male access to services, with routine engagement activity planned for these groups, alongside others.

Combining the two-support outreach service will retain the specialisms for BAME victims ensuring specific communications where required, effective monitoring of data and a clear response for any suspected lack of access by specific groups.

**Does the Service/Policy provide any positive impact/s including improvements or remove barriers?**

**Yes**

The service commissioned will seek to ensure that all victims of domestic abuse receive support to maximise the best outcomes inclusive of all protected characteristics. The service model will ensure that a victim will have a continuity of support no matter what the level of risk and individual support needs.

**What affect will the Policy/Service have on community relations?** (may also need to consider activity which may be perceived as benefiting one group at the expense of another)

The service will be inclusive to those effected by domestic abuse. Although the service is an adult service 16+ it will make referrals to safeguard children at risk of harm and provide a whole family approach which will benefit the children, young people and families.

The new service model will have a positive impact on communities and contribute towards providing a local community support to victims and their families, enabling people to reach their true potential and contribute towards providing safer neighbourhoods and communities.

Please list any **actions and targets** that need to be taken as a consequence of this assessment on the action plan below and ensure that they are added into your service plan for monitoring purposes – see page 12 of the Equality Screening and Analysis Guidance.

## **5. Summary of findings and Equality Analysis Action Plan**

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 - See page 11 of the Equality Screening and Analysis guidance

<b>Title of analysis:</b> <b>Equality Analysis - Domestic Abuse Services</b>
<b>Directorate and service area:</b> Regeneration and Environment, Adult Care, Housing and Public Health, Strategic Commissioning
<b>Lead Manager:</b> Sam Barstow, Head of Community Safety and Regulatory Services
<b>Summary of findings:</b>
The equality data monitoring provided by the service reflects that the service is accessed by people of all ages and gender. The service is accessed by people from BAME backgrounds and reflects the Rotherham BAME profile.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
<p><b>Strategic Commissioning Manager and the Councils Domestic Abuse Co-ordinator to maintain oversight of the service to ensure the service continues to positively impact on people effected by domestic abuse with protected characteristics.</b></p> <p>The service provider will be required to collect data on the protected characteristics, which will also feed into continuous service improvements and</p>	<p>D= Disability</p> <p>A = Age, D= Disability, S = Sex, GR Gender Reassignment, RE= Race/ Ethnicity, RoB= Religion or Belief, SO=</p>	<p><b>Ongoing throughout the service delivery and any review thereof</b></p>

service specification reviews.	Sexual Orientation, PM= Pregnancy/Maternity, CPM = Civil Partnership or Marriage. C= Carers, O= other groups	
The service, in partnership with the Council and wider partners will lead on planned communications and engagement activity to reach protected groups and ensure access to services	SO, S, GR	<b>December 2022</b>

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

#### 6. Governance, ownership and approval

Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.

Name	Job title	Date
Sam Barstow	Head of Community Safety and Regulatory Services	08/10/20
Nathan Atkinson	Assistant Director for Adults Commissioning	07/10/20
Tom Smith	Assistant Director for Community Safety and Street Scene	TBC

#### 7. Publishing

The Equality Analysis will act as evidence that due regard to equality and diversity has been given.

If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy should also be sent to <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a> For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.	
<b>Date Equality Analysis completed</b>	08/10/20
<b>Report title and date</b>	Domestic Abuse Service
<b>Date report sent for publication</b>	
<b>Date Equality Analysis sent to Performance, Intelligence and Improvement <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a></b>	081020