



## **CABINET**

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**Monday 22 March 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 22 March 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 9 - 19)**

To receive the record of proceedings of the Cabinet meeting held on 15 February 2021.

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

Agenda Item 10 has one exempt appendix. Therefore, if necessary when considering that item, the Chair will move the following resolution:-

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

### **LEADER OF THE COUNCIL**

**6. Year Ahead Plan Progress Report (second quarterly update) (Pages 21 - 71)**

Report of the Chief Executive.

Recommendation:

1. To note the progress made with the Year Ahead activities.

**7. Update on the Council's response to COVID-19 (Pages 73 - 136)**

Report of the Chief Executive.

Recommendations:

1. That Cabinet agrees provisional allocations of the grant subject to final adjustments for the purposes of:
  - a) School holiday food vouchers and support for uniforms - £315,000
  - b) Struggling with utility costs / debt - £35,218
2. That final allocations be apportioned across the approved uses when the final costs of food vouchers and support for uniforms is known.
3. That Cabinet note the ongoing impacts of COVID-19, including local outbreaks.
4. That Cabinet note the arrangements in place to respond to COVID-19.

### **ADULT SOCIAL CARE AND HEALTH**

**8. Public Health Proposals for Recommissioning Children's Public Health Nursing services for the 0-19 population (Pages 137 - 149)**

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

Recommendations:

That Cabinet:-

1. Note the ongoing impact of the pandemic on NHS providers and Public Health in the Local Authority; in its role as commissioner of 0-19 Children's nursing services for Rotherham residents as set out in the report.
2. Agree the timeline for publication of the tender in April 2022 (subject to a further Cabinet decision confirming tender proposals at an appropriate stage prior to this date) for a period of 5 years with annual extension options after that for up to a further 5 years, making the total potential contract length 10 years. Extensions will only be utilised if performance is strong and there is evidence of continuous improvement.
3. Vary the current contract with TRFT to allow for a further 12-month term until 31<sup>st</sup> March 2023 to facilitate the tendering exercise.

## **CLEANER GREENER COMMUNITIES**

### **9. Climate Emergency Annual Report (Pages 151 - 191)**

Report of the Assistant Chief Executive.

Recommendations:

1. That the progress to date towards NZ30 and NZ40 targets be noted
2. That the 2021/22 Carbon Action Plan appended be noted
3. That the report and action plan be forwarded to the next ordinary Council meeting.

## **HOUSING**

### **10. Annual Housing Development Report 21/22 (Pages 193 - 234)**

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

Recommendations:

1. That Cabinet approves the release of the Council owned sites listed in Appendix 3 for residential development, subject to written confirmation of agreement by the relevant Ward Members.
2. That Cabinet approves the programme of strategic acquisition opportunities listed in Exempt Appendix 4, and that authority is delegated to the Assistant Director of Planning, Regeneration and Transport to purchase homes from private developers or the open market to add to the Council's stock with the agreement of the Assistant Director of Housing, Section 151 Officer and Cabinet Member for Housing. This is subject to the budget parameters as set out in the



Council's approved Capital Programme. This delegation is proposed to apply until April 2022 when the next annual programme will be reported to Cabinet.

3. 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 an Affordable Homes Programme grant funding agreement with Homes England, for all eligible sites listed in Appendix 3.

## **JOBS AND THE LOCAL ECONOMY**

### **11. Transport Capital Programme 2021/22 (Pages 235 - 250)**

Report of the Strategic Director of Regeneration and Environment.

Recommendations:

1. That Cabinet notes the funding, as stated in the report, that supports the delivery of major transport projects for the Council.
2. That Cabinet approves the content and scheme priorities for the 2021-22 Local Transport Plan Programme and three highway structures schemes referred to in section 1.10 to 1.11 and Appendix 2.
3. That, with the exception of Local Safety Schemes, decisions on any changes needed to the programme are delegated to the Strategic Director Regeneration & Environment in consultation with the Cabinet Member for Jobs and the Local Economy and the Cabinet Member for Waste, Roads and Community Safety.

### **12. Rotherham Cycling Strategy 2021 (Pages 251 - 281)**

Report of the Strategic Director of Regeneration and Environment.

Recommendation:

1. That the draft Rotherham Cycling Strategy 2021 attached at Appendix 2 be approved for public consultation.

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

### **13. SCC/RMBC Clean Air Zone Programme - Approval To Deliver Rotherham's Air Quality Measures Projects (Pages 283 - 301)**

Report of the Strategic Director of Regeneration and Environment.

Recommendation:

1. That approval is given for commencement of 3 highways works projects

detailed in paragraph 1.10 to enable the Council to be in a position to achieve NO<sub>2</sub> compliance as soon as possible and that these projects, fully funded by government grant, be added to the Council's approved capital programme.

**14. Strategic Management and Maintenance of Rotherham's Highways - Indicative Highway Repair Programme for 2021/2022 (Pages 303 - 334)**  
Report of the Strategic Director of Regeneration and Environment.

Recommendations:

1. That Cabinet note the strategic approach to the management and maintenance of Rotherham's Highways.
2. That a period of consultation with Members, to collate local recommendations for inclusion in the indicative programme, is undertaken in May and June 2021.
3. That the intention for the Strategic Director Regeneration and Environment to subsequently approve the indicative Highway Repair Programme for 2021 / 2022 be noted.
4. That it be noted, where any additional in year funding to deliver highways repairs is allocated from Central Government, the Strategic Director for Regeneration and Environment may utilise that funding in accordance with the strategic approach to the Management and Maintenance of Rotherham's Highways laid out in this report.

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD**

**15. Recommendations from Overview and Scrutiny Management Board (Pages 335 - 341)**

To receive the following reports:

- 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 10 March 2021.
- A report detailing the recommendations of the Overview and Scrutiny Management Board Working Group on Building Use.

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

The next meeting of Cabinet will take place on Monday 21 June at 10.00am. The venue for the meeting is yet to be confirmed.

Sharon Kemp.

**SHARON KEMP,**  
Chief Executive.

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**THE CABINET**  
**15th February, 2021**

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)

**110.       DECLARATIONS OF INTEREST**

Councillor Lelliott declared an interest in Minute 116. As it was a pecuniary interest, Councillor Lelliott left the meeting and took no part in the discussion or vote on this item.

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

(1) Mr. Thirlwall referred to the previous question he had asked at Cabinet, where he had requested that a meeting take place between himself, the Leader, the Chair of the Standards and Ethics Committee, the Chief Executive and other officers in relation to the Register Of Interests (R.O.I) by the Rotherham Democratic Party. He explained that the Leader had declined to hold this meeting and had responded by letter. As such Mr. Thirlwall asked for specific answers to the following individual questions:

- a. Councillors B. Cutts, Turner and Reeder should have informed the Council in March 2020 that they had changed from the Brexit Party to the Rotherham Democratic Party. Why did it take until October 2020 to update their R.O.I's?
- b. It was brought to the Leader's attention at the October 2020 Council meeting. Why did it take a further 7 days to alter Councillors B. Cutts and Turner's R.O.I and around 30 days to alter Councillor Reeder's? Why were they not they altered on the same day?
- c. Councillor McNeely had informed Mr. Thirlwall that the reason the R.O.I's were not changed was due to Covid problems and internet issues. What were the problems with the internet?
- d. Why could Councillor B. Cutts not amend his details via the internet when he was able to attend Microsoft Teams meetings?
- e. Due to Covid, Councillor B. Cutts was unable to drop off his revised R.O.I at the Town Hall. Why could he not post it? Or drop it off at Riverside or outside the lockdown period? He had previously not registered his change from UKIP to the Brexit Party or registered properties he owned. This was before the pandemic.

- f. It is the individual responsibility of Members to update their R.O.I. If the changes can be done by a third party with the consent of the individual Member, is the consent recorded?
- g. If it could be changed by a third party, why was it not done in March 2020?
- h. If consent to a third party can be given over the phone, can the change not be requested over the phone and if so, eliminate the need for a third party?
- i. How did some Members of the Rotherham Democratic Party manage to update their R.O.I's but not others?
- j. Mr. Thirlwall accepted that changing the Party name was not a pecuniary interest but questioned if the Independent Person was correct in saying that only pecuniary interests needed to be recorded? If so, why have the other options on the R.O.I form, especially the reference to political parties? When did the Independent Person assume the authority to change Council policy decisions?
- k. The Independent Person has advised that if the breach had been corrected, it did not require further investigation. Was the Independent Person saying that the 28 days stipulated in law does not apply and if so why is it included in the legislation?
- l. What legal training and qualifications in municipal law does the Independent Person have or was he relying on the advice from the legal officer?
- m. Can the Councillors be made to register their political interests on their R.O.I form?

Mr. Thirlwall did not expect the Leader to answer all of these questions and, as such, again requested a meeting to discuss the matter. Mr. Thirlwall also confirmed that he was looking deeper into the claim that a Cabinet Member was "not fit for purpose."

The Leader explained that the Council's Procedure Rules stated that a member of the public could ask one question with the possibility of a supplementary at the discretion of the Chair. As Mr. Thirlwall had asked numerous questions, the Leader confirmed that Legal Services would respond in writing.

## **112. MINUTES OF THE PREVIOUS MEETING**

### **Resolved:-**

That the minutes of the previous meeting of the Cabinet held on 25th January, 2021, be approved as a true and correct record of the proceedings.

**113. 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.

**114. DIGITAL STRATEGY**

Consideration was given to the report which outlined the Council's Digital Strategy. It highlighted the work undertaken already and illustrated how the Council planned to use digital technologies to become more modern and efficient. It would also help provide self-service access to and delivery of Council services and contribute to improving outcomes for local residents and the wider Borough.

The previous Digital Strategy covered the period 2016-2019 and therefore needed a refresh. Achievements of the previous Strategy included single case management system implementation to support Children and Adult Services; the development of the Rotherham Health record; a refreshed website and 'Your Account' service; free Wi-Fi within a large number of Council buildings; provision for increased internet speed; deployment of 'GovRoam' and the implementation of Microsoft Teams to facilitate remote working.

The new Strategy was based around four inter-connected themes:

- Digital Collaboration
- Digital Customer Service
- Digital Borough
- Digital Workforce

It aimed to maximise the use of digital technology; work with partners, suppliers and other organisations to join-up and integrate services; strive towards become a 'smart city'; design digital services to be accessible regardless of age, disability, ethnicity or skill level and promote and increase digital inclusion.

Capital investment had already been earmarked towards realising the Strategy aims but the impact and prioritisation of resources in response to COVID-19 had stalled the development of the Strategy and subsequent investment in the current financial year. The funding was assumed to roll-forward.

The report had been considered by the Overview and Scrutiny Management Board as part of the pre-decision scrutiny process. The Board was fully supportive of the recommendations and requested that a progress report be brought back to OSMB in February 2022 for review.

**Resolved:-**

1. That the Digital Strategy is approved.

2. That the investment already approved towards the Strategy's delivery is noted.
3. That the management and governance arrangements are endorsed.

That a progress report on the implementation of the Digital Strategy be brought to the February 2022 meeting of the Overview and Scrutiny Management Board.

#### **115. DECEMBER FINANCIAL MONITORING**

Consideration was given to the report which set out the financial position of the Council as at the end of December 2020 and was based on actual costs and income for the first 9 months of 2020/21 and forecast for the remainder of the financial year.

Financial performance was a key element within the assessment of the Council's overall performance framework and essential to achievement of the objectives within the Council's Policy Agenda. As such, this was the fifth financial monitoring report of a series of reports for the current financial year which would continue to be brought forward to Cabinet on a regular basis.

As at December 2020, the Council had a forecast year-end overspend of £22.2m on the General Fund which was mitigated by planned savings the Council had been able to deliver in year, the Government's provision of COVID-19 Emergency Support Grant and Sales, Fees and Charges Income Compensation. As a result, the Council expected to deliver a balanced budget position or slight underspend at financial outturn 2020/21. It was, however, noted that the impacts of the latest national lockdown were still to be fully defined.

The Council had been allocated £741k of funding to support the setup, training and implementation of additional rapid testing of staff in care homes, and to support testing visiting professionals. 80% of the Fund had been distributed as per the guidance. The remaining 20% (£148k) had to be used to support the care sector to operationally deliver rapid testing and was to be allocated at the Council's discretion. It was proposed that the Fund be used to support care homes and other providers that were experiencing an outbreak to ensure that they had the resources and equipment to administer the Lateral Flow Device (LFD) testing. The Fund would also support smaller care homes to implement LFD testing as they may face higher costs compared to larger homes and to enable other settings such as home care, supported living and extra care that are eligible to rollout LFD testing. The discretionary element would be allocated based on an assessment of the emerging risks and in line with the wider testing strategy.



**Resolved:-**

1. That the current General Fund Revenue Budget forecast of £0.5m, underspend be noted.
2. That it be noted that actions will continue to be taken to ensure that a balanced financial outturn is delivered.
3. That the proposed use of the Rapid Testing Fund allocation as set out in Paragraphs 2.47 and 2.48 be approved.
4. That the Capital Programme update be noted.

**116. ANNUAL RENEWAL APPLICATIONS FOR BUSINESS RATES DISCRETIONARY RATE RELIEF**

Consideration was given to a report in respect of the renewal applications for the award of Discretionary Business Rate Relief for a variety of organisations and premises. The report was submitted in accordance with the Council's Discretionary Business Rates Relief Policy, which had been approved by Cabinet on 12th December, 2016. Appendix 2 to the report set out the Business Rates Discretionary Relief Renewals for 2021/22.

**Resolved:-**

That Cabinet approve the applications for Discretionary Business Rate Relief for the organisations listed in Appendix 2 of this report and in accordance with the details set out in Section 6 to this report, for the 2021/22 financial year.

**117. BUDGET & COUNCIL TAX 2021-22 AND MEDIUM-TERM FINANCIAL STRATEGY UPDATE**

Consideration was given to a report on the Council's proposed Budget and Council Tax for 2021/22, based on the Council's Provisional Local Government Finance Settlement for 2021/22, budget consultation and the consideration of Directorate budget proposals through the Council's formal Budget process alongside a review of the financial planning assumptions within the Medium Term Financial Strategy (MTFS).

In setting the proposed 2021/22 budget, Cabinet was asked to recommend to Council an increase of 1.99% in the Council's basic Council Tax and an Adult Social Care precept of 1.0%. The report proposed the revenue budget for 2021/22, an updated Capital Programme to 2023/24 and the updated MTFS to 2022/23.

At page 104 paragraph 2.6.8 of the report, the reference to the Adult Social Care precept should have said 1% not 2% and £1.1m not £2.2m and this would be corrected for the Budget and MTFS report to Council.

Members of the Cabinet highlighted specific areas of investment in the forthcoming budget and reflected on what had been delivered against the existing financial strategy of the Authority.

Councillor Hoddinott referred to an amendment required to the fees and charges schedule. She explained that the bulky waste charges have been simplified and that there will no longer be any distinction between Category A waste and Category B waste. The Category B charges therefore needed amending in the schedule to reflect this ahead of reporting to Council.

The report had been considered by the Overview and Scrutiny Management Board as part of the pre-decision scrutiny process. The Board was fully supportive of the recommendations and thanked Cabinet Member and Officers for their attendance at the OSMB meeting. The Chair raised concerns about the fact that savings targets had not been reached in the 2020/21 budget. The Leader echoed these concerns whilst explaining that it could not be helped due to the Pandemic. It was expected that these savings would be delivered going forward.

**Resolved:-**

**That Cabinet recommend to Council**

1. Approval of the Budget and Financial Strategy for 2021/22 as set out in the report and appendices, including the proposed budget adjustments and investments, a basic Council Tax increase of 1.99% and an Adult Social Care precept of 1.0%.
2. Approval of the updated Medium Term Financial Strategy (MTFS) to 2022/23, including the carry forward of the 2020/21 £4m budget contingency and £3.5m Treasury Management Savings in a Budget Strategy Reserve.
3. Approval of the Reserves Strategy as set out in Section 2.8 noting that the final determination of Reserves will be approved as part of reporting the financial outturn for 2020/21.
4. To note and accept the comments and advice of the Strategic Director of Finance and Customer Services (Section 151 Officer), provided in compliance with Section 25 of the Local Government Act 2003, as to the robustness of the estimates included in the Budget and the adequacy of reserves for which the Budget provides (Section 2.12).
5. To note the consultation feedback from the public and partners following public consultation on the Council's budget for 2021/22 which took place from 5th January, 2021 to 26th January, 2021 (Section 4).

6. Approval of the proposed increases in Adult Social Care provider contracts as set out in Section 2.4.
7. Approval of the investment proposals set out in Section 2.7 and Appendix 2.
8. Approval of the Council Fees and Charges schedules for 2021/22 attached as Appendix 7.
9. Application of the Business Rates Reliefs as set out in Section 2.9, in line with Government guidance.
10. Approval of the proposed Capital Strategy and Capital Programme as presented in Section 2.10 and Appendices 3A to 3F.
11. Approval of the Treasury Management matters for 2021/22 as set out in Appendix 4 of this report including the Prudential Indicators, the Minimum Revenue Provision Policy, the Treasury Management Strategy and the Investment Strategy.
12. Approval of the Flexible use of Capital Receipts Strategy 2021/22 (Appendix 5).
13. Approval to transfer any 2020/21 revenue outturn position underspend into the Council's reserves, to be held within the Budget Contingency Reserve.
14. Approval to transfer any 2020/21 un-ringfenced COVID-19 funding balances into the Council's reserves to meet COVID-19 related pressures and costs in 2021/22.
15. Approval that the Capital Programme budget continues to be managed in line with the following key principles:
  - (i) Any underspends on the existing approved Capital Programme in respect of 2020/21 be rolled forward into future years, subject to an individual review of each carry forward to be set out within the Financial Outturn 2020/21 report to Cabinet.
  - (ii) In line with Financial and Procurement Procedure Rules 6.17 and 13.9, any successful grant applications in respect of capital projects will be added to the Council's approved Capital Programme on an ongoing basis.

- (iii) Capitalisation opportunities and capital receipts flexibilities will be maximised, with capital receipts earmarked to minimise revenue costs.

# **118. SOCIAL VALUE ANNUAL REPORT**

Consideration was given to a report which provided an update on progress and achievements since the adoption of the Council's Social Value Policy in October 2019. The report also made recommendations for the next steps of embedding social value within the Council and working with partners and suppliers together with a better understanding of local markets and innovative developments driven by research and networking. The Policy focussed on:

- Building on the first year of operation through the Social Value Portal and better understanding of local markets.
- Social Value by Design – embedding Social Value into the core processes of commissioning both within the Council and working in partnership.
- Community Wealth Building and Anchor Networks – innovations and developments in the local economy across a range of stakeholders.
- Priority Actions for the coming year.

Since the adoption of the Policy in October 2019, 2 critical areas of development had been undertaken. These were the implementation of the Social Value Portal to support the evaluation, measurement and ongoing monitoring of social value commitments for the procurement of all contracts with a value below £100k and the adoption of a Social Value Charter with a commitment by partners to pursue Social Value.

The Council was using the Social Value Portal to capture and measure the nature and amount of Social Value achieved through Council contracts. This had been operational for one year during which time 18 procurement exercises and awards of contracts had be achieved as part of what was an ongoing programme as existing contracts expired and other one-off projects as identified.

## **Resolved:-**

That Cabinet:

1. Note the progress achieved with procurement through the Social Value Portal in the first year of operation of the Social Value Policy.
2. Receive a further procurement progress report when the second year of operation is complete.

3. Note the research work and findings around local markets and suppliers, building the knowledge base.
4. Agree the strategic approach to “Social Value by Design” to embed existing best practice within the Council including the production of a Social Value Commissioning Toolkit.
5. Support the approach to Community Wealth Building as set out in this report with priority actions for the year ahead taking forward:
  - i) Real Living Wage accreditation.
  - ii) Achieving Social Value aligned to working towards “Excellent” under the Equality Framework for Local Government.
  - iii) Progressing the Rotherham Together Partnership Social Value Charter into the development of Anchor Networks.
  - iv) Work with the Mayoral Combined Authority to promote and develop Social Value for the Sheffield City Region.
6. Agree to hold a workshop event in the summer of 2021 to explore further Community Wealth Building options.
7. Support engagement in the CLES (Centre for Local Economic Strategies) Community Wealth Building Centre of Excellence.

#### **119. REVISIONS TO THE HOUSING ALLOCATION POLICY AND THE STRATEGIC TENANCY POLICY**

Consideration was given to the report which proposed further adjustments to the Council’s Housing Allocation Policy which had been in place since October 2014 and the Strategic Tenancy Policy had been approved by Cabinet in December 2012.

The adjustments had been proposed as a result of lessons learned over the past 12 months and the outcomes of a recent benchmarking exercise within the sub-region. As such, the Policy would be refined and would allow for further improvements in how the Council helps those in greatest housing need. The proposed amendments would also ensure that the Council’s Policy reflected the Government’s taskforce recommendations to accommodate people faced with rough sleeping and consider the steps required so they remain off the street permanently, thus preventing repeat homelessness. The changes would also ensure that the Council could respond appropriately to changing demand so that households were considered for the most appropriate type of accommodation.

The proposed changes were shown in Appendices 1 and 2 and detailed in paragraphs 2.2 to 2.26 of the report. The key changes were:

- Changes to ensure that children were considered for appropriate homes
- Changes to assist with homelessness assessments
- Changes to ensure local homeless people are given greater preference
- Changes to reduce the number of categories in Band 1
- Changes to amend time limits
- Changes to ensure new, purpose built, older persons accommodation is let to older people
- Changes to stop repeat homelessness

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

**Resolved:-**

1. That Cabinet note that the Housing Allocation Policy has been reviewed and updated in line with current legislation.
2. That Cabinet approve the updated Housing Allocation Policy as attached in relation to changes to eligibility criteria and outlined at 3.1 to 3.14.
3. That Cabinet approve the updated Strategic Tenancy Policy as attached in relation to issuing of fixed term tenancies to new tenants of specialist housing and outlined at 3.15.

**120. AMENDMENT TO THE HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING POLICY (VEHICLE LICENCE PLATES)**

Consideration was given to the report which summarised the outcome of an additional public consultation regarding the issuing of vehicle licence plates following the approval of a new Hackney Carriage and Private Hire Licensing Policy in March 2020.

Following the original consultation, an additional change had been requested by licensed drivers, trade representatives and the Council's Licensing Board which proposed that vehicle licence plates be issued for the duration of the licence rather than for the duration of a vehicles compliance check. As this had not been discussed through the original consultation, it was recommended that a further public consultation be conducted. The COVID-19 pandemic had delayed the consultation but a decision was taken to commence with an online consultation rather than a face-to-face consultation.

Under the current Policy, all licensed vehicles had to undergo regular compliance checks, the number of which were determined by the age of the vehicle. Licence plates were issued for the duration of the check,

meaning that 237 vehicles were issued 2 licence plates per year and 639 vehicles were issued 3 licences plates per year. Respondents to the consultation believed that this requirement was no longer necessary due to changes in the administration of the Licensing Service. The Council was now able to send out automatic reminders to drivers that their compliance check was due and to report whether a vehicle had attended their compliance check. As such it was possible to issue just one plate a year.

This proposal would create a more efficient process for drivers but also create significant efficiencies within the Licensing Service, reducing the number of face-to-face interactions in Riverside House by 1,515 per year. It would also reduce the cost to the trade by £28,785 per annum and reduce the amount of non-recyclable plastic going to landfill by 112 square metres.

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

**Resolved:-**

That Cabinet agree to the amendment of the Hackney Carriage and Private Hire Licensing Policy 2020-2023 by reducing the frequency of issuing vehicle licence plates to yearly.

**121. 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.

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

**Resolved:-**

That the next virtual meeting of the Cabinet be held on Monday, 22<sup>nd</sup> March, 2021, at 10.00 a.m.

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**Committee Name and Date of Committee Meeting**

Cabinet – 22 March 2021

**Report Title**

The Year Ahead Plan – progress report

**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**

Jo Brown, Assistant Chief Executive

**Report Author(s)**

Jackie Mould

Head of Policy, Performance & Intelligence

Assistant Chief Executive's Directorate

[Jackie.mould@rotherham.gov.uk](mailto:Jackie.mould@rotherham.gov.uk)

**Ward(s) Affected**

Borough-Wide

**Report Summary**

The Year Ahead Plan, approved by Cabinet on 21 September 2020, is the Council's plan for operating in and recovering from the COVID-19 pandemic.

The purpose of the plan is to support residents, communities and businesses through the challenges and uncertainty of the pandemic, helping to build resilience whilst also continuing to drive our ambitious plans for Rotherham.

The plan sets out the headline themes and corresponding outcomes and key actions for September 2020 through to May 2021.

Formal quarterly progress reports are presented in public at Cabinet meetings, with an opportunity for Scrutiny consideration if required. The first public report was presented to Cabinet on 21 December.

This is the second quarterly progress report to Cabinet, focusing on the progress made since September 2020.

**Recommendations**

1. To note the progress made with the Year Ahead activities.

**List of Appendices Included**

Appendix 1 - Year Ahead Plan milestone tracker

Appendix 2 - Case studies

Appendix 3 - Timeline

Appendix 4 – Initially Equality Screening Assessment

**Background Papers**

The Year Ahead Plan – report to Cabinet on 21 September 2020

The Year Ahead Plan progress report to Cabinet on 21 December 2020

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

Yes – Overview and Scrutiny Management Board – 17 March 2021

**Council Approval Required**

No

**Exempt from the Press and Public**

No

**The Year Ahead Plan – progress update March 2021**  
The Year Ahead Plan – progress report

**1. Background**

1.1 The Year Ahead Plan is the Council's plan for operating in and recovering from the COVID-19 pandemic. The purpose of the plan is to support residents, communities and businesses through the challenges and uncertainty of the pandemic, helping to build resilience whilst also continuing to drive our ambitious plans for Rotherham. It sets out the headline themes and corresponding outcomes and key actions for September 2020 through to May 2021.

1.2 The key aims of the Year Ahead Plan are to continue to:

- Work with our residents and stakeholders, supporting them and adapting with them to meet current needs in light of the pandemic
- Manage the ongoing effects of the pandemic, including the local outbreak control plan
- Drive our ambitious plans for the borough wherever possible
- Develop and embed new ways of working.

1.3 The Year Ahead Plan replaces the Council Plan for 2020/21 and was approved by Cabinet on 21 September 2020.

1.4 The plan is framed around 5 themes:

- Thriving Neighbourhoods
- Better Health and Wellbeing
- Economic Recovery
- New Ways of Working
- Hope and Confidence in Rotherham.

The plan also includes the following cross-cutting strands, which are integral to each theme:

- Equalities and Social Justice
- Climate Impact.

1.5 In delivering against these themes, the plan outlines a total of 77 actions.

1.6 Formal quarterly progress reports are presented in public at Cabinet meetings, with an opportunity for Scrutiny consideration if required.

1.7 The first public report was presented to Cabinet on 21 December. The report stated that: 18% (14) of the activities had been completed, 70% (54) were on track, 4% (3) had been delayed, 0% (0) were off-track and 8% (6) were not scheduled to start.

## 2. Key Issues

### 2.1 Progress update

2.2 This is the second quarterly progress report to Cabinet, focusing on the progress made since September 2020. The Year Ahead Plan milestone tracker (Appendix 1) outlines progress against all the actions within the Year Ahead Plan. Each action has been rated as follows:

Action fully complete
Action started and on track to be delivered by the deadline originally set
Action has some risk/delay to delivery or is behind the original schedule – deadline may not be met
Action will not be met within the original timeframe or the deadline has been missed
Action not yet scheduled to start and status is not relevant

2.3 As of 25<sup>th</sup> February:

- 26% (20) of the activities outlined within the Year Ahead Plan have been completed to date
- 54% (41) are on track
- 16% (12) are behind schedule
- 4% (3) are off track.

In addition to the above, there is a specific action in the plan to ensure that 'Initiatives and activities across all themes are on track.'

2.4 A small number of activities within the plan have been delayed. This has been in the context of lockdown regulations in November and further announcements by national government regarding the COVID-19 Winter Plan. Similarly, it is difficult to determine when large regeneration schemes will complete and therefore some of these may also be delayed.

### 2.5 Thriving Neighbourhoods

2.6 The Thriving Neighbourhoods theme is focused on building and supporting community resilience. This includes working with local people and the voluntary and community sector to deliver the Thriving Neighbourhoods Strategy and provide effective support to those affected by COVID-19, particularly the most vulnerable residents.

2.7 Within this theme, the Council is focused on the following outcomes:

- Putting communities at the heart of everything we do
- Democratic arrangements are open, transparent and accountable
- Vulnerable residents affected by COVID-19 are supported by the Council
- Rotherham residents, VCS organisations and businesses use their skills and assets to help others.

Key areas of progress to deliver on these outcomes are outlined below.

- 2.8 Building on the Rotherham Heroes programme, volunteer co-ordinators for the north, south and central area have been recruited and commenced in post in December 2020. They will evaluate and develop the Rotherham Heroes programme, work with partners to develop and support new volunteering opportunities and implement a Council staff volunteering programme. Additionally, the Staff Volunteering Policy and the Valuing Volunteers Guidance are both nearing completion, whilst the new service level agreement for voluntary and community sector infrastructure support is on track to go live from April 2021.
- 2.9 Neighbourhood working remains crucial in this time of national crisis. Streetpride zonal managers have now attended all ward briefings over the last three months, in which they worked with the Neighbourhoods Team and ward members to discuss and agree local priorities and the deployment of resources, identifying locations or activities where greater focus may be required. Information from these sessions is now being consolidated to develop a programme of implementation for the agreed priorities and actions, allowing resources to be better targeted according to where they are needed in each ward.
- 2.10 Ward budgets and Ward Housing Hub budgets were agreed in April 2020 and are currently being allocated to projects and activities that address ward priorities. Ward budgets have now been fully committed (bar some residual amounts), with a total of £310,310 either spent or committed. In relation to Housing Hub budgets, at 31 December, £182,400 of projects had been identified and were being progressed through approvals and delivery processes, with £21,300 of funding left to be allocated and spent before 31 March.
- 2.11 The Library Strategy for 2021-26 was approved by Council in November. Key aspects of this strategy include improvements to library buildings in neighbourhoods, making libraries more accessible, and increasing community involvement in the delivery of library services. The capital programme of works to improve libraries is well underway and the capital IT programme for all libraries was completed in December 2020.
- 2.12 Youth work has continued throughout the borough during the pandemic, with support provided in line with government restrictions and following a risk-assessed approach. Up to December 2020, 226 group sessions (some of

which have been virtual) had been delivered with 965 total attendees, and 356 young people have received direct face to face support either in their home, through socially distanced walks or via sessions at school. Additionally, 4,844 virtual sessions have taken place with young people, and 155 young people have been directly engaged following concerns that school closures and disruption may lead to them not being in education, employment or training. At the start of the summer holidays, small, targeted group work was also introduced across three centres in Rotherham, with strict risk assessments, limited numbers and by appointment only. This approach continues under the lockdown restrictions implemented in January 2021.

- 2.13 Using additional investment, 10 Operation Keepsafe interventions have also been delivered to date in direct response to issues identified across Rotherham, including anti-social behaviour and Covid restrictions compliance.
- 2.14 Details of the Member Development Programme for 2021/22 are in the process of being agreed and finalised following consultation with the Deputy Leader. The content of the programme will focus on ensuring councillors have the skills and knowledge to fulfil their roles and provide effective community leadership. This was reviewed and approved by the Member and Democratic Panel in late January, together with the new Member Induction Programme, which is set to begin following local elections in May.
- 2.15 21 separate web pages for each of Rotherham's wards have now been developed and went live on 7 December 2020. These are being promoted in the relevant neighbourhood e-bulletins and are being updated weekly with the latest local news. Work will continue to enhance these pages.
- 2.16 As part of supporting vulnerable residents across Rotherham, government hardship funding continues to be utilised to increase crisis resources and provide food and other essentials to vulnerable residents. The components of the Local Authority Emergency Assistance Grant for Food and Essential Supplies are established and up and running as planned, including providing non-food stock to supplement crisis food, small grants to VCS organisations, school uniforms, household goods and enhanced advice services. The Covid Winter Grant has been utilised to deliver Christmas food and food vouchers in lieu of free school meals (including over the winter holidays), with referrals also being taken for support for utility costs and details of delivering support for school uniforms being finalised.
- 2.17 The new service level agreement for the provision of advice services is on track and due to commence in April 2021, with the co-design completed in January 2021 and approval expected in March. Additionally, a report was presented to Cabinet in December to agree the process to recommission domestic abuse support services.

2.18 One action within the Thriving Neighbourhoods Theme, 'commission new services to prevent financial exploitation', is rated as off track. This is due to the delivery partner, West Yorkshire Financial Exploitation and Abuse Team, being unable to go ahead until the autumn.

2.19 **Better health and wellbeing**

2.20 The better health and wellbeing theme is about taking steps to address the health impacts of the pandemic, including managing any future outbreaks, assessing the effect the pandemic has had on health inequalities and building on positive behavioural changes such as increased physical activity.

2.21 Within this theme, the Council is focussed on the following outcomes:

- Local incidents and outbreaks are managed effectively
- Health inequalities are understood and responded to
- Vulnerable adults are protected and adult social care is able to adapt to the changing conditions
- Children and young people are protected, safeguarded and able to achieve their potential
- Active travel is accessible, and local people reap the associated health and environmental benefits.

Key areas of progress to deliver on these outcomes are outlined below.

2.22 The Rotherham 7-day infection rate (all ages) was 183.1 per 100,000 (for 7 days to 20 Feb) compared with the England rate of 118.3 per 100,000. Work is taking place to target households in parts of the borough where deprivation and infection rates are higher.

2.23 Delivery of the Communications Strategy is integral to the work around outbreak control. The core message across communications is now 'Stay at Home' in line with national lockdown. Social media activity has seen positive engagement from audiences. This has included sharing local people's lived experiences of COVID-19 through the 'COVID stories' series. The plan is to now expand the COVID stories series to include vaccination stories.

2.24 Ensuring communications are inclusive and reach all audiences has been a key priority. The Council has recently been awarded some funding to continue work within the community, including work with the digitally excluded and BAME communities. This will be used to repeat a universal mailout, with the intention of reaching all audiences, including those who are digitally excluded. A toolkit of key messages has been provided as a resource for communities and translated into six languages. This includes stay at home messaging. Further to this, work is taking place across communities to produce video content that tells the stories of real residents and those who are on the front line. The videos will help to show the diversity of local areas and promote the message of community and togetherness.

2.25 A new PCR local testing site at Herringthorpe Stadium opened on 10

February to replace the Forge Island site. The Midland Road old bus depot site continues to operate and the local testing sites at Dinnington and Maltby, which opened in November, have improved geographical accessibility to testing. All testing site facilities have been winter-proofed and have been included in gritting routes.

- 2.26 The roll-out of the DPH lateral flow tests (a rapid testing programme for asymptomatic frontline workers) commenced in January 2021 and is currently operating from Riverside House Café. The use of lateral flow tests has also been implemented in care homes, to enhance existing COVID-safe visiting policies and practice. Work continues to develop the local offer with regards to satellite asymptomatic testing sites, working with a number of different settings to offer them workplace-based testing.
- 2.27 The Council is playing a proactive role in support of the NHS in the roll-out of vaccinations. The Council's is using existing channels to communicate key messages, particularly to groups that are harder to reach. In Rotherham, the target to vaccinate 56,000 people during the initial 8-week period was exceeded, with over 60,000 vaccinated and over 90% coverage of initial priority groups. Over 11,500 health and care staff have also been vaccinated (as at 11 February). Second dose vaccinations are scheduled to begin from 9 March.
- 2.28 All actions have now been delivered against Rotherham's Winter Plan. Through the plan, Rotherham place has commissioned 11 nursing beds and 15 residential care beds as designated settings for COVID-positive patients, alongside additional nursing care home capacity to help meet demand over the winter. A role has also been created and recruited to as part of the discharge guidance to co-ordinate discharges from the acute setting.
- 2.29 The Council continues to work closely with education providers to empower all children to fulfil their potential. As part of the national lockdown announced in January, schools were ordered to close to most students, but vulnerable groups and children with education, health and care plans continue to have access to education. The Council is working closely with school leaders to look at ways of minimising the impact of COVID-19 on attainment, and daily testing has been available for secondary schools since January.
- 2.30 Elective Home Education (EHE) numbers for the autumn term were higher than in a typical year, with the primary reason given by those opting for EHE being fears around COVID-19 and contraction of the virus in schools. The EHE multi-agency governance group has remained a robust mechanism to make sure a strong level of support is available for students/families who have elected to home educate. Work has taken place with Ofsted to look at opportunities for development across this area.
- 2.31 The findings of the second survey on children and young people's emotional health and wellbeing have now been shared with schools, as well as across wider partnership bodies. The results from the October 2020 survey compared to June 2020 show that there has been:



- A 7% increase in young people feeling anxious
- An 11% increase in young people feeling stressed
- A decline in young people feeling positive and managing problems well
- An increase in young people feeling confused, uncertain and sad.

Schools have confirmed that they have found it useful to have this information and that it has enabled them to put in targeted support arrangements through the curriculum and pastoral offer. At a system level, resources are being provided to the school workforce to support children and young people with their health and wellbeing. A multi-agency group is developing a wider programme of Continued Professional Development for the school workforce to support whole-school approaches to emotional wellbeing and mental health. Additionally, mental health support teams are providing a valuable source of support to pilot schools and Rotherham will bid for future funding to roll out the Mental Health Trailblazer when the next opportunity is announced. Following this period of continued national lockdown when schools are only open to a limited number of children, it is recommended that a third survey is repeated in the next half term to monitor the ongoing impact of the pandemic.

- 2.32 The implementation of the LAC (Looked After Children) Sufficiency Strategy and development of local residential provision continues to progress. Two new properties have been purchased and capital works will be completed in February 2021. The next two-bedroomed residential home is scheduled to be registered by Ofsted in February and a young person has been identified to move into the home. Emergency accommodation will be registered pending the successful recruitment of a registered manager and the staffing establishment.
- 2.33 Work is ongoing to enable active travel and improve air quality in Rotherham. A cycling strategy is currently in development and will go out to consultation following approval by Cabinet in March. In addition, the outline business case for phase 1 of the Sheffield Road cycleway has been approved by the Sheffield City Region (SCR). The Council has also submitted a business case relating to the Moor Road, Manvers cycleway, which is awaiting approval.
- 2.34 Five of the actions within the Better Health and Wellbeing theme are rated as 'behind schedule' because they are at risk of not being delivered within the original timescales. The reasons include the recruitment of staff and partner delays. One action is also 'off track' due to Herringthorpe Stadium being used as a test centre.
- 2.35 **Economic recovery**
- 2.36 Within this theme, the Council is taking action to provide immediate help to local people and businesses affected by the pandemic, whilst maintaining progress on longer-term priority regeneration schemes. This combined focus on recovery and renewal is critical and the Council is working with local partners, SCR and national government to ensure Rotherham gets the

investment it needs to support and build its economy for the future.

2.37 The theme is focussed on the following outcomes:

- The Rotherham economy can adapt and start to recover from the pandemic
- The vision for the regeneration of the borough rejuvenates communities and businesses
- Social value is maximised to create more local jobs, apprenticeships and benefits in communities.

Progress updates are set out below.

- 2.38 Support to local businesses affected by the pandemic continues. Under the new Local Restrictions Support Grant (LRS) schemes, over 1,500 businesses have been supported so far, with a total value of £17.8m. Further support has also been provided via SCR, where discussions regarding recovery programmes and projects are ongoing.
- 2.39 To help support local people whose jobs have been affected, officers have been in discussion with the government's Department for Work and Pensions (DWP) to secure a commitment for DWP work coaches to be based in local libraries. Due to COVID restrictions, work coaches are currently being advised to work from home, with face to face appointments only available in job centres for vulnerable customers.
- 2.40 On 25 January, following Cabinet approval, the Council launched a local scheme offering financial assistance to people who fall outside the Government's national criteria for self-isolation support payments. The intention is that anyone who needs to self-isolate and who would otherwise lose income as a result, is entitled to cash support.
- 2.41 Major regeneration schemes are continuing, with remediation work having been completed at all three sites in the town centre housing development programme. Flood mitigating retaining structures have been completed at Westgate Riverside (72 homes) and construction has reached first floor level at Wellgate Place (54 homes).
- 2.42 On the Forge Island site, essential infrastructure work to pave the way for the new development remains on track. The Arc Cinema has now signed a long-term lease with national urban regenerator, Muse Developments, to operate the cinema. Construction work is expected to begin later in 2021.
- 2.43 The Towns Fund bid has been submitted to government, seeking investment of £35 million, and funding of £12.6 million has been offered from the Future High Streets Fund, with the Council submitting further details at the end of January and now awaiting a response from Government. Demolition work is underway at the Primark site, which is to be transformed into a pocket park as part of the Towns Fund accelerator programme. In addition, public realm schemes across the town centre are underway, with broadband infrastructure works also taking place on College Street as part of the full fibre broadband

network.

- 2.44 Finally, good progress has been made on social value. A report to Cabinet in February outlined the next steps in responding to recommendations made by the Centre for Local Economic Strategies, including further work on community wealth building and anchor networks. The report also set out the various social value commitments secured through the Council's procurement activity.
- 2.45 Four of the actions within the Economic Recovery theme are rated as 'behind schedule' because they are at risk of not being delivered within the original timescales. The reasons include utility delays and the national lockdown restrictions currently in place. One action is also 'off track' due to the need to seek additional funding.
- 2.46 **New ways of working**
- 2.47 In response to the pandemic, the Council rapidly adapted and embraced new ways of working and continues to develop new digital processes. This theme will see further steps taken to support staff and improve outcomes for local residents; utilising technology, acting on feedback and continuing to evolve to meet current and future challenges.
- 2.48 Within this theme, the Council is focussed on the following outcomes:
- High quality customer services which are efficient and accessible
  - Staff are supported to work flexibly, building on recent experiences of home working
  - An empowered and agile workforce, feeling valued and embracing new ways of working.

Progress updates are set out below.

- 2.49 New online processes have been developed, which will make it easier for customers and businesses to contact the Council to get the help they need during the pandemic.
- 2.50 Customers are now able to request housing repairs and pay for a bulky waste collection online and work is underway to enhance these processes further. Housing Rent Balance Online was also launched in November, allowing customers to check their rent balance online. Since the online service was launched, 5,916 customers have used the new 'check your rent balance' feature (up to end January). In addition, the digital process to support garden waste collection went live in December 2020. Links to the new online services are provided below:
- [Housing repairs](#)
  - [Bulky waste](#)
  - [Housing rent balance](#)
- 2.51 Between October and December 2020, the Council website was visited

672,500 times by 360,000 customers and there were 53,200 online transactions. This is a considerable increase from October–December 2019, where the website was visited 538,500 times by 287,000 customers. The increase demonstrates how the Council is embracing new ways of working.

- 2.52 Online videos have been used since the start of the pandemic to communicate key messages and provide customers with online self-help. To date, 24 videos have been added to the Council's ['You Tube'](#) channel. There have been 9,500 views of the videos added since March 2020, which includes 392 views of the [taxi vehicle application](#) process and over 1,000 views of housing repair self-help. In addition, various video tutorials have been created for internal and partner audiences, for example Member E-Casework, Skills Academy for adult care staff and Lateral Flow Testing instructions.
- 2.53 Due to changes in the national position and a third lockdown, the Council continues to operate homeworking arrangements to ensure services are delivered in a COVID-safe way. It is not anticipated that there will be any change to working arrangements until the end of May 2021 at the earliest, and any changes will be in line with national guidance.
- 2.54 A new wellbeing programme was agreed in November 2021 and will run until June 2021. The programme sets out the wellbeing support and initiatives that are available for all staff. The wellbeing initiatives have been developed based on the feedback from the July staff wellbeing survey and will continue to evolve taking into account the feedback from future surveys and staff engagement activities.

Ten wellbeing activities took place over December and January; the feedback received has been positive. A number of sessions are also planned for February and beyond based on the feedback from staff via the wellbeing 'pulse' survey.

A second staff wellbeing survey was conducted in December 2020 and a report outlining the results and actions was provided to the Strategic Leadership Team in January. Directorate level reports have been shared with strategic directors, who will now drive forward action based on the results.

- 2.55 To celebrate the outstanding achievements during 2020, the first virtual 'Big Hearts, Big Changes' awards were celebrated on 15 December via Microsoft Teams. The awards are a way of showing the Council's appreciation for the hard work employees do every day and an opportunity to say a big thank you to well deserving colleagues. Further details are available in the case study attached (see Appendix 2).
- 2.56 Two of the actions within the New Ways of Working theme are rated as 'behind schedule' due to the national lockdown restrictions.
- 2.57 **Hope and confidence in Rotherham**
- 2.58 Through this theme, the Council aims to foster a sense of optimism within

Rotherham. This will be achieved by delivering on the commitments set out across the themes in this plan, by engaging with local people and seeking feedback, by keeping our streets and public places clean and welcoming, and by providing a range of activities that aim to inspire joy and hope.

2.59 Within this theme, the Council is focussed on the following outcomes:

- People trust the Council to deliver on its commitments
- Communication messages are clear along with opportunities to engage and provide feedback
- Local people feel more connected to their community by engaging in positive activities: getting active, creative and outdoors more often
- Places are clean, welcoming and well-maintained.

Key areas of progress to deliver on these outcomes are outlined below.

2.60 A communications strategy was put in place at the start of the COVID-19 crisis. Its aim is to provide a reliable source of information to all audiences, including residents, businesses, elected members, staff and all partners. This has been achieved by delivering coordinated, frequent and clear public messaging in weekly electronic briefings, COVID-19 specific web pages, printed leaflets for members and households, and by targeting specific groups. As a result of the efforts to improve communications, the following progress has been made:

- 45% increase in email subscriptions (93,522 subscribers compared to 64,554 for the same period last year).
- Content continues to be posted online using the hashtag [#HopeandConfidence](#) linked back to the Year Ahead Plan and promoting Rotherham as a place. Recent examples have included the Rosis Virtual Choir (extremely popular and uplifting content), staff involvement in Rotherham Toy Appeal, Rotherham Together events and the proposed new Social Emotional and Mental Health School at Dinnington Campus.
- Short videos produced for social media channels (as mentioned in paragraph 2.52 above) focussed on the Covid response and positive messaging. Other examples include 'thank the cleaner' day and coverage around the Town Centre Masterplan. There is also a plan in place for future videos.

2.61 The Rotherham Together programme is a new creative programme of events, activities and workshops built around the three core themes of Joy, Gratitude and Hope. The programme was launched on 4 September to coincide with what would have been Rotherham Show, delivering the Wildflower Park land art installation at Clifton Park, a demonstration of thanks in the town centre and the Life in Lockdown exhibition at the museum. Around 120,000 people have engaged in over 30 online activities and targeted events to date, delivered by Culture, Sport and Tourism. These figures do not include any activities or events delivered by partners. Further examples of activity are included in the case studies (see Appendix 2).

- 2.62 With libraries closed due to lockdown restrictions, the 'order and collect' service was resumed with the appropriate risk assessments in place, except for Kiveton Park and Mowbray Gardens which are under refurbishment. By offering this limited service, customers can browse the online catalogue and contact their local library to reserve a book of their choice.
- 2.63 Upon reopening in September, Clifton Park Museum offered new temporary exhibition spaces, four new exhibitions, refurbished café and retail space and a new events programme. The museum then had to close again as part of the national lockdown, however the café currently remains in operation as a takeaway service.
- 2.64 Rotherham Music is continuing to work with schools to allow options for children and young people to continue lessons whilst managing risks.
- 2.65 £220k of grant funding has been secured from the Cultural Recovery Fund to enable Rotherham Music and the Civic Theatre to test new ways of working, with a view to ensuring high quality, safe and financially sustainable operations in the future. The funding will be used to cover staffing costs during periods of closure and to enable new models to be developed in response to the pandemic.
- 2.66 Funding has been identified to create a new memorial garden at Thrybergh Country Park and the initial concept designs have been developed ahead of consultation with a range of stakeholders. The memorial garden will be a dedicated place for people to pay their respects to those who have passed, to remember the key workers, front line staff, volunteers and emergency services who worked through the pandemic.
- 2.67 Voluntary Action Rotherham produced a video which was released on social media on 4 December. The video shares examples of volunteers and voluntary organisations doing positive things in the community, such as supporting people during lockdown. The video can be viewed on [YouTube](#).
- 2.68 Progress is underway to carry out a range of environmental improvements around the borough. Progress includes:
- The highway repair schemes first year programme of £6m investment is on course to be fully delivered in 2020/21, including repairs to 263 roads with a total of 79.74km of planned resurfacing. In November 2020, Internal Audit published the findings from a highways audit report regarding the 2020 roads programme, which provided assurance that controls are operating effectively.
  - Programme developed for delivery of gateway cleansing - areas identified as requiring immediate attention are being addressed and delivery is ongoing.
  - Three zonal teams established in October have been completing the removal of local weed growth.
  - Litter bin programme has reached the tender stage and the contract is scheduled to be awarded in February.

- Active use of social media to publicise successes around fly tipping and enviro crime, both enforcement and prevention. Examples can be found within Facebook posts on 12 June, 14 May and 24 April via the following link <https://www.facebook.com/pg/Rotherhamcommunitysafety/posts/>.
- New campaign planned to launch #getridreyt to raise awareness of waste responsibilities and duty of care offences.
- Seven-day night-time anti-social behaviour and noise nuisance response service launched in March 2020 and is being promoted through social media. Future communications are being informed by service demand.
- Household waste sites open seven days a week since 1 November 2020.
- Street cleaning service commenced weekend working arrangements from Saturday 4 October 2020.

2.69 One action within the Hope and Confidence theme is rated as ‘behind schedule’ due to the current national lockdown and capacity issues.

## 2.70 **Cross-cutting strands**

2.71 The Year Ahead Plan also includes the following cross-cutting strands which are integral to all themes:

- Equalities and Social Justice
- Climate Impact.

2.72 In delivery of the equalities and social justice strand, Cabinet approved the proposal to undertake an equalities review at its meeting in November 2020, setting out the goal of attaining “Achieving” accreditation by the end of 2021 and “Excellent” by the end of 2022 under the Equality Framework for Local Government.

2.73 Work is underway to assess and prioritise the actions that are required to move to “Achieving” accreditation. This involves recognising that the Council is well advanced in many areas of equalities and to ensure that work is prioritised where development is needed. The four key lines of enquiry within the Equality Framework for Local Government include:

- Understanding and working with your communities.
- Leadership and organisational commitment.
- Responsive services and customer care.
- Diverse and engaged workforce.

2.74 Engagement with directorates across the Council and with external organisations will now progress at all appropriate levels, embedding ownership of the review work and making equalities everyone’s business.

2.75 In addition, work has begun to update the carbon reduction action plan. Climate champions will be working across the Council to identify and deliver activities to contribute to the Council’s carbon reduction targets. A report is

due to be presented to Cabinet on 22 March, outlining further details and the progress made.

## 2.76 **Measuring our impact**

2.77 Continuing to measure impact against the Year Ahead Plan will be crucial to ensure that the Council is focussed on the right things for Rotherham's residents. This will include monitoring 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.

2.78 The key indicators that the Council will focus on are outlined in the table below.

<b>Themes</b>	<b>Measures</b>
Thriving neighbourhoods	Satisfaction with local area (Resident Satisfaction Survey)
Better health and wellbeing	Council's response to the Coronavirus crisis (Resident Satisfaction Survey)
Economic recovery	Number of grants and total funding dispersed to businesses affected by COVID restrictions  Increased social value from Council spend
New ways of working	Satisfaction with how the Council runs things (Resident Satisfaction Survey)
Hope and confidence	Trust in the Council (Resident Satisfaction Survey)

## 3. **Options considered and recommended proposal**

3.1 The recommendation of this report is for Cabinet:

1. To note the progress made with the Year Ahead activities.

## 4. **Consultation on proposal**

4.1 A series of workshop sessions took place in August with elected members around the themes within the Year Ahead Plan. Through these seminars, councillors have had the opportunity to influence the development of the plan.

4.2 The Year Ahead Plan was approved by Cabinet on 21 September 2020.

4.3 Partners were also engaged as part of the development of the plan. The themes were presented and discussed at the Rotherham Together Partnership and several actions identified within the plan will involve close working with partners.

4.4 As part of the delivery of the Year Ahead Plan, engagement with the public will be an ongoing and key priority.



- 4.5 Each of the action leads have been involved in providing the progress updates included within Appendix A and these have been shared and discussed with assistant and strategic directors and cabinet members.

## **5. Timetable and Accountability for Implementing this Decision**

- 5.1 This is the second quarterly performance report relating to The Year Ahead Plan. Subsequent performance reports will be considered by SLT and Cabinet on a quarterly basis.

## **6. Financial and Procurement Advice and Implications**

- 6.1 There are no direct financial implications arising from the report, but the plan's delivery will require close financial management to ensure that financial implications are within budget and longer term implications that may be generated by the plan are factored into the Council's medium term financial strategy. As indicated in the latest financial monitoring report for 2020/21 to 15 February Cabinet, the Council's current net forecast position is an underspend of £0.5m after taking account of the emergency COVID-19 funding provided to date by Government.
- 6.2 The financial impact of delivery of the Year Ahead Plan will therefore need to be monitored as part of the Council's financial management arrangements and considered alongside the ongoing financial impact of COVID and the Council's overall financial position.
- 6.3 Whilst there are no direct procurement implications as a result of this report, any identified need to procure goods, services or works in relation to achieving the Year Ahead Plan objectives should be referred to the Corporate Procurement Service. This will ensure all projects are procured in line with both the relevant internal financial and procurement procedure rules and the Public Contract Regulations 2015 (as amended), and that social value commitments are secured.

## **7. Legal Advice and Implications**

- 7.1 There are no direct legal implications arising from the plan itself; however the delivery of the plan in achieving the identified outcomes will require ongoing legal input to assess the legal implications relevant to each theme and support individual services in the delivery process.
- 7.2 In the delivery of the plan, the Council will need to continually consider its statutory and non-statutory duties to ensure that these are identified and met at all stages, in order to minimise the risk of legal challenge. Certain duties, such as the Public Sector Equality Duty and the requirements placed on the Council through the Clean Air Directive, have already been identified and clearly addressed through the identification of the cross-cutting strands in the plan.
- 7.3 The law is continually changing and even more so due to the impact of the

pandemic. It is vital that all relevant legislation and any changes are fully considered at all stages in the implementation of the plan to ensure that all decisions are made in accordance with the most up to date legislation.

## **8. Human Resources Advice and Implications**

- 8.1 The human resources aspects of the plan are set out within the New Ways of Working theme, including delivering high quality customer services which are efficient and accessible, ensuring staff are supported to work flexibly, building on recent experiences of home working, and ensuring that the Council builds on the response to the pandemic, using the learning to shape organisational development and how the Council will work in the future.

## **9. Implications for Children and Young People and Vulnerable Adults**

- 9.1 Underpinning the delivery of the Year Ahead Plan is a cross-cutting strand relating to equalities and social justice. This includes considering the impact of the pandemic on vulnerable groups, including children and young people and vulnerable adults.
- 9.2 The Better Health and Wellbeing theme has a focus on supporting children and young people and vulnerable adults. Specific outcomes include ensuring that vulnerable adults are protected and adult social care is able to adapt to the changing conditions, and that children and young people are protected, safeguarded and able to achieve their potential.
- 9.3 Protecting the most vulnerable residents is also a key component of the Thriving Neighbourhoods theme.

## **10. Equalities and Human Rights Advice and Implications**

- 10.1 COVID-19 impacts on everyone in the borough, with those who are older, with pre-existing health conditions, disabled people and BAME communities particularly at risk. In addition to the direct impacts of infection, the indirect effects of the pandemic are also likely to disproportionately impact on disadvantaged groups. An equality analysis was produced alongside the Local Outbreak Control Plan, which outlined the implications of the pandemic for protected characteristic groups in further detail.
- 10.2 In recognition of these implications, equalities and social justice has been included as a cross-cutting strand within the Year Ahead Plan. This means that consideration of issues relating to equalities and social justice has fed into the development of each theme.
- 10.3 As agreed at the November Cabinet meeting, the Council is also delivering on the equalities review, which will help build an understanding of the issues in Rotherham and identify how the Council can make a measurable difference to furthering equality. This will be framed around the four key lines of enquiry within the Equality Framework for Local Government:
- Understanding and working with your communities.

- Leadership and organisational commitment.
- Responsive services and customer care.
- Diverse and engaged workforce.

10.4 Different leads and directorates will be responsible for equalities within their themes and ongoing analysis of data and intelligence with regards to equalities will continue to take place. Any Cabinet decisions linked to the themes within the Year Ahead Plan will include an equality screening to assess the equality impacts. An equality screening assessment is attached to this report (Appendix 4).

## **11. Implications for Ward Priorities**

- 11.1 The Year Ahead Plan is a borough-wide plan, so has implications for all wards.
- 11.2 Building and supporting community resilience is a key part of the Thriving Neighbourhoods theme. This will include working with local councillors and residents on ward priorities and plans.

## **12. Implications for Partners**

- 12.1 Working with partners will be integral to the delivery of the Year Ahead Plan. Partners have therefore been engaged and consulted as part of the plan's development.
- 12.2 A complementary partnership year ahead plan has been developed and was agreed by Rotherham Together Partnership in September 2020. This focuses on key milestones relating to the five "game changers" within the Rotherham Plan:
- Building stronger communities
  - Integrated health and social care
  - Skills and employment
  - Town centre
  - A place to be proud of

## **13. Risks and Mitigation**

- 13.1. There are significant and serious risks associated with the COVID-19 crisis. Each workstream has undertaken a risk assessment including mitigating actions to be taken. The risks are captured in the threat and risk assessment and are reviewed regularly by workstream leads. This is fed up to the Gold and Tactical groups.
- 13.2 The risks and issues flagged in Appendix A have been shared at the risk management meeting to ensure directorate risk registers are updated/amended where required.

## **14. Accountable Officers**

Jackie Mould,  
Head of Policy, Performance & Intelligence  
Assistant Chief Executive's Directorate  
[Jackie.mould@rotherham.gov.uk](mailto:Jackie.mould@rotherham.gov.uk)

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	08/03/21
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	04/03/21
Head of Legal Services (Monitoring Officer)	Bal Nahal	04/03/21

Report Authors:

Jackie Mould,  
Head of Policy Performance & Improvement  
Assistant Chief Executive's Directorate  
[Jackie.mould@rotherham.gov.uk](mailto:Jackie.mould@rotherham.gov.uk)

Simon Dennis (Corporate Improvement and Risk Officer);  
Tanya Lound (Corporate Improvement Officer);  
Becky Wooley (Policy Officer);  
Michael Holmes (Partnership Officer)  
Laura Stapleton (National Management Trainee)

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

## Appendix 1 – Year Ahead Plan Milestone Tracker

Note - The shaded cells within this document refer to the original timescales set out in the Year Ahead Plan, rather than progress.

THRIVING NEIGHBOURHOODS							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
Communities are at the heart of everything we do	Members drive local activity through revised ward plans						
	Revised ward plans and budgets agreed.	Completed	All 21 ward plans and budgets agreed and published.				
	Ward budgets, Community Leadership Funds, and Ward Housing Hub funds allocated in every ward.	On track	Funding on track to be allocated by deadline.				
	All ward members to meet virtually with Streetpride locality staff and jointly agree local priorities.	On track	Service managers have now attended all Ward Briefings with Councillors and Neighbourhood Teams.				
	Deliver additional youth work in every community in the borough, as committed in our 2020/21 budget.	On track	Staff continue to connect and engage with young people; whilst the restrictions deter the full range of usual methods of engagement, the connectivity is positive and good numbers are engaging.				
	Agree the finalised Rotherham Library Strategy and deliver the capital investment set out in the 2020/21 budget, to improve these facilities across Rotherham.	On track	Library Strategy approved by Council in November and capital programme of works well underway.				
Democratic arrangements are open, transparent and accountable	2020/21 member development programme						
	Review working arrangements to ensure members are able to carry out their roles effectively and safely and deliver the member development programme.	On track	Member Induction and Development programmes on track for delivery following May elections.				
	Further develop the “Your Neighbourhood” section of the council website						
	Continue to enhance content and develop separate web page for each ward.	Completed	All ward pages now live as of 7 December 2020.				

## Appendix 1 – Year Ahead Plan Milestone Tracker

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THRIVING NEIGHBOURHOODS							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
Vulnerable residents affected by Covid-19 are supported by the Council	Continue to work with partners to provide crisis food and other essentials for vulnerable residents						
	Government hardship funding utilised to increase crisis resources.	On track	All components of Local Authority Emergency Assistance Grant for Food and Essential Supplies up and running as planned, COVID Winter Grant largely on track though not all components yet up and running.				
	Help those who are at risk of homelessness						
	Rough Sleeper initiative team in post.	Completed	Rough Sleeper Team now in post and supporting local people.				
	Recommission financial advice services to support the single advice model.	On track	Co-design for the SLA complete and to be approved in March as per the original deadline.				
	Recommission domestic abuse support services.	On track	Report presented to Cabinet in January 2021 to agree the process to recommission Domestic Abuse support services.				
	Commission new services to prevent financial exploitation.	Off track	West Yorkshire Financial Exploitation and Abuse Team who have been partnered with to deliver this work were not in a position to go ahead until the Autumn. RMBC officers are currently working with them to agree delivery and to complete this work over the next two years.				

## Appendix 1 – Year Ahead Plan Milestone Tracker

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THRIVING NEIGHBOURHOODS							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
Rotherham residents, VCS organisations and businesses use their skills and assets to help others	Build on the Rotherham Heroes volunteer programme						
	Volunteer coordinators recruited for north/south/central Rotherham.	Completed	Volunteer Coordinators commenced in post in December 2020.				
	Approve the staff volunteering policy.	On track	Staff Volunteering Policy to be presented to Strategic Leadership Team end February and completed by March 2021.				
	Strengthen and adapt existing strategic relationships with the voluntary and community sector (VCS)						
	A new service level agreement is in place for VCS infrastructure support.	On track	Co-design completed in January 2021 and approval expected in March.				

## Appendix 1 – Year Ahead Plan Milestone Tracker

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BETTER HEALTH AND WELLBEING							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
Local incidents and outbreaks are managed effectively	Deliver the Local Outbreak Control Plan (LOCP)						
	Deliver the LOCP’s Communications and Engagement Plan, taking action based on the equality analysis to ensure messages are reaching all of our communities	On track	Promoting latest messaging to all communities continues to play a central role in the delivery of the Local Outbreak Engagement Plan.				
	Delivering the national testing strategy	On track	The Council continues to deliver on our duties around testing as a local authority.				
Vulnerable adults are protected and adult social care is able to adapt to the changing conditions	Ensure that adult social care is able to adapt to the changing conditions						
	Deliver the Adult Social Care Recovery and Reset Plan – giving priority to My Front Door activity and statutory social care services	On track	Development of the plan complete and My Front Door Programme brought back online in August 2020. Focus is now on implementation and adapting and responding to the changing situation.				
	Work with health partners to make best use of available funding to support the Winter Plan	Completed	The winter plan was fully signed off by the A&E Delivery Board in September 2020 and all actions are now complete to deliver against this plan.				
	Ensure support is in place for carers						
	Refresh and co-produce the Carers Strategy	Behind schedule	Resources and capacity challenges within partner organisations, combined with limitations of remote working has impacted on the programme timelines.				
Children and young people are protected, safeguarded and	Protect vulnerable families and empower all children and young people to fulfil their potential						
	Work closely with education providers to ensure the safe return of children to education settings	Completed	All schools reopened safely in September and March.				
	Ensure plans are in place for school reopening regarding	Completed	All schools supported to reopen				



## Appendix 1 – Year Ahead Plan Milestone Tracker

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BETTER HEALTH AND WELLBEING							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
able to achieve their potential	transport, cleaning, catering, school crossing patrols etc.		safely in September 2020 and March 2021.				
	Agree actions to support the emotional health and wellbeing of children and young people based on a borough-wide survey	Completed	The second survey was conducted as planned in October and findings have been shared. Further resources are now being provided to schools.				
	Continue implementation of the residential strategy, with additional emergency accommodation operational by March 2021	Behind schedule	Implementation relies on successful recruitment.				
Health inequalities are understood and responded to	<b>Review health inequalities led by the Health and Wellbeing Board</b>						
	Refreshing the Health and Wellbeing Board priorities with support from the LGA	Completed	Refreshed priorities were agreed in November.				
	Assess the impact of Covid-19 on different communities and take appropriate action.	On track	This work will be an iterative and ongoing process. A new Health and Wellbeing Strategy action plan was agreed in November to take action relating to health inequalities.				
Rotherham is a place where active travel is accessible, and local people reap the associated health and environmental benefits	<b>Deliver a range of schemes to improve air quality and increase physical activity</b>						
	Clean air zone: start construction of highway works scheme.	Behind schedule	The joint business case with Sheffield City Council has not yet been submitted to Cabinet for approval.				
	Complete phase 1 of Sheffield Road cycleways.	Behind schedule	Completion will go into Q1 of 2021/22.				
	Moor Road, Manvers cycleway construction.	Behind schedule	Current programme indicates commencement Q2 2021/22. (though this is a cautious timeline and the scheme could possibly commence in Q1).				
	Provide online mapping of the borough's cycle routes and	On track	Work in progress to provide				

## Appendix 1 – Year Ahead Plan Milestone Tracker

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BETTER HEALTH AND WELLBEING							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
	agree a cycling strategy.		preliminary draft strategy for Q4.				
	Deliver £250k investment in Herringthorpe Stadium.	Off track	Herringthorpe Stadium is currently being used as a test centre which has caused the delay.				

## Appendix 1 – Year Ahead Plan Milestone Tracker

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ECONOMIC RECOVERY							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
The Rotherham economy can adapt and recover from the pandemic	<b>Work proactively with the Sheffield City Region to ensure that the Economic Recovery Plan addresses local skills and business priorities</b>						
	Agree the Sheffield City Region Renewal Action Plan, and secure Rotherham’s share of additional devolution and associated funding to support the local economy.	On track	SCR RAP agreed; discussions ongoing to agree specific projects and programmes and secure funding.				
	Work with partners including DWP, colleges and providers to deploy new job coaches into local communities.	Behind schedule	Due to COVID restrictions, work coaches are only offering face to face appointments in job centres for vulnerable customers. Further meeting planned for 18 February.				
	Start construction of new Century business centre at Manvers.	Behind schedule	The design of the workspace is being reviewed in light of changing work patterns and practices as a result of COVID-19.				
	£425k of investment in the borough’s other business centres.	Off track	Works to replace building control system at Moorgate Crofts complete. Tender prices received for other works are above budget estimates. Works ongoing to prioritise delivery with existing approved budget and to identify additional sources of funding.				
The vision for the regeneration of the borough rejuvenates communities and businesses	<b>Plans are underway for economic regeneration within the borough, including Forge Island development, Town Deal and Future High Streets programme</b>						
	Complete essential infrastructure and enabling works on Forge Island, including the demolition of Riverside Precinct.	On track	Flood mitigation works completed Nov 2020. Works to demolish Riverside precinct and site preparation progressing as programmed.				
	Secure agreements to allow the construction phase of the Forge Island scheme to begin.	On track	Muse Developments are at an advanced stage with the cinema and hotel and the acquisition of				

## Appendix 1 – Year Ahead Plan Milestone Tracker

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ECONOMIC RECOVERY							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
			Riverside Precinct is complete.				
	Co-design Towns Fund proposals with local businesses and communities, and submit to government a vision and strategy for the town.	Completed	The Towns Fund bid has been submitted to government, seeking investment of £35 million.				
	Develop a business case, secure funding and commence construction of a Towns Fund accelerated delivery scheme in the town centre.	Completed	Funding received and former Primark site purchased for the preferred accelerated scheme.				
	Secure funding to support redevelopment of the markets and central library.	On track	Future High Streets Fund bid successful with 69% of funding requested offered in principle. Revised scheme to be presented back to MHCLG reflecting minor amendments to markets design and re-profiled spend.				
The vision for the regeneration of the borough rejuvenates communities and businesses	<b>Begin a major programme of public realm improvements to transform the appearance of the town centre</b>						
	Work begins on College Street.	Behind schedule	Broadband infrastructure works started in advance of main scheme. Main scheme works will start following completion of broad band works scheduled for mid-March.				
	Work begins on Frederick Street.	On track	Works due to commence on site in April 2021 following Covid-related delay. Despite the delay this is still within the timescales set out in the Plan.				
	Work completed on Bridgegate.	On track	Works have started and are progressing well.				

## Appendix 1 – Year Ahead Plan Milestone Tracker

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ECONOMIC RECOVERY							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
	Breathe new life into the town centre by progressing construction of 171 homes across three sites, with a variety of property types						
	Millfold House demolition.	Completed	Demolition complete, making way for 31 apartments for rent and 14 houses for sale at Millfold Rise.				
	Ground remediation complete on all three Council led town centre residential sites.	Completed	Remediation is complete on all three sites in the town centre housing development programme.				
	Deliver additional key schemes across the borough						
	Greasbrough roundabout upgrade.	Behind schedule	Utility delays may push completion to later than Q1. Action to mitigate this risk are being explored.				
	Parkway widening scheme begins.	On track	Full business case approval granted to widen the Parkway. Mobilisation underway with practical works due to start mid-February.				
Social value is maximised throughout the council's procurement and commissioning activity.	Continue to implement the social value policy, delivering tangible benefits to local people						
	Launch the partnership social value charter, encouraging anchor organisations to build social value into their commissioning and procurement activity.	Completed	Videos received and launched via social media in early February.				
	Identify opportunities for social value through procurement and regeneration programmes to ensure additional local jobs and apprenticeships are secured, and monitor progress.	On track	Numerous social value commitments have been secured through the Council's procurement activity.				
	Centre for Local Economic Strategies report on supply chains and market analysis completed.	Completed	The report has been completed with a series of recommendations that are informing a report to Cabinet in February.				

## Appendix 1 – Year Ahead Plan Milestone Tracker

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NEW WAYS OF WORKING							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
High quality customer services which are efficient and accessible	Focus on accessibility, enabling as many people as possible to self-serve online whilst continuing to provide assisted access for vulnerable customers and those who are unable to access services digitally						
	Increase the number of services available through online, including reporting housing repairs and booking and paying for bulky waste collection.	On track	Continuous development of new digital processes. Customers able to request housing repairs and can pay for a bulky waste collection online.				
	Introduce more online videos to visually help, guide and inform our customers about the things they need to know.	On track	Since the start of the Covid-19 crisis, 24 videos added to the Council's You Tube channel.				
	Explore provision of more face to face customer services provision on an appointment basis in local libraries.	Behind schedule	Services currently suspended and libraries unable to open. Appointment booking process developed and ready for roll out when services restart.				
	Review and refresh the flexible working strategy to improve work-life balance and productivity						
	Continue to develop and implement effective flexible working practices.	Behind schedule	Work continues to develop new working practices, but this has been delayed due to national lockdown. New strategy document setting out approach now expected to be completed by end of March 2021.				
	Bring forward proposals relating to the return to and use of Council buildings.	Completed	Planning complete and agreed in principle. To be implemented once safe to do so.				
An empowered and agile workforce, feeling valued and embracing new ways of working	Learning from the Covid-19 reponse is used to shape organisational development						
	Informed by staff feedback, implement initiatives relating to workforce engagement, support and development.	On track	Consulted on Organisational Development Plan. Focus groups is in the final stages and internal communications being developed.				
	A sustainable well-being programme is established and accessible to the whole workforce.	On track	Eight wellbeing activities took place in December, two in January and a number are planned for February				

## Appendix 1 – Year Ahead Plan Milestone Tracker

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NEW WAYS OF WORKING							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
			onwards. Wellbeing survey took place in December and results currently being reported.				

## Appendix 1 – Year Ahead Plan Milestone Tracker

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HOPE AND CONFIDENCE							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
Communication messages are clear along with opportunities to engage and provide feedback	<b>Continue to broaden the reach of communications messages and engage with local people</b>						
	Produce short monthly videos on key themes for social media channels.	On track	Videos produced regularly and future plan in place.				
	Expand the council’s email subscription base and develop a campaign strategy to maximise it.	On track	Communications Strategy in place. 93,522 subscribers compared to 64,554 this time last year (45% increase).				
	Develop content for all channels, but primarily digital, which celebrates Rotherham as a place, in support of the Year Ahead themes and strands.	On track	Specific content has been developed for this purpose, alongside other positive coverage.				
Local people are engaged in creative activities and feel connected to their community: getting active, creative and outdoors more often	<b>Deliver Rotherham Together: a celebration of community, creativity and recovery through a seven-month programme of events and activities (an alternative to the Rotherham Show)</b>						
	Sustain online activities and deliver targeted events such as, No Leotard Required and Sparks of Joy.	On track	Programme launched in September and around 100,000 people engaged so far.				
	Roll out the safe re-opening of libraries, cultural and leisure centres.	On track	Reopening’s will take place again at the point when regulations state it is safe to do so. Council reverted back to offering the order and collect service.				
	Creating a memorial garden at Thrybergh country park.	On track	Funding identified, initial concept designs developed and consultation commenced.				
	Deliver Land Artwork in Clifton Park and Life in Lockdown exhibition at Clifton Park Museum.	Completed	Artwork installed from 5th-19th September and Life in Lockdown exhibition delivered. Over 3,500 people enjoyed the work over a 3-week period and positive response received.				
	Launch the Rotherham Recovery Toolkit – a downloadable pack of crowd-sourced ideas for creative	Behind schedule	Project on hold and at risk of delay due to the current national				



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HOPE AND CONFIDENCE							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
	and active ways to encourage good mental health.		lockdown and capacity. Work to resume when lockdown is lifted and funding for the project has now been secured.				
	Promote a series of videos as part of a virtual Community Achievement awards celebration.	Completed	Worked with Voluntary Action Rotherham. VAR received footage from various groups and Rotherham college. Volunteers video produced to share positive examples of people supporting each other during lockdown.				
Places are clean, welcoming and well-maintained	<b>Carry out a range of environmental improvements around the Borough</b>						
	Begin delivery of the '£24 million to 2024' Roads Programme.	On track	Highway repair schemes commenced on roads across the borough to deliver £6m of improvement works in 2020/21.				
	Increase cleaning resources on 'gateway' routes into the borough, and respond to local weed growths that may have accumulated	On track	Programme developed for delivery of gateway cleansing, areas identified as requiring immediate attention are being addressed and delivery is ongoing.				
	Develop our approach to delivering more "pollinator-friendly" places.	On track	Work to commence, which will include developmental work in terms of approaches, and strategy for delivery.				
	Improve the quality and location of street litter bins across the borough by investing in additional equipment.	On track	Service currently working with the procurement team to tender the provision of the bins.				
	Improve our approach to dealing with fly-tipping and environmental crime, including publicity about littering and enforcement activity to deter others.	On track	Active use of social media to publicise successes. Signage installed and action plan on place to improve joint working.				

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HOPE AND CONFIDENCE							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
	Promote the new seven-day night-time anti-social behaviour and noise nuisance response service to support improvements across the borough.	On track	Service launched in March and promoted through social media and Council website.				
	Open household waste recycling centres seven days a week.	Completed	Household waste sites open seven days a week (since 1 November 2020).				
	Recruit to posts to create a responsive weekend street cleaning service.	Completed	Service commenced weekend working arrangements from Saturday 4th October 2020.				

CROSS CUTTING STRANDS							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1

## Appendix 1 – Year Ahead Plan Milestone Tracker

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CROSS CUTTING STRANDS							
Outcomes	Activity	Status	Rationale for status	Original target			
				Q2	Q3	Q4	Q1
A borough based on social justice where all residents have a good quality of life and are able to achieve their potential	Carry out a comprehensive review of equalities and social justice to understand the issues in Rotherham and identify how the council can make a measurable difference						
	Embed actions to address equalities and social justice into all aspects of the year ahead plan.	On track	Progress made to access and prioritise the actions that are required to move to “Achieving” accreditation.				
Carbon emissions for the Council and the borough are reduced	Embed consideration of the climate impact into all themes						
	Restart and review the Carbon Reduction Plan.	On Track	Work has begun to update the carbon reduction action plan. Climate champions working across the council to identify and deliver activities.				

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## THRIVING NEIGHBOURHOODS

### Rotherham Heroes volunteer helps vulnerable resident receive her first Christmas presents in a decade



The Rotherham Heroes Volunteer Programme, coordinated by the Rotherham Community Hub, was launched in March 2020 to support vulnerable individuals to get the help that they need during the pandemic, and to help those volunteering get the information and advice needed to operate safely and effectively. Since then, many stories have emerged of residents going above and beyond to help out in their local community by using their skills, kindness and community spirit.

One such story was shared by **The Rotherham Advertiser** and **Voluntary Action Rotherham** in December 2020, detailing how the efforts of a kind-hearted Rotherham Heroes volunteer helped a critically vulnerable resident receive her first Christmas presents in over a decade. Volunteer Madeleine was partnered with 80-year-old resident Wendy through the Rotherham Heroes scheme, and the pair soon formed a close bond through regular phone calls before eventually being able to meet in person for the first time.

Christmas 2020 was to be Wendy's 13th Christmas alone and without gifts, and her critically vulnerable status meant she had not been able to leave the house since March. When Madeleine posted to the Brampton-en-le-Morthen Facebook group asking if anybody wanted to buy Wendy a Christmas present, she was overwhelmed to find that the presents 'came rolling in' as the village pulled together to help out.

On Christmas Day, she surprised Wendy with three sacks of gifts from the local community, along with festive video messages from Wendy's neighbours and a Christmas dinner.

**An emotional video of the exchange was shared by The Advertiser.**

Instead of doing housework on Christmas Day, Wendy was opening presents from the local community until 2pm. Among the gifts she received were toiletries, bed socks and slippers.

Wendy told The Advertiser she will never be able to thank Madeleine enough: "Christmas Day to me has always been an ordinary day and then the council arranged for Madeleine to ring me once a week to make sure I'm all right, and for a shopper, Alison, too... Without these two, it would be one hell of a struggle... She's been a lifeline over the phone to me and so has Alison. I have had my down days, we all have, but it's just somebody to talk to. I look forward to the phone ringing and hope to God it's Madeleine. This is a friendship for life now."

For more information on volunteering with the Rotherham Community Hub, including information on the support provided and how to become a volunteer, please click **here**.

## BETTER HEALTH AND WELLBEING

### State of the art respite centre opens its doors ‘Conway Crescent’

The adult social care reset and recovery plan aims to ensure that adult social care is able to adapt to the changing conditions of the pandemic, and an integral part of this plan is the offer of respite facilities to support carers and service-users. On 4th January, the Council opened a new state of the art respite facility for adults with learning disabilities and autism in Conway Crescent.

Conway Crescent replaces two out of date properties at Maltby and Wath. The older properties were not fully accessible and could not provide the services needed to meet peoples’ range of complex needs.

Being purpose-built, Conway Crescent has lifts in both houses meaning all eight en-suite bedrooms are fully accessible. One house is fitted with ceiling hoists and the other provides an autism-friendly environment.

The decision to develop this new offer is part of the Council’s wider plan to transform services for adults with learning disabilities, providing increased choice and opportunities for greater independence through the My Front Door programme.

Rotherham Council Cabinet member for Adult Social Care Cllr David Roche said: “The new houses at Conway Crescent will bring the Council’s respite service right up to date with brand new facilities equipped to serve a wider range of people’s needs.

“Our carers are there for their loved ones 24 hours a day, seven days a week. This new respite service will give more opportunities for carers to have a much-needed short break, in order to carry on their very important caring roles.”

Conway Crescent has already welcomed a number people through its doors, who have started to benefit from the facilities at the centre. Early feedback has been extremely positive, and staff will continue to work with carers and service-users to support their independence and wellbeing.

For more information about Conway Crescent, visit Rotherham Council’s YouTube page, [here](#).





## BETTER HEALTH AND WELLBEING

### Promoting key messages through a digi-van

The current COVID-19 pandemic has presented the Council with a number of challenges, including ensuring that all communities understand the latest advice and restrictions, as well as how to access any support that they need. In a world where an increasing focus has been placed on digital communications and social media, the unique and urgent nature of the coronavirus emergency has challenged the Council to think outside of the box when it comes to communicating key messages.

With the aim of connecting with all audiences, innovative work has been carried out in the form of a video campaign displayed on the side of an LED display truck. The truck travels around the borough, particularly in areas of high footfall, displaying a mixture of static images and video content. Early feedback in the project indicated that this should include 'trusted local faces' so that the campaign felt like it was tailored to the local area, rather than being fed down nationally. The Council has therefore worked with key community influencers on the campaign, such as Paul Warne and David Seaman, to share the latest guidance and key messages.

The success of this communication channel is based largely on its mobility; specific audiences can be targeted and there is an ability to focus communications on harder to reach communities. As the van shares messages digitally rather than through a traditional display board, messages can also be updated immediately, giving the Council the ability to respond quickly, which has been essential given the ever-changing nature of the pandemic. Since the current lockdown restrictions (which came into force in January 2021) the van has been utilised in areas such as supermarkets, retail parks and other areas where footfall has remained high due to shops being open.

The innovative use of the digi-van has been acknowledged among colleagues from other local authorities, and recently, learning has been shared with the Cabinet Office, including a presentation given to the Scottish Cabinet Office. Due to the unique nature of the pandemic, the Council has looked for fresh ways to connect with communities, and in some cases, such as the digi-van, this has relied upon more traditional and grassroots forms of communication, particularly to connect with harder to reach communities and with those who are digitally excluded.



## ECONOMIC RECOVERY

## Town Centre 3 Sites Project



The Town Centre 3 Sites project was approved by Cabinet in October 2019 and features the development of 171 high quality, mixed tenure homes across three strategic gateway sites in the heart of Rotherham's town centre:

- **Westgate Riverside** (formerly Sheffield Road car park)
- **Millfold Rise** (formerly Millfold House commercial units, scrapyard and Eastwood Domestic appliance shop)
- **Wellgate Place** (formerly Henley's garage site)

The scheme comprises homes for outright sale, shared ownership and affordable rent, with a variety of housetypes including apartments, family houses, modern back-to-back houses and bespoke waterside homes with terraces overlooking the River Don. Access to the riverside will be improved by construction of a new riverside path that is hoped to link back to Main St in future.

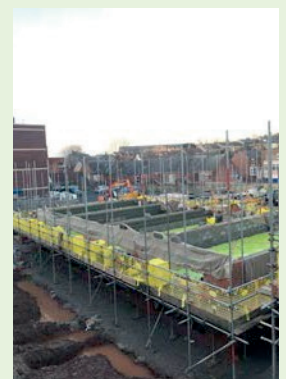
The Council's contractor Willmott Dixon Construction has been on site since starting on schedule in February 2020.



Progress has been excellent with site remediation completed across all three sites and construction up to first floor level at Wellgate Place. We are on track to see the first homes completed in Autumn 2021 as planned, with properties due to go on sale in Spring 2021.

When completed in summer 2022, these schemes will broaden the residential offer within the town centre and help build the platform for a sustainable new urban community. However, the benefits of the scheme are already being felt during the construction period thanks to the various social value initiatives that have been put in place:

- Working closely with Rotherham College on ways they can support the students, including the first work placement starting in November.
- Delivering careers talks and mock interviews at Wickersley, Rawmarsh and St Bernard Schools, plus donating leftover materials to the construction department at Wickersley.
- Ongoing support – on funding bids and architectural plans – to Rotherham Town Cricket Club with their refurbishment plans to create a community hub for local people.
- Three apprentices and a work experience student working on the complex remediation of these post-industrial sites.
- Supporting local charity Lighthouse Homes during lockdown – donating DVD players, activity books and TVs as well as food supplies, winter clothing, toiletries and sanitary products.
- A Virtual Work Experience Week during February 2021 half term, which has stimulated huge interest in participating.





## WAYS OF WORKING

### Adapting to new ways of working and celebrating the outstanding achievements of staff 'Big Hearts, Big Changes Awards'



In March 2020, some services were suspended, face to face services closed and the Council moved to home working, in line with the Government guidance.

To ensure that critical services continued to be delivered the Council worked hard to ensure that new ICT infrastructures were quickly implemented, with limited/no disruption.

Around 3,500 staff are now able to work from home at one time, in comparison to 300-400 previously and Council staff and Members have quickly adapted to the new ways of working.

Council meetings currently take place online and new digital online solutions have been created to make it easier for customers and businesses to contact the Council to get the help and support needed, especially during the pandemic.

To celebrate the outstanding achievements during 2020 the first virtual 'Big Hearts, Big Changes' Awards were celebrated on 15th December via Microsoft Teams.

The awards are a way of showing the Council's appreciation for the hard work employees do every day and an opportunity to say a big thank you to well deserving colleagues.

The awards saw a record 236 nominations and finalists were recognised in 10 categories during an uplifting celebration. The judging panels were made up of Strategic Leadership Team members, Cabinet Members, and representatives from our various partner organisations. Many of the judging panels commended the high-quality nominations received.

Despite not being able to gather in the same room, the event was made extra special with 4 guest videos played through the ceremony, each celebrating the hard work that had taken place through the entire organisation. These included: David Seaman, England Goalkeeper, Dame Louise Casey, Paul Warne, Rotherham United Manager and Rahul Mandal, Great British Bake-Off Winner. Each guest spoke of how valued public services had been during 2020.

The Council were delighted to welcome the Mayor and Mayoress of Rotherham, Cllr Jenny Andrews and Cllr Jeanette Mallinder to the event, who announced the winners for each category.

The afternoon was extremely positive, and it was inspirational hearing the different stories about our winners and finalists doing the best work of their lives and going the extra mile.

## WAYS OF WORKING

### This year's winners included:

- Apprentice of the year - Devon Ferns
- Safeguarding Star - Jacqui Clark
- Outstanding Innovator - Diane Clarke
- Support Service Hero - Joanne Bettridge
- Rising Star - Ashleigh Wilford
- Inspirational Leader - Elizabeth Anderton
- Community Champion - Mark Ryalls
- Frontline Hero - Beverly Rennie
- Top Team - Reablement Team
- Best Employee - Deborah Thomson

The Council are very grateful to the event sponsors

**Simply Health, Sheffield Credit Union** and **Tusker** (in partnership with CPC Drive) as the Awards could not have happened without their support.

This Best Employee award was presented to Deborah Thomson from the ICT (information and communications technology) service. The award celebrates



someone who goes above and beyond their role, demonstrating outstanding performance and an optimistic, enthusiastic attitude. Those nominated set a great example to colleagues and are role models to others. They are true ambassadors for the Council values, and their positive outlook shines through in all they do.

Deborah was recognised for her work to ensure the rapid and successful transition of the Council's new 8x8 telephone platform which has been critical to ensuring that services could be delivered from home successfully.

Deborah's nomination stated that she has 'repeatedly demonstrated commitment, dedication and 'can-do' attitude and is a true inspiration'.

With the support of staff like Deborah the Council has been able to continue delivering high quality services to support Rotherham residents.

## HOPE AND CONFIDENCE

### Rotherham Together Creative Programme

Rotherham Together, was launched in September 2020, a creative programme developed to respond and support recovery from Covid-19, highlighting events and activities across the borough.

**The programme has three core themes:**



**Joy** – The ability to make people smile, to lift collective spirits. It aims to: reduce isolation encouraging residents to safely venture out again; stay connected with those who continue to shield; celebrate the diversity and creativity of every day; reintroduce people to their local community with fresh perspectives.



**Gratitude** – To give thanks to so many who worked behind the scenes to keep Rotherham going. People who put their world on hold so others could carry on through lockdown.



**Hope** – To date Rotherham has lost 714 residents to COVID-19. Contributing to their own corners of the town, the world is a poorer place without them. In speaking to those living with grief, some wanted a place of contemplation to help manage their pain, whereas others wanted an opportunity to remember and celebrate their loved ones.



In September 2020, the headline event was Wildflower Park, which was a great success. A large-scale land art mural in Clifton Park, with mazes and trails that people explored, socially distanced at their leisure as they had been exploring parks throughout the first lockdown.

October's headline was Women of Hope. A series of four 'in conversation with' sessions with women with aspirations to become the first black, female astronaut in the UK to media trailblazers, artists and activists from across Rotherham communities. The event was streamed through the Council's social media channels to mark Black History Month.





## HOPE AND CONFIDENCE

Sitting behind the ‘headline’ events are a series of scalable and flexible activities that are either online or self-led or could be easily adapted if regulations changes.

No Leotard Necessary, is a theme that has featured in most months of the programme. Sharing various activities across the borough to help people get active, walking groups and trails, men only fitness classes and even a social media movement **#MovingRotherham**

In the region of 120,000 people have engaged in over 30 online activities and targeted events to date, delivered by Culture, Sport and Tourism, these figures don’t include any activities or events delivered by partners. Other events and activities in the programme, were delivered by event partners; REMA, ROAR, VAR, RotherFed, RUCST,

Rotherham Friends in Deed, Artful, Grimm & Co, WE Great Place, WOW Foundation, Wentworth Woodhouse, Artworks, 64 million artists, CYPF Consortium, Rotherham CLC, Your Place Comedy.

Rotherham Together will culminate in March 2021 with the opening of a memorial garden at Thrybergh Country Park – Hope Fields. Hope Fields will create a dedicated place for people to pay their respects to those who have passed, to remember the keyworkers, front line staff, volunteers and emergency services who worked through the Pandemic. A space for wellbeing where people can recover from the trauma of the previous 12 months, whilst also being a place of joy where loved ones are remembered and celebrated, a place emphasising nature, play, wellbeing and exploration. Further information regarding the programme is available **here**.



# TIMELINE OF KEY ACHIEVEMENTS AND ACTIVITIES

## September 2020 – January 2021

KEY

Government announcements

Thriving Neighbourhoods

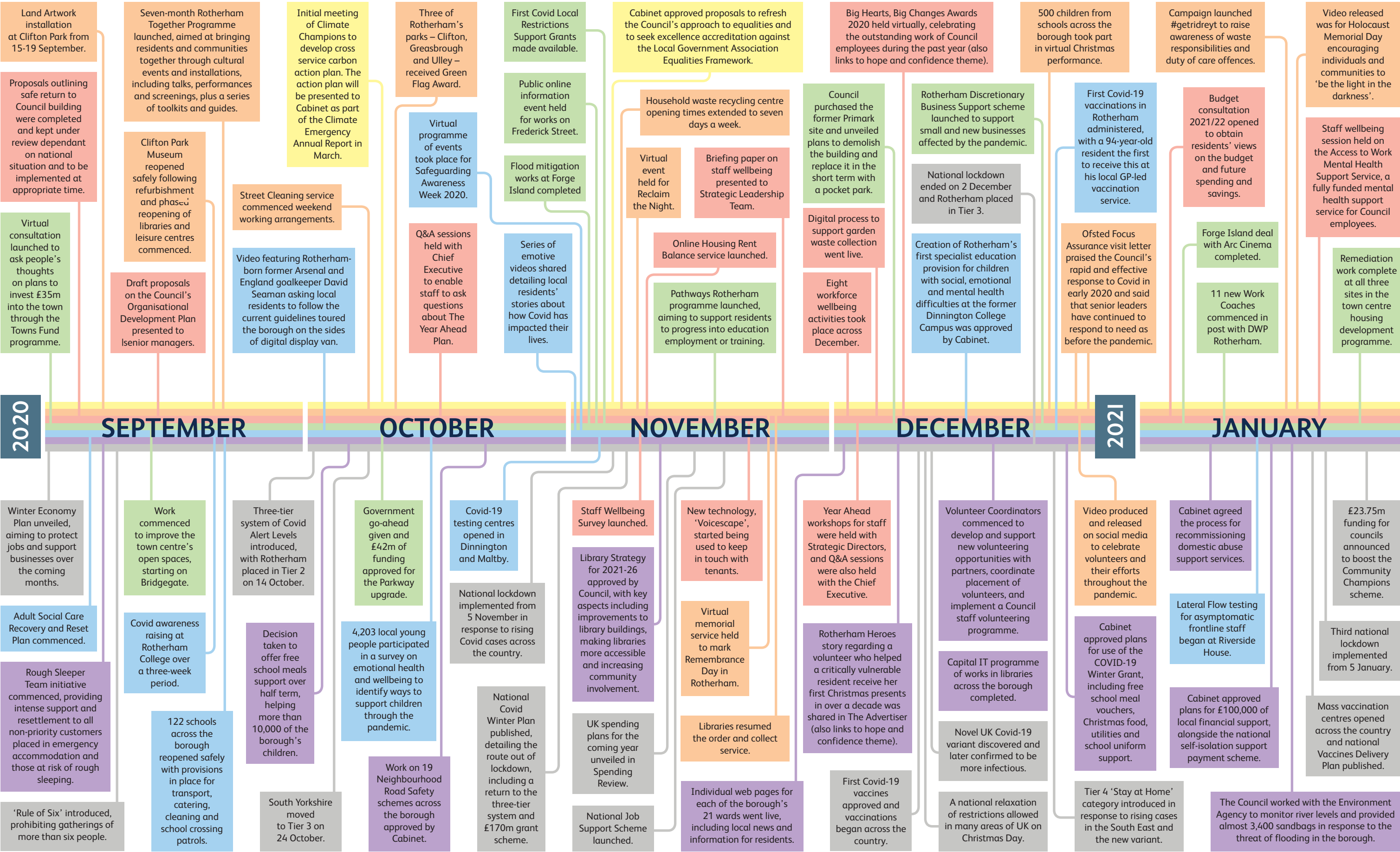
Better Health and Wellbeing

Economic recovery

Ways of working

Hope and confidence

Cross cutting



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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:** The Year Ahead Plan – progress report

**Directorate:** Assistant Chief Executives

**Service area:** Policy, Performance and Intelligence

**Lead person:** Jackie Mould,  
Head of Policy, Performance and Intelligence

**Contact:**  
[jackie.mould@rotherham.gov.uk](mailto:jackie.mould@rotherham.gov.uk)

Is this a:

☒ **Strategy / Policy**
☐ **Service / Function**
☒ **Other**

**If other, please specify**

Progress update on delivery.

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

The Year Ahead Plan, approved by Cabinet on 21<sup>st</sup> September 2020, is the Council's plan for operating in and recovering from the Covid-19 pandemic. The purpose of the Plan is to support residents, communities and businesses through the challenges and uncertainty brought by the pandemic, helping them to build resilience and adapt. It sets out the headline themes and corresponding outcomes and key actions for September 2020 through to May 2021.

Formal quarterly performance reports will be produced and presented to SLT and Cabinet Members. This report is the second report relating to The Year Ahead Plan and covers activities undertaken up to 31<sup>st</sup> December.

### 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

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?**

COVID 19 impacts all of the population of the Borough, with those who are older, BAME communities, disabled people and those with pre-existing health conditions particularly at risk. The Year Ahead Plan sets out the Council's approach to supporting all residents, communities and businesses through these difficult times, which includes those with protected characteristics.

All themes within the Year Ahead Plan will help to address the impacts that covid has had on all communities.

The Plan also includes a cross-cutting theme aimed at equalities and social justice to ensure all residents have a good quality of life and are able to achieve their potential, by:

- Overcoming unfairness caused by lack of access to economic opportunities
- Seeing an improvement in the life chances and opportunities of disadvantaged communities facing social barriers and affected by poverty and unemployment
- Making sure that services and information are accessible to all and taking action when decisions or policies are unfair or discriminatory
- Developing a positive environment and removing barriers to participation so that residents are able to contribute to decisions that affect their lives and their communities
- Inclusive communities where people feel safe, have a sense of ownership, and feel confident in reporting incidents of abuse or discrimination.

• **Key findings**

Each of the themes within the plan will help to address the impacts covid has had on local communities by:

**Thriving Neighbourhoods**

Providing practical support to isolated and vulnerable residents and to drive local activity and delivery of local improvements.

Learning from the experience of the pandemic to provide effective support to those affected by Covid-19, particularly the most vulnerable residents.

**Better Health and Wellbeing**

Assessing the impact that the pandemic has had on health inequalities to address the disproportionate impacts on certain groups and communities.

Supporting vulnerable adults to ensure they are protected and able to adapt and supporting children and young people to achieve their potential.

### **Economic Recovery**

Supporting people to find jobs and supporting employers so that they can adapt and survive.

Maximising social value to create more local jobs, apprenticeships, and benefits for local communities.

### **New ways of Working**

Increasing self-serve online services, whilst also providing assisted access for vulnerable customers and those who are unable to access services digitally.

### **Hope and Confidence**

Ensuring ongoing communications with all communities.

Delivering a programme of events to bring communities together in a safe way and get people more active.

#### **• Actions**

The actions required include:

- Work is ongoing to identify the extent to which COVID 19 has had a differential impact on those with protected characteristics.
- As each of the activities within the Year Ahead Plan are progressed it will be the responsibility of the specified lead to ensure that an equality analysis is completed where this is applicable.
- Extend Year Ahead Plan and ensure equality actions are embedded within each of the themes
- New Council Plan to be developed to help respond to the impacts on local communities and those with a protected characteristic. A full equality analysis will also need to be completed.
- The Equalities Review will include consideration of the impact of the COVID outbreak on all protected characteristic groups.

Date to scope and plan your Equality Analysis:	Tbc (to be completed upon development of the new Council Plan)
Date to complete your Equality Analysis:	Tbc as stated above.
Lead person for your Equality Analysis (Include name and job title):	Tanya Lound Corporate Improvement and Risk Officer

## 5. Governance, ownership and approval

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

Name	Job title	Date
Jackie Mould	Head of Policy, Performance & Intelligence	

## 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>	24 <sup>th</sup> February 2021
<b>Report title and date</b>	The Year Ahead Plan – progress report
<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>	01/03/21
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	

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**Committee Name and Date of Committee Meeting**

Cabinet – 22 March 2021

**Report Title**

Update on the Council's response to COVID-19

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

Yes

**Strategic Director Approving Submission of the Report**

Jo Brown, Assistant Chief Executive

**Report Author(s)**

Jackie Mould

Head of Policy Performance & Improvement

Assistant Chief Executive's Directorate

[Jackie.mould@rotherham.gov.uk](mailto:Jackie.mould@rotherham.gov.uk)

Becky Woolley

Policy Officer

Assistant Chief Executive's Directorate

[Rebecca.woolley@rotherham.gov.uk](mailto:Rebecca.woolley@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 seeks approval for the allocation of an additional £350,218 allocation of COVID Winter Grant in accordance with the priorities agreed by Cabinet in December 2020.

**Recommendations**

1. That Cabinet agrees provisional allocations of the grant subject to final adjustments for the purposes of:
  - a) School holiday food vouchers and support for uniforms - £315,000
  - b) Struggling with utility costs / debt - £35,218
2. That final allocations be apportioned across the approved uses when the final costs of food vouchers and support for uniforms is known.

3. That Cabinet note the ongoing impacts of COVID-19, including local outbreaks.
4. 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 Form – Council’s response to COVID-19  
Appendix 3 Initial Equality Screening Assessment Form – COVID-19 Winter Grant

**Background Papers**

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**  
No

**Council Approval Required**  
No

**Exempt from the Press and Public**  
No

## **Update on the Council's response to COVID-19**

### **1. Background**

- 1.1 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 the most vulnerable residents 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.
- 1.2 Following the identification and rapid spread of a new strain of coronavirus in the UK in December, a third national lockdown was announced on 4<sup>th</sup> January 2021. This included comparable restrictions to the first lockdown period last March, including a stay at home order, the shielding of CEV residents and the closure of schools, colleges, hospitality venues, leisure centres and outdoor sports venues.
- 1.3 On 22<sup>nd</sup> February, the Government set out a four-step roadmap to ease restrictions across England. Before proceeding to the next step, the Government will assess the position against four tests:
- The vaccine deployment programme continues successfully
  - Evidence shows vaccines are sufficiently effective in reducing hospitalisations and deaths in those vaccinated
  - Infection rates do not risk a surge in hospitalisations which would put unsustainable pressure on the NHS
  - The assessment of the risks is not fundamentally changed by new variants of concern.

There will be a minimum of five weeks between each step: four weeks for the data to reflect changes in restrictions; followed by seven days' notice of the restrictions to be eased.

- 1.4 Further detail on each step is outlined below and an overview of the key announcements throughout the pandemic and the Council's response is outlined within Appendix 1.
- 1.5 **Step One: 8<sup>th</sup> March**
- 1.6 From this date, all children and students will return to face to face education in schools and college. Additionally, wraparound childcare and other supervised children's activities can resume where they enable parents to work, seek work, attend education, seek medical care or attend a support group. Some university students on practical courses will be able to return to face to face learning.
- 1.7 The Stay at Home requirement will remain, but people can leave home for

recreation outdoors such as a coffee or a picnic with their household or support bubble, or with one person outside their household.

**Step One: 29<sup>th</sup> March**

- 1.8 As part of step one, there will be further limited changes from 29<sup>th</sup> March, the week in which most schools will break up for Easter. Outdoor gatherings of either 6 people or 2 households will be allowed, providing greater flexibility for families to see each other. This includes in private gardens.
- 1.9 Outdoor sports facilities, such as tennis and basketball courts, will be allowed to reopen, and people can take part in formally organised outdoor sports.
- 1.10 At this point, the Stay at Home order will end, although many lockdown restrictions will remain. For example, those who can work from home should continue to do so, and overseas travel will remain banned, aside for a small number of reasons.

**1.11 Step Two: no earlier than 12<sup>th</sup> April**

- 1.12 This step will see the opening of non-essential retail; personal care premises such as hairdressers and nail salons; and public buildings, including libraries and community centres. Indoor leisure facilities such as gyms will also reopen (but only for use by people on their own or in household groups); as will most outdoor attractions and settings including outdoor hospitality venues, zoos, theme parks, and drive-in cinemas. Self-contained accommodation such as campsites and holiday lets, where indoor facilities are not shared with other households, can also reopen.
- 1.13 Hospitality venues will be allowed to serve people outdoors at step two and there will be no need for customers to order a substantial meal with alcoholic drinks and no curfew, although customers must order, eat and drink while seated ('table service'). Wider social contact rules will apply in all these settings to prevent indoor mixing between different households.
- 1.14 The number of people able to attend weddings, receptions and commemorative events such as wakes will rise to 15.

**1.15 Step Three: no earlier than 17<sup>th</sup> May**

- 1.16 Most legal restrictions on meeting others outdoors will be lifted – although gatherings of over 30 people will remain illegal. Indoors, the rule of 6 or 2 households will apply. Advice on social distancing between friends and family, including hugging, will be updated by this stage.
- 1.17 Most businesses in all but the highest risk sectors will be able to reopen. In all sectors, COVID-Secure guidance will remain in place and businesses may not cater for groups bigger than the legal limits. Indoor hospitality will reopen - and as in step two, venues will not have to serve a substantial meal with alcoholic drinks; nor will there be a curfew. Customers will, however, have to order, eat and drink while seated.



- 1.18 Some larger performances and sporting events will be permitted, with capacity restrictions in place.
- 1.19 **Step Four: no earlier than 21<sup>st</sup> June**
- 1.20 By this step, the Government hopes to be able to remove all legal limits on social contact. This should include reopening remaining premises, such as nightclubs, and easing the restrictions on event capacity outlined in step 3.
- 1.21 The Council has responded in line with daily Government announcements and guidance. This report provides an overview of how the Council is responding to the crisis and the critical issues being addressed. This report also includes proposals relating to the allocation of an additional £350,218 allocation of COVID Winter Grant in accordance with the priorities agreed by Cabinet in December 2020.

## **2. Key Issues**

### **2.1 COVID Winter Grant extension**

- 2.2 At its meeting on 10<sup>th</sup> December 2020, Cabinet received a report detailing that Rotherham had been awarded grant assistance of £1,007,395.16. from the Department for Work and Pensions COVID Winter grant scheme.
- 2.3 The grant funding was designed to meet immediate needs and help those who were struggling to afford food and utility bills (heating, cooking, lighting) and water for household purposes (including drinking, washing, cooking, central heating, sewerage and sanitary purposes), or other related essentials. There was a focus on families with children, which had to benefit from at least 80% of the value of the grant. The funding was required to be spent by 31<sup>st</sup> March 2021.
- 2.4 As part of the Government's COVID roadmap, announced on 22<sup>nd</sup> February 2021, the COVID Winter Grant Scheme has been extended to the 16<sup>th</sup> April, providing an additional £59.1 million across England of extra targeted financial support for those in need during the pandemic. The funding is provided under the same grant conditions as the original allocation.
- 2.5 Rotherham has been allocated an additional £350,218.
- 2.6 The decision of Cabinet in December 2020 approved the priorities for assistance and provisional allocations of the grant subject to final adjustments for the purposes of:
- Holiday Programme and Food – food vouchers for children in receipt of free school meals - £492,395.16
  - Struggling with utility costs/debt - £285,000
  - Christmas food - £30,000
  - Help with school uniforms - £200,000

- 2.7 In order to ensure that the additional grant is spent within the permitted timeframe and the benefits realised by Rotherham families, proposals have been developed to allocate the grant in accordance with the priorities previously agreed by Cabinet through extending and enhancing the established provision.
- 2.8 This involves further provision allocations of:
- £315,000 to provide food vouchers for the Easter school holidays, and support for school uniforms, to children eligible for free school meals. The food vouchers are to the value of £15 per week for each eligible child. Support for school uniforms is £20 per eligible child.
  - £35,218 to increase the funding available to support families struggling with utility costs / debt.
- 2.9 Management of final allocations will continue to balance across the approved uses to ensure full spend of the COVID winter grant once the final costs of food vouchers and support for uniforms is known.
- 2.10 **Updates on the Council's ongoing response to COVID-19 pandemic**
- 2.11 The remaining sections of this report provide an update on the Council's ongoing response to the COVID-19 pandemic.
- 2.12 The Rotherham 7-day infection rate (all ages) was 183.1 per 100,000 (for 7 days to 20 Feb) compared with the England rate of 118.3 per 100,000. It is principally the working age population that is driving the higher infection rate compared with the national average. This may be connected to factors relating to deprivation and the type of employment in Rotherham (i.e. there is a larger proportion of people who are not able to work from home.)
- 2.13 Work is taking place to target households within parts of the borough where deprivation and infection rates are higher. There will be four weeks of action to reduce case rates in Town Centre wards, including Rotherham West, Rotherham East, Boston Castle and Valley. This will include focussed communication and engagement, the promotion of community testing and vaccinations, targeted contact tracing and increased enforcement activity.
- 2.14 Delivery against all aspects of the Local Outbreak Control Plan continues, with more detail outlined below.
- 2.15 **Vaccination programme**
- 2.16 The vaccination programme has provided access to the vaccine to priority groups. In Rotherham, the target to vaccinate 56,000 people during the initial 8-week period was exceeded, with over 60,000 vaccinated and over 90% coverage of the first four priority groups. As at 26<sup>th</sup> February, approximately 75,000 vaccinations have been carried out. Second dose vaccinations are scheduled to begin from 9<sup>th</sup> March. Work is ongoing to target JCVI priority

group 6 and the Council is working with the CCG to identify unpaid carers and people with a learning disability to ensure full coverage.

- 2.17 Activity is now underway to ask those who are over 70, Clinically Extremely Vulnerable (CEV) or have previously received a shielding letter, and have not yet been offered the vaccine, to contact [Roccg.vaccinebooking@nhs.net](mailto:Roccg.vaccinebooking@nhs.net) to arrange an appointment.

**2.18 Testing**

- 2.19 The Forge Island testing site was closed on 19<sup>th</sup> January as a precaution against flooding. A new PCR local testing site at Herringthorpe Stadium opened on 10<sup>th</sup> February to replace the Forge Island site. Additional testing sites at Midland Road old bus depot, Dinnington and Maltby continue to operate. All testing site facilities have been winter-proofed and have been included in gritting routes to ensure accessibility.

- 2.20 Riverside House Café was selected as the location for the roll out of the Community Testing programme using lateral flow tests (LFTs) – a new rapid testing programme for asymptomatic frontline workers. This programme commenced on 4<sup>th</sup> January. This site has now carried out over 2,500 lateral flow tests (as of 14<sup>th</sup> February.) Opening hours have been extended on a Monday and Thursday to help more people with access to tests at the centre, which led to a daily record of 134 tests being completed on Thursday 11<sup>th</sup> February.

- 2.21 Work continues to develop our offer with regards to satellite asymptomatic testing sites, working with a number of different settings to offer them workplace-based testing, including early years settings, transport, small manufacturing businesses as well as public services.

**2.22 Contact tracing**

- 2.23 The local contact tracing service has been able to successfully contact 50% of the people that come through from the national track and trace system as outstanding. This rate is proving very difficult to increase, due to poor data, duplication, and cases being too old. Work is ongoing to understand the demographic of the individuals that are not engaging with the service.

- 2.24 An escalation procedure is now in place to ensure that individuals are isolating if they have been uncontactable through national and local contact tracing. As at 17<sup>th</sup> February, 100% of cases have been successfully contacted through door knocking.

**2.25 Education**

- 2.26 Virtual sessions were held for early years leaders/school leaders on 27<sup>th</sup> January to share localised COVID-19 data to inform school risk assessments. This was supported by Rotherham Council Public Health and Public Health England and was attended by approximately 130 school and early years education leaders.

- 2.27 Further sessions for school/early years leaders are arranged for March 3<sup>rd</sup> to provide a supportive forum whilst preparing for the wider opening of schools on March 8<sup>th</sup> when all students will return to education. Key updates and revisions to statutory guidance have been provided to schools. Further support across education services will be provided to support schools and early years settings ahead of reopening.
- 2.28 The Council is working with charity Laptops for Kids to help ensure that all children and young people have access to digital devices, enabling them to access the full remote learning offer.
- 2.29 Funding has been provided by the DfE, and local business AESSEAL recently donated £400,000 to Laptops for Kids to fund devices and connectivity in Rotherham. This has supported 1,412 laptops to be allocated to schools. A further 500 laptops will be purchased for Rotherham children and young people as part of a bulk purchase with other South Yorkshire local authorities. This will meet the remaining identified gap in IT access.
- 2.30 **Welfare and support**
- 2.31 During national lockdown, schools have been expected to provide meal options to eligible pupils. Following updates to guidance on 13<sup>th</sup> January, the DfE recommended the use of the national voucher scheme as an alternative to food parcels/hampers.
- 2.32 Several schools have supported their communities outside of free school meal eligibility, including food donations and wider charitable work. One example of this would be the food bank set up at Ferham Primary School, which has supported approximately 30 families (100 children) to receive weekly food hampers on top of their free school meals offer.
- 2.33 **Rotherham Community Hub**
- 2.34 Since the national lockdown began in January, the community hub has received between 70-80 support requests per week, with these numbers remaining stable. Although approximately 50% of the requests are for practical support such as help with food shopping or prescription collections, there has been an increase in the number of requests relating to financial hardship.
- 2.35 95% of support requests are picked up on the same day, with residents receiving communication from the Rotherham Community Hub team. The other 5% are out of hours referrals which are picked up on the next working day.
- 2.36 The Government has announced a new cohort of 'CEV+' residents. This equates to an additional 6,669 residents who have been included on the Shielded Persons List, contributing to a total of 18,128 residents who have been identified as being Clinically Extremely Vulnerable (approximately 7% of the local population.) All residents within this cohort are being contacted via

letter and/or text to make them aware of support available. 37.8% of this cohort are already known to other Council services, who will make contact, and the remaining residents will be contacted directly by the Rotherham Community Hub.

**2.37 Response to outbreaks**

2.38 Outbreaks have reduced in care homes for older people to circa eight “live” and ongoing, as of 17<sup>th</sup> February. Officers have facilitated the distribution of a range of government grants for the social care sector including the Infection Control Grant (Round 2), the Rapid Testing Fund (£741k) and Workforce Capacity Fund (£672k). These grants aim to support care homes and other social care settings to alleviate financial pressures associated with outbreak control measures.

2.39 Engagement work continues to take place within high-risk places, including targeted work in town centre neighbourhoods, BAME communities and amongst the working age population. This includes regular liaison with local community organisations.

2.40 The Council has developed a plan to respond to any request from government to conduct surge testing at scale, should any new variants of concern (such as the South African and Brazilian variants) be detected in the borough. This approach of extensive door-knocking and the offer of PCR testing kits for all residents in impacted areas is known as Operation Eagle.

**2.41 Support to businesses**

2.42 Support to local businesses affected by the pandemic continues. During the first national lockdown, 3,946 businesses were supported with grants through the Small Business Rates Grant Fund (SBRGF) and Retail, Hospitality and Leisure Grant Fund (RHLGF), with a total grant value of £44.6m. Through the Councils discretionary grant allocation, a further £2.5m of business grants were provided to an additional 274 businesses.

2.43 Under the new Local Restrictions Support Grant (LRSG) schemes, over 1,500 businesses have received further support so far, with a total value of £17.8m. Further support has also been provided via Sheffield City Region, through the Additional Restrictions Grant, with over 1,300 businesses supported with a total grant value of £4.6m. These grants provide support to businesses not registered for business rates so cannot access LRSG, businesses in the supply chain of those forced to close, licensed taxis and a discretionary scheme for small businesses. In total, £69.5m of business support grants have been delivered by the Council to over 5,000 businesses (not many businesses have been able to access support through multiple schemes).

**3. Options considered and recommended proposal**

3.1 Options considered have focussed on achieving of use of the grant within the

restricted timescale available. The only options available are to extend provision approved by Cabinet in December 2020.

3.2 The recommendations are:

1. That Cabinet agrees provisional allocations of the grant subject to final adjustments for the purposes of:
  - a) School holiday food vouchers and support for uniforms - £315,000
  - b) Struggling with utility costs / debt - £35,218
2. That final allocations be apportioned across the approved uses when the final costs of food vouchers and support for uniforms is known.
3. That Cabinet note the ongoing impacts of COVID-19, including local outbreaks.
4. That Cabinet note the arrangements in place to respond to COVID-19.

4. **Consultation on proposal**

- 4.1 Officers in relevant Council services along with VCS partners were engaged in producing the recommended options for the COVID Winter grant allocation.

5. **Timetable and Accountability for Implementing this Decision**

- 5.1 Not applicable. This report is for information and no decision is required.

6. **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)**

- 6.1 As indicated in the latest financial monitoring report for 2020/21 to 15<sup>th</sup> February Cabinet, the Council's current net forecast position is an underspend of £0.5m, after taking account of the emergency COVID-19 funding provided to date by Government. Further funding will be provided as continued compensation for lost income from sales and fees and charges due to the impact of COVID-19, the Council has to date submitted claims for lost income up until November 2020, with a final claim for the remainder of the year due in April 2021.
- 6.2 The financial impact of COVID-19 will 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. However, the Council aims to deliver a balance outturn position for 2020/21.
- 6.3 The report seeks approval for the allocation of an additional £350,218 allocation of COVID Winter Grant in accordance with the priorities agreed by Cabinet in December 2020. The proposed expenditure for the additional resource is in line with the grant conditions, although the project plan will

need to be implanted at pace to ensure full grant expenditure can be completed by the revised grant end date, 16<sup>th</sup> April 2021.

- 6.4 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.

**7. Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)**

- 7.1 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.

**8. Human Resources Advice and Implications**

- 8.1 Workforce information regarding staff absences, including those self-isolating and unable to work from home, 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 has been monitored through the second health and wellbeing pulse survey (which closed on 18<sup>th</sup> December). Informed by these survey findings, a range of interactive health and wellbeing activities will be delivered to further support staff, including a review of provision specifically for frontline workers.

**9. Implications for Children and Young People and Vulnerable Adults**

- 9.1 At least 80% of the use of the COVID Winter Grant must be used to support households with children. The proposed uses of the grant will achieve that.
- 9.2 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 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.

**10. Equalities and Human Rights Advice and Implications**

- 10.1 COVID-19 impacts on the whole population, with BAME communities, those who are older, disabled people and those 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.

- 10.2 The use of COVID Winter Grant was subject to equities screening when it was considered by Cabinet in December 2020. The proposed use of the additional grant allocation in accordance with the priorities previously agreed means that the original equalities screening is still relevant.

## 11. Implications for Ward Priorities

- 11.1 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.

## 12. Implications for Partners

- 12.1 The Council is working closely with partners across the public, private and voluntary and community sector on the response to COVID-19.

## 13. Risks and Mitigation

- 13.1 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.
- 13.2 The management of the COVID Winter Grant in accordance with the priorities previously agreed, including provisional allocations and management across approved uses, will mitigate any potential risk in the delivery of the grant and its outcomes.

## 14. Accountable Officers

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

Approvals obtained on behalf of Statutory Officers:-

	Named Officer	Date
Chief Executive	Sharon Kemp	08/03/21
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	04/03/21
Head of Legal Services (Monitoring Officer)	Bal Nahal	05/03/21

Report Author(s):



Jackie Mould,  
Head of Policy Performance & Improvement  
Assistant Chief Executive's Directorate  
[Jackie.mould@rotherham.gov.uk](mailto:Jackie.mould@rotherham.gov.uk)

Becky Woolley  
Policy Officer  
Assistant Chief Executive's Directorate  
[Rebecca.woolley@rotherham.gov.uk](mailto:Rebecca.woolley@rotherham.gov.uk)

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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.

June	
21 <sup>st</sup> June	(TBC, 21 June is earliest possible date) Step four of lockdown easing: all legal limits on social contact removed and reopening of final closed sectors of economy.
May	
17 <sup>th</sup> May	(TBC, 17 May is earliest possible date) Step three of lockdown easing: most outdoor social contact rules lifted, six people or two households can meet indoors and indoor hospitality and hotel can open.
April	
12 <sup>th</sup> April	(TBC, 12 April is earliest possible date) Step two of lockdown easing: non-essential retail and personal care can reopen, hospitality outdoors and indoor leisure can reopen.
March	
29 <sup>th</sup> March	Step one of lockdown easing to continue: six people or two households allowed to meet outdoors, outdoor sports facilities can reopen, organised sport allowed and the stay at home order will end (though people should stay local as much as possible).
27 <sup>th</sup> March	Hope Fields Covid-19 memorial to open to the public at Thrybergh Country Park.
8 <sup>th</sup> March	Step one of lockdown easing to begin: children to return to school, care homes to be allowed one regular indoor visitor and two people allowed to sit together outdoors.
February	
24 <sup>th</sup> February	Rescheduled Introduction to Mindfulness workshop held for staff.  New £700m education recovery package laid out to help children and young people catch up on lost learning.
23 <sup>rd</sup> February	Following announcement of lockdown easing roadmap, the Council and its health partners called for residents to keep vigilant and get tested if needed.  New measures for the upcoming council and mayoral elections to allow anyone self-isolating due to Covid to access to an emergency proxy vote, up to 17:00 on election day.
22 <sup>nd</sup> February	PM unveiled lockdown exit plan, in which it was announced that all children will return to school from 8 March and care homes will be then be allowed one regular indoor visitor. From 29 March, gatherings of up to 6 people or households will be allowed outdoors and the stay at home order will end. From 12 April, all shops, gyms, salons, community centres and libraries can reopen and restaurants and pubs can seat customers outdoors. From 17 May, groups of up to 30 outdoors will be allowed, 6 people or two households can meet indoors, pubs and restaurants can seat customers indoors and indoor entertainment can reopen. Finally, from 21 June, all legal

	<p>limits on social contact will be lifted.</p> <p>Each stage is dependent on the following conditions being met: the vaccination programme is going to plan, vaccines are reducing deaths and hospitalisations, infection rates do not risk a surge in hospital admissions, and new variants do not fundamentally challenge the lifting of restrictions.</p> <p>Mass testing confirmed for all secondary pupils and college students confirmed on return to school (three tests on return, 2 per week at home). Primary school staff will continue to take 2 rapid tests at home, and secondary and college staff will also be provided with 2 tests to use each week at home.</p>
21 <sup>st</sup> February	<p>PM pledged to offer all UK adults their first Covid vaccine dose by 31 July.</p> <p>500 days marked until Women's EURO 2022 with a film on RMBC Events Facebook page.</p>
19 <sup>th</sup> February	<p>Results of Winter 2020 Wellbeing Survey shared with staff.</p> <p>Rotherham's infection rate remained unchanged from previous rate for the past 7 days, with the Kent variant now accounting for virtually all new cases in Rotherham. Residents reminded that despite the progress of the vaccine rollout, the stay at home message and guidance is still vital.</p> <p>Working-age people in Rotherham urged get tested if they are showing a wider range of symptoms, as well as the main Covid symptoms.</p> <p>Video shared explaining the process in the Riverside House testing facility for testing front line workers.</p> <p>Residents invited to share ideas for green tributes and activities for the Hope Fields Covid memorial.</p> <p>New campaign launched with support from social media platforms and celebrities, featuring new graphics to show support for the vaccine rollout.</p>
17 <sup>th</sup> February	<p>Confirmed that the PM is to set out road map for easing lockdown restrictions on Monday 22<sup>nd</sup>, stressing that a data-based approach will be taken.</p>
16 <sup>th</sup> February	<p>Another new Covid variant identified in the UK, with some similarities to the South African variant which has recently prompted surge testing.</p> <p>New predictive risk model used to help identify a new group of people who may be at high risk from Covid, allowing 800,000 adults to now be prioritized to receive a vaccine as part of the current vaccination cohorts. These individuals will be added to the Shielded Patient List on a precautionary basis.</p> <p>Announced that Hope Fields, a living memorial to honour victims of Covid and those who fought the virus, as well as those who were part of the emergency response effort, is to open at Thrybergh Country Park on 27 March. The memorial has been designed in consultation with communities from across the borough.</p>
15 <sup>th</sup> February	<p>Vaccine rollout for over-65s and clinically vulnerable people began.</p> <p>Hotel quarantine came into force in the UK.</p>

	<p>PM praises the ongoing national vaccination efforts at the coronavirus press conference but warns that progress out of lockdown must be cautious and individuals must still do all they can to stay safe.</p> <p>Staff encouraged to join the new informal staff book club ahead of the first session on 24<sup>th</sup> February.</p>
14 <sup>th</sup> February	<p>Ban on evictions in England extended until the end of March.</p> <p>First vaccine target hit as 15 million people in the UK have now received their first dose. All care home residents and staff, health and social care workers, people aged 70 and over, and the clinically extremely vulnerable have been offered a vaccine.</p>
13 <sup>th</sup> February	<p>UK R number estimated to be between 0.7 and 0.9.</p> <p>New vaccine uptake plan published.</p> <p>New Covid treatments to be fast-tracked through clinical trials.</p>
12 <sup>th</sup> February	<p>A series of virtual performances by young people were held on the RMBC Events Facebook page in celebration of Chinese New Year.</p> <p>Resident's Bulletin highlighted that the infection rate has continued to drop in Rotherham, but there are concerns that the number of working age people contracting Covid in Rotherham is increasing. Residents were therefore reminded that they should work from home if possible and employers should provide a Covid-secure environment.</p> <p>Free workout videos by Zoe's Dance and Fitness on YouTube shared with staff as part of #MovingRotherham.</p> <p>New Herringthorpe test site opened.</p> <p>Nationwide government drive to urge vaccine take up priority groups began, involving visits and virtual meetings.</p> <p>Sporting legends led by Sir Geoff Hurst urge over 70s to get the Covid vaccine.</p>
11 <sup>th</sup> February	<p>Residents urged to wary of Covid-19 fake news and encouraged to look at verified sources of information.</p> <p>Works now underway to demolish the former Primark building on Rotherham High Street.</p> <p>£42m to extend projects for children with SEND announced.</p>
10 <sup>th</sup> February	<p>Council budget proposals set to commit £5.5 to accelerate flood defence schemes.</p>
9 <sup>th</sup> February	<p>Further wellbeing sessions held for staff: Working From Home Workshop and Keeping Fighting Fit in Winter Workshop.</p> <p>Forge Island testing site to be moved to Herringthorpe Stadium to allow future development work on the site to begin.</p> <p>Residents encouraged to consider becoming a volunteer Snow Warden.</p>

	<p>Government launched new 'Care for Others. Make a Difference' campaign to encourage the public to consider a role in the adult social care sector.</p> <p>New national scheme announced providing free PPE for unpaid carers. Councils encouraged to take part and assist with supply.</p> <p>New enforcement measures for quarantined passengers announced, including fines of up to £10,000 for those who fail to quarantine on arrival.</p>
8 <sup>th</sup> February	<p>A series of Q&amp;A sessions were held throughout the week for National Apprenticeship Week.</p> <p>Virtual information sessions with Barnsley College and Rotherham College shared for National Apprenticeship Week.</p> <p>Council promoted the opportunity for residents to volunteer as a Snow Warden in the borough.</p> <p>More than 12 million people confirmed to have had a Covid vaccine.</p> <p>Everyone aged 70 and above now urged to contact the NHS if they have not yet got an appointment to be vaccinated.</p>
7 <sup>th</sup> February	<p>New government drive to increase workplace testing in sectors open during lockdown for asymptomatic workers began.</p>
6 <sup>th</sup> February	<p>Surge testing deployed to additional areas to suppress the spread of Covid variants.</p> <p>UK R number estimated to be between 0.7 and 1.</p> <p>Confirmed that all over-50s in the UK are to be offered a vaccine by May.</p>
5 <sup>th</sup> February	<p>May local elections expected to go ahead with safety measures and additional funding provided.</p> <p>Confirmed mandatory hotel quarantine will be introduced from 15 February.</p> <p>Monitoring data published confirming the safety of the Covid vaccines.</p> <p>New partnership between government and CureVac established to rapidly develop new vaccines in response to new Covid variants.</p> <p>Council urged more companies affected by Covid to apply for funding, with new 'Open Business Grants' extending support to those losing trade due to reduced footfall or visitor confidence. The grants will provide between £1,400 and to £3,150 to eligible companies.</p> <p>Teams involved in snow response thanked for their ongoing work.</p> <p>Residents informed that infection rate across the borough has fallen in the past week, but the estimated proportion of new variant cases is still increasing.</p> <p>Rotherham Libraries held a reading with Chitra Soundar on their Facebook page as part of Children's Mental Health Week.</p>
4 <sup>th</sup> February	<p>Coping with Uncertainty workshop held for staff as part of 'Time to Talk' Day</p>

	<p>2021.</p> <p>Residents urged to get any cancer symptoms checked and keep any routine appointments during the pandemic on World Cancer Day.</p> <p>New clinical study launched into the use of alternate Covid vaccine doses.</p>
3 <sup>rd</sup> February	<p>Announced the UK is 'past the peak' of the current wave of the pandemic, but that infection rates are still high.</p> <p>National clap for Captain Sir Tom Moore held following his death.</p> <p>Mayor of Rotherham urged local people to join to the clap for Captain Tom Moore.</p> <p>Council flags flew at half-mast in honour of Captain Sir Tom Moore and all those lost to Covid.</p> <p>Meditation session held by Rotherham Libraries in partnership with the council for Children's Mental Health Week on their Facebook page.</p> <p>Confirmed that 10 million people in the UK have now received their first dose of the Covid vaccine.</p>
2 <sup>nd</sup> February	<p>Budget proposals for coming year published, including no additional cuts to council services, an extra £1.8m for targeted service improvements, responding to issues created by the pandemic and freezing many fees and charges.</p> <p>Work started on A630 Parkway improvement.</p> <p>Snowy weather caused some disruption across the borough, with some bin collections delayed, some schools closed and household recycling centres opened later to allow time for staff to clear snow.</p> <p>Announced that Captain Sir Tom Moore, who raised millions for the NHS during the first lockdown, has died with Covid.</p>
1 <sup>st</sup> February	<p>NHS announced that Covid vaccine has now been offered to residents at every eligible care home in England.</p> <p>Council and Rotherham Libraries held a reading on their Facebook page with Dutch author Eva Eland for Children's Mental Health Week.</p> <p>First Rotherham Works newsletter released as part of the Rotherham Works campaign, aimed at supporting businesses that are recruiting, along with helping Rotherham residents and young people on their career journeys and into work.</p>
<b>January 2021</b>	
30 <sup>th</sup> January	<p>Vaccine Deployment Minister Nadhim Zahawi and the Mayor of London Sadiq Khan urged everyone, and especially those from black, Asian and ethnic minorities, to find trusted advice and information on Covid and vaccinations, and to encourage friends and family to protect themselves.</p>
29 <sup>th</sup> January	<p>Webinar held for employees to hear about the Access to Work Mental Health Support Service, a fully funded mental health support service that any employee can use.</p>

	<p>Janssen single-dose vaccine shown to 66% effective.</p> <p>Residents Bulletin highlights a slight increase in infection rate across borough, with the new variant estimated to make up more than half of positive cases. Residents reminded to stay safe and follow the restrictions, and also informed of additional financial support for those self-isolating under the new local scheme.</p> <p>Confirmed a new Covid test site will open at Herringthorpe Stadium in February.</p> <p>Since April 2020, joint operational working with South Yorkshire police has resulted in 600 Covid enforcement related actions, including informal warnings to 105 businesses and 381 individuals, 48 closures and prohibitions of business and 10 fixed penalty notices.</p>
28 <sup>th</sup> January	Novavax vaccine shown to be 89.3% effective and proven to be effective against the UK variant.
27 <sup>th</sup> January	<p>Border controls announced by government to minimise international travel. Those leaving the UK must declare a valid reason for travel, while those entering must isolate for 10 days without exception.</p> <p>Confirmed schools will reopen from 8 March at the very earliest, and current restrictions will remain until this date.</p> <p>Video shared for Holocaust Memorial Day featuring local faith leaders and Council representatives in place of the normal remembrance gathering in All Saint's Square, encouraging everyone to reflect on the events of the Holocaust but also the ways individuals and communities resisted the darkness to 'be the light'.</p>
26 <sup>th</sup> January	UK death toll passed 100,000.
25 <sup>th</sup> January	<p>£23.75m funding allocated to 60 councils (including Rotherham) and voluntary groups across England to expand work to support those most at risk and boost vaccine take up under the Community Champions scheme.</p> <p>Cabinet approved plans to provide more financial support to residents instructed to self-isolate under a local support scheme which will pay £250 to eligible claimants. Scheme launched on same day.</p>
24 <sup>th</sup> January	<p>Importance of continuing to follow restrictions and guidance after receiving a Covid vaccination highlighted.</p> <p>UK R rate estimated to be at or below 1 for first time since early December.</p> <p>Government extended lockdown laws to give councils the power to close pubs, restaurants, shops and public spaces until July 17 this year.</p>
22 <sup>nd</sup> January	<p>Residents updated on the progress of the vaccine rollout in Rotherham, which is currently on track to see the four priority groups vaccinated by mid-February, and reminded they should wait to be contacted when it is their turn.</p> <p>Covid cases in Rotherham have stabilised over the past 7 days, but the number of new variant cases is still increasing and these are estimated to now make up more than half of positive cases.</p> <p>Ben Anderson, Director of Public Health, issued a video message updating</p>



	<p>residents on the local situation, including also reminding residents of the rules, available support and vaccination progress.</p> <p>Rotherham firm AESSEAL has donated £400,000 to the Laptops for Kids charity to support home learning for local children during the pandemic. The Leader of the Council applauded the gesture and said the Council is pleased to work alongside them and local schools to ensure more IT equipment will get to the children who will most benefit from it.</p> <p>Early evidence confirmed by PM to suggest that the UK variant may be associated with a higher degree of mortality.</p> <p>5.4m people across the UK have now received their first dose of the vaccine.</p> <p>New TV advert campaign launched nationally, asking the public “Can you look them in the eyes and tell them you’re helping by staying at home?”.</p>
21 <sup>st</sup> January	<p>Leader of the Council issued a statement on the recent substantial flooding threat which has since receded, expressing relief that no residential or commercial properties were flooded, thanking those involved in the response and highlighting the need for the Government step up and fund comprehensive flood defences.</p> <p>Council’s flood threat response over past few days included work with the Environment Agency to monitor river levels and trigger points and the delivery over almost 3,400 sandbags.</p> <p>Advice awaited from Department for Health and Social Care on reopening of Forge Island testing site.</p> <p>Coronavirus briefing announced the introduction of an £800 fine for those attending house parties from next week.</p>
20 <sup>th</sup> January	<p>Daily Covid death record again set at 1,820 deaths.</p> <p>Minister for Social Care letter published outlining plans for getting the COVID-19 vaccine to social care workers based in the community.</p>
19 <sup>th</sup> January	<p>Over 4m people across the UK have now received a first dose of the vaccine.</p> <p>Daily Covid deaths again rise to higher than ever before in the pandemic as 1,610 deaths recorded.</p> <p>Consultation on eco-burials opened.</p> <p>Residents alerted to possible flooding in early hours of 20<sup>th</sup> January and advised to take precautions if necessary.</p> <p>Covid testing site at Forge Island temporarily closed due to Storm Christoph as a precaution. Residents advised to book a test at the Midland Rd site instead if needed.</p>
18 <sup>th</sup> January	<p>All UK travel corridors closed – anyone arriving must have proof of a negative Covid test in the 72 hours before travel and must quarantine for 10 days (or take another test on day 5 which returns negative).</p>

	<p>A further 10 mass vaccination centres opened across the country.</p> <p>Vaccination rollout for over 70s and those classed as clinically extremely vulnerable began.</p> <p>Statement by the Health and Social Care Secretary confirms a half of over 80s and half of care home residents had now had the vaccine across the UK, and reminded the public to continue to follow the rules.</p> <p>National free school meals voucher scheme opens to orders.</p> <p>Residents directed towards advice and information as Amber weather alert and flood warnings issued for Rotherham. Council taking precautions to protect residential areas.</p>
17 <sup>th</sup> January	<p>Public urged to play their part in vaccine rollout by supporting friends and relatives to get vaccinated, volunteering, signing up to clinical trials and staying informed.</p> <p>Social care sector to receive £269m boost: local authorities to receive £120m fund to boost staffing levels and £149m grant system provided to support increased testing in care homes.</p>
15 <sup>th</sup> January	<p>Staff thanked for their work during recent snowy weather, including working to keep vaccination and testing sites and routes to these clear.</p> <p>Residents Bulletin confirmed that infection rate in Rotherham appears to be stabilizing, but the number of local people being infected by the new strain of the virus has seen a sharp increase over the past fortnight, with this accounting now for a third of local infections. As such, residents were reminded to follow lockdown restrictions.</p> <p>Residents advised to be aware of Covid-19 vaccine scams.</p> <p>Residents informed of support available for home schooling, including the provision of laptops and internet access.</p> <p>PM statement confirmed that this week has seen the highest number of new admissions to hospital than at any point in the pandemic and reminded the public of the importance of staying at home, but also confirmed that 3.2m across the UK have now been vaccinated.</p> <p>Announced that all UK travel corridors will close from Monday.</p>
14 <sup>th</sup> January	<p>Study finds that past Covid infection provides some immunity for up to five months, but people may still carry and transmit virus.</p> <p>Announced that more than a third of those 80 and over have now received at least one dose of the Covid vaccine as of 10 January.</p> <p>Budget consultation for 2021-22 opened.</p>
13 <sup>th</sup> January	<p>1,564 daily Covid deaths recorded – the highest daily figure since the start of the pandemic.</p>
12 <sup>th</sup> January	<p>Ofsted announced that all planned inspection activity will be carried out remotely until after the February half term.</p> <p>Confirmed that 5,300 armed forces personnel are currently supporting winter</p>

	<p>and Covid operations.</p> <p>Statement from the Leader of the Council thanked the resilience and efforts of the people of Rotherham and urged residents to continue staying at home and staying safe.</p>
11 <sup>th</sup> January	<p>Vaccinations begin at newly opened mass vaccination centres across the country.</p> <p>UK Covid-19 Vaccines Delivery Plan published, setting out how the government will work with the NHS, devolved administrations, local councils and the armed forces to deliver the vaccination programme.</p> <p>Confirmed that more than 2.2 million people in the UK have so far received the first dose of a Covid vaccine.</p>
10 <sup>th</sup> January	<p>Asymptomatic testing to be rolled out over coming week as the community testing offer is expanded across all local authorities to test people without symptoms.</p>
9 <sup>th</sup> January	<p>PM told MPs that May local and mayoral elections still expected to go ahead, though this remains 'under review'.</p>
8 <sup>th</sup> January	<p>Mandatory Covid testing introduced for new arrivals in England.</p> <p>Moderna vaccine approved by MHRA.</p> <p>Extra support to help protect rough sleepers and renters announced, with Councils given extra funding to accommodate rough sleepers and a ban on bailiff evictions in most cases for at least 6 weeks.</p> <p>Public information campaign across radio, TV and social media began which encourages everyone to stay at home and 'act like you've got' the virus.</p> <p>Staff reminded of importance of considering their homeworking set up and completing a homeworking and DSE risk assessment.</p> <p>Leader of the Council issued a statement urging local people to stay at home wherever possible to reduce the spread of the virus and allow the vaccine rollout to provide the maximum benefit to local communities.</p> <p>Resident's Bulletin highlighted a rise in cases in Rotherham over the last 7 days and reminded residents of where and how to get a test.</p>
7 <sup>th</sup> January	<p>Patients critically ill with Covid are to receive new potentially life-saving treatment as two drugs found to be effective in some cases in reducing the risk of death and the amount of time spent in intensive care.</p> <p>PM statement at coronavirus press conference confirmed details for roll out of vaccination programme.</p> <p>Thursday's weekly Clap for Heroes (previously Clap for Carers) returned.</p> <p>Lateral Flow testing for frontline staff began at Riverside House.</p>
6 <sup>th</sup> January	<p>Staff informed that they are classed as essential workers as during the March lockdown and so can send their children to school, but are encouraged to make safe and suitable alternative arrangements where possible.</p>

	Education Secretary outlined plan to support young people during schools closure, including strengthened standards of remote learning, new alternative exam arrangements and extra funding for free school meals/parcels.
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>
<b>December</b>	
31 <sup>st</sup> December	Rotherham Advertiser shared a story about a Rotherham Heroes volunteer who helped a critically vulnerable resident receive her first Christmas presents in over a decade.
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	Confirmed that between 8 and 20 December, 616,933 people have received

	<p>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	<p>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 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</p>

	<p>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 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</p>



	statement at the coronavirus press conference highlighting the national increase of cases and outlining the next steps, including expanding vaccination.
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	Year Ahead Plan workshops to be held throughout next two weeks.  Thriving Neighbourhoods workshop with Sharon Kemp, Jackie Mould and Martin Hughes.
4 <sup>th</sup> December	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.  Fall in Covid cases in Rotherham continues, but the infection rate among over-60s is higher.  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.  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.
2 <sup>nd</sup> December	National restrictions ended. Rotherham moved into Tier 3: Very High restrictions.  Pfizer/BioNTech approved by MHRA for use in UK.  Leisure centres and Herringthorpe Athletics stadium open, and non-essential retail on all Rotherham markets able to trade.  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.  Virtual Q&A sessions with Chief Executive.
1 <sup>st</sup> December	Residents reminded of the tier 3 restrictions and urged to follow these. FAQ page around the current restrictions provided.  Another resident's Covid story shared in a video.  Chief Executive's Christmas Card competition for children launched, focusing on messages of hope seen this year.
<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.  Story of another local resident affected by Covid shared.  Applications now open for a fund to support businesses in South Yorkshire affected because they supply companies forced to close by the national



	<p>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 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 encourage to minimise travel and work from home where possible. Tier 3</p>

	<p>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>Virtual 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	New technology 'Voicescape' being used to keep in touch with tenants.
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	New Covid testing centre opened in Dinnington.
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 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</p>

	line with public health guidance.
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	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)
28 <sup>th</sup> October	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.
26 <sup>th</sup> October	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.
24 <sup>th</sup> October	South Yorkshire moved to Tier 3.
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 move into Tier 3, described the restrictions in place and directed residents towards sources of support.</p>
22 <sup>nd</sup> October	Government announced increase in financial support for businesses and workers.

	<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	<p>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.</p>
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	<p>Chief Executive hosted question and answer sessions focused around The 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	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.
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 be 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 20th October until 22nd 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 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</p>

	<p>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 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	<p>Letter sent to LA's re residential tenancies and extension of emergency 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>

	Worked with Rotherham College to promote COVID safety to young people throughout September.
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, Thurcroft 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	<p>GCSE results announced.</p> <p>Awareness raising activity in Maltby for 2 days.</p>
19 <sup>th</sup> August	<p>10,000 people signed up to COVID-19 immunity study.</p> <p>Annual elections canvass begun.</p>
18 <sup>th</sup> August	<p>Statement on grading vocational and technical qualifications.</p> <p>The forming of The National Institute for Health Protection.</p>
17 <sup>th</sup> August	Government and Ofqual, the exam regulator, announced that teacher

	<p>predicted grades will now be used both for A Level and GCSE results.</p> <p>Public encouraged to register for COVID-19 vaccine trials 100,000 signed up.</p> <p>Rotherham patients needing hospitalisation for Covid-19 now treated at the Hallamshire's centre for infectious diseases.</p> <p>Pop up libraries in parks throughout August.</p> <p>Daily update on positive test information provided to the CEX.</p>
16 <sup>th</sup> August	<p>The National Academy for Social Prescribing (NASP) awarded £5m in funding to support people to stay connected and maintain their health and wellbeing.</p> <p>Business rates and grant support to local businesses scheme closed.</p> <p>586 new homelessness cases since 30th March/prevented from rough sleeping.</p> <p>184 staff off sick (4) covid related sickness and 119 staff at home and unable to work.</p>
15 <sup>th</sup> August	<p>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.</p> <p>Small number of sporting events and business events/conferences with limited spectators also piloted to resume from 1<sup>st</sup> October.</p> <p>Playgrounds in Clifton Park and Rother Valley Country Park reopened. Others to follow</p>
14 <sup>th</sup> August	<p>UK government secures new COVID-19 vaccines and backs global clinical trial.</p> <p>Working with schools to put social distancing measures in place for the new academic year.</p>
13 <sup>th</sup> August	<p>Series of tough new enforcement measures targeting serious breaches of social distancing:</p> <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> <p>Test and Trace service reaches more than 250,000 people since launch.</p> <p>Findings published by Imperial College London today suggest that 6% of the population in England, around 3.4m people, have been infected with COVID-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> <p>Local covid response activity in Broom Valley for 2 days.</p>
4 <sup>th</sup> August	<p>Agreed use for the LA Emergency Assistance Grant for food and essential supplies by DEFRA.</p>
3 <sup>rd</sup> August	<p>Eat Out to Help Out scheme launched (offering discount Mon – Weds</p>

	<p>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	<p>Deal announced to secure early access to a promising new vaccine.</p> <p>Forge Island walk-in testing centre opened.</p>
27 <sup>th</sup> July	<p>New national campaign to encourage millions of adults to kick start their health and reduce their risk of serious illness.</p>

	<p>Adult Social Care Infection Control Fund.</p> <p>The Year Ahead Plan themes agreed.</p>
25 <sup>th</sup> July	Indoor gyms, pools and leisure centres reopened
24 <sup>th</sup> July	<p>Face coverings became mandatory in shops.</p> <p>Set out a list of face covering exemptions.</p> <p>CYPS social work virtual visits ceased (can continue as an addition, but not instead of physical visits).</p>
23 <sup>rd</sup> July	<p>Rotherham is highlighted as 'area of concern' by government.</p> <p>Awareness raising activity in Broom Valley for 2 days.</p> <p>First COVID Outbreak Delivery Group (Bronze) meeting (daily meetings)</p>
22 <sup>nd</sup> July	<p>Care home residents reunited with friends and family following the publication of new guidance.</p> <p>Car driving tests restarted.</p>
21 <sup>st</sup> July	<p>Ofqual Summer Symposium 2020 Annual event covering arrangements for awarding and standardising grades in GCSEs, AS and A levels.</p> <p>Broom Valley Incident Management Team set up in response to local community COVID outbreak</p>
20 <sup>th</sup> July	<p>Early years settings no longer have to operate in 'bubbles'.</p> <p>10,000 people came forward to get tested at the two drive-through Mobile Testing Units (MTU's) set up in the Borough.</p> <p>Postponed the re-opening of Rotherham Civic Theatre until Spring 2021.</p> <p>Marriages and Civil Partnerships able to take place at licensed venues across the Rotherham Borough.</p> <p>Launch of Wellbeing Survey for staff.</p>
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	<p>New framework setting out how to manage COVID-19 outbreaks through the use of national and local expertise published.</p> <p>Business events and conferences given go ahead to resume from 1st October.</p> <p>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.</p>
16 <sup>th</sup> July	<p>£500m additional funding for LAs</p> <p>Scheme launched to support English universities at risk of insolvency.</p> <p>Plans announced for all children to return to school in September.</p>
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	87.45% CYPS social work visits to children/young people since lockdown completed in person (social worker has seen the child/young person)



	<p>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</p>



	<p>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</p>

	<p>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, 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	Letters authorising the early release of 2 grants to LA’s totalling £3.4 billion to support businesses.
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	Over 130 charities to benefit from £6m of government funding to continue work with rough sleepers.
6 <sup>th</sup> June	Target date for test kits to every care home for over-65s.
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	First full Council meeting online
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	<p>New antibody tests announced and available to NHS and care staff, eligible patients and care residents to see if they have had coronavirus.</p> <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>
17 <sup>th</sup> May	Rotherham Virtual 10k took place.
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 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>

	27 to provide digital devices for the most disadvantaged yr 10 children who would otherwise not have access
11 <sup>th</sup> May	50-page document published giving details for lifting lockdown/roadmap to recovery.  First virtual meeting of Cabinet.  Garden Waste service resumed.
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	Death toll exceeded 30,000.  Household Waste Recycling Centres re-open for essential waste
5 <sup>th</sup> May	NHS contact tracing app deployed in Isle of Wight.  Sub-Scheme of Delegation for Director of R&E amended to discharge planning functions of Council.  Letter sent to the parents and carers of all children with an EHCP with details of support arrangements.
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	Care home deaths included in daily reporting for first time.  First Silver Recovery meeting.  Rainbow painted outside Rotherham Hospital to say thank you to our NHS colleagues and key workers.  Over 1,800 requests for support since the Community Hub was launched a month ago.  More than 1,000 emergency food parcels have now been distributed.  Online Ward Housing Hubs Platform introduced.
27 <sup>th</sup> April	Landlords given longer to complete new selective licensing scheme applications.  CYPS practice, responses and timescales constantly reviewed in line with staffing levels and service demand.  Sheffield County Court suspended all new possession claims for further six months until October 2020.  Shopping Voucher Scheme established with Tesco and Morrisons.
25 <sup>th</sup> April	Death toll exceeded 20,000
24 <sup>th</sup> April	The Adoption and Children (Coronavirus) (Amendment) Regulations 2020 bill until 24 <sup>th</sup> September.

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



	<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 eligible to apply for support.</p> <p>Schools to remain open throughout the Easter break for vulnerable children</p>



	<p>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>

	Staff sickness peaked w/e 27/3/20 - 270 staff off sick (39 covid related).
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 unemployment benefits.</p>

	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.*

## 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: Update on the Council Response to the COVID -19 Emergency**

**Directorate: Chief Executive**

**Service area: Policy, Performance and Intelligence**

**Lead person: Jackie Mould  
Head of Policy, Performance & Intelligence**

**Contact number: 01709 823618**

Is this a:

☒ **Strategy / Policy**
☐ **Service / Function**
☒ **Other**

**If other, please specify**

**Update report covering the COVID19 workstreams in place.**

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

This is an update report on how the Council is currently responding to the COVID-19 global pandemic. 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.

### 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		

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?**

COVID 19 impacts all of the population of the Borough, with those who are older, BAME communities, disabled people and those with pre-existing health conditions particularly at risk. The report sets out in detail the Council's approach to delivering critical services for the vulnerable including those with protected characteristics.

- **Key findings**

Some of the key equality issues relating to the pandemic which have been identified include:

- Certain groups are at a greater risk of infection and/or are more clinically vulnerable if they do contract coronavirus. This includes older people, BAME groups, care home residents and those living in deprived communities.
- The economic impact of the pandemic has already been significant, and is likely to hit certain communities harder, particularly those already experiencing financial hardship.
- Similarly, the pandemic has changed the way that we live our daily lives and some groups may be more vulnerable to the adverse impacts of these changes.
- The national and local situation has been rapidly changing and there is still much that we do not know with regards to the longer-term equality implications of the pandemic.

An equality analysis was completed alongside the Local Outbreak Control Plan which outlined the implications of the pandemic for protected characteristic groups in further detail. Further work will need to be done as we move into recovery to determine what lessons can be learned about the impact of the Council's actions on those with protected characteristics.

- **Actions**

Work is ongoing to identify the extent to which COVID-19 has had a differential impact on those with protected characteristics. In addition to the overarching equality analysis relating to the Local Outbreak Control Plan, individual workstreams have undertaken detailed equality analyses, and ongoing analysis of data and intelligence with regards to equalities will continue to take place. It is recommended that a subsequent equality analysis is produced in light of the publication of the national roadmap.

Additionally, the Equalities Review, which has commenced since approval at Cabinet in November, will include consideration of the impact of the COVID-19 outbreak on all protected characteristic groups.

Date to scope and plan your Equality Analysis:	To be determined depending on national situation.
Date to complete your Equality Analysis:	As above.
Lead person for your Equality Analysis	Jackie Mould

(Include name and job title):	Head of Policy, Performance & Intelligence
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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
Jackie Mould	Head of Policy, Performance & Intelligence	22 <sup>nd</sup> March 2021

### 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>	22 <sup>nd</sup> March 2021
<b>Report title and date</b>	Update on the Council's Response to COVID-19
<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>	23/03/21 – Cabinet 01/03/21 – sent for publication
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	18/02/21



## 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: COVID Winter Grant**

**Directorate:**  
**ACX**

**Service area:**  
**PPI**

**Lead person:**  
**Steve Eling**

**Contact number:**  
**54419**

Is this a:

☐

**Strategy / Policy**

☐

**Service / Function**

☒

**Other**

**If other, please specify**

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

This is a screening of the use of grant provided by DWP for Winter Support, especially for families with children.

### 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		

The use of the grant is to benefit service users and families and is expected to have a positive impact through prioritisation of vulnerable families including those impacted by inequalities.

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 use of the grant targets vulnerable families. It also aligns with crisis support provision and other COVID related support provision. It provides for Vouchers in lieu of free school meals through school holidays over Christmas / New Year and February 2021. It also extends support for school uniforms and families struggling with debt and utility bills. It also works with VCS organisations to support vulnerable families over Christmas / New Year. From a specific protected characteristic perspective, this has a beneficial impact on the "children" age group.

- **Key findings**

Owing to the short timescale available between the award of the grant to the Council and the time for making decisions for allocation, the usual assessments have not been possible. This includes producing a Part B Equality Analysis. However, data held by shows that interventions to tackle disadvantage has a positive impact on equalities.

- **Actions**

Equalities data will be collected as part of monitoring of the use of the grant. Where the grant is being awarded to VCS organisations, the terms of the standard VCS SLA apply in relation to equalities.

Date to scope and plan your Equality Analysis:	30 <sup>th</sup> November 2020
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Date to complete your Equality Analysis:	30 <sup>th</sup> November 2020
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Lead person for your Equality Analysis (Include name and job title):	Steve Eling Policy and Equalities Manager ACX Department
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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
Steve Eling	Policy and Equalities Manager ACX Department	30 <sup>th</sup> November 2020

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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>	30 <sup>th</sup> November 2020
<b>Report title and date</b>	COVID Winter Grant
<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>	OSMB – 2 <sup>nd</sup> December 2020 Cabinet – 6 <sup>th</sup> December 2020
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	30 <sup>th</sup> November 2020

**Committee Name and Date of Committee Meeting**

Cabinet – 22 March 2021

**Report Title**

Public Health Proposals for Recommissioning Children's Public Health Nursing services for the 0-19 population.

**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)**

Report Author: Anne Charlesworth

Head of Public Health Commissioning, 01709 255851

**Ward(s) Affected**

Borough-Wide

**Report Summary**

This report requests that the Public Health Children's Nursing services is recommissioned by open tender with a publication date of April 2022.

The report also requests that a variation to the current contract, delivered by The Rotherham NHS Foundation Trust (TRFT) is extended for a 12-month period until 31<sup>st</sup> March 2023.

**Recommendations**

Cabinet is recommended to:

1. Note the ongoing impact of the pandemic on NHS providers and Public Health in the Local Authority; in its role as commissioner of 0-19 Children's nursing services for Rotherham residents as set out in the report.
2. Agree the timeline for publication of the tender in April 2022 (subject to a further Cabinet decision confirming tender proposals at an appropriate stage prior to this date) for a period of 5 years with annual extension options after that for up to a further 5 years, making the total potential contract length 10 years. Extensions will only be utilised if performance is strong and there is evidence of continuous improvement.

3. Vary the current contract with TRFT to allow for a further 12-month term until 31<sup>st</sup> March 2023 to facilitate the tendering exercise.

### **List of Appendices Included**

Appendix 1 part A Equality Impact assessment for services

### **Background Papers**

Cabinet Office - Procurement Policy Note - Responding to COVID-19 -Information Note PPN 01/20 March 2020 -

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/873521/PPN\\_01-20 - Responding to COVID19.v5\\_1\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/873521/PPN_01-20_-_Responding_to_COVID19.v5_1_.pdf)

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

No

### **Council Approval Required**

No

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

No

## Public Health Proposals for Recommissioning

### 1. Background

- 1.1 The Local Authority is responsible for the commissioning of Health Visiting and School Nursing services (Usually described as Public Health Children's Nursing) for the Rotherham Borough and described in the 2012 Health and Social Care Act. These key public health services ensure support to children and families, promoting age appropriate cognitive, physical, social, and emotional development, providing targeted support to those with vulnerabilities and acting as a core part of the safeguarding children structures for the borough. The services contribute to a wide range of public health outcomes in infancy, childhood and adolescence including those relating to school readiness, mental wellbeing, child obesity, sexual health, and educational attainment. The service was tendered in 2016 and awarded to TRFT. The contract is due to expire on 31st March 2022 and was for a period of 5 years.
- 1.2 An extended procurement timescale for the replacement contract has become necessary as the Public Health resource required to develop the specification has been unavailable as a result of the COVID 19 pandemic.
- 1.3 Additionally, an extended timescale to shape and specify a new service is needed to allow the Council (Public Health and Children's services) to undertake a collaborative commissioning exercise with NHS partners and market engagement with potential providers who have also been engaged with the COVID 19 pandemic response. Once the service specification has been developed there will be the opportunity for further Cabinet scrutiny of tender proposals before publication.
- 1.4 The intention is to extend the current contract with TRFT until 31<sup>st</sup> March 2023 in order to allow services (including NHS and Non-Statutory Sector) to return to a more normal state and to allow time for current services to stabilise and deal with service backlog post pandemic.
- 1.5 The proposal for the new contract will be to recommission for a period of 5 years with annual extension options after that, on a year by year basis, for up to a further 5 years, making the total potential contract length 10 years. This will provide greater stability to the market and acknowledges that this type of service needs sufficient time to embed and deliver.
- 1.6 Alternatives to open procurement have been considered. During the period before this tender is published it is expected that the 'Place – based' commissioning arrangements within the Integrated Care System will replace the use of Section 75 partnership arrangements and do not offer a viable option at the current time. There will also be changes to the tender rules as a result of the EU changes which will be included when the tender is published.

### 2 Key Issues

- 2.1 The tender for the provision of this service would normally have been published in April 2021 to allow 12 months before the contract end due to the scale, value, and complexity of this service. There is a need is to delay this

publication until April 2022 and to have the tender concluded and fully mobilised for a new contract start date of 1 April 2023.

- 2.2 The current contract with TRFT was awarded on the basis of a 5-year term with no options to extend. The contract expires on the 31<sup>st</sup> March 2022. The proposal to delay the re-procurement of this contract therefore requires that the existing contract be extended past its current expiry date of 31<sup>st</sup> March 2022 by 12 months until 31<sup>st</sup> March 2023. The existing contract will be varied to allow for the extension. Other contract provisions will remain the same.
- 2.3 In relation to the proposed tender a number of other services will be reviewed as part of the scoping for this tender to consider if they should be included as part of the 0-19s pathway (although not necessarily included in the tender). These are the current pilot Children's Weight Management Service (WHAM), delivered by TRFT, the under 18s drugs and alcohol service 'Divert' provided by Change Grow Live (CGL) and a small element of the current contract on specialist feeding that may need to transfer to RCCG. The project stakeholder group, chaired by the Director of Public Health will develop proposals that will be reviewed by Cabinet prior to tender publication.
- 2.4 The service extension will be to operate on the same basis as the current contract which is currently adhering to national COVID 19 guidance. The service will submit a social value proposal for the year's extension.
- 2.5 As identified above, the current contract was awarded for a 5-year term. The proposal for the new contract however will be to recommission for a period of 5 years with annual extension options after that, on a year by year basis, for up to a further 5 years, making the total potential contract length 10 years. This will provide greater stability to the market and acknowledges that this type of service needs sufficient time to embed and deliver. The extensions will only be utilised if performance is strong and there is evidence of continuous improvement.

### **3. Options considered and recommended proposal**

- 3.1 Alternative commissioning options have been explored, including establishing a Section 75 Partnership Agreement with Rotherham Clinical Commissioning Group (RCCG). Section 75 is expected to have been replaced before this tender is published and due to the strength of the potential marketplace and the financial value of the contract open tender is the recommended option.
- 3.2 The market for these services was developing pre COVID 19 but may have changed as priorities have been realigned. It is expected however to be quite active and includes both statutory (NHS) and independent providers, including several social enterprises. Additional time will allow for the market to be appraised in the recovery from the COVID 19 pandemic.

### **4. Consultation on proposal**

- 4.1 A stakeholder group has been established with internal partners to the Council and other stakeholder commissioners, RCCG and NHS England. This will continue to ensure the new specification is collaborative across



commissioners.

- 4.2 An internal service review of the current service was undertaken 12 months ago which captured learning from the first 4 years of the contract delivery and which will inform the development of the specification.
- 4.3 Additional stakeholder consultation e.g. of families and wider services will need to be considered and designed in a COVID 19 secure manner over the coming months.
- 4.4 No additional public consultation is felt to be necessary for the procurement activity, although the specification will make it clear to any potential provider of the need to consult before any service changes can be implemented.

## 5. **Timetable and Accountability for Implementing this Decision**

- 5.1 Detailed below is the indicative high-level timetable for this procurement

Tender Issued	April 2022
Procurement Concluded	September 2022
Mobilisation	October 2022 – March 2023
Contract Commencement	01 April 2023

- 5.2 The mobilisation period projected between award and contract commencement is approximately six months. This allows contingency time if needed; plus, an appropriate amount of time for the service to mobilise if the award is made to a new provider, which will require the transfer of patient records. This takes considerable time as patient consent has to be obtained and records transferred on the agreed patient management system.

## 6. **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)**

- 6.1 The contract value is £4.933m in 2021/22. This would be the cost to extend the contract for a further 12-month period until the end of March 2023, subject to further negotiation for inflation.
- 6.2 The Public Contracts Regulations 2015 provides a mechanism for Contracting Authorities to modify (vary) a contract through Regulation 72 (Modification of Contracts during their Term) subject to satisfying certain conditions. For the purposes of the recommendations contained in this report the Council would be relying on the provisions of Regulation 72(1) which sets out the following: Contracts may be modified without a new procurement procedure in any of the following cases: (c) where all of the following conditions are fulfilled:
- (i) the need for modification has been brought about by circumstances which a diligent contracting authority could not have foreseen.
  - (ii) the modification does not alter the overall nature of the contract.
  - (iii) any increase in price does not exceed 50% of the value of the original contract or framework agreement.

- 6.3 Considering the current situation relating to COVID 19 it is the professional

opinion of the procurement manager that the conditions of Regulation 72(1) have been satisfied. The continued scale and impact of COVID 19 could not have been foreseen. Public Health resource (who would be responsible for leading the tender) and resource within the NHS (who make up a large proportion of the competitive market for these services) are currently diverted to managing the COVID 19 incident. There is no intention to alter the nature of the contract during the extended period and the value falls within the 50% tolerance (the original contract value over the 5-year duration was £23.903m. A 12-month extension at around £4.933m represents 20.6%.) The Council would therefore be able to defend its position, should it be challenged, that it has acted in compliance with the Regulations.

6.4 The use of Regulation 72(1)(c) in this situation has been supported by recent guidance issued by Cabinet Office through their Procurement Policy Note (PPN) 01/20 – Responding to Covid-19 on 18 March 2020.

6.5 Subject to cabinet approval, a formal modification notice will need to be published in the Official Journal of the European Union (OJEU).

## **7. Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)**

7.1 Given the ongoing impact of COVID 19 on the health and social care partners, the approach proposed in this report is both lawful and proportionate in the circumstances. The legal basis to adopt this approach is set out in paragraphs 6.3 and 6.4 There is always the possibility for a legal challenge to any action taken by a public body, especially one in which such a large amount of money is involved, but given that the proposed course of action falls within the parameters set by the regulations the risk to the Local Authority is small.

Although S75 of the NHS Act 2006 is potentially available to the Local Authority to commission the service via a health partner, they must be prepared to accept the responsibility. In the current situation where it is expected that Section 75 will cease prior to this tender being published this option is therefore not open to the Council.

There are no implications for staffing at this stage should there be agreement to extend the contract for a further twelve-month period. However, if the winner of the procurement exercise is not the current provider there will be implications for staff transfer under TUPE. This, however, is an issue for the old and new providers to resolve although the Council will ensure that the mobilisation process is sufficiently robust to manage the issue.

## **8. Human Resources Advice and Implications**

8.1 There are no HR implications in relation to the contract extension. However, Transfer of Undertakings (Protection of Employment) (TUPE) may apply should the contract be awarded to a new supplier and potential providers will be required to declare their commitment to adhering to employment legislation regarding the TUPE regulations.

**9. Implications for Children and Young People and Vulnerable Adults**

- 9.1 This is a collaborative commissioning exercise between Public Health and Children's services. The revised service specification will reflect ongoing discussion about how the commissioned service and CYPS work together on agreed pathways with Rotherham families and children.
- 9.2 Health Visiting and School Nursing are universal services and every family will have some level of offer and engagement with these services. The level of engagement will vary according to need of both the child/ children in the family and the needs of parents/ carers. Effective mobilisation of this new service and continuity of care is critical for all aspects of child health and safeguarding in Rotherham. A risk register will accompany this programme of work and will be overseen by the project Board.

**10. Equalities and Human Rights Advice and Implications**

- 10.1 This is a universal service for all children and families in Rotherham. It is known that poor physical and mental health is disproportionately experienced by some of the most vulnerable members of our local communities and the recommissioned service will aim to address inequality in health as a general principle, and to prioritise certain target groups.
- 10.2 It will be key to ensure that the specification for the recommissioned service clearly sets out the above requirements to ensure equal access and outcomes across all of Rotherham's communities whilst ensuring that no protected equalities group is being unintentionally disadvantaged or excluded.

**11. Implications for Ward Priorities**

- 11.1 The service is targeting areas of deprivation whilst also providing a universal service for children and families in all wards.
- 11.2 There will be a number of accessible access points for the service across the Borough, plus online information, and for the current situation some services are offered online.

**12. Implications for Partners**

- 12.1 The key partners are NHS England (NHSE) and RCGP. RCGP also commission other children's services from TRFT and there are interdependencies that are untested as TRFT has always provided these services to date. All partners are involved in the development of the specification to ensure that it takes account of their requirements, for example, NHSE commission the vaccination and immunisation programme for children from the same service and this would need to be considered if the service was awarded to a new provider.
- 12.2 Other potential service providers are likely to be other NHS Trusts, and the Social Enterprise sector. Work is ongoing to scope the market and experiences

of other areas of recent tenders.

### 13. Risks and Mitigation

- 13.1. Public Health Children's Nursing Services are an essential function. The risk of tender in the coming months is that although some potential providers may be able to respond others are NHS bodies and this may limit the market and the likelihood of tender responses. This is mitigated by the postponement of the opportunity that is requested through this report. The extension to the existing contract will ensure service continuity in the short – medium term.
- 13.2 The one-year contract variation will be supported by an exemption from tender which further mitigates the risk of challenge.
- 13.3 The project board will oversee the risk register for the programme of work.

### 14. Accountable Officers

Ben Anderson, Director of Public Health

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	08/03/21
Strategic Director of Finance & Customer Services (S.151 Officer)	Named officer	04/03/21
Head of Legal Services (Monitoring Officer)	Named officer	04/03/21

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: Recommissioning the Public Health Children's Nursing Service**

**Directorate: Public Health**

**Service area:  
Commissioning**

**Lead person:  
Anne Charlesworth/Jacqui  
Wiltchinsky**

**Contact:**  
[Anne.charlesworth@rotherham.gov.uk](mailto:Anne.charlesworth@rotherham.gov.uk)  
Jacqueline.Wiltchinsky@rotherham.gov.uk

Is this a:

☐

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

**If other, please specify**

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

The Children's Public Health Nursing Service is being recommissioned due to the current contract coming to an end on 31<sup>st</sup> March 2022. Cabinet are asked to approve an open tender and that the current contract be varied to allow a further 12 months of the contract to mitigate risks caused by the pandemic.

To inform the commissioning process, targeted groups are being asked to share

their experiences of the current service. This will enable commissioners to identify potential gaps in service as well as areas of excellence. The information will be used to improve the service design prior to retendering for the service.

This service is funded through Public Health grant and supports the delivery of the Rotherham Health and Wellbeing Strategy which sets out 4 priorities:

- All children get the best start in life and go on to achieve their potential
- All Rotherham people enjoy the best possible mental health and wellbeing and have a good quality of life
- All Rotherham people live well for longer
- All Rotherham people live in healthy, safe and resilient communities

As the provider of a range of universal and targeted services that support the good health of children, young people, carers and families, it is important to ensure that the recommissioning process listens and learns from service users, professionals and partners across Rotherham children's services.

### 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?	Yes	
Could the proposal affect service users?	Yes	
Has there been or is there likely to be an impact on an individual or group with protected characteristics?	Yes	
Have there been or likely to be any public concerns regarding the proposal?	Yes	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?	Yes	
Could the proposal affect the Council's workforce or employment practices?		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 Public Health Children's Nursing Service delivers the National, Public Health England led, Healthy Child Programme (HCP).

The Service is delivered across three tiers:

- Universal (delivered to all families in Rotherham)
- Universal Plus (targeted services designed to give extra support where need has been identified)
- Universal Partnership Plus (targeted services delivered according to need and alongside other partners and professionals)

Service users are:

- Parents and carers of young children
- Children 0-16
- Young people 16-19

The current service can be accessed in various locations including:

- Children's Centres
- Multi-functional locality buildings (North / South / Central)
- Schools
- Service Users' homes
- Virtually (since the onset of COVID 19)

The Service operates a single point of access (SPA) and referrals are disseminated accordingly. The Service also links with other agencies and partners across the 0-19 pathway via the Early Help Assessment (EHA) process.

Working closely with colleagues in Social Care and Early Help the Service aims to be accessible to all relevant groups and play an integral role in supporting the good physical and mental health of Rotherham's children, young people, and families.

It is known that poor physical and mental health is disproportionately experienced by some of the most vulnerable members of our local communities and the recommissioned service will aim to address inequality in health as a general principle, and to prioritise certain target groups.

It will be key to ensure that the specification for the recommissioned service clearly sets out the above requirements to ensure equal access and outcomes across all of Rotherham's communities whilst ensuring that no protected equalities group is being unintentionally disadvantaged or excluded.

To ensure that the recommissioning process identifies any barriers to access, gaps in provision or shortfalls in expected outcomes which may have resulted from either the current service design or delivery, comprehensive consultation will be undertaken.

A Consultation plan has been developed which, through the use of management briefings, team meetings, service user questionnaires, market engagement, and partnership events will highlight any areas of weakness or strength in the current service design to inform the retender.

#### • **Key findings**

As an integral service in Rotherham it will be key to consider access and outcomes for the following groups:

- Families with children with special educational needs and disabilities
- Families who live in areas of deprivation
- Young parents
- Children with vulnerabilities such as CSE/CCE
- Looked After Children
- Children, young people and families from BAME communities

The consultation will inform how these groups experience the Service currently.

Intelligence and analysis is required to identify any further groups who should also be subject to consultation to ensure that no protected equalities group is being unintentionally excluded.

Work will be undertaken through partnership meetings to strengthen pathways between agencies and services including voluntary services to support vulnerable groups and to ensure they are supported in a timely manner.

#### • **Actions**



Date to scope and plan your Equality Analysis:	Planning began 1 <sup>st</sup> October 2020
Date to complete your Equality Analysis:	September 2021
Lead person for your Equality Analysis (Include name and job title):	Jacqui Wiltchinsky Head of Health Improvement

### 5. Governance, ownership and approval

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

Name	Job title	Date
Jacqui Wiltchinsky	Head of Health Improvement	11/01/2021
Gill Harrison	Public Health Specialist	11/01/2021
Anne Charlesworth	Head of Public Health Commissioning	11/01/2021
Helen Leadley	Commissioning Manager Children's Services	22/12/2021

### 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>	12/01/2021
<b>Report title and date</b>	Cabinet report: Public Health Proposals for Recommissioning Public Health Children's Nursing services for the 0-19 Children's population.
<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>	22/03/2021
<b>Date screening sent to Performance, Intelligence and Improvement <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a></b>	18/01/2021

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**Committee Name and Date of Committee Meeting**

Cabinet – 22 March 2021

**Report Title**

Climate Emergency Annual Report

**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**

Jo Brown, Assistant Chief Executive

**Report Author(s)**

Jackie Mould  
Head of Policy, Performance and Intelligence  
Assistant Chief Executive's Directorate  
[Jackie.mould@rotherham.gov.uk](mailto:Jackie.mould@rotherham.gov.uk)

Sam Blakeborough  
Policy Officer  
Assistant Chief Executive's Directorate  
[sam.blakeborough@rotherham.gov.uk](mailto:sam.blakeborough@rotherham.gov.uk)

**Ward(s) Affected**

Borough-Wide

**Report Summary**

At its meeting on 30<sup>th</sup> October 2019, the Council declared a Climate Emergency and produced a policy and action plan "Rotherham Council Responding to the Climate Emergency". This set out seven policy themes of Energy; Housing; Transport; Waste; Built and natural environment; Influence; and Engagement.

At its meeting on 23<sup>rd</sup> March 2020, Cabinet resolved to establish the targets of:

- Council's carbon emissions to be at net zero by 2030 (NZ30)
- Rotherham-wide carbon emissions to be at net zero by 2040 (NZ40)

To take this forward, an annual action plan has been produced to enable forward actions to be planned and progress to be monitored and reported.

This report provides an update on progress made during 2020 and provides a framework for action through 2021.

## **Recommendations**

1. That the progress to date towards NZ30 and NZ40 targets be noted
2. That the 2021/22 Carbon Action Plan appended be noted
3. That the report and action plan be forwarded to the next ordinary Council meeting.

## **List of Appendices Included**

Appendix 1 Climate Emergency progress summary and 2021/22 action plan

Appendix 2 and 3 Equality Analysis

## **Background Papers**

Anderson, K. *et al.* (2021). *Setting Climate Commitments for Rotherham: Quantifying the implications of the United Nations Paris Agreement for Rotherham*. Tyndall Centre for Climate Change Research

<<https://carbonbudget.manchester.ac.uk/reports/E08000018/>>

Rotherham Council (2020). *Responding to the Climate Emergency*. Cabinet 23<sup>rd</sup> March 2020:

<<http://modgov-pdb/documents/s125066/Responding%20to%20the%20Climate%20Emergency.pdf>>

UNEP (2020). *Emissions Gap Report 2020*. Nairobi

<<https://www.unep.org/emissions-gap-report-2020>>

Environment Bill (as amended in Commons committee stage)

<<https://publications.parliament.uk/pa/bills/cbill/58-01/0220/200220.pdf>>

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

Overview and Scrutiny Management Board – 17 March 2021

## **Council Approval Required**

No

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

No

## Climate Emergency Annual ReportClimate Emergency Annual Report

### 1. Background

1.1 As part of responding to the “Climate Emergency”, the Council committed to a series of actions to address climate change issues and carbon use, within the Council, in Rotherham and working with other areas. This included:

- Joining with other local authorities in declaring a climate emergency.
- Creating a member working group to propose an informed target for the Council’s carbon reduction by 2025 and to review it every five years thereafter. It was also committed that a “Carbon Action Plan” would be developed.
- Developing a strategy for RMBC to play a leadership role in promoting community, public and business partnerships in reducing carbon emissions.
- Mandating officers to lobby government for additional resources to support this strategy where these are required.
- Pledging to produce, in January of each year, a Rotherham Climate Emergency Annual Report, detailing the Council’s progress against the Carbon Action Plan.
- Pledging to ask partner organisations across Rotherham to support the climate change agenda by making clear commitments.
- Requiring all officer reports from April 2020 to Cabinet and Full Council to contain impact assessments in relation to climate change.

1.2 The Cabinet report of 23<sup>rd</sup> March 2020 “Responding to the Climate Emergency” outlined two overarching goals:

- Council’s carbon emissions to be at net zero by 2030 (NZ30).
- Rotherham-wide carbon emissions to be at net zero by 2040 (NZ40).

1.3 The Cabinet report also included an action plan framed around the following carbon themes, covering a framework for action for each year. The themes for the action plan cover:

- Energy
- Transport
- Housing
- Waste
- Built & natural environment
- Influence
- Engagement

1.4 The targets and direction are a long-term approach to major change that will be delivered through a wide range of actions. Whilst projects are being delivered that bring early gains, the strategy is still at an early stage with baselines and theme plans still being developed. The nature of the first annual report and actions being planned reflect the developmental nature of the strategy.

1.5 This report:

- Restates the Council's commitment to the climate emergency agenda
- Provides the first annual progress update since the adoption of the policy
- Sets out planned action for 2021/22

A summary of progress and planned actions for 2021/22 is attached at appendix 1.

**2. Key Issues**

2.1 This section sets out progress to date, learning since adoption of the policy and plans for 2021/22.

2.2 The Cabinet report of 23<sup>rd</sup> March 2020 'responding to the climate emergency' included an action plan framed around seven climate themes which will contribute to the pursuit of the long-term targets. These are:

- **Energy** – focuses on the energy used in Council operations and services provided, and energy used by contractors.
- **Housing** – refers to emissions associated with domestic energy usage. This may be social housing or private housing.
- **Transport** – includes emissions from the Council's fleet and "grey fleet", and from public and private transport usage across the borough.
- **Waste** – working across the South Yorkshire authorities through the South Yorkshire Waste Strategy, RMBC will explore extending sustainable waste processing and reducing waste.
- **Built and natural environment** – incorporates considerations of CO<sub>2</sub> typically associated with planning and the urban environment, as well as CO<sub>2</sub> capture by green infrastructure (i.e. trees).
- **Influence** – recognises that to have a meaningful impact on boroughwide emissions, the Council must work alongside other organisations operating in the borough to secure commitments on reduction and specific pledges to act on this. Alongside this work is a commitment to lobby regionally and nationally to inform policy developments.
- **Engagement** – this recognises that the overwhelming majority of emissions from Rotherham are not related to Council activities. Therefore, an effective engagement strategy is required to commit residents to climate reduction.

### 2.3 **Progress to date**

During 2020/21, work has begun to build the foundations of the Council's response to the climate emergency agenda. Development has focused on baseline work, understanding the gaps in knowledge and data; developing governance arrangements, including establishing a team of climate champions; and the Council agreeing to NZ30 and NZ40 targets and a series of relevant actions in March 2020. This coincided with the country's first Covid-19 lockdown. The consequent reduction of available capacity to provide strategic oversight and co-ordination has affected the pace of development; however, despite this, significant activity and progress has been made in many areas.

2.4 Appendix 1 provides an overview of progress in 2020/21 against each climate change theme.

### 2.5 **Learning**

Learning from the first-year experience will form an important component in identifying priorities. This has been a year of getting a clear understanding of the themes and the challenges. The establishment of the Climate Champions has been key in the learning journey to understand where the Council is now, identifying the gaps and challenges, and what actions need to be taken next.

2.6 Key first year learning has demonstrated that identifying and developing evidence-based actions is limited by both resource and capacity, together with a lack of comprehensive baseline data.

2.7 The collation of comprehensive baseline data itself is resource and capacity intensive and requires further development of officer expertise and, potentially, external support/consultation. This will be a priority for 2021/22.

2.8 Additionally, learning so far highlights that decarbonisation requires a shared awareness of and commitment to NZ30 and NZ40 targets, and a coordinated approach towards delivering these targets embedded across services. Further awareness raising and engagement with staff, communities and partners will be a feature of the action plan for 2021/22.

2.9 The COVID-19 pandemic has impacted on progress of the plan in the last year but has had a positive impact on staff travel due to the proportion of the workforce that are working from home.

### 2.10 **Plan for 2021**

The action plan for 2021 has now been developed, building on the progress to date and learning points. The actions will be the subject of further detailed reports to Cabinet where appropriate, seeking specific approvals throughout the year.

- 2.11 A summary of progress and updates for each of the themes is set out below. An action plan for 2021/22 has been produced, incorporating the actions set out below together with potential challenges to be addressed. A summary of the actions for 2021/22 is provided in the table at appendix 1.
- 2.12 In the coming year, these will be supported by overarching actions including:
- 2.13 Development of an approach to assess the carbon impact of key Council decisions, including guidance for officers, with a view to adoption in June 2021.]-[
- 2.14 Supporting the development of data for comprehensive baselining, including:
- Transport emissions (borough-wide)
  - Transport emissions (Council fleet – partial)
  - Housing emissions
  - Procurement emissions
  - Waste emissions (Council and commercial waste)
  - Carbon sequestration

This work will be supported by the climate champions and corporately by the Assistant Chief Executive's Directorate.

- 2.15 Active and planned engagement with the workforce, local communities (including specialist interest groups) and partners to facilitate participation and involvement in the climate agenda. This will be underpinned by a communications plan.
- 2.16 **Energy**
- 2.17 The Council has actively reduced energy consumption and CO<sub>2</sub> emissions in operational buildings by 54% and streetlighting by 73% against a 14/15 baseline. Over 80 projects have been commissioned and over £1.5m invested in energy efficiency measures, saving over £390k each year and reducing annual emissions by over 1.8k tonnes of CO<sub>2</sub>.
- 2.18 A programme of decarbonisation assessments has been carried out across 37 operational buildings, identifying 237 new installations and 256 upgrades of technologies to be included in the Council's 'Decarbonisation Plan'.
- 2.19 The Council presently consumes ~18 million kWh of electricity within its operational buildings and street lighting. A proof of concept capital allocation of £1m is included in the 2021/22 budget proposals, which will look at a project or projects to produce decentralised low carbon electricity.
- 2.20 Around 1% of cars in Rotherham are now electric vehicles (EVs). The Council-owned and operated EV charging infrastructure in Rotherham saved 6.5t CO<sub>2</sub> in 2020 and is connected to photovoltaic systems where possible, consisting of 62 charging points with 215 kW capacity of photovoltaic panels combined with 40.5 kW batteries. This enables the majority of the electric vehicle charging points to charge vehicles from renewable energy.



- 2.21 For the coming year, four key areas of actions have been developed. These are:
- 2.22 Monitor and report CO<sub>2</sub> emissions publicly:
- There is scope to improve the monitoring and data capture processes currently in place, especially for energy generation both internally and throughout the borough. Data collated should be publicly available.
- 2.23 Develop a site decarbonisation plan and implement energy efficiency upgrades:
- Detailed site surveys are being carried out to identify interactions to decarbonise operational buildings. The results will inform the development of a Council property decarbonisation plan.
- 2.24 Implement energy awareness training for the Council workforce:
- Targeted training packages will be developed and presented to staff using a variety of media including staff briefings, e-learning modules, workshops and presentations. The training will be site/staff specific.
- 2.25 Continue to support the private sector led development of Templeborough biomass heat network:
- Government investment amounting to £8.4m has been secured; after the owners of the plant withdrew from investing an additional £8 million, further investment is being sought.

## 2.26 **Housing**

- 2.27 Work is underway to develop standards and programmes to improve energy efficiency in domestic properties, including the successful submission of a Government-funded Local Authority Delivery (LAD) grant bid, and a possible further submission to improve the efficiency of public and private housing. This is being led by the Council's Green Housing Strategy Group.

The Council has secured £1.14m through the Green Housing Grant – Local Authority Delivery (LAD) scheme to bring 217 properties up to a “Band C” Energy Performance Certificate rating at The Lanes, East Dene. The aim of the project is to create Rotherham’s first retrofit ‘Eco Village’ and the Council will use LAD funding to compliment internal funding sources, to fund improvement works to the fabric of the buildings and install additional energy efficiency measures that will support our existing low-income households in reducing fuel poverty.

- 2.28 Government data shows Rotherham as 1 of 4 local authorities in England and Wales (as of 21<sup>st</sup> January 2021) to install over 2,500 energy efficiency measures through the Energy Company Obligation (ECO) scheme that is funded by utility company contributions.
- 2.29 The Community Energy Support Scheme will be launched on 1<sup>st</sup> March 2021 to provide support for Rotherham residents to reduce energy costs, improve energy efficiency and support with potential Government grants. The project

works alongside National Energy Action funded programmes to support all communities and reduce fuel poverty.

2.30 For the coming year, four key areas of actions have been developed. These are:

2.31 Delivery of schemes under LAD funding:

- The funding bid for Phase 1 of the LAD scheme has been successful with £1.14m secured. A bid for LAD Phase 2 is currently under development.

2.32 Develop a “road map” to zero carbon for Council housing:

- A road map to net zero housing will look at where “quick wins” can be achieved, whilst also setting out action required in the medium and longer term. All options for developing the road map will be considered, including carrying the work out in-house, procuring consultants or a combination of the two.
- Parity Software is being utilised for Council-owned stock to develop a road map for investment in Council homes through HRA.

2.33 Establish energy efficiency specifications for new Council homes:

- The government is bringing in changes to building regulations in the coming years which will eventually require all new homes to be carbon neutral. New Council housing will also need to meet these standards.

2.34 Establish housing stock emission baselines:

- Data held by the Council on private housing stock is not comprehensive enough to identify all opportunities for intervention or provide a baseline to track progress against. In the coming year, the Council will work to consolidate the intelligence available, identify where further intelligence can be gathered and establish a robust baseline.
- A housing green paper is being drafted. This will be cross tenure and ready in 2021/22. There are challenges around supply chain, the impact of Right to Buy on Council homes following substantial investment and subsequent loss of capital investment. However, the process is harnessing the existing partnership with Engie, who are experts in energy and climate change.

2.35 **Transport**

2.36 A vehicle replacement programme is being developed to consider alternative fuel vehicles. Further consideration of technology and market projections is required to understand the feasibility of EV conversion. A reduction of fleet emissions will also be achieved by the rollout of Telematics: this will be used

to monitor driver compliance with fuel efficiency; an invitation to tender this has been drawn up and is in process.

- 2.37 An assessment of transport emissions in Rotherham identifies sources as 97% from road transport (48% cars and 46% road freight) with ~70% of car emissions from 23% of trips over 10 miles. There is a large impact of longer distance travel, including “pass-by” trips on motorways that pass through the borough.
- 2.38 A cycling strategy is in development with a draft document to be presented to Cabinet in March 2021. This is estimated to reduce overall emissions from transport by ~2% across the borough.
- 2.39 All residential developments, and all developments providing five or more parking spaces, are now expected to provide charging infrastructure, with 20% of parking spaces at non-residential developments required to have charging points and cable routes provided to ultimately serve all parking spaces.
- 2.40 An exercise is underway to identify potential sites for neighbourhood EV charging hubs. These are intended to ensure communities in areas where mass on-street charging is not feasible have access to charging infrastructure (for example, where residents are dependent on on-street parking for the stabling of their vehicles).
- 2.41 For the coming year, four key areas of actions have been developed. These are:
- 2.42 Rollout of Telematics:
  - Telematics will provide driver performance feedback and will subsequently facilitate the introduction of fuel improvement training. This will also enable the Council’s fleet to look for opportunities to optimise the routes on “Home to School” transport, reducing route mileage and associated emissions.
- 2.43 Timeline for EV conversion:
  - Integrating EV/ULEV conversion into the fleet replacement strategy must coincide with better data to understand our current efficiency/impact and benchmarking strategic goals. This will necessitate consultation with Council services and engagement with procurement regarding upcoming replacements, in line with the overall strategic approach of EV. Developing a realistic approach to conversion will require more information to be gathered on feasibility and understanding technology and markets to identify EV/ULEV opportunities.

2.44 Develop a cycling strategy:

- 2021/22 will see the delivery of the earlier part of the Transforming Cities programme, including cycling improvements. These are also programmed under the Active Travel Fund. These programmes will see Rotherham deliver £12m worth of improvements for public transport and cycling by March 2023.
- Additionally, South Yorkshire Passenger Transport Executive are promoting £17m of public transport improvements as part of the Transforming Cities programme, with delivery of public transport improvements on the Parkgate area due to commence in 2021 as well as a planned tram/train stop at Templeborough/Magna.

2.45 Expand EV charging infrastructure:

- The Council is currently in discussion with SCR around using £2.6 million of funding awarded as part of the 'Getting Building Fund' to improve charging infrastructure across the City Region.
- The joint Sheffield-Rotherham Clean Air Plan also presents an opportunity. This consists of a package of support to enable taxi drivers to upgrade to electric (or other ultra-low emission) vehicles, as well as additional charging points. The package is currently under review in light of the coronavirus pandemic.

2.46 **Waste**

2.47 Barnsley, Doncaster and Rotherham (BDR) agreed a Joint Waste Plan to guide and manage waste up the hierarchy (away from landfill and towards greater reduction, re-use, recycling and recovery). Rotherham has continuously increased recycling rates since 2014.

2.48 A review of the South Yorkshire Waste Strategy is underway in the context of both the climate change agenda, the Environment Bill currently in Parliament, and waste and resources strategies that will both come online this year. The Council will continue to contribute to this and review to ensure it reflects our NZ30 and NZ40 ambitions.

2.49 For the coming year, three key areas of actions have been developed.

2.50 Recycling improvement and contamination reduction through engagement activities:

- A business case has been considered and funding identified to undertake a behaviour-focused campaign to reduce waste and contamination. The project is being co-ordinated by the Barnsley, Doncaster and Rotherham Community Liaison and Education Officer (CELO).

2.51 Work with BDR PFI contractor to continue landfill waste reduction:

- The waste treatment facility at Bolton Road in Rotherham has been operational since 2015 and the performance of the facility has improved to such an extent that diversion from landfill is currently

exceeding 95%. There is now an opportunity to incentivise the contractor to divert more waste from landfill than the level that is currently required under the contractual agreement.

2.52 Set out and deliver plans to introduce recycling to the Council's commercial waste offer, in order to support schools and businesses to recycle more.

- The current position is that RMBC do not offer any specific recycling options to our commercial waste customers or potential new commercial customers. This includes standard businesses as well as schools.
- The issue is being looked at in a staged approach (resource dependent):
  - Modelling options of waste provision to schools, as there is a baseline of schools with contracts.
  - A full project and modelling of commercial waste recycling options. The current process for collections has been mapped, but there is a need to research, plan and model service options.

## 2.53 **Built and Natural Environment**

2.54 The Rotherham Local Plan Core Strategy review recognises the continuing challenges of climate change and the need to move towards a net zero carbon approach, with climate change and net-zero carbon being a continuous theme throughout the strategy. This is accompanied by a series of SPDs (supplementary planning documents) relevant to climate change, which were rolled out in June 2020:

- SPD2: Air quality and emissions (adopted June 2020)
- SPD5: Equal and healthy communities (adopted June 2020)

2.55 The Council is working towards a Tree Policy and a tree planting strategy. The following work has been carried out:

- Creation of a draft Tree Management Policy to describe how RMBC will manage its urban trees. Within this, there are proposed policies around tree planting and protection of existing tree stock.
- 17 hectares of green spaces land has been identified for woodland creation.
- A revenue bid is pending to fund a Tree Planting Engagement Officer. The post will engage with external groups to organize tree planting, source external funding, and identify further planting sites on Council land.

2.56 For the coming year, five key areas of actions have been developed. These are:

2.57 Update to Local Plan Core Strategy:

- The core strategy partial update will consider:

- CS 25 Dealing with flood risk (reduce and mitigate)
- CS 26 Minerals (reduce reliance on fossil fuels)
- CS 30 Low carbon & renewable energy generation (EV charge requirements, new dwelling requirements, required info in planning applications)

2.58 Produce SPDs:

- Draft Natural environment SPD (to Cabinet May 2021 for adoption)
- Draft Green space SPD (to Cabinet June/July 2021 to approve consultation autumn 2021)
- Draft Soils SPD (to Cabinet June/July 2021 to approve consultation autumn 2021)
- Draft Trees SPD (to Cabinet June/July 2021 to approve consultation autumn 2021)

2.59 Appointment of the Trees and Woodlands Engagement Officer, whose role will allow the Council to source both funding and identify land for planting. This role will also focus on engaging with local communities, thus supporting the wider climate emergency influence and engagement workstream.

2.60 Adoption of the Tree Management Policy.

2.61 Development of a tree planting strategy to guide all tree planting that is carried out on Council-owned land. The Council currently has little data related to carbon sequestered via trees, limiting our understanding of the planting required to offset emissions.

2.62 **Influence**

2.63 The Council continues to engage constructively at a city region level, contributing to the Sheffield City Region Energy Strategy, which was published in June 2020. The strategy's vision is for South Yorkshire to have: 'A clean, efficient and resilient energy system, which supports a healthier environment for people to live, work and visit, and which drives our transition to a low carbon economy.' The Leader of the Council also chairs the city region's transport and environment board, which oversees implementation of a climate emergency response framework, as well as shaping future policy priorities.

2.64 Work is also ongoing at a regional level. The Yorkshire Leaders' Board has established a regional climate commission, which is due to be launched in March. The Council's chief executive sits on the board's zero carbon sub-group, with a lead role on national lobbying and policy development. The Council will continue to play an active role regionally and nationally to promote the climate agenda.

2.65 **Engagement**

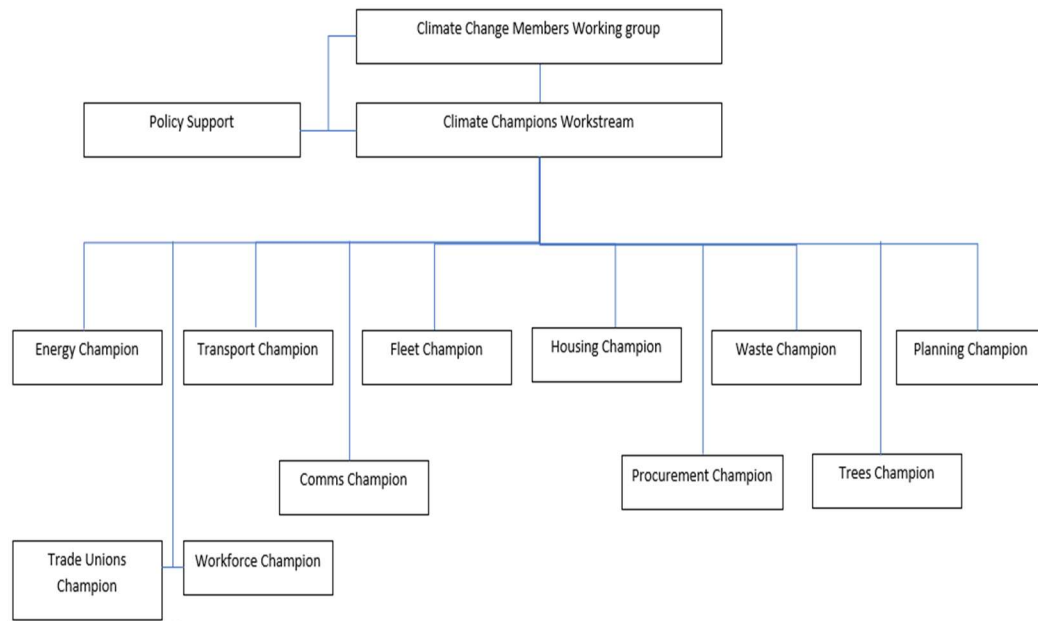
2.66 Two groups are responsible for delivering, monitoring, and reporting on the progress of the action plan:

- Members Climate Change Group
- Climate Change Champions Group

These groups support both internal engagement with officers and members, and external engagement with partners, other organisations, residents, and communities. This has helped the profile of this agenda being raised with partner organisations via the Rotherham Together Partnership and Health and Wellbeing Board.

- 2.67 For the coming year, the intention is to widen engagement activities and further develop commitments in procurement and commissioning.
- 2.68 Further work will be undertaken to include carbon considerations as part of the council's social value policy. There is an opportunity to review the TOMs identified within the Council's Social Value policy and seek to incentivise commitments against certain measures within a tender process, therefore highlighting to the market the strategic importance to the Council of climate change and reducing CO<sub>2</sub> emissions.
- 2.69 A climate emergency communications and engagement plan will be developed with the aim of facilitating wider participation and involvement in working towards climate change ambitions. Given that only a small fraction of overall CO<sub>2</sub> across Rotherham is emitted by the Council, it will be vital to establish shared priorities with residents, partners, other interested organisations and communities. This will include engagement with young people and collaborating with established groups such as the youth cabinet and the young inspectors to reach out to the community.
- 2.70 **Governance Structure**
- 2.71 Governance arrangements have been established to support the Member Working Group and to ensure that the climate actions are developed and embedded. This has been facilitated by the appointment of Climate Champions in key Council services, brought together through the policy support role. The organogram below shows the linkages through the governance arrangements.

2.72



2.73 The Member Working Group and Climate Champions will work towards the key actions set out above for the 2021/22 period. The action plan will be used as a working document to track progress and identify additional barriers and opportunities.

### 3. Options considered and recommended proposal

3.1 That Cabinet:

- a) Note the progress to date towards NZ30 and NZ40 targets
- b) Note the 2021/22 Carbon Action Plan appended
- c) Agree to forward the report and action plan to the next ordinary Council meeting

### 4. Consultation on proposal

4.1 Reflecting the climate change themes, this report and the 2021/22 Carbon Action Plan are a cross-service effort; services have been identified in relation to each theme/area and a corresponding Climate Champion has been identified to collaborate around the production and delivery of this agenda. Actions have been developed and shared with the member working group.

4.2 The Carbon Action Plan for 2021/22 identifies a communications strategy as a priority action for this agenda. This will provide the framework for a strategic approach to engagement with partners and other organisations, residents, and communities, who will be consulted with and involved in the further production and implementation of the Carbon Action Plan.



5. **Timetable and Accountability for Implementing this Decision**

5.1 The delivery of the 2021/22 Carbon Action Plan will be through the Climate Champions group and overseen by the Climate Emergency Member Working Group.

5.2 Progress on the 21/22 Carbon Action Plan, and a subsequent action plan, will be provided in the next Climate Emergency Annual Report.

6. **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)**

6.1 Procurement implications are embedded into the main body of the report. Where there is an identified need to procure goods, services or works in relation to delivery against the Carbon Action Plan these should be referred to the Corporate Procurement Service. This will ensure all projects are procured in line with both the relevant internal financial and procurement procedure rules and the Public Contract Regulations 2015 (as amended), and that social value commitments are secured.

6.2 There are no financial implications as a result of this update on the work being undertaken by the Council to tackle the climate emergency. The work being undertaken is covered within the Councils existing budget allocations.

6.3 To further support this agenda a number of specific budget provisions are being made through both capital and revenue commitments. These include:

- Increased revenue contribution to tree planting of £50,000, adding to the capital commitment.
- Increased revenue contribution to climate change research and data of £49,000. This will meet the challenges identified in data collection and analysis, helping to drive forward the programme to achieve Carbon Neutral.
- A capital commitment of £350,000 over two years 2021/22 for tree planting.
- A capital commitment of £1 million over two years 2021/22 for Corporate Decarbonisation.

6.4 The capital commitments are projected to deliver the following outcomes:

- Tree planting, with over 500 new trees being planted.
- Corporate decarbonisation, building on the success of a number of smaller scale projects having been carried out to generate Green Electricity, with over 200kWp of output recently added to RMBC buildings saving £17,400 in year 1. It is estimated that a further 20MW is required to meet the demand of the operational estate and street lighting (2019 levels). To meet this demand, large scale projects of ground mounted solar PV and wind turbines would be considered, along with battery storage options to absorb peak output and supply energy when needed. A proof of concept capital allocation of £1m is

included in the 2021/22 budget proposals, which will look at a project or projects to produce decentralised low carbon electricity. This project will inform the decision to scale up to circa 20MW at a later stage.

**7. Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)**

- 7.1 There are no direct legal implications arising from the report; however legal advice should be sought in relation to individual decisions around implementation of the action plan.

**8. Human Resources Advice and Implications**

- 8.1 In order to reduce emissions relating to staff transport usage, it may be necessary to review related policies and practices.
- 8.2 It is proposed that energy-use behaviours of all staff are targeted through awareness training which will require HR input.

**9. Implications for Children and Young People and Vulnerable Adults**

- 9.1 Children, young people, and vulnerable adults are more at risk from the health impact of climate change which is expected to increase the magnitude and frequency of extreme events like floods, droughts, and heatwaves. This includes vulnerabilities to dehydration, heat stress and respiratory disease during persistent hot episodes as well as experiencing profound effects on mental health and wellbeing. The potential impact and mitigations will be considered as part of the implementation and delivery of actions.
- 9.2 Engagement of young people is central to this agenda. Young voices have been central to international environmental movements so far, and it is the youngest generations who will inherit the future, which will be shaped by the success of our response to the climate emergency.

**10. Equalities and Human Rights Advice and Implications**

- 10.1 An Equality Assessment (Form B) was undertaken as part of the producing “Rotherham Council Responding to the Climate Emergency” and the Cabinet report presented in March 2020.
- 10.2 The equalities action plan has been reviewed and updated and appended to this report.

**11. Implications for Partners**

- 11.1 As part of its response to the climate emergency, the Council has begun communicating its priorities and potential avenues of action to other organisations through the Rotherham Together Partnership. In order to drive progress towards the 2040 Borough-wide net zero target, and as outlined in

this report, the council is committed to consolidating and expanding its partnerships around environmental issues.

## 12. **Risks and Mitigation**

- 12.1. There is a risk that climate emergency commitments will be made but not delivered upon. To mitigate this, it will be important that the Council effectively monitors progress and uses all tools available to secure meaningful and effective change.
- 12.2 The debate about climate emergency is constantly evolving and the Council's response must be dynamic and reactive as new ideas and technologies develop, and potential actions become subsequently more or less feasible. The climate report must therefore be treated as a "living document", which identifies key priorities and potential strategies but can be adapted as necessary. Equally, the climate emergency report is currently still a work in progress, intended to provide information regarding the actions currently being considered and the principles guiding these actions.

## 13. **Accountable Officers**

*Jackie Mould, Head of Policy, Performance and Intelligence*

*Approvals obtained on behalf of Statutory Officers:*

	<b>Named Officer</b>	<b>Date</b>
<i>Chief Executive</i>	<i>Sharon Kemp</i>	<i>08/03/21</i>
<i>Strategic Director of Finance &amp; Customer Services (S.151 Officer)</i>	<i>Judith Badger</i>	<i>03/03/21</i>
<i>Head of Legal Services (Monitoring Officer)</i>	<i>Bal Nahal</i>	<i>04/03/21</i>

Report Author(s):

Jackie Mould  
Head of Policy, Performance and Intelligence  
Assistant Chief Executive's Directorate  
[Jackie.mould@rotherham.gov.uk](mailto:Jackie.mould@rotherham.gov.uk)

Sam Blakeborough  
Policy Officer  
Assistant Chief Executive's Directorate  
[sam.blakeborough@rotherham.gov.uk](mailto:sam.blakeborough@rotherham.gov.uk)

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# ROTHERHAM COUNCIL:

## CLIMATE EMERGENCY PROGRESS SUMMARY AND 2021/22 ACTION PLAN

Priority area	Key progress 2020/21	Key actions 2021/22	Challenges / opportunities
<b>THEME: OVERARCHING ACTIVITY</b> <b>Summary:</b> The focus in 2020/21 has been on laying the foundations of the response to the climate emergency, including baseline development, understanding gaps, and developing governance arrangements, whilst taking initial action and achieving quick wins across the priority themes.			
<b>Monitoring and reporting</b>	<ul style="list-style-type: none"> <li>The Council agreed to Net Zero (NZ) 30 and Net Zero (NZ) 40 targets and a series of associated actions.</li> <li>A working group of councillors has been established to oversee progress and a network of climate champions are in place across the Council.</li> <li>The Council's "Climate Champions" – officers across services collaborating on the Climate Emergency agenda – has been established to support the delivery of NZ30 and NZ40 targets.</li> </ul>	Introduce carbon impact assessments for all cabinet reports, ensuring consideration and mitigation of potential emissions associated with proposals is embedded across the Council.	Officers require support to develop their understanding of emission impacts.
		Continue to develop baseline data i.e. on emissions in areas such as transport and housing.	Building baseline data will support the Council's evidence base to identify and act on environmental strategic priorities. Understanding and using emission data can be highly specialised; developing this expertise is difficult with existing capacity and may require additional resources.

Priority area	Key progress 2020/21	Key actions 2021/22	Challenges / opportunities
<b>THEME: ENERGY</b> <b>Summary:</b> This theme focuses on reducing the energy used in Council operations and raising awareness within the workforce and across the borough. In advance of a comprehensive decarbonisation plan for Council buildings a large number of projects have been commissioned to reduce emissions and improve energy efficiency.			
<b>Decarbonising buildings</b>	<ul style="list-style-type: none"> <li>The Council has reduced energy consumption and CO2 emissions in operational buildings by 54 % and streetlighting by 73 % (against 2014/15 baseline). Over 80 projects have been commissioned and over £1.5m invested in energy efficiency measures, saving over £390k each year and reducing annual emissions by over 1.8k tonnes of CO2</li> <li>A programme of decarbonisation assessments has been carried out across 37 operational buildings identifying 237 new installations and 256 upgrades of technologies to be included in the Council's Decarbonisation Plan.</li> <li>A proof of concept capital allocation of £1m is included in the 2021/22 budget proposals, which will look at a project or projects to produce decentralised low carbon electricity.</li> </ul>	<b>Develop a site decarbonisation plan and implement energy efficiency upgrades</b> based on detailed site surveys.	In the short term, decarbonisation measures can be capital-intensive; cost often correlates to extensiveness. However, by reducing energy consumption, these can result in significant cost-savings in the long term.
		<b>Continue to support the private sector led development of Templeborough biomass heat network</b> following initial government investment of £8.4m.	The owners of the plant have deemed the project a risk and are unwilling to invest the additional – £8m capital required to complete the network. Other investors are being sought.
<b>Awareness-raising</b>	<ul style="list-style-type: none"> <li>Progress on developing awareness training was halted by Covid. Options for this workstream are once again being considered, including: procuring learning material through external consultants and collaboration with the University of Sheffield.</li> </ul>	<b>Monitor and report CO2 emissions publicly</b> , improving data capture processes – especially for energy generation – and making data publicly available.	Technical challenges to collecting data.
		<b>Implement energy awareness training for Council workforce</b> using targeted packages in varying formats.	Developing awareness training will require capacity. Potential support and resource-sharing is being discussed with University of Sheffield.

Priority area	Key progress 2020/21	Key actions 2021/22	Challenges / opportunities
<b>THEME: TRANSPORT</b> <b>Summary:</b> This includes emissions from the Council's fleet and from public and private transport usage across the borough. Significant investment in public transport and cycling infrastructure is set to be delivered in 2021/22.			
<b>Promote electric vehicle charging</b>	<ul style="list-style-type: none"> <li>Council-owned and operated electric vehicle (EV) charging infrastructure in Rotherham saved 6.5t CO2 in 2020.</li> </ul>	<b>Further expansion of electric vehicle infrastructure and support for uptake</b> , including the development of plans for neighbourhood charging hubs. Discussions are underway via the combined authority to secure funding to improve charging infrastructure across South Yorkshire.	Electric vehicle uptake is dependent on progress within relevant technology and engineering fields, as well as market developments effecting affordability. Electric vehicle uptake is dependent on progress within relevant technology and engineering fields, as well as market developments effecting affordability. These developments are likely to present further opportunities for decarbonising the Councils fleet and transport across Rotherham.
<b>Develop cycling strategy</b>	<ul style="list-style-type: none"> <li>Draft cycling strategy to be presented to Cabinet in March 2021. This is estimated to reduce overall emissions from transport by ~2 % across the borough.</li> </ul>	<b>Delivery of cycling and public transport infrastructure</b> through delivery of the earlier part of the Transforming Cities programme, including public transport improvements in the Parkgate area due to commence in 2021. Together with the Active Travel Fund, this will deliver £12m worth of improvements for public transport, walking and cycling by March 2023.	<p>Cycling and active travel have a limited capacity to reduce transport emissions: even if all car trips up to 2 miles were eliminated, it would save just less than 3 % of car mileage.</p> <p>There are uncertainties as to the demand for public compared to private transport in post-Covid context.</p>

Priority area	Key progress 2020/21	Key actions 2021/22	Challenges / opportunities
Fleet transport	<ul style="list-style-type: none"> <li>A fleet replacement strategy is under development, although this does not yet consider EV/ULEV conversion.</li> </ul>	<b>Develop our approaches to monitoring vehicle usage, emissions and fuel efficiency.</b>	There is a tendency towards inaccurate odometer readings and fuel usage reporting, which must be addressed alongside the collection of additional data.
		<b>Roll out telematics across the fleet</b> to improve driver behaviour, fuel efficiency, and support the monitoring of vehicle use.	As well as reducing emissions, improved fuel efficiency will reduce fuel costs.
		<b>Continue to develop a timeline for electric vehicle conversion,</b> or for conversion to other low emission technologies where electric is not currently financially viable, e.g. biogas.	EVs are typically significantly higher cost than combustion vehicles, and the technology is still in development. Costs may be reduced by seeking funding and better understanding market projections.



Priority area	Key progress 2020/21	Key actions 2021/22	Challenges / opportunities
<b>THEME: HOUSING</b> <b>Summary:</b> Focused on reducing emissions associated with domestic energy usage, with funding having been secured from government for an initial retrofitting programme.			
<b>Green housing strategy</b>	<ul style="list-style-type: none"> <li>• Work is underway to develop standards and programmes to improve energy efficiency in domestic properties, with a successful application for a Local Authority Delivery (LAD) grant.</li> <li>• Government data shows Rotherham as 1 of 4 local authorities in England and Wales to install over 2,500 energy efficiency measures through the Energy Company Obligation (ECO) scheme that is funded by utility company contributions (as at 21st January 2021). This supports residents to reduce energy costs, improve energy efficiency and access government grants.</li> </ul>	<b>Delivery of schemes under LAD funding</b> , including the retrofitting of 217 homes by September 2021 following the successful phase 1 bid. The Council has secured £1.14m through the Green Housing Grant – Local Authority Delivery (LAD) scheme to bring 217 properties up to a “Band C” Energy Performance Certificate rating at The Lanes, East Dene. The aim of the project is to create Rotherham’s first retrofit ‘Eco Village’ and the Council will use LAD funding to compliment internal funding sources, to fund improvement works to the fabric of the buildings and install additional energy efficiency measures that will support our existing low-income households in reducing fuel poverty.	<p>Retrofitting existing housing stock is a capital-intensive endeavour. Incremental retrofitting is more cost-effective in the short-term but is likely to result in a greater total cost and may not be able to reliably deliver on existing NZ30 and NZ40 targets.</p> <p>However, the rollout of retrofit programmes in other areas has corresponded with supply chain development and subsequent cost-reduction, which may present an opportunity for the Council to mitigate costs.</p>
		<b>Develop a “road map” to zero carbon for council housing</b> which considers short, medium and longer term actions. This will be achieved using Parity software, which has been procured to baseline Council-owned housing stock and develop a roadmap for investment through HRA.	

Priority area	Key progress 2020/21	Key actions 2021/22	Challenges / opportunities
		<b>Establish energy efficiency specifications for new Council homes</b> which meet future requirements for all new homes to be carbon neutral.	To meet the Council's 2030 target we will need to apply changes to energy efficiency specification earlier than Government proposals.
		<b>Establish housing stock emission baselines</b> , consolidating the available intelligence and gathering further data as required, using both Parity software with existing data on council-owned housing stock, and developing intelligence on the wider housing stock across the Borough.	Data currently held on private housing stock is not comprehensive enough to identify all opportunities for intervention.
	<ul style="list-style-type: none"> <li>• Development of a Community Energy Support Scheme</li> </ul>	<b>The Community Energy Support Scheme</b> will be launched on 1st March 2021 to provide support for Rotherham residents to reduce energy costs, improve energy efficiency and support with potential Government grants. The project works alongside National Energy Action funded programmes to support all communities and reduce fuel poverty.	Will rely on effective community engagement.  Energy cost reduction provides the opportunity to address socioeconomic inequality; particularly relating to food poverty.

Priority area	Key progress 2020/21	Key actions 2021/22	Challenges / opportunities
<b>THEME: WASTE</b> <b>Summary:</b> Working across the South Yorkshire authorities through the South Yorkshire Waste Strategy, the Council continues to explore the sustainable processing and reduction of waste			
<b>Waste from households</b>	<ul style="list-style-type: none"> <li>Recycling rates continued to increase and Rotherham agreed a joint waste plan with Barnsley and Doncaster that will help the move away from landfill towards greater reduction, re-use, recycling and recovery.</li> <li>A review of the South Yorkshire Waste Management Strategy is under development, with the view of being published in Autumn 2021.</li> </ul>	<p><b>Review the South Yorkshire Waste Strategy</b> to ensure it reflects the NZ 30 and NZ 40 ambitions.</p> <p><b>Recycling improvement and contamination reduction through engagement activities:</b> A business case has been considered and funding identified to undertake a behaviour-focused campaign to reduce waste and contamination. The project is being co-ordinated through the Barnsley, Doncaster and Rotherham Community Liaison and Education Officer (CELO).</p> <p>This will also be supported by reducing landfill waste through an incentive system with BDR PFI contractor.</p>	Improved information and data is required to be able to take further action in reducing waste, improving recycling rates and reducing contamination.
<b>Commercial waste</b>	<ul style="list-style-type: none"> <li>No relevant activities have taken place in 2020, but are programmed in for 2021/22.</li> </ul>	<p><b>Set out and deliver plans to introduce recycling to the Council's commercial waste offer</b>, in order to support schools and businesses to recycle more.</p>	The Council currently holds a small commercial waste team. Capacity in expanding commercial waste collection is therefore limited, which coincides with a knowledge gap on emissions across the waste service.

Priority area	Key progress 2020/21	Key actions 2021/22	Challenges / opportunities
<b>THEME: BUILT AND NATURAL ENVIRONMENT</b> <b>Summary:</b> The Rotherham Local Plan Core Strategy review recognises the continuing challenges of climate change and the need to move towards a net zero carbon approach with climate change a continuous theme throughout the strategy.			
Planning	<ul style="list-style-type: none"> <li>A series of supplementary planning documents (SPDs) relevant to climate change (e.g. Air Quality and Emissions; Equal and Healthy Communities) were introduced in June 2020.</li> </ul>	<b>Partial update to the Local Plan Core Strategy</b> , ensuring relevant climate issues (e.g. flood risk) continue to be considered in determining the amount and broad location of new development.	Given the wide-ranging effect of planning policy on the built environment, updates to the Local Plan must balance NZ30 and NZ40 commitments against competing targets and commitments. However, more sustainable planning can unlock opportunities in other areas such as economic development and community wellbeing.
		<b>Introduction of further SPDs relevant to climate change</b> – SPDs can elaborate on Local Plan policies, giving developers additional technical guidance, speeding up applications and resulting in better quality development for the community and environment. Five further draft SPDs relating to climate change are programmed for 2021: <ul style="list-style-type: none"> <li>- Natural Environment</li> <li>- Transport Assessments, Travel Plans and Parking Standards</li> <li>- Green Spaces</li> <li>- Soils</li> <li>- Trees</li> </ul>	

Priority area	Key progress 2020/21	Key actions 2021/22	Challenges / opportunities
<b>Green spaces and trees</b>	<ul style="list-style-type: none"> <li>• Creation of a Tree Management Policy to describe how the Council will manage its urban trees.</li> <li>• 17 hectares of green spaces land has been identified for woodland creation.</li> </ul>	<b>Appointment of Trees &amp; Woodlands engagement officer</b> to source funding, identify land for planting and engage local communities.	The Council currently has little data related to carbon sequestered via trees, limiting our understanding of the planting required to offset emissions.
		<b>Adoption of Tree Management Policy</b> , recognising the importance of retaining existing Council tree stocks and providing guidance to the Council and public.	
		<b>Development of tree planting strategy</b> to guide all tree planting that is carried out on Council-owned land.	

Priority area	Key progress 2020/21	Key actions 2021/22	Challenges / opportunities
<b>THEME: INFLUENCE AND ENGAGEMENT</b> <b>Summary:</b> The theme recognises that to have a meaningful impact on emissions, the Council must work alongside other organisations and residents, as well as lobbying regionally and nationally to influence policy developments.			
<b>Regional engagement</b>	<ul style="list-style-type: none"> <li>• The Council has engaged constructively at city region level, contributing to the Sheffield City Region Energy Strategy, which was published in June 2020.</li> <li>• The Leader of the Council also chairs the city region's transport and environment board, which oversees implementation of a climate emergency response framework, as well as shaping future policy priorities.</li> <li>• The Council's chief executive sits on Yorkshire Leaders' Board's zero carbon sub-group, with lead responsibility for national lobbying and policy development.</li> </ul>	<b>The Council will continue to play an active role regionally and nationally to promote the climate agenda.</b>	Influencing regional and national strategic approach towards decarbonisation offers benefits for action at a local level.
<b>Procurement</b>	<ul style="list-style-type: none"> <li>• Development of approach to Social Value, the framework of which provides a basis to further integrate emissions into procurement.</li> </ul>	<b>Develop emission considerations as part of the Council's social value policy</b> , exploring how the policy can be used to incentivise climate change commitments and CO2 reductions within tender processes.	Integrating emission considerations within procurement processes requires raising the profile of this agenda - services managing their contracts must be aware of the strategic importance of emissions and the implications on procurement.

Priority area	Key progress 2020/21	Key actions 2021/22	Challenges / opportunities
<b>Communications</b>	<ul style="list-style-type: none"> <li>Initial engagement with partners to raise awareness of the climate emergency declaration and associated actions and to begin to generate ideas for joint activity.</li> </ul>	<b>Develop climate emergency communications plan</b> to facilitate the participation and involvement of residents, partners and other interested organisations and communities. This will include engagement with young people and collaborating with established groups such as the youth cabinet and the young inspectors to reach out to the community.	The Council is responsible for a small fraction of overall emissions across Rotherham. It is therefore vital to encourage and facilitate action across a wide range of stakeholders to achieve climate goals.

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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:** Climate Emergency Annual Report 2021

**Directorate:** ACEX

**Service area:** Policy, Performance and Intelligence

**Lead person:** Jackie Mould

**Contact number:** 01709 823618

Is this a:

☒ **Strategy / Policy**
☐ **Service / Function**
☐ **Other**

**If other, please specify**

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

The Climate Emergency Annual Report provides an update on actions recently taken to curb the Council's own emissions from operations, services and assets, and emissions borough-wide; progress in decarbonisation is also demonstrated through best-available data. Additionally, the report lays out a 2021/22 Carbon Action Plan to drive further decarbonisation.

### 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?**

The effects of climate change are likely to impact all people; however, the specific characteristics of individuals and groups are likely to condition the varying extents to which they are affected. These differences might be physical (e.g. physiology-based protected characteristics such as age and disability) or a difference in circumstance (e.g. socioeconomic difference). Similarly, actions taken to mitigate emissions may have their own impact by changing Council policy or services.

- **Key findings**

The physical effects of climate change are likely to disproportionately affect people according to age and their disability status (as these characteristics typically relate to vitality and physical wellbeing). For example, increasingly extreme temperature variability will disproportionately affect older people, who face significant health risks during winter. People with a disability that effects mobility may equally be disproportionately affected by challenges that temperature and rainfall variability pose to movement.

Additionally, low income groups and others with less access to financial resources are similarly likely to be disproportionately affected. This is because material wellbeing is essential to adaptation to climate change (e.g. the financial capacity to retrofit one's house to control air flow and maintain stable household temperatures in the context of increasing weather variability and fluctuating fuel prices). Those with limited finances also tend to be spatially vulnerable to climate change (e.g. living in areas vulnerable to flooding or with poor air quality).

Actions undertaken may also impact people differently dependent upon their characteristics. Considering transport as an example, which BEIS estimates suggest comprised 40% of transport emissions in 2018, actions taken here may impact accessibility to essential services differently, depending on the needs and context of specific groups and individuals.

- **Actions**

The Climate Emergency Annual Report includes a Carbon Action Plan for the mitigation of emissions. Where relevant each action has been/will be subject to its own Equalities assessment. Additionally, the Carbon Action Plan includes the development of

communications and engagement strategy, which will provide a further opportunity to engage with residents and communities, allowing equalities considerations to be further integrated into this agenda.	
Date to scope and plan your Equality Analysis:	23/02/2021
Date to complete your Equality Analysis:	23/02/2021
Lead person for your Equality Analysis (Include name and job title):	Jackie Mould Head of Policy, Performance and Intelligence

### 5. Governance, ownership and approval

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

Name	Job title	Date
Steve Eling	Policy and Equalities Manager	23/02/2021
Jackie Mould	Head of Policy, Performance and Intelligence	23/02/2021

### 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	23/02/2021
Report title and date	Climate Emergency Annual Report 22/03/2021
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	22/03/2021
Date screening sent to Performance, Intelligence and Improvement <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	23/02/2021

## 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> Climate Emergency Annual Report	
<b>Date of Equality Analysis (EA):</b> 23/02/2021	
<b>Directorate:</b> Assistant Chief Executive	<b>Service area:</b> Policy, Performance and Intelligence
<b>Lead Manager:</b> Jackie Mould	<b>Contact number:</b> 01709 823618
<b>Is this a:</b> <input checked="checked" type="checkbox"/> <b>Strategy / Policy</b> <input type="checkbox"/> <b>Service / Function</b> <input type="checkbox"/> <b>Other</b>  <b>If other, please specify</b>	

**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 Blakeborough	RMBC	Policy Officer
Steve Elling	RMBC	P & E Manager
Jackie Mould	RMBC	Head of PPI

**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 scope of the intended outcomes is likely to impact all individuals across the Borough, as all individuals regardless of their characteristics are likely to be effected by climate change. However, differences between individuals and communities will mean that some individuals are affected disproportionately by impacts of climate change. Additionally, potential approaches to climate change are far reaching and encompass various service areas and issues, therefore responses may impact people differently depending upon their characteristics.

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

Some equality information is becoming available as part of equality screening and assessments.

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

No risk assessment has yet been completed for how climate change is likely to impact Rotherham specifically. Therefore, information of how climate change impacts individuals is hypothesised based on wider research.

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

The Council's "Climate Champions" have been constituted as a cross-service group to progress the Climate Change agenda and support the delivery of actions across directorates. Each champion and their respective service area are responsible for monitoring the impact of actions relating to the theme/area of the Climate Emergency framework that they correspond to; this includes the impacts on communities/groups; each action where necessary will be subject to its own Equalities Assessment.

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

With the support of the "Climate Champions" a Climate Emergency Communications and Engagement strategy is in the beginning stages of development. This will include engagement with residents/communities,

	partners, and other groups and organisations.
<b>Engagement undertaken with staff (date and group(s) consulted and key findings)</b>	<p>Engagement with specific services has been undertaken through the Climate Champions group, who's role it is to link this agenda to their specific service area.</p> <p>Wider engagement with staff will also be included in the development of the Climate Emergency and Communications Strategy.</p>

#### 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?**

By aiming to curb predicted environmental disaster associated with the “climate emergency”, this policy aims to deliver positive outcomes for all individuals across communities and groups, as all would be affected by the conditions associated with climate change (e.g. increasingly extreme temperature variability, increasing rainfall variability).

Those who may be uniquely prone to physiological vulnerabilities (e.g. older or younger people, or those with particular physical disabilities) are likely to be more vulnerable to the effects of climate change; therefore the recommendations stand to significantly improve future scenarios for these groups. This is especially significant in the context of Rotherham's aging population.

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

Decarbonisation is inherently tied to the availability of capital, due to investment required in new modes of activity (e.g. production methods, transport technologies). Therefore, when decarbonisation is encouraged through solely regulatory or punitive measures those with limited access to financial assets (i.e. low-income groups) will be disproportionately burdened and disadvantaged.

This potential issue has informed the recommended adoption of the guiding principle of sustainable development. This principle points to the necessity of balancing the priorities of economic growth and social equity alongside environmental protection. Therefore, actions which would disproportionately and arbitrarily disadvantage those with limited financial assets (e.g. zones around the Borough where charges are levied on combustion vehicles) should not be considered.

Additionally, this should inform an ongoing engagement strategy, to involve individuals and communities in the design and implementation of a comprehensive Environment & Climate strategy. This will allow individuals and groups to represent their own interests.

To ensure proper consideration for the Equalities implications of decarbonisation, all actions included in the 2021/22 Carbon Action Plan have, where relevant, been subject to



their own independent Equalities Assessments.

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

Decarbonisation is typically associated with long term cost savings (e.g. reduced energy bills). Therefore, the measures relating to reducing personal fuel consumption / improve domestic energy efficiency offer scope to relieve a financial burden from low income groups and reduce vulnerability to fuel poverty. Additionally, low income groups are statistically more likely to be vulnerable to the effects of climate change (e.g. exposure to flooding), therefore these stand to benefit from the long-term curbing of the impacts of climate change.

**What affect will the Policy/Service have on community relations?**

By engaging communities and individuals with the development and implementation of carbon reduction, it is hoped that any strategy will improve community relations by giving these the opportunity to identify and express their interests and see these incorporated in strategy.

However, the National Centre for Social Research in the UK points out that climate change is predominantly a concern for younger age groups and less of a concern for older age groups. It is therefore plausible that some would have the perception that the declaration of a climate emergency, the response to this and any associated investment, represents the interest of younger people. Recent budget consultations reaffirm this possibility, as most respondents allocated little priority to environmental protection. However, this sentiment may be avoided by emphasising the cost-reductions and other co-benefits that are associated with recommended measures, as well as communicating the scientific evidence of the threat posed by climate disaster.

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: Climate Emergency Annual Report</b>
<b>Directorate and service area: Assistant Chief Executive's Directorate; Policy, Performance and Intelligence</b>
<b>Lead Manager: Jackie Mould</b>
<b>Summary of findings:</b>
<p>The effects of climate change will be felt by all; these are likely to disproportionately exacerbate the vulnerability of already physically and materially disadvantaged groups. Actions to curb and adapt to the impacts of climate change, as proposed here, are likely to limit the effects of climate change felt by all groups, including those who would be particularly affected.</p> <p>Equalities screening and assessments have been undertaken as part of developing projects in the first year of delivery of the strategy. This has included challenge and further consideration of equalities impacts as part of those projects.</p> <p>A positive equalities impact will be assured through the development of a Climate Emergency Communications and Engagement Strategy. Additionally, individual actions included in the 2021/22 Carbon Action Plan have/will include corresponding Equalities Assessments where these are relevant.</p>

Action/Target	State Protected Characteristics as	Target date (MM/YY)
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	listed below	
Utilise climate change monitoring group to track the impacts (either of climate change or associated actions) on communities or groups according to their protected characteristics.	All (particularly age and disability)	N/A
Continue to provide challenge to project development to ensure equalities are embedded in the climate change agenda.		

**\*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
Jackie Mould	Head of Policy, Performance and Improvement	23/02/2021
Jo Brown	Assistant Chief Executive	01/03/2021
Cllr Sarah Allen	Cabinet Member - Cleaner, Greener Communities	26/02/2021

#### 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>	23/02/2021
<b>Report title and date</b>	Climate Emergency Annual Report 22/03/2021
<b>Date report sent for publication</b>	01/03/2021
<b>Date Equality Analysis sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	23/02/2021

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Public Report with Exempt Appendices  
Cabinet

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**Committee Name and Date of Committee Meeting**

Cabinet – 22 March 2021

**Report Title**

Annual Housing Development Report – 2021/22

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

Yes

**Strategic Director Approving Submission of the Report**

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

**Report Author(s)**

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

**Ward(s) Affected**

Various – please see Appendix 3

**Report Summary**

This is the second annual housing development report under the new reporting arrangements agreed by Cabinet on 21<sup>st</sup> September 2020. The report sets out housing growth progress made in 2020/21, and proposes projects for 2021/22, which are aligned with the Housing Revenue Account Business Plan (approved by Council in January 2021). Appendix 3 provides a list of sites proposed for development, and Exempt Appendix 4 provides a list of potential strategic acquisition opportunities. Appendix 4 is confidential because the Council will be bidding for the new homes via a competitive process, and could be placed at a disadvantage by publishing specific sites of interest.

**Recommendations**

1. That Cabinet approves the release of the Council owned sites listed in Appendix 3 for residential development, subject to written confirmation of agreement by the relevant Ward Members.
2. That Cabinet approves the programme of strategic acquisition opportunities listed in Exempt Appendix 4, and that authority is delegated to the Assistant Director of Planning, Regeneration and Transport to purchase homes from private developers or the open market to add to the Council's stock with the agreement of the Assistant Director of Housing, Section 151 Officer and Cabinet Member for Housing. This is subject to the budget parameters as set out in the Council's approved Capital Programme. This delegation is

proposed to apply until April 2022 when the next annual programme will be reported to Cabinet.

3. 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 an Affordable Homes Programme grant funding agreement with Homes England, for all eligible sites listed in Appendix 3.

**List of Appendices Included**

- Appendix 1 Initial Equality Screening (Part A)
- Appendix 2 Equality Analysis (Part B)
- Appendix 3 Council-owned sites proposed for residential development
- Appendix 4 (Exempt) Potential strategic acquisitions
- Appendix 5 Summary of progress against previous Cabinet recommendations
- Appendix 6 Map showing housing development sites
- Appendix 7 Photographic summary

**Background Papers**

Housing Strategy 2019-22

HRA Business Plan 2021-22

Cabinet report: [Annual Housing Development Report - 2020/21](#) (September 2020)

Cabinet report: [Quarterly Housing Development Update Report](#) (January 2021)

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

**Council Approval Required**

No

**Exempt from the Press and Public**

Yes – Appendix 4

An exemption is sought for Appendix 4 under Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A of the Local Government Act 1972, on the basis that releasing the information could put the Council at a competitive disadvantage.

## Annual Housing Development Report – 2021/22

### 1. Background

1.1 Housing growth, and in particular the delivery of new, high quality affordable homes, continues to be an important priority for the Council. By investing in new housing, the Council can:

- Make a significant contribution to Rotherham's overall housing target (for the past two years the Council has been responsible for approximately one third of all new homes)
- Replace council homes lost through the Right to Buy thus helping to keep up with the increasing number of people on the Housing Register
- Deliver homes that better meet the needs of Rotherham's people
- Contribute to improved health and wellbeing
- Generate income to the Council through rent and council tax
- Regenerate deprived areas
- Create training and employment opportunities
- Deliver wider social value to communities

Each year, the Council reviews its Housing Revenue Account (HRA) Business Plan and once this has been approved by Cabinet and Council, an annual housing development programme is created and reported to Cabinet. This is the second annual housing development report, the first having been reported in September 2020 (N.B. later than planned due to the Covid-19 pandemic).

1.2 Overall summary of housing growth progress over the past 12 months:

- Projected to achieve year-end target of 175 homes delivered as a result of Council intervention (performance at the end of January 2021 stood at 161)
- Site Clusters programme completed (217 homes)
- The Bellows scheme completed (58 homes)
- Broom Hayes scheme almost completed (44 homes)
- Rotherham town centre housing scheme started (171 homes)
- Chesterhill Avenue and Whinney Hill programme started (237 homes)
- 14 bungalows on sites in Treeton and Ravenfield started
- Housing association schemes enabled by the Council started

Appendix 7 includes photographs of some of these projects.

1.3 The table in Appendix 5 tracks progress against the previous recommendations in the September 20 and January 21 Cabinet reports. This tracker will be kept up to date and appended to all future housing development reports, rather than repeating them each time in the main report.

1.4 Progress against the 2020/21 development programme:

- SOAHP Small Sites (14 bungalows on Arundel Avenue, Treeton and Braithwell Road, Ravenfield): Contract in place with O&P Construction, and work commenced in February 2021. All 14 homes are expected to be completed by December 2021.
- East Herringthorpe Site Assembly (estimated 13 homes): Procurement to commence imminently.
- Thrybergh Site Assembly (estimated 5 homes): Negotiations are currently underway with the Council's repairs and maintenance contractors, to build five homes on these sites.
- Wingfield Site Assembly (estimated 14 homes): Concluded pre-market engagement with housing associations and received some positive feedback, therefore this delivery route will continue to be explored.
- Strategic Acquisitions: The Council is continuing to pursue three of the four opportunities set out in Exempt Appendix 4 to the September 2020 Cabinet report and it is anticipated that one of the schemes will be in contract by the end of the financial year, with the remaining schemes expected to be in contract during the first quarter of 2021/22.

1.5 Progress against each of the 'next steps' included in the January 21 update report:

Action	Update
SCR Brownfield Housing Fund, submit 'early delivery' bid – January 2021	Complete
Homes England SOAHP, submit CME bid for extra units on SOAHP Bungalows scheme – January 2021	Secured in principle agreement from Homes England in January 2021, and bid subsequently submitted in February 2021.
SOAHP Bungalows, start on site – January 2021	Formally entered into contract at the beginning of Feb 21, and physical works commenced on Arundel Ave in Feb, with Braithwell Rd anticipated to start in Mar 21.
Hold virtual Housing Development update event – January 2021	Complete (event held on 28/01/21)
Wingfield, pre-market engagement exercise concluded – February 2021	Complete
Undertake ward member consultation for East Herringthorpe, Thrybergh and Wingfield schemes – February 2021	Complete
East Herringthorpe, enter into a pre-contract services agreement – March 2021	On track



Thrybergh, determine feasibility of commissioning through one of the Council's existing repairs and maintenance contractors – March 2021	On track
Hold Members workshop on garage site residential development – March 2021	Complete – OSMB seminar held on 23/02/21 and all Member seminar scheduled for 15/03/21
Town Centre, complete remediation works – March 2021	Completed during January 21
Netherfield Court, appropriate to HRA – March 2021	This will be executed before the end of March 21

- 1.6 New sites: The sites identified within the 2021/22 programme are listed in Appendix 3. Initial assessments of their suitability for residential development have been carried out as part of the shortlisting process, and the detailed viability work will be undertaken once approved. It is intended that where the sites are found to be deliverable and affordable within the defined HRA budgets, these will be delivered as council housing. In some cases, a better outcome for the Council, either financially or strategically, will be achieved by transferring to housing association partners to develop, with council nomination rights included as part of the agreement. Alternative strategies will be pursued for any sites that are found to be unsuitable for residential development.

The 2021/22 programme further incorporates a small number of ad-hoc, single sites. These sit outside of the Council's current strategy to cluster sites in geographic proximity where possible to achieve improved efficiencies and market interest. In these cases, the Council proposes to sell the land to generate a capital receipt and enable housing development, rather than build directly. These sites are likely to be of interest to SME developers or individuals wishing to self-build and may also be of interest to some housing associations. These are also included in Appendix 3.

- 1.7 Eastwood sites: The January 2021 housing development update report to Cabinet explained the reasons for appropriating two General Fund sites in Eastwood (Netherfield Court and York Road car park) to the HRA, to allow them to be brought forward as affordable housing developments. As the number of homes on each site will exceed ten, a separate report will be brought to Cabinet once the procurement process has been undertaken.
- 1.8 The Homes England Affordable Homes Programme 2021-26 (AHP) replaces the Shared Ownership and Affordable Homes Programme 2016-21 (SOAHP) from which the Council has successfully drawn down £6.81m of funding to support the delivery of 227 new homes. The programme is specifically intended to increase the supply of new build affordable housing.

A significant change for the new AHP over SOAHP is that it will be operated from the start on a Continuous Market Engagement (CME) principle which

means that funding support can be sought on a scheme by scheme basis; SOAHP however entailed an initial bidding round requiring submission of a large-scale grant funding application for multiple projects. This new approach should be beneficial for the Council in that it will allow bids to be tailored to individual schemes once more detailed financial appraisals are available, whereas SOAHP required the Council to formulate a bid based on high-level estimates and assumptions.

The £114m of anticipated housing growth investment incorporated within the latest HRA business plan, assumes Homes England grant funding support for all Council-build schemes as without this most schemes would prove to be wholly unviable and the Council would not be able to achieve its aspiration to deliver hundreds of new affordable homes. This assumption is based on the Council's previous track record on securing grant funding, and extensive dialogue with Homes England over the past few months.

- 1.9 Strategic acquisitions continue to form an important part of the housing delivery programme as they typically offer a more efficient and better value for money route to replacing Council homes lost through the Right to Buy, compared to direct build. Exempt Appendix 4 sets out a number of private-sector developments which are considered likely to present strategic acquisition opportunities in the near future. Appendix 4 also provides an update on acquisition opportunities previously presented to Cabinet as well as an overview of other schemes which may generate acquisition opportunities in coming years and may therefore form part of a future Cabinet report.
- 1.10 The HRA Business Plan, approved by Council in January 2021, includes £114m for housing growth which is broken down as follows:

<b>Scheme category</b>	<b>Business Plan Amount</b>	<b>Est. no. homes</b>
Delivered or nearing delivery	£ 3,486,147	281
Projects underway	£ 35,993,824	215
Projects approved in 2020/21 programme	£ 6,715,342	37
Projects proposed for this 2021/22 programme	£ 21,102,182	129
Future projects to bring to Cabinet for approval from 2022/23 onwards	£ 46,893,103	374
<b>Total:</b>	<b>£114,190,598</b>	<b>1036</b>

## 2. Key Issues

- 2.1 There are around 6,800 applicants on the waiting list for Council housing in Rotherham. These households are likely to be in homes unsuitable for their needs in some way, such as homes which are too small, affected by issues such as damp and disrepair, or inappropriate for someone who is elderly or has a disability. The Council's ambitious housing growth plan is critical to

supporting these families into high quality and affordable accommodation. New homes have been and will be delivered by the Council across the borough, as demonstrated in the map included as Appendix 6.

- 2.2 Social Value: The Council will also be able to maximise the social value opportunities of its residential development projects, collaborating with services across the Council at the outset of each new scheme to ensure HRA-led development achieves the best possible outcomes for Rotherham.
- 2.3 Energy efficiency and climate change: Through its own delivery programme, the Council has the ability to ensure that the new homes are high quality, energy efficient and able to meet the challenge of climate change, irrespective of tenure. The use of modern methods of construction will be considered for all new schemes, where value for money can be demonstrated as well as carbon reduction.

### 3. Options considered and recommended proposal

#### 3.1 Option 1: Direct Council build for all new homes in 2021/22 programme

Primary benefits:

- Full Council control
- 100% additionality to housing growth
- 100% affordable housing

Primary drawbacks:

- Highest capital cost (compared to acquisitions purchased at a discount, or selling land)
- Most retained risk

Whilst this option provides the greatest degree of control for the Council in respect of what will be delivered and where, it is also the costliest option to pursue and retains the most risk for the Council. A development programme consisting of only direct build would therefore achieve much lower delivery numbers overall, meaning the Council's ability to replace homes being lost through the Right to Buy and to contribute toward corporate housing growth targets would be diminished. **This option is not recommended.**

#### 3.2 Option 2: Strategic acquisitions for all new homes in 2021/22 programme

Primary benefits:

- Lowest capital cost in return for stock
- Lower risk than direct build
- Acquisitions will be 100% affordable housing

Primary drawbacks:

- No additionality
- No strategic control
- Market dependent

Strategic acquisitions from the open market, and particularly those available at a discount from market value through 'Section 106' affordable housing planning provisions, are currently the most cost-efficient way for the Council to obtain new housing stock. The Council has no control over these developments and the homes offered may not provide sufficient strategic fit. Further, the Council cannot guarantee that it will always obtain open market acquisitions as it will be in competition with the market, including other registered providers of social housing (housing associations). This option also provides no additionality in that the homes will be made available whatever the Council chooses to do. **This option is not recommended.**

### 3.3 Option 3: Housing association delivery of all new homes in 2021/22 programme

Primary benefits:

- No capital outlay
- Potential capital receipts
- Lower risk than direct build
- 100% affordable housing
- 100% additionality
- Nomination rights for the Council

Primary drawbacks:

- No strategic control
- Does not replace stock being lost through the Right to Buy

Delivery of new homes on Council land by housing association partners provides a means by which new social homes can be brought forward within the borough at very little cost to the Council. The Council will also benefit from nomination rights to the new homes to help meet demand from the Council's Housing Register, and the transfer of land may also generate a capital receipt. However, the Council would retain no direct control over the resulting development and unlike direct build or acquisitions, transfer to a housing association does not yield any new homes for the Council itself, meaning it would not contribute toward replacing Council homes being lost through the Right to Buy. **This option is not recommended.**

### 3.4 Option 4: Sell all land to enable the private sector to build new homes

Primary benefits:

- No capital outlay
- Probable capital receipts
- Lower risk than direct build
- 100% additionality
- Potentially supports local SME developers
- Potentially supports individuals wishing to self-build

Primary drawbacks:

- Dependent on market interest
- No strategic control

- Does not replace stock being lost through the Right to Buy
- No social housing
- Affordable housing less likely
- Need to prevent land banking

Option 4 is much like option 3 in that the sale of land to the private sector (with conditions to ensure the construction of new homes) will create additionality and capital receipts for the Council. However similarly, the Council will retain no direct Council control beyond general planning provisions and as a further drawback the new homes will not be made available as social housing so the Council will be unable to discharge demand from its Housing Register. **This option is not recommended.**

3.5 Option 5: Blended approach combining direct Council build, strategic acquisitions and housing association delivery for 2021/22 programme

Primary benefits:

- Balanced approach of capital outlay and risk
- Achieves significant new homes for the Council
- Provides nomination rights to other social homes
- Supports the wider sector

Primary drawbacks:

- Most complex approach
- Most resource intensive approach

A blended approach means that the Council can derive benefits from each of the delivery routes outlined above, whilst also achieving a pragmatic balance between strategic benefit and capital outlay. This will therefore achieve both an increase to the Council's housing stock and generate wider additionality, by supporting the construction of more new homes overall. **This option is recommended.**

3.6 Option 6: Not to bring forward any new proposed housing development schemes in 2021/22

Primary benefits:

- No capital outlay
- No risk

Primary drawbacks:

- Does not replace stock being lost through the Right to Buy
- No social housing
- No affordable housing
- No additionality
- No support for the wider sector

This would not achieve any of the benefits provided by supporting housing growth, would make it significantly more difficult for the Council to achieve its corporate and national targets and means that there would be no mitigation

against Council's social housing stock being lost as a result of the Right to Buy. **This option is not recommended.**

#### **4. Consultation on proposal**

- 4.1 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. Regular articles about housing development are also included in the tenants' newsletter, Home Matters.
- 4.2 Ward Members have received specific briefings on potential sites in their wards and their feedback has been taken into account to ensure they are supportive of proposed developments in their ward.
- 4.3 This report has also been presented to and approved by both the Asset Management Board and Housing and Regeneration Board.
- 4.4 Regular engagement is undertaken with developers, housing associations, Homes England and the Sheffield City Region. An example of this is the virtual housing development event which was organised by the Council at the end of January 21 and attended by almost 100 organisations. This engagement helps the Council to understand the level of interest across the sector, and to identify appropriate delivery and procurement routes.

#### **5. Timetable and Accountability for Implementing this Decision**

- 5.1 The Assistant Director of Housing will have responsibility for implementing the programme.
- 5.2 It was agreed by Cabinet in January that six-monthly progress reports should be presented to Cabinet. It is anticipated that the next report will be presented in October 2021. Any sites with more than ten units will be presented as separate reports as and when required.

#### **6. 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)**

- 6.1 Each scheme within the capital programme is assessed against affordability within the context of the HRA Business Plan. This includes, for example, assumptions for unit costs, rental income and the application of both internal and external funding. The release of sites identified in Appendix 3 and the programme of strategic acquisition opportunities listed in Exempt Appendix 4 will be subject to business case and assessed for affordability within the context of the assumptions in the HRA Business Plan and the resources approved as part of the Council's Capital Programme.
- 6.2 There are no direct procurement implications arising from the recommendations detailed in this report. The relevant procurement

implications for each site will be considered as they are brought forward as part of the governance arrangements.

**7. Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)**

- 7.1 The delegations sought under this report are consistent with the Council's Constitution and as stated in the body of the report allow for quicker and more flexible decisions to be made in respect of potential housing developments.
- 7.2 There are no direct legal implications arising from this report. The relevant implications for each site will be considered as each is brought forward for development.

**8. Human Resources Advice and Implications**

- 8.1 There are no Human Resources implications arising from this report.

**9. Implications for Children and Young People and Vulnerable Adults**

- 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 The programme includes bungalows 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.

**10. Equalities and Human Rights Advice and Implications**

- 10.1 The current Housing Strategy was approved by Cabinet in April 2019. The Strategy outlines how the Council will increase the local supply of high quality, affordable homes to meet a wide range of needs, through the housing development programme. The Council holds a wide range of data which is used to determine the different needs and influence the types of homes being built. For example of Rotherham's 263,400 residents, 25% are aged 60 years or over and 8.5% are aged 75 years or over and the housing development programme includes bungalows that are suitable for older people, as well as people with disabilities.
- 10.2 There are currently 6,800 households on the Council's housing register, who are likely to currently be in homes unsuitable for their needs, such as homes which are too small, affected by issues such as damp and disrepair, or inappropriate for someone who is elderly or has a disability. The Council's ambitious development programme is critical to supporting these families into high quality and affordable accommodation. Any new homes offered for rent by the Council are managed through the Council's Allocations Policy to ensure a fair and transparent approach to helping people in the greatest housing need to gain access to suitable and appropriate accommodation. A

full Equality Analysis has been carried out for both the Housing Development Programme 2021/22 and the Allocations Policy which was approved by Cabinet in February 2021.

- 10.3 There is evidence to suggest that a higher proportion of people within protected characteristic groups, such as age and disability, will be reliant on welfare benefits and therefore more likely to require access to affordable housing. The Programme's aim is to increase overall housing supply and in turn bring forward more affordable housing to assist such groups.
- 10.4 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.

## **11. Implications for Ward Priorities**

- 11.1 The 2021/22 housing development programme affects six wards. 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.

## **12. Implications for Partners**

- 12.1 The 2021/22 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. 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.
- 12.2 The Council has an existing partnership with Engie and Mears through the housing repairs and maintenance contracts and the existing contract terms allow for some housing development. As such, the development programme may also provide an opportunity for the partners to work with the Council on housing development schemes where this would not be at a detriment to the core repair and maintenance functions.
- 12.3 Housing associations continue to play an important role in delivering affordable housing in Rotherham. The Council has a successful track record of working with housing associations to bring land forward for development and maintains strong relationships with many of the largest and most reputable organisations through the Rotherham Strategic Housing Forum. The programme makes provision for the transfer of land to housing associations for which the Council would receive nomination rights to help address demand from the Council's Housing Register.



### 13. Risks and Mitigation

13.1. The key risks are summarised in the table below:

<b>Risk</b>	<b>Mitigation</b>
Coronavirus – delays due to staff shortages in the construction sector and increased costs due to additional safety measures	Covid risk registers, monitor costs, facilitate access to lateral flow testing where appropriate / possible, continue to support businesses through prompt invoice payments, continual monitoring of impact of pandemic on local housing market and wider construction industry
Exit from the EU – pressure on resources and materials	Regular risk workshops, advance ordering and storage of materials where appropriate / possible, ongoing monitoring of impacts.
Site suitability - even at a late stage in the process, sites can be found to be unsuitable (for example due to severe contamination or high flood risk) or need to be heavily restricted in terms of the type and numbers of new housing which can ultimately be achieved.	All sites proposed for delivery in 2021/22 have been subject to initial appraisals to give confidence as to their suitability for housing development including consultation with Planning. Grant funding will also help the Council to mitigate against the cost of ground remediation works but where a site is ultimately unsuitable for development it will not be brought forward.
Internal staff capacity – Housing, Legal, Procurement, Asset Management etc	Explore different partnering arrangements to reduce client-side resource intensity, including pre-contract service agreements whereby contractor carries out early feasibility work at risk. Ongoing dialogue between services regarding forward planning and resource requirements, and HRA contributions to staffing costs in key supporting services.
Community opposition	Early and regular consultation with Ward Members, communication strategy to provide information on the schemes and explain the rationale.
Funding availability	Continual dialogue with Homes England and SCR. Investment of time in robust business case preparation to ensure overall costs remain within approved HRA Business Plan affordability modelling and Capital Programme approvals. Regular meetings with Finance colleagues to monitor programme.

**14. Accountable Officers**

Tom Bell, Assistant Director of Housing

Jane Davies, Head of Strategic Housing and Development

David Bagnall, Housing Development Manager

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)	Named officer	Click here to enter a date.
Head of Legal Services (Monitoring Officer)	Named officer	Click here to enter a date.

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

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:** Annual Housing Development Report – 2021/22

**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 has recently been reviewed and was approved by Cabinet in February 2021 - this included 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.

- **Actions**

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

- Conduct new build survey and analyse equalities and diversity data – Apr 21
- For each scheme, consult with colleagues in AC and CYPS to identify any particular needs that can be met through the scheme - ongoing
- Review this equalities analysis annually, alongside future annual housing development Cabinet reports - annual

Date to scope and plan your Equality Analysis:	01/02/21
Date to complete your Equality Analysis:	05/02/21
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	01/02/21

### 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	01/02/21
Report title and date	Annual Housing Development Report 2021/22
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	22/03/21
Date screening sent to Performance, Intelligence and Improvement <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	05/02/21

## 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 – 2021/22	
<b>Date of Equality Analysis (EA):</b> 05/02/21	
<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> <input type="checkbox"/> <b>Strategy / Policy</b> <input checked="" type="checkbox"/> <b>Service / Function</b> <input type="checkbox"/> <b>Other</b> <b>If other, please specify</b>  	

## 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 2021/22 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.

The programme has 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 has recently been reviewed including 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)**

The housing development programme is underpinned by analysis of housing need and demographic data which has been gained from a variety of sources including:

- 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.
- Consulted with the Housing Involvement Panel which includes Council tenant volunteers.

Where possible the development programme will focus on increasing a specific housing type so homes can meet local needs. This is often where a particular group of people have been disadvantaged by the local housing market i.e. they cannot afford, or do not have choice in where/how they live. The programme aims to make housing accessible to all regardless of their income and need. This includes taking a role in increasing the supply to meet local need, as well as enabling and encouraging other stakeholders to increase supply in the private market.

#### **Demographic information**

- 263,400 people live in Rotherham Borough, about half living in and around the main urban area of Rotherham. The remainder live in smaller towns such as Wath, Dinnington and Maltby, and in numerous large villages and rural communities, all of which have their own distinct identities
- Rotherham has a similar age profile to the national average and in common with the national trends, the population is ageing. Central Rotherham has a younger population than average whilst the more suburban and rural areas, mainly in the south of the borough, have older age profiles
- One in four residents (25.2%) are aged 60 years or over and 22,500 people (8.5%) are aged 75 years or over. Rotherham has 56,900 children aged 0-17 (21.6% of the population).

#### **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 2021/22 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 fortnightly)
- Housing and Regeneration Programme Delivery Board (held bi-monthly)
- Asset Management Board (held bi-monthly)
- Housing Involvement Panel (held bi-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 Open Day, and has been a regular topic of discussion for Rotherham Strategic Housing Forum members. Presentations and discussions have taken

	<p>place with a wide range of organisations, community groups and through the Rotherham Together Partnership.</p> <p>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.</p> <p>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>The Cabinet Member for Housing has been engaged in the development of the programme from the start.</p> <p>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, Housing Solutions Group 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>

#### 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 increased choice and access to more new homes, particularly affordable homes. Allocation to housing is dealt with via the Council's Allocations Policy. The Policy sets out how priority is allocated to people who have specific needs including people with protected characteristics.

The programme will meet a range of housing needs based on data and evidence held about local demographics and trends. By understanding more about local need and by enabling and delivering a wider range of house types, the programme should support and help remove the barriers that exist for specific groups of people, particularly young and older people who are reliant on welfare support, and those who are physically disabled or have a family member who is disabled, requiring ground floor, accessible accommodation.

**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 new homes delivered through the housing development programme will help to improve quality of life for households who are currently living in unsuitable accommodation.

Individual schemes will be shaped in consideration of the different housing needs for each area, for example:

**Race:** Black and Minority Ethnic communities may have an increased need for larger family accommodation. The high demand for larger accommodation in the Borough is reflected in the Housing Strategy, and where possible the Council will deliver or enable the delivery of four bedroom plus homes.

**Disability:** The Housing Service will work with Adult Care Commissioning to include homes to meet the specific needs of people with disabilities, in areas of identified need.

**Age:** Older people living with mobility issues will be supported through the strategy to access the right types of accommodation. The development and enabling role will assist developers to bring forward the right types of accommodation to meet this need.

In general, there is evidence to suggest that a higher proportion of people within protected characteristic groups will be reliant on welfare benefits and therefore more likely to require access to affordable housing. The Strategy's aim is to increase overall housing supply and in turn bring forward more affordable housing to assist such groups.

**What effect 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	01/03/21
Anne-Marie Lubanski	Strategic Director of Adult Care, Housing & Public Health	01/03/21
Councillor Dominic Beck	Cabinet Member for Housing	01/03/21

## 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>	04/02/21
<b>Report title and date</b>	Annual Housing Development Report 2021/22 – 22 <sup>nd</sup> March 2021
<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>	04/02/21

### Appendix 3: Council-owned sites proposed for residential development

The following schemes are proposed to form the 2021/22 delivery programme.

The sites identified have been subject to initial feasibility appraisals, taking into account development potential and known barriers to development, and these factors have determined that early development appears achievable. Development of individual schemes will be subject to appropriate consultation involving local ward members and sign-off of a completed business case under the delegated-decision making powers sought within this report.

2021/22 Projected Schemes					
Scheme	Delivery Method	Site	Locality	Ward	Est. New Homes
Eastwood Development	Council Build (Procured)	Netherfield Court York Road car park	Eastwood	Rotherham East	46
Kiveton Park Site Assembly	Council Build (Procured) or Housing Association Development	Littlemoor Avenue (site 1)	Kiveton Park	Wales	2
		Littlemoor Avenue (site 2)	Kiveton Park	Wales	2
		Sycamore Avenue	Kiveton Park	Wales	4
Thurcroft Site Assembly	Council Build (Procured) or Housing Association Development	Arbour Drive	Thurcroft	Rother Vale	1
		Cedric Crescent	Thurcroft	Rother Vale	3
		St Edmunds Avenue	Thurcroft	Rother Vale	3
		The Crescent End	Thurcroft	Rother Vale	2
West Melton Site Assembly	Council Build (Procured) or Housing Association Development	Christchurch Road (site 1)	West Melton	Hoober	2
		Christchurch Road (site 2)	West Melton	Hoober	1
		Dryden Road (North)	West Melton	Hoober	2
		Dryden Road (South)	West Melton	Hoober	1
		Princess Street	West Melton	Hoober	6
Miscellaneous Sites	Housing Association Development or Sale	Mill Lane	South Anston	Anston & Woodsetts	4
		Elm Tree Lane	Maltby	Hellaby	2
		Wadsworth Road	Bramley	Hellaby	4

**Total: 85**

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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## Appendix 5 – Schedule of previous Cabinet recommendations and progress updates

Cabinet report	Recommendation	Progress reported Jan 21	Progress reported Mar 21
Sep 20	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.	<p>SOAHP Small Sites: Sites redesigned to accommodate 14 bungalows, contract partner identified, start on site anticipated Jan 21, discussed additional grant for two extra units with Homes England</p> <p>East Herringthorpe Site Assembly: Established procurement strategy, identification of contract partner anticipated by end of financial year</p> <p>Thrybergh Site Assembly: Currently exploring the potential for delivery through the Council's existing repairs and maintenance contracts with Engie and Mears</p> <p>Wingfield Site Assembly: Pre-market engagement commenced with housing associations</p> <p>(Please see Jan 21 report for more detail)</p>	<p>SOAHP Small Sites: Contract in place with O&amp;P Construction and work commenced Feb 21, slightly later than planned due to additional financial appraisal work</p> <p>East Herringthorpe Site Assembly: Procurement due to commence imminently.</p> <p>Thrybergh Site Assembly: Working with repairs and maintenance contractors to develop plans</p> <p>Wingfield Site Assembly: Concluded pre-market engagement with housing associations and received some positive feedback therefore this delivery route will continue to be explored.</p> <p>(Please see main report for more detail)</p>
Sep 20	2. That Cabinet note that proposals to deliver more than ten homes on any individual site, will continue to require a separate Cabinet report.	The 2020/21 programme does not incorporate any individual sites with an estimated capacity for greater than 10 new homes.	A separate report will be produced for the Eastwood sites once the procurement process has been carried out.
Sep 20	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	No sites are currently proposed for substitution or acceleration.	The 2021/22 report does not include a list of potential sites for substitution or acceleration.

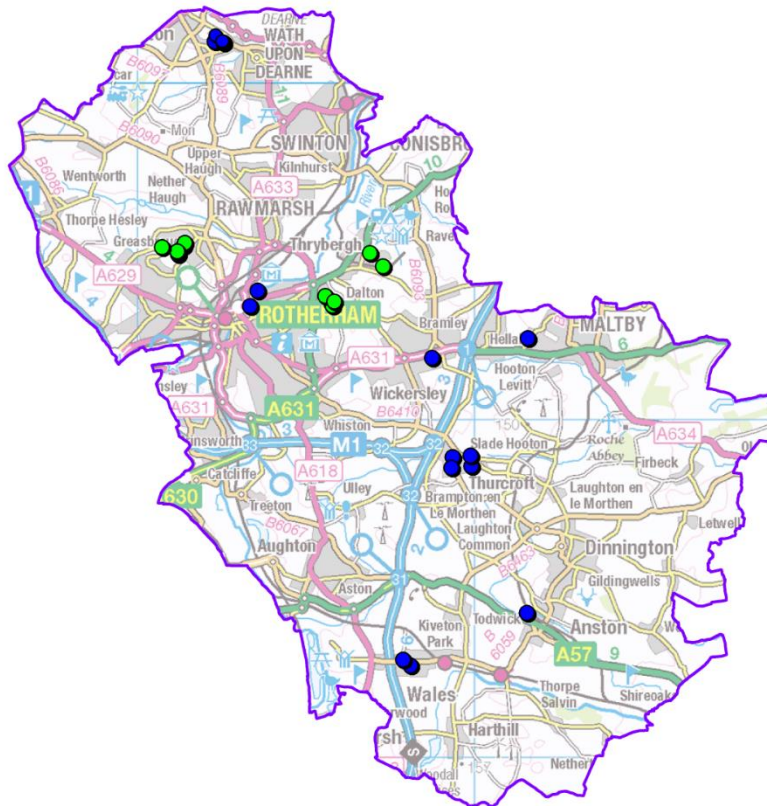
	Ward Members, to substitute or accelerate sites from the list included as Appendix 3b (strategic pipeline), if any of the primary sites in Appendix 3a prove to be unviable or if additional resources are identified to bring forward more housing.		
Sep 20	4. That Cabinet approve the programme of strategic 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.	<p>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>	March 21 report includes a new recommendation regarding strategic acquisitions and Appendix 4 sets out all current opportunities.
Sep 20	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.	<p>This was the first update report to be brought to Cabinet following approval of the Annual Housing Development Report – 2020/21 report in September.</p> <p>The Jan 21 report included a recommendation to move to six monthly update reports rather than quarterly.</p>	The six monthly update report is anticipated to be presented to Cabinet in Oct 21.

Jan 21	1. That progress made with the 2020/21 housing development programme be noted.	N/A	N/A
Jan 21	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.	N/A	The bid has been submitted and anticipate entering into contract by the end of March 21.
Jan 21	3. That the appropriation of Netherfield Court and York Road car park (both in Eastwood) from the General Fund to the HRA, be approved.	N/A	Netherfield Court appropriation will be executed before the end of March 21. York Road will be appropriated at the point the delivery route has been confirmed.
Jan 21	4. That a change to six monthly rather than quarterly update reports, be approved.	N/A	It is anticipated that the next update report will be presented to Cabinet in Oct 21.

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## Appendix 6: Maps showing housing development sites

### Sites approved in the 2020/21 annual report & sites proposed in the 2021/22 annual report



#### Sites approved in the 2020/21 annual report

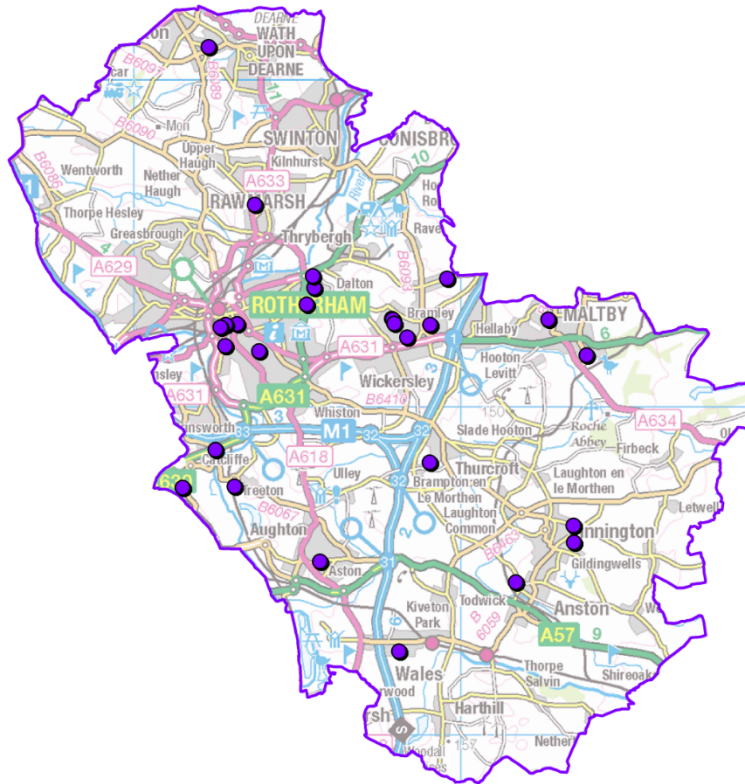
Greenfield Road, East Herringthorpe  
Hounsfield Crescent, East Herringthorpe  
Hounsfield Road, East Herringthorpe  
Langley Close Site 1, East Herringthorpe  
Langley Close Site 2, East Herringthorpe  
Loy Close Site 1, Wingfield  
Loy Close Site 2, Wingfield  
Orchard Flatts Crescent Site 1, Wingfield  
Orchard Flatts Crescent Site 2, Wingfield  
St Leonards Avenue / Bowen Drive, Thrybergh  
Staple Green, Thrybergh  
Teesdale Road, Wingfield

#### Sites proposed in the 2021/22 annual report

Arbour Drive, Thurcroft  
Cedric Crescent, Thurcroft  
Christchurch Road Site 1, West Melton  
Christchurch Road Site 2, West Melton  
Dryden Road (North), West Melton  
Dryden Road (South), West Melton  
Elm Tree Lane, Maltby  
Littlemoor Avenue Site 1, Kiveton Park  
Littlemoor Avenue Site 2, Kiveton Park  
Mill Lane, South Anston  
Netherfield Court, Eastwood  
Princess Street, West Melton  
Sycamore Avenue, Kiveton Park  
St Edmunds Avenue, Thurcroft  
The Crescent End, Thurcroft  
Wadsworth Road, Bramley  
York Road car park, Eastwood

## Appendix 6: Maps showing housing development sites

**Homes delivered as a result of council intervention, April 2018 - March 2021, and others underway / approved prior to Sep 2020**



Arches Housing, Wickersley

- Chestnut Close
- Craig Walk
- Greenwood Crescent
- Hornbeam Road

Arundel Avenue, Treeton

Bellows Road, Rawmarsh

Braithwell Road, Ravenfield

Catherine Avenue, Swallownest

Clusters Sites

- Rother View Road, Canklow
- Gaitskell Close, Maltby
- Shakespeare Drive, Dinnington
- Conway Crescent, East Herringthorpe
- Farnworth Road, East Herringthorpe
- Braithwell Road, Maltby

Dalton Allotments

Highfield Farm, West Melton

Lordens Hill, Dinnington

Penny Piece Lane, North Anston

Queens Avenue, Kiveton Park

Rothwell Grange, Broom Valley

St Mary's Drive, Catcliffe

Town centre

- Millfold House
- Sheffield Road
- Wellgate

Waverley

Zamor Crescent, Thurgroft



Appendix 7 – Photographic summary

Site Clusters Programme complete - 217 new homes across 7 sites

Braithwell Road, Maltby



Conway Crescent, East Herringthorpe





## The Bellows complete – 58 new homes for Shared Ownership and Council Rent



## Broom Hayes underway – 44 new homes for Shared Ownership and Council Rent





## Town Centre Programme underway - 171 new homes across 3 sites

### Millfold Rise



### Wellgate Place



Westgate Riverside





**Committee Name and Date of Committee Meeting**

Cabinet – 22 March 2021

**Report Title**

Transport Capital Programme 2021-22

**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)**

Andrew Moss Interim Head of Transport Infrastructure  
andrew.moss@rotherham.gov.uk

**Ward(s) Affected**

Borough-Wide

**Report Summary**

This report outlines the transport capital programme for 2021-22 and explains the sources of funding. It provides an overview of the aims of the various project themes such as, transport scheme development, junction improvements, the Parkway Widening project, pedestrian crossings, road safety as well as the Transforming Cities Fund Programme, the Greasbrough junction improvement schemes of Coach Road and The Whins. The report recommends the programme be noted and approval of the scheme priorities for delivery in 2021-22.

**Recommendations**

1. That Cabinet notes the funding, as stated in the report, that supports the delivery of major transport projects for the Council.
2. That Cabinet approves the content and scheme priorities for the 2021-22 Local Transport Plan Programme and three highway structures schemes referred to in section 1.10 to 1.11 and Appendix 2.
3. That, with the exception of Local Safety Schemes, decisions on any changes needed to the programme are delegated to the Strategic Director Regeneration & Environment in consultation with the Cabinet Member for Jobs and the Local Economy and the Cabinet Member for Waste, Roads and Community Safety.

**List of Appendices Included**

Appendix 1 Equalities Assessment

Appendix 2 Rotherham 2021-22 Transport Capital Programme LTP priorities

**Background Papers**

None

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

No

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## Transport Capital Programme 2021-22

### 1. Background

- 1.1 Specific Transport Capital funding is provided to the Council via Sheffield City Region's (SCR) Integrated Transport Block (ITB) allocation which is awarded to Local Transport Authorities each year from the Department for Transport (DfT).
- 1.2 The current year (2020-21) is the final year of the latest round of funding confirmed by Government for the period 2015-2021 financial years. These funds support a programme of infrastructure works across a range of schemes relating to the following thematic areas listed below.
- 1.3 The following table outlines the transportation themes and amounts of funding for RMBC within each theme for the current year 2020-21. These figures reflect a similar approach in years immediately preceding this year.

Year	Local Safety Schemes (LSS)	Connectivity	Traffic Mgt	Smarter travel	Scheme Development	Total
20/21	£678,000	£175,000	£175,750	£25,000	£0	£1,053,750

- 1.4 The above transport themes deliver projects in the following scheme areas:-

**Local Safety Schemes** – Pedestrian crossings and road safety schemes, focused on sites with accident history. These sites are examined each year from the South Yorkshire Police accident database and the most critical sites are selected for intervention measures to reduce future re-occurrence of road traffic collisions involving fatalities and/or injuries. Any additional Council capital identified for this work is also managed within this theme.

- 1.5 Within the local safety theme, the Council has provided two streams of its own Council capital of £120,000 over the last 3 years for additional pedestrian crossing schemes and a 3-year programme of £450,000 (£150,000 p.a.) from 2019-23 for delivery of local Ward Councillor road safety improvement projects. These have proved very popular with communities, allowing more local priorities to be addressed.
- 1.6 **Connectivity** – these funds are typically used for improvements in cycling and walking measures on the local road network. Funds are used to identify, design and often also to deliver schemes.
- 1.7 **Traffic Management** – this theme supports the improvement of the Council's road traffic signals and signalised pedestrian crossings.
- 1.8 **Smarter Travel** – supports work the Council does to improve travel options and choices and is used in the main to stimulate sustainable travel options such as cycling, walking and use of public transport.
- 1.9 **Transport scheme development** – work is undertaken each year to identify transport system pressure points such as congestion, bus journey time reliability blockages, road network efficiency for instance signalised junctions, crossroad and side-road

improvements. This work enables credible bids to be submitted either for RMBC capital funding in future years or external funding, usually government (DfT) and SCR funding.

#### 1.10 Programme of work for 2021-22

For the 2021-22 financial year, interim single-year arrangements are to be put in place by Government.

Therefore, for the 2021-22 transport capital programme, it is proposed to maintain similar levels of funding for each theme with changes made for scheme development work to enable the Council to be better prepared for funding bids in the near future. The table below sets out the proposed LTP thematic funding values for next year. These have been provided to SCR as indicative values, pending confirmation from Government.

Year	Local Safety Schemes (LSS)	Connectivity	Traffic Mgt	Smarter travel	Scheme Development	Total
2020/21	£678,000	£175,000	£175,750	£25,000	£0	£1,053,750
<b>2021/22</b>	<b>£678,000</b>	<b>£150,000</b>	<b>£150,000</b>	<b>£25,000</b>	<b>£151,211</b>	<b>£1,154,211</b>

- 1.11 In addition to the above programme, three structural schemes have been identified for delivery in 2021-22. These schemes are detailed in the Appendix 2 as: Manvers Footbridge structural painting (scheme value is £375,000, with £350,000 allocated from capital resources in 2021/22); West Bawtry Road embankment collapse (£350,000); and Steadfolds Lane embankment collapse (scheme is £250,000, with £225,000 allocated from capital resources in 2021/22). Additional funding for these schemes were approved at Council on 3<sup>rd</sup> March 2021 and require attention as soon as possible in the new financial year.

- 1.12 In addition to the above LTP and Council funding, local transport schemes included in the Transport Capital Programme are funded from a range of external grant funded awards. The principal funding streams are:-

<b>DfT/MHCLG Grants:-</b>	£M	Period
Local Growth Fund:		
Parkway Widening	£46.0	2 yrs
Greasbrough Coach Road	£2.4	2yrs
Get Britain Building Fund – The Whins	£2.5	2yrs
Transforming Cities Fund*	£29.0	3yrs
Active Travel Fund & MCA - Broom Rd	£1.5	2yrs
	<b>£81.4m</b>	
<b>RMBC Capital Budget</b>		
Neighbourhood Safety Programme	£0.450	3yrs
Additional Pedestrian crossing funding	£0.120	1yr
	<b>£0.570m</b>	
<i>* Of which £16m is delivered by SYPTE</i>		
<b>Total work in progress 2021-22</b>	<b>£81.97m</b>	



These funds are separate and in addition to the SCR Local Transport Plan (LTP) of £1.154m funding referred to in 1.10 above. Schemes in the major projects area of the Council's transport capital programme are either already in place and underway for completion in 2021-22 or over extended periods to 2022-23. The Broom Road Active Travel Scheme will only be able to move to works commencement during the summer if it is confirmed by government and the Mayoral Combined Authority (MCA).

All these funding sources support delivery of the Council's Transport Capital Programme with further detail on these schemes provided in section 1.13 below.

- 1.13 Where funding is sourced from external grants, the Council delivers major junction improvements such as the A57/A618 junction upgrade and the College Road Roundabout Improvement scheme, both of which were completed in 2020.

In addition, this year the Council has embarked on the delivery of a number of key externally grant funded schemes as follows: -

- **A630 Parkway Widening project (£46m)** - gained Ministerial Approval on 16<sup>th</sup> October 2020. This scheme started in February 2021 and will be delivered by 2022-23.
- **Transforming Cities Programme (£29m)** - The Council has embarked on an ambitious active travel programme which will see completion of 9 key strategic active travel and public transport schemes across the borough by 2023. These include public transport improvements around Parkgate where the SYPTA are to provide a Park & Ride scheme adjacent the retail park, new link road and improvements to Taylors Road roundabout, and key strategic cycling route improvements along the A6178 Sheffield Road from the borough boundary with Sheffield to the centre of town. Other key active travel projects will be completed up to 2023 along Maltby Bus corridor, Doncaster Road, Dalton, Manvers Way and between Rotherham and the AMID/Waverley new development area. These improvements primarily consist of junction improvements and segregated cycle lanes where road space permits.
- **Greasbrough Road junction improvement schemes (£4.9m)** – development work has progressed on the Greasbrough schemes of Coach Road (£2.4m) and The Whins (£2.5m). The Coach Road Scheme commenced practical works delivery this financial year while development of the business case for the Whins Scheme is in progress with site assessment and design work underway following confirmation of funding for both schemes during 2020-21. The original intention was to deliver these schemes within the overall approved funding however additional costs arising from utility works on the Coach Road Scheme are expected to take up much if not all of the available risk allocation for that project. Should further funding be required this will be sourced from within the LTP programme from slippage or re-programming.
- **Active Travel Fund (£1.5m)** – A proposal was submitted for the DfT/MCA funded Active Travel Fund scheme for Broom Road which is awaiting final full award of the funding prior to delivery in 2021-22. If approved, this will deliver an innovative junction design at Clifton Road roundabout together with segregated cycle lanes along Broom Road and Westgate and additional more localised cycling enhancement works in the adjacent residential area.

## **2. Key Issues**

- 2.1 In mid-February Government confirmed the level of funding for transport. This is awarded to Sheffield City Region as the Local Transport Authority. Once the funding allocation for member authorities is confirmed the programme will be adjusted to accommodate any changes to the amounts awarded either to increase or to decrease the programme value.
- 2.2 The proposed schemes detailed in Appendix 2 (Part 1) are indicative. The projects identified will be delivered provided the LTP funding is not called upon as risk contingency for the Council's existing transport projects detailed above. This is particularly the case for the two Greasbrough Road junction improvement schemes which may require additional funding due to the complexity of their design and construction. Should this risk contingency (currently estimated at £400,000) not be required for these key projects then funds will be released for the schemes proposed in Appendix 2 (Part 1).

## **3. Options considered and recommended proposal**

- 3.1 Option 1 – Maintaining funding levels for transport in line with previous years' funding themes, updating to reflect an increased total sum granted from SCR and additional scheme development work. In relation to the structures schemes these can be approved within the current report which would ensure an early start is achieved for this urgent work. The work itself is of a routine nature so does not require further detailed consideration once the final scheme design is completed. This is the recommended option.
- 3.2 Option 2 – Allocating the total fund as one theme and assigning funds on a case by case basis when project proposals are approved for programme entry. This is considered to present too much uncertainty as to how much funding is available at any one time and risks causing distraction within the project delivery process. It is not recommended.
- 3.3 Alternatively a separate report could be presented for approval of each scheme as and when each scheme design is completed. This would take longer and the work could be delayed beyond the available environmental window for the works to be completed in a timely manner. This is not recommended.

## **4. Consultation on proposal**

- 4.1 No community consultation has taken place as that is best delivered in parallel with transport strategy review work which offers the opportunity for more meaningful engagement.
- 4.2 Consultation on individual projects takes place at levels consistent with the scale of each project. For example, small schemes often engage with Ward Councillors and local community interests whereas larger schemes require wider community and public engagement.

## **5. Timetable and Accountability for Implementing this Decision**

- 5.1 Following approval of the Council's capital budget on 3<sup>rd</sup> March 2021 the schemes referred to in this programme will be delivered as part of the 2021-22 capital programme of the Council.
6. **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)**
  - 6.1 The reports sets out the proposed specific programme of transport capital works for 2021-22. Those projects in this report that are for delivery by the Council are included within the Council's Capital Programme for 2020-21 to 2023-24 as approved by Council on 3<sup>rd</sup> March 2021.
  - 6.2 A number of procurement projects are already completed or in progress for these schemes. The Transportation Infrastructure Team will continue to work closely with the Procurement Service to plan upcoming projects, to ensure corporate priorities and policies are considered, and to ensure procurements are conducted in compliance with Public Contract Regulations.
7. **Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)**
  - 7.1 There are no specific legal implications associated with the programme but some projects within the programme will require legal assistance. For example, this may include the acquisition of land in third party ownership and development of Traffic Regulation Orders.
8. **Human Resources Advice and Implications**
  - 8.1 There are no Human Resources implications arising from this report. The schemes identified in Appendix 2 will be delivered through existing staff resources within the Transportation and Highways Design Service within Planning, Regeneration and Transportation. Specialist consultants, the internal highways service provider (Highways Delivery Team) and external works providers will be used as required and in accordance with Council procurement procedures.
9. **Implications for Children and Young People and Vulnerable Adults**
  - 9.1 Some of the schemes are designed to specifically benefit young pedestrians such as 20mph speed limits outside schools, pedestrian crossings especially if located on key school access routes and active travel measures such as cycling and walking provision.
  - 9.2 People with disabilities, including physical mobility and sensory problems, as well as learning difficulties, can experience problems in using the transport network, with issues such as inaccessible bus stops and difficulties crossing roads. Transport infrastructure schemes follow national design guidance which includes consideration of all road users and additional provision is accommodated where required.
10. **Equalities and Human Rights Advice and Implications**

- 10.1 Several of these schemes assist the visually impaired and those with mobility issues in crossing the road and accessing public transport by the proposed addition of Tactile paving, pedestrian refuges and the introduction of lower speed limits.

## 11. Implications for Ward Priorities

- 11.1 Engagement takes place with Ward Councillors as and when transport capital schemes are delivered in their Ward. As well as a wider technical set of criteria for identification of schemes reference is made to Ward Priorities in forming transport scheme priorities.

## 12. Implications for Partners

- 12.1 Transport infrastructure schemes carry implications for all road users, in terms of partner agencies and organisations key stakeholders are the emergency services, utility provider companies, transport operators (road & rail), road haulage associations and companies, key highway user groups such as motoring, cycling, walking and disability representation bodies. Where required engagement takes place with interested parties during scheme development and at construction. Any implications that may arise through specific measures would be addressed as part the scheme design and or Traffic Regulation Order process that governs the operation and use of the road network.

## 13. Risks and Mitigation

- 13.1. Project risks are identified within scheme design, business case preparation and then at operational level during the construction process. These are managed using recognised risk register approaches and in accordance with the Council's contract procedure rules for the approval of any project or programme changes.

## 14. Accountable Officers

Andrew Moss

Interim Head of Transport Infrastructure

Email: [andrew.moss@rotherham.gov.uk](mailto:andrew.moss@rotherham.gov.uk)

Andrew Butler

Senior Engineer

Email: [andy.butler@rotherham.gov.uk](mailto:andy.butler@rotherham.gov.uk)

Approvals obtained on behalf of Statutory Officers:-

	Named Officer	Date
Chief Executive	Sharon Kemp	Click here to enter a date.
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	04/03/21
Head of Legal Services (Monitoring Officer)	Bal Nahal	04/03/21

*Report Author:*

Andrew Moss

[andrew.moss@rotherham.gov.uk](mailto:andrew.moss@rotherham.gov.uk)

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:** Transport Capital Programme 2021-22

**Directorate:**  
Regeneration and Environment

**Service area:** Transportation  
Infrastructure

**Lead person:** Andy Butler

**Contact number:** 01709 822968

Is this a:

☐

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

**If other, please specify**

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

Approval of Transport Capital Programme to be funded from Local Transport Plan block allocation from government to deliver the Council's statutory duties and priorities with regard to highways road safety improvements.

### 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>	Yes	
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	
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	
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 report details a programme of work, it is proposed that all schemes will receive an Equality Screening and where deemed necessary will progress to a full Equality Assessment. Specifically, this refers to the Council's "Equality Analysis; A Guide and Methodology" document, with particular need to accord with Step 3; Engagement. This will ensure that through consultation, schemes will be designed to meet the individual requirements of different people and different communities, considering barriers in relation to protected characteristics.

In addition, the key characteristics identified within the Equality Act have been broadly assessed below in key findings.

- **Key findings**

**Age (older people)**

Older people can encounter physical barriers, such as trip hazards from uneven surfaces, crossing busy roads, and difficulties boarding and alighting buses and using steps at railway stations.

Population forecasts indicate that the number of older people in the Borough is set to increase in the future.

**Age (younger people)**

Access to school and appropriate crossing points on busy roads may have a higher impact on younger people.

**Disability**

Both national and local data acknowledges that transport issues have a significant impact on the lives of people with disabilities. Disabled people tend to travel and drive cars less

often than the rest of the population. In fact the most common mode of travel for people with disabilities is as a car passenger. People with disabilities can also experience problems in using public transport, with issues such as inaccessible bus stops, stations, and vehicles..

The term 'disabilities' covers a multitude of issues, such as physical mobility and sensory problems, as well as learning difficulties. Therefore the transport needs of people with disabilities are wide-ranging and require numerous solutions when planning and developing accessible road safety schemes.

### **Race/Ethnicity**

The Race Relations (Amendment) Act 2000 places a general duty on public authorities to actively promote race equality. The Council's own practices recognise that there is a need for equality of access to information and services.

### **Gender**

Evidence from national surveys indicates that women in general have less access to cars than men, and are more likely to use public transport. Women also undertake more supervising journeys than men, whether this is with young children or as a carer.

The Equality Act places a legal duty on local authorities to eliminate unlawful harassment or discrimination, and to promote equality between men and women. In terms of road safety, this includes considering the needs of escort journeys with young children.

### **Sexual Orientation**

There is no evidence available to suggest that there are specific transport access needs with regards to sexual orientation.

#### **• Actions**

Undertake Equality Impact Assessments on larger schemes as they are developed.

Date to scope and plan your Equality Analysis:	February 2021
Date to complete your Equality Analysis:	February 2021
Lead person for your Equality Analysis (Include name and job title):	Andy Butler, Senior Engineer.



## 5. Governance, ownership and approval

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

Name	Job title	Date
Andrew Moss	Interim Head of Transport Infrastructure	10/02/2021
Steve Eling	Policy and Equalities Manager	12/02/2021

## 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>10<sup>th</sup> February 2021</b>
<b>Report title and date</b>	Transport Capital Programme 2021-22
<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 <sup>nd</sup> March 2021
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	10 <sup>th</sup> February 2021

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## Appendix 2: Rotherham 2021-22 Transport Capital Programme LTP priorities

Part 1: LTP theme	Fund value	Candidate projects for 2021-22
Local Safety Schemes and pedestrian crossings	£678,000	LSS projects to be approved in a report to a subsequent Cabinet.
Connectivity	£150,000	First call risk contingency contribution towards Greasbrough schemes; Second call small scale interventions (dropped kerbs and tactile crossings) £50,000, accessibility improvements at Queens crossroads Maltby linked to traffic signals refurbishment and town centre accessibility improvements (Wellgate/Don Gate)
Traffic Management	£150,000	First call risk contingency contribution towards Greasbrough schemes; Second call for improvements to data collection. Also to include Scheme (transport package) monitoring such as for the College Road scheme.
Scheme Development	£151,211	First call risk contingency contribution towards Greasbrough schemes; Second call to be forward planning site investigation and design work for improvements at A57 Red Lion junction, A57 Anston crossroads, Bramley Cross Street pedestrian crossing, Canklow bridge, Bassingthorpe, Worrygoose Roundabout
Smarter choices	£25,000	First call risk contingency contribution towards Greasbrough schemes; Second call for cycle shelters for instance at schools, colleges and large employers
Total LTP allocation*	£1,154,211	

\*pending government confirmation of one year spending allocations for SCR.

Part 2: Structures schemes	Scheme value	Projects for 2021-22
Manvers Footbridge	£375,000	£350,000 allocated from capital resources in 2021/22 in addition to £25,000 allocated from 2020/21. Works to remove the existing paint system depending on the degree of failure and to provide a new paint system over the entire structure including the pylon, steel deck elements, stay cables and metal parapets. It will be also be necessary to remove and reinstate the timber deck. The bridge will be returned to its original condition with a further 25 year life expectancy of the protection system ensuring that the facility continues to be available for all users.
Steadfolds Lane	£250,000	£225,000 allocated from capital resources in 2021/22 in addition to £25,000 allocated from 2020/21. A new retaining wall and culvert ensuring Steadfolds Lane remains open to all traffic.
West Bawtry Road	£350,000	A new retaining wall or similar structure ensuring that all users can continue to use this section on A631 West Bawtry Road.

Public Report  
Cabinet

---

**Committee Name and Date of Committee Meeting**

Cabinet – 22 March 2021

**Report Title**

Rotherham Cycling Strategy 2021

**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)**

Andrew Moss, Interim Head of Transport Infrastructure  
andrew.moss@rotherham.gov.uk

**Ward(s) Affected**

Borough-Wide

**Report Summary**

This report sets out the development of a new strategy outlining the Council's ambition for cycling. Promoting the use of cycling to benefit health and well-being, the economy and the environment, the strategy will deliver improvements both in the Council's existing cycle network and also set out its ambitions and objectives for investing in and expanding Rotherham's cycling provision. This report seeks approval for consultation on the draft strategy provided at Appendix 2.

**Recommendations**

1. That the draft Rotherham Cycling Strategy 2021 attached at Appendix 2 be approved for public consultation.

**List of Appendices Included**

Appendix 1 Equalities Screening Assessment  
Appendix 2 DRAFT Rotherham Cycling Strategy 2021

**Background Papers**

Sheffield City Region (SCR) Transport Strategy  
Rotherham Transport Strategy  
SCR Active Travel Implementation Plan (ATIP)

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

Members seminar 27<sup>th</sup> January 2021

**Council Approval Required**

Yes

**Exempt from the Press and Public**

No

## Rotherham Cycling Strategy 2021

### 1. Background

- 1.1 In recent years there has been a significant increase in focus on Active Travel, and in particular cycling. Rotherham has been fully involved with the Sheffield City Region (SCR) Active Travel Implementation Plan and Transforming Cities Fund (TCF) bids during round 1 with Fenton Road Cycleway being installed as a result of this scheme. Round 2 TCF funding was confirmed in spring 2020 at £166m for the city region. Of this, Rotherham has a number of projects totalling almost £30m being delivered over 3 years to 2023. In addition, the Council has bid for funding from the DfT Active Travel Fund and MCA for £1.5m for a new segregated cycle way on Broom Lane together with improvements in the surrounding area and at Clifton Road junction. Approval for this funding is pending.
- 1.2 The condition of existing highway cycle routes in Rotherham is varied with faded lining, overgrowing vegetation, and the collection of debris in a number of locations, potentially discouraging cycling along a number of routes.
- 1.3 Funding has been secured to improve the maintenance of these routes to include the Council's cycle lane lining, removal of overgrowing vegetation and weeds, and regular sweeping carried. This will provide a well-maintained and attractive cycle network to encourage cycling, which is a high priority within Rotherham and Sheffield City Region.
- 1.4 Key to all this activity is the need to set out a plan to outline the Council's ambition for cycling, provide a clear basis for further growth and investment in the cycle network and promote the use of cycling for a variety of benefits. These include improving health and mental wellbeing, providing economic and sustainable alternatives to the car for shorter journeys and helping improve the sense of place within our communities by removing unnecessary car journeys in village centres and residential areas.
- 1.5 This report seeks approval for a public consultation on the draft cycling strategy for Rotherham so that the views of residents and the general public can be sought on the Council's plans.

### 2. Key Issues

- 2.1 As a result of delivering schemes and initiatives related to the Local Transport Plan and the Council's Transport Strategy, Rotherham already has a considerable amount of cycling and walking provision both on the local highway but also off-road provided either by the Council itself or in collaboration with partner agencies/private land owners. It has also completed and continues to deliver a range of cycling promotion activity such as Bikeability and the Cycle Hub as well as having a significant focus on active travel following the award of Transforming Cities Funding (TCF) and other related funding for emergency active travel measures during Covid lockdowns.

- 2.2 The adoption of a cycling strategy ensures best use of financial resources focused on this activity and it encourages and supports the commitment of all partner organisations in demonstrating the Council's commitment to cycling. This in turn helps maintain the wider take-up of cycling as a viable travel option, as well as for leisure, which all results in a positive contribution being made to the Council's strategic goals of improving health, wellbeing, and the environment.
- 2.3 As cycling grows in popularity it also contributes towards reducing household travel costs and supporting the local economy with the provision of business opportunities around both utility cycling (travelling from one location to another for any reason) and leisure cycling (cycling for pleasure and or health reasons).

### **3. Options considered and recommended proposal**

- 3.1 Option 1 – The Council could choose not to agree a strategy. Given the role of active travel in the Council's strategic objectives and responsibilities, for instance in promoting mental health, physical wellbeing, carbon reduction and sustainability, and taking account of the widespread public appeal for good-quality active travel options, having no plan may result in inefficient use of resources and missed opportunities for instance for further external funding. This option is not recommended.
- 3.2 Option 2 – The Council could agree a simple delivery plan, similar to an action plan. However, without recording the context, aims and objectives for such a plan, this option would result in a similar outcome to that in 3.1 by having the risk of inefficient use of resources and missed opportunities arising from more joined-up thinking. This option is not recommended.
- 3.3 Option 3 – A new cycling strategy document can be used to ensure that all strategic objectives are considered and can act as both an action plan and also an engagement tool with key partners and the public. This is the recommended option.

### **4. Consultation on proposal**

- 4.1 No community consultation has yet taken place as the strategy document attached to this report is the presentation of the consultation copy.

### **5. Timetable and Accountability for Implementing this Decision**

- 5.1 If the draft strategy is approved by Cabinet, it will be issued for public comment for a period of 8 weeks. Once feedback has been considered a further report will be brought to Cabinet to present the final updated draft of the strategy prior to formal adoption.

### **6. 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)**

- 6.1 The revenue costs associated with the development of this cycling strategy and the associated consultation exercise, will be contained within the approved revenue budget for this service. To illustrate the Council's commitment to the implementation of this strategy, on March 3<sup>rd</sup>, 2021 the Council approved an additional 1-year revenue budget investment for improving existing cycle routes. This is contained within an overall investment of £489k for additional street cleansing and grounds maintenance. In addition, this report has highlighted the significant capital investment that is being made in cycle routes, largely funded through external grants.
- 6.2 There are no direct procurement implications in this report however outcomes from the Cycling strategy which may require procurement activity will be carried out in accordance with the Council's Financial and Procurement Procedure Rules.

**7. Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)**

- 7.1 The consultation as proposed is proportionate and appropriate and in compliance with public law requirements to ensure the views of the public and other consultees are taken into consideration at the time the Council considers adoption of the draft strategy.

**8. Human Resources Advice and Implications**

- 8.1 There are no Human Resources impacts related to the approval of this report's recommendations. Work on the strategy will be contained within the council's Transport Infrastructure Service and within existing or procured consultancy services procured in accordance with the council's contract procedure rules.

**9. Implications for Children and Young People and Vulnerable Adults**

- 9.1 Provision of safe and accessible cycle lanes on the highway contribute to the council's objectives for "thriving neighbourhoods" and "better health & wellbeing".

**10. Equalities and Human Rights Advice and Implications**

- 10.1 The report seeks approval to consult on the council's draft cycling strategy; arrangements will be made to ensure that key road user groups especially those representing protected characteristics groups for example for people experiencing mobility constraints, the elderly and the young will be consulted.
- 10.2 When the strategy is formally adopted at a later stage it will result in infrastructure schemes being delivered and programmes of activity (education and safety training for example) being commissioned. It is proposed that all schemes will receive an Equality Screening and where

deemed necessary will progress to a full Equality Assessment. This will ensure all schemes are designed and constructed to take account of the needs of all road users.

- 10.3 An Equalities Screening Assessment has been carried out in preparation for this report.

## **11. Implications for Ward Priorities**

- 11.1 Engagement takes place with Ward Councillors as and when transport schemes or programmes of activity are delivered in their Ward, this includes cycling schemes. As well as a wider technical set of criteria for identification of schemes reference is made to Ward Priorities in forming transport scheme priorities

## **12. Implications for Partners**

- 12.1 A range of partner organisations exist on the subject of Active Travel such as cycling interest groups and associations, Parish/Town Councils with an interest in improving their local environment, educational establishments, as well as disability groups who wish to see the interests of their members accommodated in schemes affecting the highway and wider public realm. These groups will be engaged during the consultation process and their feedback considered prior to adoption of the final strategy.

## **13. Risks and Mitigation**

- 13.1. The only risk presented at this stage is the risk of not having a strategy as detailed in section 3 of this report. There are risks of engagement for instance failing to engage appropriately or in accordance with procedure and good practice. These risks will be managed as part of the ongoing project management of the development of this strategy and appropriate mitigations put in place to ensure compliance with good practice and procedure.

## **14. Accountable Officers**

Andrew Moss, Interim Head of Transport Infrastructure

Approvals obtained on behalf of Statutory Officers: -

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	08/03/21
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	03/03/21
Head of Legal Services (Monitoring Officer)	Bal Nahal	03/03/21

*Report Author:* Andrew Moss, Interim Head of Transport Infrastructure  
andrew.moss@rotherham.gov.uk 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: ROTHERHAM CYCLING STRATEGY 2021**

**Directorate:**  
Regeneration and Environment

**Service area:** Transportation  
Infrastructure

**Lead person:** Andrew Moss

**Contact number:** 01709 822968

Is this a:

☒

**Strategy / Policy**

☐

**Service / Function**

☐

**Other**

**If other, please specify**

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

The Rotherham Cycling Strategy is a document setting out the Council's aims and objectives to maintain its existing cycling network and to outline how it intends to expand, maintain and operate the cycling network for the benefit of road users.

### 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?**

The report seeks approval to consult on the Council's draft cycling strategy; arrangements will be made to ensure that key road user groups especially those representing protected characteristics for people experiencing mobility constraints, the elderly and the young will be consulted.

When the strategy is formally adopted at a later stage it will result in infrastructure schemes being delivered and programmes of activity (education and safety training for example) being commissioned. It is proposed that all schemes will receive an Equality Screening and where deemed necessary will progress to a full Equality Assessment. This will ensure all schemes are designed and constructed to take account of the needs of all road users.

- **Key findings**

##### **Age (older people)**

Population forecasts indicate that the number of older people in the Borough is set to increase in the future.

Older people can encounter physical barriers, such as trip hazards from uneven surfaces, crossing busy roads, and difficulties boarding and alighting buses and using steps at railway stations. The report does not focus specifically on this group as a range of ability levels exist within it. The strategy does reflect a background duty on infrastructure scheme designers to ensure all road user needs are accommodated wherever possible. This ensure the type of obstacles older people encounter on the highway are identified and addressed where feasible to do so.

##### **Age (younger people)**

Access to school and appropriate crossing points on busy roads may have a higher impact on younger people. Cycling on the local road network presents very specific risks for young people. The strategy outlines the work the council will be doing to provide education programmes for young people and also cycle training.

**Disability**

The term 'disabilities' covers a multitude of issues, such as physical mobility and sensory problems, as well as learning difficulties. Therefore the transport needs of people with disabilities are wide-ranging and require numerous solutions when planning and developing accessible road safety schemes.

Both national and local data acknowledges that transport issues have a significant impact on the lives of people with disabilities. Disabled people tend to travel and drive cars less often than the rest of the population. In fact the most common mode of travel for people with disabilities is as a car passenger. People with disabilities can also experience problems in using public transport, with issues such as inaccessible bus stops, stations, and vehicles. The strategy contains a section outlining the Council's current and future engagement with the Wheels for All initiative which aims to improve availability of cycling for disabled people.

**Race/Ethnicity**

The Race Relations (Amendment) Act 2000 places a general duty on public authorities to actively promote race equality. The Council's own practices recognise that there is a need for equality of access to information and services.

**Gender**

Evidence from national surveys indicates that women in general have less access to cars than men, and are more likely to use public transport. Women also undertake more supervising journeys than men, whether this is with young children or as a carer.

The Equality Act places a legal duty on local authorities to eliminate unlawful harassment or discrimination, and to promote equality between men and women. In terms of road safety, this includes considering the needs of escort journeys with young children.

**Sexual Orientation**

There is no evidence available to suggest that there are specific transport access needs with regards to sexual orientation.

- **Actions**

Undertake Equality Impact Assessments on larger schemes as they are developed.

Date to scope and plan your Equality Analysis:

10<sup>th</sup> February 2021

Date to complete your Equality Analysis:

10<sup>th</sup> February 2021

Lead person for your Equality Analysis  
(Include name and job title):

Andy Shearer, Engineer.

## 5. Governance, ownership and approval

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

Name	Job title	Date
Andrew Moss	Interim Head of Transport Infrastructure	10/02/2021

## 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>10<sup>th</sup> February 2021</b>
<b>Report title and date</b>	Rotherham Cycling Strategy 2021-22
<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 <sup>nd</sup> March 2021
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	11 <sup>th</sup> February 2021

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## DRAFT FOR CONSULTATION

# Rotherham Cycling Strategy 2021

Photo pending

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DRAFT

## Foreword

The Leader and/ or Cabinet Member – to be inserted in final approved strategy.

DRAFT

## 1.0 Introduction

Cycling has a range of economic, health, wellbeing, traffic management and environmental benefits and is a high priority within Rotherham and Sheffield City Region. There is increasing interest in cycling across the region; for example, the mayor is putting cycling and walking at the centre of regional transport plans.

Rotherham Council is committed to significantly increasing cycling in the borough. As part of this Rotherham is investing in major high-quality cycling infrastructure through the Transforming Cities Fund and Active Travel Fund. This Rotherham Cycling Strategy aligns with key national, regional, and local transport strategies to encourage and enable cycling for both utility and leisure purposes.

Rotherham has ambitious plans for a high quality cycle network and this strategy will provide the principles, approach and broad design standards required in order to implement a high quality, comprehensive, safe and accessible network for all residents, workers and visitors to Rotherham. It will also outline the priorities on which to base interventions. In the longer term the focus will be on improving areas of the road network rather than individual cycle routes to provide a comprehensive cycle network that connects with major cycle routes on main roads where required to facilitate longer journeys. Some roads will have segregated facilities while others will have the road environment improved for cyclists such that dedicated facilities are rendered unnecessary.

The plan also assesses the condition of the existing cycle routes and the approach to maintaining these routes to ensure the network already in place is of the best condition with the funding available.

Alongside this, the requirement for promotional measures will be outlined in order to maximise the uptake in cycling and cycle infrastructure, measures such as electric and pedal bike hire, bike checks and repairs, training, campaigns and events.

These combined infrastructure and promotional measures aim to encourage and enable a significant increase in cycling levels for both utility and leisure purposes, with wide ranging benefits for the people of Rotherham.

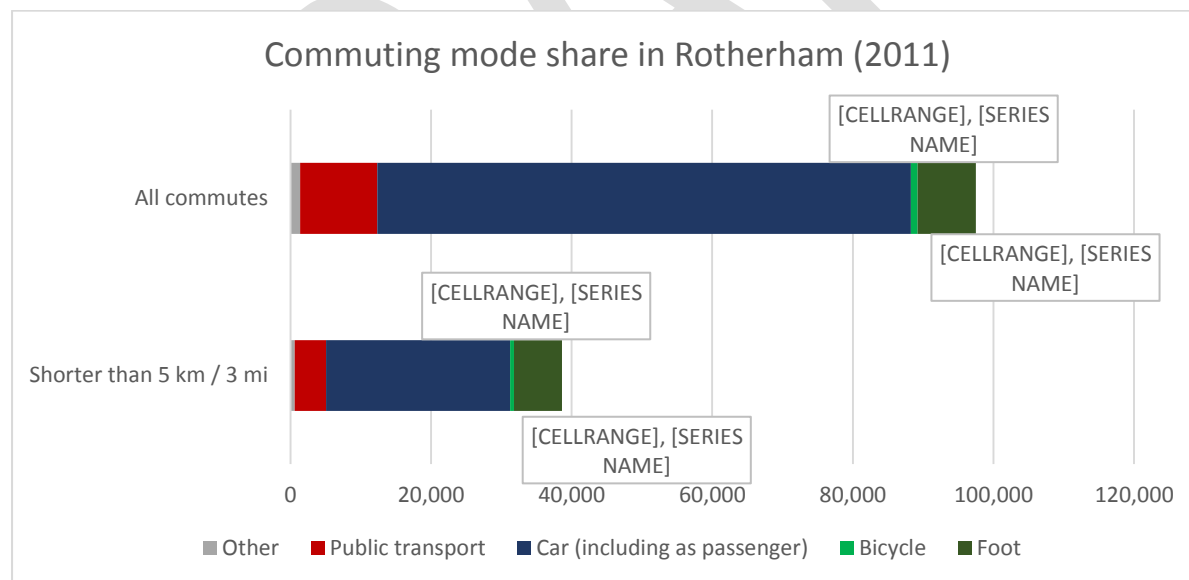


## 2.0 Background and Strategy Review

### 2.1 Background

Rotherham's cycling network measures around 126 km in length - around a tenth of the length of the local highway network. As with other districts in Sheffield City Region, Rotherham's cycle network is limited. Whilst there has been some good, localised investment in cycle infrastructure and facilities, over a longer period this has been constrained by the funding available from government, which has previously often been short term and relatively small. Often funding has been for isolated cycle routes of varying standards. This has resulted in a network which has some good facilities but also some large gaps, and there is limited provision at many junctions. Recent focus during the Covid-19 period has demonstrated the value of active travel as a viable travel option and also for its role in post Covid economic recovery. During this time it became very clear that our cycle network is not at the required standard that would encourage and enable a large increase in cycling. Funding constraints have also limited the maintenance of existing cycle routes with worn lining, the collection of debris and overgrowing vegetation affecting approximately 50% of our cycle network.

As a consequence, cycling levels in Rotherham and Sheffield City Region are relatively low, our annual cordon counts and census data indicate around 1% of trips are made by bicycle. Even for commutes shorter than 5 km (about 3 miles, or 20 minutes by bicycle), still only 1% cycle, compared against the 59% who drive<sup>1</sup>. This is broadly in line with cycling levels across much of the country.



Source: 2011 Census

Though there is significant potential for cycling in Rotherham, 40% journey to work of trips by Rotherham residents, accounting for up to 9% of total commuting mileage, are 5 km or below which is a comfortable cycling distance for most. Converting even a small proportion of these trips to bike will have significant benefits, in terms of reduced car traffic and improved health.

<sup>1</sup> Census 2011, table DC7701EW1a

Modelling suggest that, based on 2011 commuting patterns, there is realistic potential to increase the cycling mode share in the Borough to circa 12% of commutes with origin or destination in the Borough, and circa 20% of commutes wholly within the Borough.<sup>2</sup>

Accounting from likely abstraction from walking to cycling (associated with longer walks becoming more attractive and expedient to cycle), it is estimated the number of trips made



by non-motorised modes can be doubled, resulting in a reduction in circa 10% of car trips, and of circa 2% of car mileage. At this point we do not hold estimates for non-commuting trips, but a similar impact is thought possible for these trips.

These shifts in how we travel can have some significant benefits, in terms of contributing to the reduction of traffic congestion and local air pollution. Providing for cycling may also open up new opportunities for people without access to cars, and where public transport is unable to provide adequate connectivity. The largest benefits to society are likely in respect of health and economic productivity, potentially saving around 90 thousand sick days per annum, and bringing savings to society of as much as £40m per annum<sup>3</sup>. Benefits in the community would be most keenly felt 'in the pocket', with cycling affording a new, low cost option for travel.

Source: Sheffield City Region Transport Strategy

One of the most pressing challenges locally, regionally and nationally is that of decarbonisation. Cycling does have potential to ultimately reduce CO<sub>2</sub> emissions in the Borough by up to around 13 thousand tonnes each year; unfortunately, this only amounts to circa 2% of transport emissions in the borough, or around 4% of car emissions<sup>4</sup>. This is because car emissions are predominated by longer distance trips – national travel survey data indicates 85% of car mileage accrued on trip longer than 5 miles<sup>5</sup>.

Cycling can only 'pull its weight' in respect of climate change if aligned with destination shift – that is to say, if it facilitates travel to opportunities, facilities and amenities within peoples' localities, and so reducing the need to travel to other parts of the city region or beyond. This, amongst other reasons, will require a change in approach – a shift away from large scale infrastructure to facilitate greater or faster movement (including for cyclists), and instead a focus on supporting local communities, local businesses and local regeneration, from the bottom up. The need for decarbonisation dictates that cycling, and our cycling policy, must enable and support the Borough's wider priorities rather than constrain them – in particular to support the themes in the Council's Year Ahead Plan of thriving neighbourhoods, better health and wellbeing, and economic recovery.

Major investment in cycling infrastructure and a comprehensive cycle network is required to support this and in order to encourage and enable cycling, and active travel has become a significant priority nationally, regionally and locally due to the wide range of benefits that it brings. Alongside cycling infrastructure there is also wide support for investment in softer

<sup>2</sup> RMBC analysis of Propensity to Cycle, based on 'Go Dutch' scenario

<sup>3</sup> RMBC analysis of Propensity to Cycle, based on 'Go Dutch' scenario

<sup>4</sup> RMBC analysis of Propensity to Cycle, based on 'Go Dutch' scenario

<sup>5</sup> National Travel Survey 2019, table NTS0308

and promotional measures to encourage cycling such as bike hire, bike check up and repairs and cycle training. Research undertaken by Sheffield Hallam University has determined that a combination of investment in infrastructure alongside promotional measures is most effective in encouraging cycling.

## 2.2 Strategy Review and Objectives

### Government Strategy for “Gear Change”

In 2020 the government released the ‘Gear Change’ strategy which advocates high quality segregated cycle routes and low traffic neighbourhoods to stop rat running and make it easier to cycle and walk, alongside investment in electric bikes, bike maintenance and free cycle training. The government is also encouraging authorities to provide Local Cycling and Walking Infrastructure plans, and these plans have been incorporated into the Sheffield City Region Active Travel Implementation Plan (ATIP).

### Sheffield City Region Transport Strategy

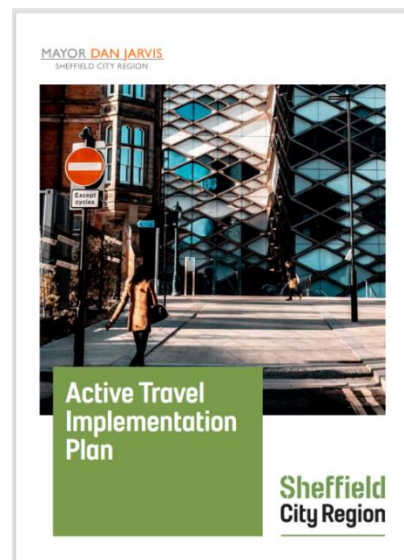
The ATIP has been agreed by the Mayoral Combined Authority and is part of a series of implementation plans which sits within and contribute towards the Sheffield City Region Transport Strategy – however, as a regional document this does not adequately address connectivity and community needs at a sufficiently local scale to be effective on its own. Cycling features strongly in this strategy which intends ‘to better connect our major urban and economic centres to enable the better flow of people, goods, businesses and ideas across the city region, as well as promoting our rural and visitor economies, to secure new investment and grow our economy’. The strategy is underpinned by three main goals:

- **Residents and businesses connected to economic opportunity**
- **A cleaner and greener Sheffield City Region**
- **Safe, reliable and accessible transport network**

A high quality and comprehensive cycle network will provide a major contribution towards these goals, the delivery of this strategy, and the vision for transport which puts cyclists and pedestrians at the centre of our transport plans.

### Active Travel Implementation Plan

This sets out how national and regional policy will be taken forward within Rotherham, to meet the needs of our communities, and will also contribute towards the proposals within the ATIP. This sets out that by 2040 a **‘fully connected network of walking and cycling routes will link our region, transforming communities and ensuring that people have the means and the confidence to leave their cars at home, and choose to travel on foot or by bicycle’**. The plan provides a 5 year network map and 2040 network map. The 5 year network sets out Sheffield City Region’s priorities over the next 5 years, these are mainly funded cycle projects along with top priority corridors from the Local Cycling and Walking Infrastructure Plan. The 2040 map is a longer term more comprehensive network of routes and low traffic





neighbourhoods. The Rotherham Cycling Strategy will detail the principles and approach required to implement a comprehensive and high quality cycle network and set out the broad design principles required for cycle routes.

### **Rotherham Council**

The current Council Year Ahead Plan focuses on the immediate post Covid-19 recovery period and identifies active travel and cycling as a key objective for support of local recovery. Its **BETTER HEALTH AND WELLBEING** theme with the published Year Ahead Plan has both the following outcome activity relating to cycling stating that *“Rotherham is a place where active travel is accessible, and local people reap the associated health and environmental benefits”*. The key strategic activity here is to **“Provide online mapping of the borough’s cycle routes and agree a cycling strategy.”**

### **Rotherham’s Joint Health and Wellbeing Strategy**

This strategy provides a framework for partners across the borough to ensure that opportunities for improving health and wellbeing are maximised at every opportunity, across all agendas, policies and strategies. The borough’s **Joint Strategic Needs Assessment** provides evidence that the health of people in Rotherham is poorer than the England average, with life expectancy being ten years lower for men in Rotherham, and seven years lower for women. Furthermore, residents of the borough are 24% more likely to have a long term health problem or disability, compared to the national average. Therefore, this strategy is vital in improving health outcomes in the borough, and links directly to Aim 4 of the Health and Wellbeing Strategy, working towards the ambition that *‘All Rotherham people live in healthy, safe and resilient communities’*. Furthermore, this strategy will also assist in working towards the underpinning principles of the Health and Wellbeing Strategy, such as ‘reducing health inequality’, ‘preventing physical and mental ill-health’, and helping to ‘promote resilience and independence’.

### **Rotherham Local Plan 2013-2028**

The Rotherham Local Plan Core Strategy sets out how local jobs and homes are to be provided in the Borough, including how transport infrastructure and services should be provided to support these. Of most relevant is policy CS 14, which supports enabling of cycling to be used for shorter trips, and for links to public transport interchanges, as a means of managing demand for car travel.

### **Rotherham Transport Strategy**

This strategy will also play a major role in the implementation of the Rotherham Transport Strategy which features proposals to continue to improve the road network in Rotherham and support sustainable and affordable transport modes through continuing to improve public transport and promoting more walking and cycling. Walking and cycling features strongly in Rotherham’s strategy and a high quality connected cycling and walking network is also a specific action. This is the primary purpose of this cycling strategy along with supporting promotional measures.

### **The Council’s priorities**

A common theme amongst the above transport strategies is the need for a high quality, safe and comprehensive cycle network to enable a large increase in cycling by providing sustainable access to employment, training and retail, and by improving safety and the perception of a safety. This in turn will bring many benefits such as supporting economic growth and regeneration, reducing congestion, contributing to improving air quality and



improving the health and wellbeing for Rotherham citizens. This plan details the principles and approach required to implement the network.

Though there is a finite amount of space on the highway and often competing needs from different users, therefore we need to be proportionate when designing our cycle network, and accept that there may be some costs for some users, though equally accept that cycling is not beneficial at any price. In some cases, it may be necessary to promote new or improved infrastructure for other modes, to ensure cycling provisions can be delivered without causing undue adverse impact for other road users, especially for public transport. Whilst this document considers cycling alone, our approach will treat cycling as part of, and complementary to, the wider transport system. This will enable greater benefits to be achieved – for example, by improving access to public transport.

Ultimately, the Council aspires to achieving wider outcomes from our cycling work, to support the economy and regeneration, a high level of accessibility, and to improve the health and wellbeing of Rotherham's citizens. That said, in the first instance for cycling infrastructure improvement there is a need to acknowledge the starting position which is to grow the number of active everyday cyclists, and so our principle objective in the near term is :-

**Primary goal 1: to demonstrate that a significant increase in cycling in Rotherham is achievable, and can bring about wider improved outcomes.**

Secondary to this, but nonetheless important in working towards that objective, this strategy contributes to:

- **Supporting an integrated, sustainable transport system in Rotherham**
- **Supporting the economy and regeneration by providing high quality access by bike to employment, training and retail**
- **Ensuring the health and wellbeing of all Rotherham residents and workers is supported by enabling active and sustainable travel**

These objectives will ensure the implementation of the Rotherham cycle network provides maximum benefits for the people of Rotherham and aligns to the aspirations and policies in the above strategies to enable a significant increase in cycling in the borough.

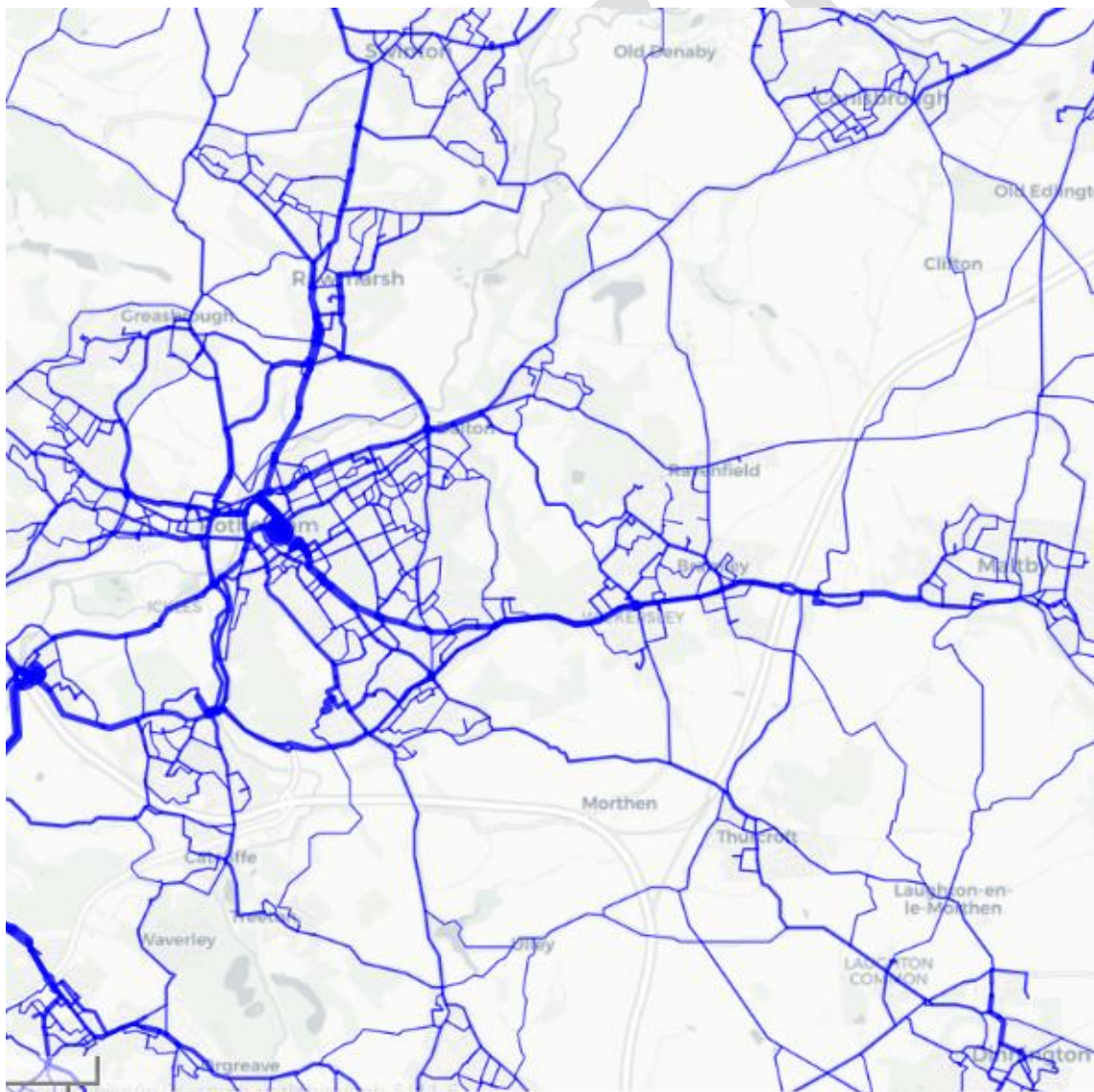
## 3.0 Implementing a Comprehensive Cycle Network

### 3.1 The Council's approach

#### Cycle network principles

For most of the public, even in high cycling societies, cycling is principally a mode of transport used for shorter, local trips of up to around 5 miles; a shorter distance of 5 km, or around 3 miles, is suggested in the City Region's ATIP, reflecting the low baseline and less favourable topography in much of South Yorkshire. Because of the physical effort involved in cycling, cyclists are especially sensitive to diversion, and so cannot generally be expected to travel out of their way to utilise designated or preferred cycle routes.

This can be demonstrated with modelling, illustrating what a high-cycling scenario could look like in Rotherham (below)<sup>6</sup>. As can be seen, whilst some routes are busier than others, demand is spread all the way across the network.



Potential Cycling Demand in Rotherham

<sup>6</sup> Extract from Propensity to Cycle Tool, 'Go Dutch' scenario

Considering as well that many of the people utilising the busier routes will have travelled there via quieter points to and from individual premises (a level of detail not considered in the model), this leads to the Council's key guiding principle –

***The highway network is the cycling network*** and, therefore, ***our approach should be to ensure the comfort, convenience, and safety of cyclists as standard.***

In principle, this means all roads and streets in the Borough would fall in to one of two situations:-

- Distributor roads, accommodating large flows of motorised traffic at speed, providing cycle tracks to separate cyclists from the danger and nuisance posed by these.
- Access streets, where traffic speeds and volumes are kept low, thus ensuring case comfortable conditions without provision of separate infrastructure.

Of course, all interventions will be identified to fit site circumstances, and this may necessitate variations from the above. In particular, the Council may promote schemes of cycle lanes on distributor roads where neither traffic reduction (i.e. conversion to an access street) nor provision of cycle tracks is feasible; or on access streets which are, for example, relatively busy. And where supporting connectivity, the Council will continue to provide and develop cycleways away from roads and streets entirely.

Cycling in town centres will need to consider how or if cycling can be accommodated in pedestrianised areas of town centres. The Council will consider this on a case-by-case basis, to balance the need for connectivity and convenience by bicycle, with the needs and safety of pedestrians, and the wider aspirations for the town centre, for example, in the holding of events and markets.

It is intended to produce further detailed guidance on the implementation of this approach as a Supplementary Planning Document.

Operating in this framework provides three distinct benefits –

- it will help ensure the Council can, over time, build up safe, convenient door-to-door connectivity by bicycle, able to provide for trips even as demand changes over time;
- over time, Rotherham's residents will be able to have confidence that their journey can be made safely by bicycle with only basic knowledge of their route, without referring to maps or journey planners to identify 'safe' routes; and,
- recognising streets are not for cyclists' alone, and that schemes need to meet a wide range of needs, this framework gives the flexibility to develop options and choices, best ensuring supporting cycling can be delivered in a manner that supports the needs and aspirations of local communities.

The last point is particularly important. Emergency cycling infrastructure promoted across England in 2020, and the resulting negative response in some cases, demonstrates that cycling cannot be imposed on the public at any cost. The borough's cycling aspiration will inevitably require *some* adverse impacts in some places, whether this be localised worsened congestion, less parking or narrower footways – the Council will work with local communities and key stakeholders openly and transparently to seek to minimise and mitigate adverse impacts, and ensure the authority does not act in a manner that is disproportionate or unduly harmful to other road users. In this way, the Council intends to ensure cycling serves our communities rather than being imposed upon them.

This is an ambitious approach; to achieve the maximum potential for cycling in the borough, this will involve expanding our cycle network from the current 126 km nearly tenfold, increasing the length of road provided with cycle track in the borough sevenfold to over 300 km, providing nearly 800 km of traffic-calmed areas, as well as implementing extensive improvements to the existing network.

### **Cycle parking, storage and support facilities**

There is also a need to ensure that high quality, convenient and secure cycle parking is available at destinations across Rotherham. Alongside this, there is a need to accommodate the increasing number of electric bike users with high quality bike charging infrastructure incorporated into cycle parking specifically for electric bikes. Cycle parking facilities are an essential element of the infrastructure required to encourage and enable cycling and whilst some good quality cycle parking is available, particularly in our town centres, there are gaps in the provision of parking and the quality of facilities on offer.

It is important that cycle parking facilities are located where they are safe, convenient to use and secure in order to encourage maximum usage. Their location should be informed by the cycle network proposals, development, existing destinations and locations of onward travel such as popular bus stops, bus interchanges and train stations to ensure cycling and public transport is integrated. The Council also proposes to work with relevant stakeholders to determine where new or upgraded cycle parking is required, in particular to compliment the proposed investment in the cycle network.

The type of cycle parking will depend upon the required use. Cycle parking facilities will be considered in two main categories, long and short stay spaces.

#### **Long stay spaces**

These are for commuting cyclists as well as shoppers, workers, visitors and tourists. The type of facility for long stay spaces will be dependent upon the location and space available. Secure cycle parking such as lockers may be considered for town and district centres. Lockers provide protection from the weather and are generally more secure than cycle stands. Though they are larger than cycle stands which may limit available areas. Good quality cycle stands with cover where possible may be provided as an alternative.

#### **Short stay spaces**

These are for cyclists who are only likely to be visiting a destination briefly for example for a short shopping trip. Cycle stands are proposed for these cyclists and such facilities should be provided close to the entrances of buildings for convenience and security.

#### **Supporting facilities**

There is also a lack of cycle hub facilities in Rotherham which may incorporate parking alongside other facilities such as bike repairs and working with partners such as the Business Growth Board to facilitate employment site shower and changing facilities. As part of a package of support measures for cyclists the Council proposes to investigate the potential for cycle hubs at key destinations and public transport facilities such as bus interchanges and train stations, and potentially work alongside cycle vendors to expand the services on offer in Rotherham. This would include charging infrastructure for e-bikes.

### 3.2 Maintenance

Whilst in the longer term a comprehensive and high quality cycle network is required in order to significantly increase cycling in Rotherham, in the short term there is a need to improve the maintenance of existing cycle routes. There are approximately 126 km of cycle routes in Rotherham of varying standards and approximately 50% of the network is affected by worn lining, the collection of debris and overgrowing vegetation, discouraging cycling. In order to address this a number of relatively low-cost interventions are proposed. These include:

- The renewal of all worn lining on our cycle network such as advisory and mandatory cycle lanes, and segregation lines on shared use footways. This will improve the appearance of cycle routes and cycle lanes in particular, for both cyclists and car drivers on the road.
- Cutting back overgrowing vegetation and removing weeds from on highway cycle routes. Overgrowing vegetation can significantly reduce the width and usability of some cycle routes.
- Sweeping affected on highway cycle routes to ensure they are free from litter and debris.

A maintenance level of service is also proposed to ensure that once existing cycle routes are brought up to a good standard they are well maintained in future years. The proposed level of service includes:

- The inspection for renewal of lining on advisory/ mandatory cycle lanes and segregation lines on shared use footways at least every 5 years, particularly at areas subject to overrun by vehicles plan such as at junctions.
- Cutting back overgrowing vegetation and removing weeds on highway cycle routes on an inspect and maintain basis 2 times per year.
- Sweeping affected on highway cycle routes 3 times per year so they are clear of debris and litter and weed treatment 2 times per year.

These measures will ensure that the existing network whilst limited and of variable quality is brought up to and maintained to a good standard, in order to maximise the attractiveness and usability of cycle routes for both utility and leisure purposes.

There is also a need to ensure cycle parking facilities are maintained to a good standard. The maintenance of cycle parking facilities is limited. As a result, some of our cycle lockers in particular are unappealing due to the collection of litter or not useable due to damage. Whilst cycle parking stands generally require very little maintenance, there is a need to ensure any damage to stands is promptly rectified.

In order to address this a regular inspection and maintenance regime is required. It is proposed to include cycle lockers and stands, particularly in our town centres, within regular maintenance programmes, to ensure the cycle parking facilities are well maintained.

## 4.0 Priorities for Interventions

At present, cycling as transport is a niche activity in Rotherham, with only around 1% of trips to work being made by bicycle, for example. Moreover, national travel survey evidence suggests cycling is an activity currently enjoyed disproportionately, in terms of both number of trips and especially distance cycled, by the most affluent households in society – a group significantly underrepresented in Rotherham.

Given this starting point, there will inevitably and understandably be a degree of scepticism as to whether cycling can really be an inclusive and effective means of transport in Rotherham. Therefore, in order to address this concern, the first priority will be to invest in cycling in parts of the borough where there is good evidence that a much wider demographic than existing cyclists could take up regular everyday cycling. This will mean ensuring there is a demand for travel, but also having realistic expectations as to how far people may be prepared to cycle, and in what topography.

The objective is to demonstrate that cycling can be made more accessible, more inclusive in Rotherham, such that a real uplift can be undertaken. Once this is demonstrated, prioritisation can then be considered in terms of outcomes such as improved health or reduced car travel.

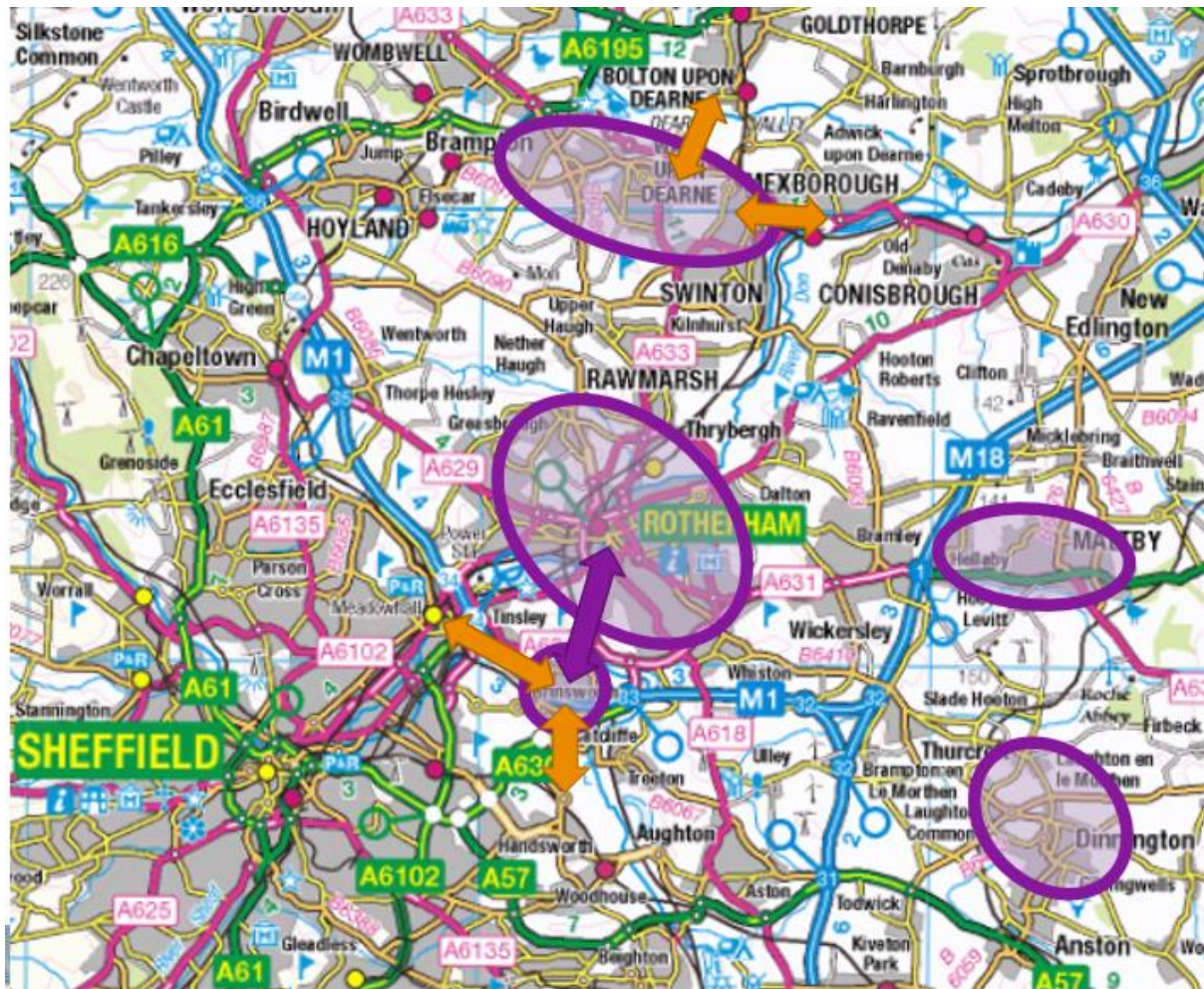
The best evidence for demand for travel is currently based on travel to work<sup>7</sup>. In time, there will be an understanding of other trips, as well as how commuting patterns may change in time, particularly should increased teleworking required during the COVID-19 pandemic continue to some extent into the future. As such the priorities will need to be periodically reviewed. At this point, based on the best information available, the priority areas for intervention are as follows –

- Between and within Maltby and Hellaby;
- Between and within Wath, Brampton, West Melton and Manvers, including links into Swinton and (in liaison with Doncaster and Barnsley Council) Bolton and Mexborough;
- Within and between Laughton and Dinnington;
- Links between Rotherham and the following suburbs –
  - Herringthorpe;
  - Moorgate;
  - Eastwood & East Dene;
  - Masborough & Bradgate;
  - Greasbrough including the strategic housing site at Bassingthorpe Farm;
- Brinsworth, including links to Rotherham and (in liaison with Sheffield Council) Meadowhall, Tinsley, Carbrook, and the Advanced Manufacturing Park/Waverley.

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<sup>7</sup> RMBC analysis of Propensity to Cycle Tool, 'Go Dutch' scenario





## 5.0 Softer Measures

To maximise the potential for cycling in Rotherham and the uptake in cycle infrastructure, softer or promotional measures are required to support investment. Research from Sheffield Hallam University suggests that promotional measures alongside high quality cycling infrastructure is most effective in encouraging and enabling cycling and therefore subject to available funding it is proposed to continue to invest in successful projects such as:

- **The Rotherham Mobile Cycle Hub**

The cycle hub visits businesses and organisations, local communities, town centres and events offering

- Free electric and pedal bike hire
- Free bike check ups and repairs
- Free adult and Family Cycle Training

- **Active Travel in Schools**

This project promotes and encourages cycling and walking to school through a range of engaging events and activities.



Source: PWLC Projects

- **Beat the Street 2021**

This project mainly encourages walking though also cycling by targeting local communities and schools to engage in friendly competition.

- **Events**

Local cycling events to raise awareness of cycling and the benefits.

- **Personalised Travel Planning**

Offering information and advice on sustainable transport modes and assistance on journey planning. Which where funding can be secured could include adult cycling training programmes.

- **Cycle Training in Schools**

Cycle training is offered to pupils in primary schools across Rotherham.

- **Road Safety in Schools**

This project highlights the importance of road safety and encourages pupils to travel safely and sustainably through a range of activities and campaigns.



This package of services has been extremely popular and valuable in supporting Rotherham residents and workers to cycle and access facilities and services safely and sustainably.

### The Rotherham Mobile Cycle Hub

The Rotherham Mobile Cycle Hub is a well-established project that has been successfully encouraging and enabling cycling for a number of years. The hub visits businesses and organisations, local communities, town centres, parks and events offering a range of services including:

- **Free electric and pedal bike hire**  
High quality bikes are provided to participants for up to 3 months to try cycling and in particular cycling to work. Offering bikes on a long-term basis allows participants to enjoy the full benefits of cycling and potentially save money on commuting. This service is in high demand and has resulted in 92% of participants continuing to cycle after participating in the project.
- **Free bike check-ups and repairs**  
Dr bike sessions are offered at the hub when members of the public can bring along a bike for a check-up. Minor repairs are undertaken, and participants are referred to local bike shops for more major repairs. This service has proved to be extremely popular and valuable for Rotherham residents and workers.
- **Free adult and family cycle training**  
A range of one to one and group cycle training sessions are offered to Rotherham residents and workers including off road sessions at parks and on road session for those wishing to commute to work. Instructors will advise on issues such as positioning in the road and tackling junctions alongside planning appropriate routes with participants.



Rotherham has ambitions and aspirations to expand a number of these projects and extend the programme of promotional measures on offer to fully support the proposed investment in high quality and comprehensive cycle infrastructure, though this will rely upon longer term funding for proportional projects and Rotherham alongside Sheffield City Region is pressing the government for this. The Council will work with key partners for example in health, sport and leisure amongst others to maximise the opportunities and benefits of our projects for all residents and workers in Rotherham.

### **Wheels for All**

As part of the Council's ambitions to enhance the promotional services on offer, Rotherham is working with the charity Cycling Projects to establish a Wheels for All Hub in Rotherham. The Wheels for all initiative is a national project that embraces all children and adults with disabilities to engage in a quality cycling activity.

The hub will offer a range of specially adapted and accessible bikes sessions for disabled residents to cycle in a safe and controlled environment. Ride leaders will be available to support and assist riders. The hub will welcome all individuals, groups and families to enjoy the benefits of cycling.



## 6.0 Monitoring and Evaluation

Alongside significant investment in our cycle network there is also a need to ensure a robust monitoring regime is in place to evaluate our infrastructure projects and the overall cycle network. This regime will align to the Council's priorities in this strategy for the cycle network. The monitoring of cycling levels will be key to this and it is proposed that a more extensive network of cycle counters will be required, initially targeting those areas and cycle routes which are a high priority for interventions. Depending upon available funding it is also proposed to invest in the latest technology to ensure that the data is of the highest quality. The Council will also work alongside Sheffield City Region to ensure a regional monitoring and evaluation plan for the Active Travel Implementation Plan meets the needs of Rotherham and the proposals for a comprehensive and high-quality cycle network.

The cycle infrastructure projects being introduced will be evaluated to ensure they meet the aims and objectives of this strategy and are aligned to the goals in the Sheffield City Region Transport Strategy. The length and number of cycle routes implemented and the treatment of areas to provide an environment that encourages and enables cycling will also be monitored, as this will be an indicator of the Council's ambitions to provide a high quality, comprehensive, safe and accessible network.

Promotional projects will also be monitored to evaluate their effectiveness in encouraging and enabling cycling. The uptake of the services on offer such as bike hire, bike check-up and repairs and cycle training will be monitored alongside the participation in activities and events. The travel habits of those engaged with more intensively will also be surveyed to determine the success of projects in encouraging a modal shift towards cycling.



Source: PWLC Projects

### Monitoring & Evaluation embedded in scheme and programme design

Monitoring and evaluating both infrastructure and promotional projects will ensure that the Council has a comprehensive package of measures in place to determine cycling levels, modal shift and attitudes towards cycling, and this will provide a good evidence base in which to determine future projects and to support the case for future funding. In particular, some of the interventions may be relatively new to Rotherham or to the UK; there is a need to understand public response to these interventions so as to understand what works well, and what works less well, for people in Rotherham. To ensure the Council can commit to the level of analysis required to achieve this monitoring and evaluation, capabilities will become a requirement of all scheme and programme bids and designs.

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**Committee Name and Date of Committee Meeting**

Cabinet – 22 March 2021

**Report Title**

SCC/RMBC Clean Air Zone Programme - Approval to Deliver Rotherham's Air Quality Measures Projects

**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)**

Andrew Moss, Interim Head of Transport Infrastructure  
[andrew.moss@rotherham.gov.uk](mailto:andrew.moss@rotherham.gov.uk)

**Ward(s) Affected**

ALL

**Report Summary**

Rotherham Council and Sheffield City Council were issued a joint mandate by government in 2020 directing both authorities to reduce current Air Quality levels of nitrogen dioxide (NO<sub>2</sub>), a recognised air pollutant, by 2022. Delivery of the full business case (FBC) to Government is now underway. However, an initial funding allocation has been confirmed by Government at the outline business case (OBC) stage which is sufficient for the Council to deliver 3 key projects, which require installation for it to meet the objectives of the scheme in reducing NO<sub>2</sub> levels by the compliance date set by government and to sustain compliance beyond this. This report outlines the current position and seeks approval to proceed with the 3 projects to commissioning and delivery within the 2021-22 approved capital programme.

**Recommendations**

1. That approval is given for commencement of 3 highways works projects detailed in paragraph 1.10 to enable the Council to be in a position to achieve NO<sub>2</sub> compliance as soon as possible and that these projects, fully funded by government grant, be added to the Council's approved capital programme.

**List of Appendices Included**

- Appendix 1 Equalities Impact Assessment  
Appendix 2 Summary of Responses from Rotherham Clean Air Zone consultation

**Background Papers**

2 February 2021 - IPSC Report Clean Air Zone update

“Improving Air Quality in Rotherham”,

Report to Cabinet, 17<sup>th</sup> December 2018

Minutes of Improving Places Select Commission, 6<sup>th</sup> June 2019

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

No

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## SCC/RMBC CLEAN AIR ZONE PROGRAMME - APPROVAL TO DELIVER ROTHERHAM'S AIR QUALITY MEASURES PROJECTS

### 1. Background

- 1.1 Air quality is a major issue of growing interest and significance at a national and international level. There is categorical evidence that long-term exposure to everyday air pollutants contributes to cardiovascular disease (including heart diseases and stroke), lung cancer, and respiratory disease (including asthma and chronic bronchitis).
- 1.2 The Department for Environment, Food and Rural Affairs (DEFRA) published its final National Air Quality Plan in July 2017, in response to a High Court ruling in December 2016. This Plan details how compliance with the European Union (EU) Ambient Air Quality Directive will be delivered in the United Kingdom, through focussing on improving air quality in a number of Local Authority areas. Those Local Authorities that have areas that are not compliant with the Directive were identified through national air quality modelling. 28 Local Authorities were included ('mandated') in the plan, including Rotherham Metropolitan Borough Council (RMBC) and Sheffield City Council (SCC). RMBC and SCC were 'jointly mandated' on the basis that the Parkway in both Sheffield and Rotherham was identified as being non-compliant.
- 1.3 Both Local Authorities were therefore required to work together, supported by DEFRA's Joint Air Quality Unit (JAQU), to identify options to reduce levels of Nitrogen Dioxide below the legal limit of 40µg per cubic metre of air, on an annual average, in the 'shortest possible time'. The two Councils were required to undertake local feasibility studies to identify the measures that would reduce levels of nitrogen within the 'shortest possible time'. The Councils were required by DEFRA to include options for charging polluting vehicles, where this would deliver compliance in the shortest possible time.
- 1.4 A report to Cabinet in December 2018 outlined the outcome of these feasibility studies. It concluded that a charging zone is not required in Rotherham for the Borough to achieve compliance. It did however identify measures that will need to be taken at four specific locations across Rotherham to achieve compliance. The proposals in Rotherham focussed on changes to speed limits on the Rotherham section of the Parkway, improvements to the Rotherham bus fleet and the routing of buses on Rawmarsh Hill and Fitzwilliam Road, and the restriction of HGVs on Wortley Road. These options were proposed to be accompanied by a number of additional measures, which aim to support businesses to improve their fleet and improve air quality, such as targeted support to upgrade vehicles.
- 1.5 Cabinet approved the proposed mitigating measures and agreed that consultation on the measures could begin in early 2019. Cabinet also agreed that following that a further report outlining the final proposed measures and the Full Business Case for submission to government should be presented in 2019.
- 1.6 In line with the recommendations in the Cabinet report described above, and

within the timescale set out within the Ministerial Direction to RMBC and SCC, the Outline Business Case for funding was submitted to Government in December 2018. The proposed public consultation about the mitigating measures also took place in 2019, the results of which are outlined in more detail below. The final proposals and Full Business Case have not been submitted to Cabinet and then onto Government to date for a number of reasons.

- 1.7 These reasons are detailed in the report to Improving Places Select Committee (IPSC) on 2<sup>nd</sup> February and relate to delays in the DEFRA approval of the outline business case and the impact of Covid-19. As a result, a number of potential areas of review have been identified relating to scenarios for demand for travel and impacts on air quality. These are currently being assessed prior to submission of the Full Business Case.
- 1.8 Rotherham Council's responsibilities within the proposed programme are that it will deliver 3 highway infrastructure projects (interventions) which when taken into the wider programme context will support a combined reduction in NO2 levels within the local area and therefore within the jointly mandated Sheffield City Council (SCC) and Rotherham Metropolitan Borough Council (RMBC) Clean Air Zone area.
- 1.9 Whilst RMBC and SCC are still undertaking work on the full business case prior to submission and full approval by government, Rotherham Council has assessed the Outline Business Case to identify which parts of the scheme could be delivered before then. Three schemes have been identified from this initial assessment which is outlined below.

### **The Schemes**

- 1.10 The 3 projects contained in the RMBC responsibilities for this programme are: -
  - Sheffield Parkway 50mph Speed limit (to be delivered as part of Parkway Widening)
  - Wortley Road Weight Restriction TRO
  - Rawmarsh Hill Bus Priority and Routing Changes

Their combined value for delivery is estimated at £2.885m. The projects are to be funded by government grant funding as capital projects and are to be delivered as separate projects for design and delivery during the 2021-23 financial years.

### **Sheffield Parkway 50mph speed limit**

- 1.11 A speed limit reduction on Sheffield Parkway is required in order to ensure air quality compliance and is therefore considered to be essential in terms of the legal direction received from the Secretary of State. It is at low risk of being rendered obsolete by changes in traffic patterns following the pandemic.



- 1.12 The reduced speed limit is also required as a road safety measure, in light of the narrower lanes to be provided as part of the widening scheme between Catcliffe and M1 junction 33.
- 1.13 The proposal will include Rotherway (between M1 Junction 33 and existing 50mph speed limits beyond Rotherway Roundabout), to ease driver comprehension and to avoid encouraging unnecessary acceleration on Rotherway, between the new 50mph limit on Sheffield Parkway and the existing 50mph limits beyond Rotherway.

### **Wortley Road North-West-Bound HGV Prohibition**

- 1.14 Given that the air quality issue at this location predominantly relates to commercial vehicles, and because the HGV prohibition offers wider benefits in respect of residential amenity, this measure is considered to be highly likely to still be required, even following changes in traffic patterns following the pandemic. The limited impact of the pandemic on heavy goods vehicle traffic is demonstrated by heavy goods vehicle flows on the A629 being only 4% lower in the first full working week of 2021, compared to the same period in 2018, despite the current national lockdown.
- 1.15 The current intention is that the measure will include a requirement for the restrictions to be suspended as required to retain the use of Wortley Road as an emergency diversion route (for example in the case of an incident on the M1 motorway). This will be affected with the use of remotely operated variable signs. This will require RMBC to enter into agreements with Highways England, enabling them to operate RMBC Urban Traffic Control assets within agreed parameters. In this case, this would also enable Highways England to suspend the weight limit during incidents.

### **Meadowbank Road Improvement**

- 1.16 This scheme is proposed to make the use of Meadowbank Road more attractive, relative to Wortley Road, for traffic accessing the M1 motorway. Current modelling indicates however that it is not likely to be required to achieve air quality compliance.
- 1.17 Concerns in terms of the potential increase in traffic on Meadowbank Road, due to the HGV prohibition have been noted, with a scheme already being designed for a controlled pedestrian crossing on Meadowbank Road near to junction with Pembroke Street. It is expected this scheme will be approved for delivery in the 2021-22 financial year.

### **Rawmarsh Hill Bus Priority and Routing Changes**

- 1.18 There are two elements to this scheme:
  - The diversion of half of the buses on Rawmarsh Hill to Barbers Avenue; and
  - Junction improvements at Bellows Road to facilitate the above.
- 1.19 The intention was to work with bus operators and the Passenger Transport

Executive, to conduct a market research exercise including surveys of passengers, to inform the decision as to which services were diverted. Clearly, given Covid-19, this work is currently on hold.

- 1.20 Evidence to date suggests that some diversion of buses is likely to be required, even in a post-COVID-19 scenario, and even if all buses are upgraded to the Euro VI standard. However, COVID-19 impacts may mean a lesser proportion of buses may ultimately need to be diverted.
- 1.21 Notwithstanding the above, work on the highway scheme is progressing, on the grounds that the need for the diversion of buses, and for measures to minimise adverse impacts of this on bus journey times and reliability, remains. The scheme also delivers a pedestrian crossing which is identified as a local priority. For these reasons, the scheme is considered to be at low risk of being rendered obsolete by any changes in traffic patterns following the pandemic.

## **2. Key Issues**

- 2.1 At present the CAZ programme for both authorities is at the OBC (outline business case) stage. In accordance with Treasury guidelines on capital bids (HMT Green Book) only a limited amount of funding can be made available at the OBC stage. It is only at approval of the Full Business Case (FBC) that the full project funding is made available and the programme can be commissioned.
- 2.2 This report concerns only approval for the delivery of the 3 schemes referred to in section 1.10 above. The projects can be delivered as standalone schemes as they provide benefits in improving the local environment. In approving the recommendations Cabinet will not be committing to the CAZ programme as a whole. For this to happen, a separate report will need to be brought to the Cabinets of both mandated authorities seeking approval of the Full Business Case (FBC) for the programme prior to its submission.
- 2.3 In the spring of 2020 due to the time elapsed since the commencement of the scheme development work, government chose to issue funding in advance of the FBC being submitted (and approved). This is because it wishes to see the programme of work commenced to avoid unnecessary delay in reaching compliance with NO2 monitoring levels.
- 2.4 To be able to progress in accordance with government expectations an assurance was sought from government that should any of the projects not be compliant with the details of the FBC (yet to be approved), then government will not require return of the funding that would ordinarily be a condition of any funding agreement (often referred to as “clawback” clauses).
- 2.5 Although falling short of confirming a full removal of this risk in their response the government department responsible for this work, the Joint Air Quality Unit (JAQU) advise this scenario “would appear to be a very low risk.” They then further confirm that should the Council require to change any element of the project, this should be discussed with JAQU as soon as possible, and

any substantial change may require variation to the Grant Determination.

- 2.6 This report presents this issue for consideration and to seek approval to proceed with the programme of delivery on the basis that the risk of clawback remains very low on the basis of the assurances provided by government referred to in section 2.5 above.

### **3. Options considered and recommended proposal**

- 3.1 Option 1 - Not commissioning the work and await full approval of the FBC. This would not meet the government's requirements for delivery timescales and could expose the Authority to risk of challenge should it be considered that this delay was avoidable and resulted in a delay to achieving air quality compliance. This option is not recommended.
- 3.2 Option 2 - Secure agreement from government that it would not recover the funding if the work is commenced and subsequently it was considered by government that some or all of the jointly mandated work programme was none-compliant with the grant conditions. This is the recommended option and confirmation that the risk of recovery of the funding is very low has now been received.

### **4. Consultation on proposal**

- 4.1 In line with the recommendations to Cabinet in December 2018, a public consultation on the above proposals took place between May and September 2019. Prior to this, Officers attended Improving Places Select Commission in April 2019, to provide an update on the programme of work, and to consult the Commission prior to consultation beginning. This resulted in two recommendations, both of which were subsequently completed:

That the Head of Highway Services for Community and Street Scene look at providing information, at Ward level, in relation to Public Rights of Way to Members.

That officers meet with relevant Members to discuss any potential impact on their Wards in light of the proposed changes listed as part of the Clean Air Zone to improve the air quality in Rotherham. Officers attended Ward Member meetings for the areas with proposed schemes in March 2019.

- 4.2 A summary of the outcome of the public consultation, conducted between May and September 2019 can be found at Appendix 2.

### **5. Timetable and Accountability for Implementing this Decision**

- 5.1 If approved the work will be commissioned and take place during 2021-3. This will enable NO2 compliance to be achieved in 2022-23.
- 5.2 Rotherham Council will be the project owner and will work with internal and

external consultants and works providers to deliver the projects. All work will be commissioned by Rotherham Council in accordance with the Council's Contract Procedure Rules.

**6. 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)**

6.1 Any procurements identified as part of these schemes will be carried out in accordance with Public Contract Regulations and the Council's Financial and Procurement Procedure Rules.

6.2 The Council has received capital grant funding of £2.885m from the Government's Clean Air Zone Implementation Fund for these 3 capital projects. It is recommended that these projects be added to the Council's approved capital programme. Government has confirmed that, in the event that changes to the project are required to enable the FBC to be approved, the risk of grant claw back is considered to be very low.

**7. Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)**

7.1 The Environment Act 1995 (Feasibility Study for Nitrogen Dioxide Compliance) Air Quality Direction 2017 set out the obligation for Rotherham Metropolitan Borough Council to carry out a Feasibility Study in relation to tackling roadside nitrogen dioxide concentrations and to submit initial and final plans identifying the preferred option for delivering compliance in the 'shortest possible time'. The definition of the term 'shortest possible time' is open for interpretation; however, the Council has been mandated to achieve compliance by 2021. The Council was originally required to set out the value for money considerations and implementation arrangements by 31 March 2018 (Strategic Outline Case) and 31st December 2018 (Full Business Case). For various reasons, it was not possible to meet these deadlines, despite an extensive amount of work having been conducted.

7.2 On the 24 February 2020, a further Direction was issued under the Environment Act 1995. The Environment Act 1995 (Sheffield City Council and Rotherham Metropolitan Borough Council) Air Quality Direction 2020 mandated both Authorities to implement the local plan for achieving compliance in relation to nitrogen dioxide levels. This Direction set out the requirement to achieve compliance by 2021. The Authorities were also required to submit their Full Business Case by the 24 March 2020. As a result of the limited timescale between receiving the Direction and the deadline and the resulting impact of Covid-19 pandemic, this was not possible. Further work has been required as a result of the pandemic and its impact.

7.3 The Direction is still in place and therefore compliance is still required to be achieved within the shortest possible time. This is currently set as 2021, but it is anticipated that this will be amended by Government. Failing to achieve compliance as required by the Direction has the potential to result in the imposition of financial penalties against the Council, but only where the

Council has failed to take appropriate action to comply with its duty. There is also a potential risk of Judicial Review from members of the public generally or environmental groups for failing to meet the nitrogen dioxide levels set and meet the duty placed on the Council.

- 7.4 Proceeding with the 3 schemes identified in paragraph 1.10 will ensure that the Council has taken appropriate action to meet the duty set out within the Direction and achieve compliance by within the shortest possible time. This would therefore reduce the risk of any financial penalties and/or legal challenge for failing to do so. There is however a risk in relation to the funding, as set out in section 2. Whilst there remains a risk of funding clawback (should the schemes not be compliant with those contained in the eventual approved Full Business Case) JAQU have confirmed that the risk of such clawback would be 'very low'. This risk needs to be considered against the consequences of failing to achieve compliance in accordance with the Direction, as set out in paragraph 7.3 above.

## **8. Human Resources Advice and Implications**

- 8.1 There is no Human Resources implications for this report. Design of the schemes will take place using existing internal and some external consultancy design resource already in place. Works will be delivered by a mix of internal and external works providers according to current workload of the council's internal works provider. There are no TUPE implications as, where awarded externally, these are single point in time contracts.

## **9. Implications for Children and Young People and Vulnerable Adults**

- 9.1 The implications of poor air quality for the health and well-being of children and young people, and for the adult population, are significant. Poor air quality is strongly linked with poor health outcomes, and with increased mortality rates. The proposed actions to deliver improvements in air quality will therefore impact positively on the lives of children, young people, and vulnerable adults

## **10. Equalities and Human Rights Advice and Implications**

- 10.1 There are no directly affected defined characteristic groups impacted by the action recommended in this report requiring additional mitigation measures. However, for the Bellows Road scheme a full Equality Assessment will be carried out to ensure equality implications are identified from the proposed changes prior to completion of design and implementation of the changes.

## **11. Implications for Ward Priorities**

- 11.1 Following the April 2019 Improving Lives Select Commission officers met with relevant Members to discuss any potential impact on their Wards in light of the proposed changes listed as part of the Clean Air Zone to improve the air quality in Rotherham.

## **12. Implications for Partners**

- 12.1 Work is ongoing with a number of partners including South Yorkshire Passenger Transport Executive (SYLTE) and Highways England to ensure that the mitigating proposals can be delivered fully to achieve compliance.

### **13. Risks and Mitigation**

- 13.1 Not completing these projects presents a significant likelihood that RMBC will not meet its Air Quality compliance requirements as part of the join mandate from government.
- 13.2 Delivery of these 3 projects may not be needed dependent on the outcome of current business case development work. However, the schemes have merit in their own right independent of whether they will or will not form part of the wider Sheffield and Rotherham CAZ programme should that be delivered.
- 13.3 Design and practical works risks are managed within existing works procedures and liability cover. The authority owns those risks where delivered internally and consultant's and contractors are liable for design and construction risks in accordance with the council's standard terms and conditions of procurement and contract.

### **14. Accountable Officers**

Paul Woodcock, Strategic Director Regeneration & Environment

Approvals obtained on behalf of Statutory Officers: -

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	08/03/21
Strategic Director of Finance & Customer Services (S.151 Officer)	Named officer	03/03/21
Head of Legal Services (Monitoring Officer)	Named officer	03/03/21

*Report Author:*            *Andrew Moss, Interim Head of Transport Infrastructure*

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:** CAZ Scheme Approval Report

**Directorate:**  
Regeneration & Environment

**Service area:**  
Transportation & Infrastructure

**Lead person:** Andrew Moss

**Contact number:** 01709 822382

Is this a:

☐

Strategy / Policy

☒

Service / Function

☐

Other

**If other, please specify**

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

The National Air Quality Plan, published by Department for Environment, Food and Rural Affairs (DEFRA) in July 2017, identified those Local Authorities with areas that are not compliant with the European Union (EU) Ambient Air Quality Directive were identified through national air quality modelling. 28 Local Authorities were included ('mandated') in the plan, including Rotherham Metropolitan Borough Council (RMBC) and Sheffield City Council (SCC). RMBC and SCC were 'jointly mandated' on the

## APPENDIX 1

basis that the Parkway in both Sheffield and Rotherham was identified as being non-compliant.

This has placed Rotherham and Sheffield under a legal duty to improve the Borough's air quality by reducing NO<sub>2</sub> emissions below the legal limits in the shortest possible time. The Councils are required to submit a proposal to Government (an Outline Business Case) to demonstrate how they will reduce emissions in the shortest possible timescale.

Measures have been identified at a number of specific locations across Rotherham to achieve compliance. The proposals in Rotherham therefore focus on changes to speed limits on the Rotherham section of the Parkway, improvements to the Rotherham bus fleet and the routing of buses on Rawmarsh Hill and Fitzwilliam Road, and the restriction of HGVs on Wortley Road.

### 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</i>		x



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<i>commissioning or procurement)</i>		
Could the proposal affect the Council's workforce or employment practices? <i>(If the answer is yes you may wish to seek advice from your HR business partner)</i>		x
If you have answered no to all the questions above, please explain the reason		

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?**

This EIA is being undertaken prior to design and delivery of 3 specific schemes listed below:-

- Sheffield Parkway 50mph Speed limit (to be delivered as part of Parkway Widening)
- Wortley Road Weight Restriction TRO
- Rawmarsh Hill Bus Priority and Routing Changes

A full consultation on the proposals took place with a wide range of stakeholders in 2019. For the design stage further public consultation about proposals the specific measures will take place either through the statutory Traffic Regulation Order (TRO) process or through stakeholder engagement for scheme design where items are identified with potential for specific impact on one or more protected characteristics group. Equality information will be sought as part of the proposed consultation in order to identify stakeholder groups.

- **Key findings**

The proposals for two of the schemes will have no impact on equality and diversity. This is because they are legal Orders relating to a weight limit restriction for HGVs with little or now obvious equalities and diversity impacts. Nevertheless public consultation will take

## APPENDIX 1

place as required by statutory guidance for the making of TROs.

For the Bellows Road, Rawmarsh Scheme a more detailed Equalities Assessment (EA) will be completed as this scheme has been identified as one which could present differential impacts on one or more protected characteristics groups. This scheme will also require statutory public consultation as it includes a TRO requirement. This will be in addition to the EA referred to above.

- **Actions**

For one of the three schemes (Bellows Road, Rawmarsh) a full Equality Assessment will be carried out to ensure equality implications are identified from the proposed changes prior to completion of design and implementation of the changes.

Date to scope and plan your Equality Analysis:	1 <sup>st</sup> February 2021
Date to complete your Equality Analysis:	17 <sup>th</sup> February 2021
Lead person for your Equality Analysis (Include name and job title):	Andrew Moss Interim Head of Transport Infrastructure

## 5. Governance, ownership and approval

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

Name	Job title	Date
Andrew Moss	Interim Head of Transport Infrastructure	10 <sup>th</sup> February 2021
Steve Eling	Policy and Equalities Manager	12 <sup>th</sup> February 2021

## 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	10 <sup>th</sup> February 2021
Report title and date	CAZ Scheme Approval Report

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<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>	Cabinet 22 <sup>nd</sup> March 2021
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	10 <sup>th</sup> February 2021

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## **Appendix 2 - Summary of Responses from Rotherham Clean Air Zone consultation**

### **Residents**

- 642 respondents, of which 540 (84%) are from Rotherham
- Opinions were split on the proposal to introduce a 50-mph speed limit on the A630 Sheffield Parkway – 52% agree or strongly agree with the proposal, whilst 43% disagree (of which 29% strongly disagree)
- Just less than half (47.4%) of respondents agreed or strongly agreed with the proposed bus rerouting and road improvements to Rawmarsh Hill. 22.3% disagreed or strongly disagreed with the proposal being able to reduce air pollution, with 13.4% strongly disagreeing with the intervention. A large proportion (30%) did not know
- Support for electric charging points was the most popular additional measure that respondents thought RMBC should implement, with 76% agreeing or strongly agreeing that the council should make this investment

### **Businesses**

- Only 25 respondents, of which all but one were from Rotherham
- Nearly 50% of respondents currently use a low emission vehicle to reduce pollution (11), and 25% said they would be prepared to use low emission vehicles in the future
- Respondents are most likely to agree with the proposals to upgrade buses operating on Rawmarsh Hill.
- Respondents are less supportive of the proposals to reroute buses from Rawmarsh Hill and bring in a reduced speed limit on the Sheffield Parkway. The Parkway proposal was the only measure where more respondents were opposed than supportive (48% disagreed and 40% agreed). Again, like residents, a high number of business respondents did not know (36%) whether or not to support the Rawmarsh hill rerouting, with 52% agreeing with the measure
- Support for electric vehicle charging points is paramount, with 80% of respondents agreeing that RMBC should be providing more charging infrastructure and none disagreeing (20% do not know)

A full breakdown of the support for the Rotherham Schemes below:

	Strongly Agree	Agree	Disagree	Strongly Disagree	Don't Know
Ensure that all buses, are upgraded or retrofitted	50.9%	37.7%	2.6%	3.4%	4.5%
Support for buses on Fitzwilliam Road	50.8%	33.5%	4.7%	5.1%	5.8%
Support to upgrade all buses on Rawmarsh Hill	51.7%	32.1%	4.2%	5.3%	6.2%
Improve traffic flow on the A630 Fitzwilliam Road	29.9%	42.8%	7.0%	6.4%	13.7%
Financial packages for SME's and LGVs	34.1%	36.6%	9.5%	8.7%	10.6%
Northbound HGV ban on the A629 Wortley Road	37.7%	27.4%	10.1%	11.7%	12.8%
Support for taxi drivers in Rotherham	26.8%	30.2%	16.7%	16.5%	9.0%
50mph on Sheffield Parkway and Sheffield City Centre	24.1%	27.6%	13.9%	29.3%	5.1%
Reroute buses from Rawmarsh Hill to Barbers Avenue	22.7%	24.6%	8.9%	13.4%	29.8%

### Rotherham Taxi driver responses from Sheffield Consultation

These are the two most relevant taxi driver responses from the Sheffield Taxi responses. Exactly 100 Rotherham-licensed drivers responded to Sheffield's consultation. About 70% of Rotherham licensed drivers enter the CAZ 4 or more days a week. Responding to the CAZ Rotherham drivers are *less likely* to upgrade their vehicles based off the charge, more likely to divert journeys around the CAZ and more likely to leave the trade.

This is how they would respond to the support packages:

- They are comparatively *more likely to be encouraged* to upgrade based on grant funding, interest free loans and maintenance/license incentives
- The preferred packages on offer in the CAZ plans are also much *more favourable* with Rotherham taxis than their equivalent in Sheffield – however it should be said that there is still a minority of the total who are in favour of these measures.

Data tables from the reports below.

**Q22. "If the proposed charges are introduced, how are you likely to respond?" (Most Likely)**

	Pay the Charge	Replace my Vehicle	Work More Hours	Divert Journeys	Work Elsewhere	Change License Type	Leave the Taxi Trade
<b>Licence issued by</b>							
Sheffield	24.1%	27.4%	31.6%	54.1%	35.4%	33.9%	34.4%
Rotherham	28.3%	15.8%	36.5%	61.5%	34.6%	33.3%	60.6%

**Q27. "If you currently drive a taxi/private hire vehicle that would be charged to drive in the Clean Air Zone, what would most encourage you to change or upgrade to a compliant vehicle? (Would Encourage Me)"**

	Charge for Entering the City Centre	Grant Funding for Replacement Vehicle	Interest Free Loan for Replacement Vehicle	Maintenance and License Incentives	Fuel Vouchers	Priority for Taxis, Buses and Cycles	Customers Wanted Non-Polluting Taxis	Greater Understanding of Health Impacts	Taxi Rank Restrictions
<b>Licence issued by</b>									
Sheffield	3.4%	38.9%	12.2%	35.8%	34.0%	10.1%	6.2%	5.8%	18.5%
Rotherham	14.1%	62.8%	50.0%	58.2%	44.0%	45.1%	27.5%	22.0%	16.5%

**Q28. "To what extent would the proposed support packages help you to upgrade to a cleaner vehicle that would not be subject to the charge? (To A Great and Moderate Extent)"**

	Grant Funding for Retrofitting Technology	Interest Free Loan for Upgraded Vehicle	A Period of Free Service / MOT	Vouchers for Free Electric Charging
<b>Licence issued by</b>				
Sheffield	7.7%	8.8%	7.5%	6.5%
Rotherham	29.7%	34.4%	33.3%	28.4%

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**Committee Name and Date of Committee Meeting**

Cabinet – 21 March 2021

**Report Title**

Strategic Management and Maintenance of Rotherham's Highways - Indicative Highway Repair Programme for 2021/2022

**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)**

Colin Knight, Head of Highway Services, Community Safety and Street Scene, Regeneration and Environment – 01709 822828, [colin.knight@rotherham.gov.uk](mailto:colin.knight@rotherham.gov.uk)

Richard Jackson, Highway Asset and Drainage Manager, Community Safety and Street Scene, Regeneration and Environment – 01709 823895, [richard.jackson@rotherham.gov.uk](mailto:richard.jackson@rotherham.gov.uk)

**Ward(s) Affected**

Borough-Wide

**Report Summary**

The Council has a statutory duty to maintain its highways through Section 41 of the Highways Act 1980.

This report describes how Rotherham's highways are strategically managed and maintained, in accordance with the agreed Highway Asset Management Policy, Strategy and Highway Asset Management Plan (HAMP).

The report reviews the current strategy for the management and maintenance of Rotherham's Highways and the impact the current funding has had on the highway network.

The report describes the current performance, both in terms of the condition of Rotherham's highways and in terms of the delivery of highways maintenance services.

This additional investment in Rotherham's roads is making a real improvement to the highway network, evidenced through reductions in the number of potholes reported and in the number of highway claims against the Council.

So far, in 2020/2021, the Council has repaired 271 roads equating to 48.6 miles and an area of nearly 507,800 square metres.

### **Recommendations**

1. That Cabinet note the strategic approach to the management and maintenance of Rotherham's Highways.
2. That a period of consultation with Members, to collate local recommendations for inclusion in the indicative programme, is undertaken in May and June 2021.
3. That the intention for the Strategic Director Regeneration and Environment to subsequently approve the indicative Highway Repair Programme for 2021 / 2022 be noted.
4. That it be noted, where any additional in year funding to deliver highways repairs is allocated from Central Government, the Strategic Director for Regeneration and Environment may utilise that funding in accordance with the strategic approach to the Management and Maintenance of Rotherham's Highways laid out in this report.

### **List of Appendices Included**

Appendix 1 Equality Impact Analysis Part A and Part B

Appendix 2 Indicative Highway Repair Programme 2021/2022

### **Background Papers**

Transport and Highways Capital Programme 2020/21

<https://moderngov.rotherham.gov.uk/documents/s127602/Transport%20and%20Highways%20Capital%20Programme%20-%20Version%208%20clean.pdf>

Strategic Management and Maintenance of Rotherham's Highways – September 2019

<https://moderngov.rotherham.gov.uk/documents/s122479/Strategic%20Management%20and%20Maintenance%20of%20Rotherhams%20Highways.pdf>

Highways Report – Council Meeting October 2015

<https://moderngov.rotherham.gov.uk/ieListDocuments.aspx?CId=491&MIId=13477&Ver=4>

Highway Policy, Strategy and Highway Asset Management Plan

<https://www.rotherham.gov.uk/roads-pavements/highways-asset-management/1>

Well managed Highway Infrastructure October 2016

<http://www.ukroadsliasongroup.org/en/utilities/document-summary.cfm?docid=5C49F48E-1CE0-477F-933ACBFA169AF8CB>

Highway Infrastructure Asset Management Guidance Document May 2013

<http://www.ukroadsliaisongroup.org/en/utilities/document-summary.cfm?docid=4F93BA10-D3B0-4222-827A8C48401B26AC>

Highways Communication Strategy

<https://www.rotherham.gov.uk/transport-streets/rotherham-highways-communications-strategy/5>

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

N/A

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## Strategic Management and Maintenance of Rotherham's Highways - Indicative Highway Repair Programme for 2021/2022

### 1. Background

- 1.1 Rotherham Metropolitan Borough Council (RMBC) is responsible for 1,190 kilometres of roads, 2,108 kilometres of footpaths and public rights of way, and the associated street lighting, road markings, road signs, safety barriers, traffic management systems, drainage systems and bridges.

**Table 1.2 RMBC Maintained Highway Network**

Road Type	Carriageway Length (km)	Footway Length (km)	PROW Length (km)
Principal – A Roads	136.8	134.0	0
Non-Principal – B Roads	97.1	110.6	0
Non-Principal – C Roads	182.0	163.1	0
Unclassified – U Roads	773.7	1275.3*	0
Public Rights of Way (PROW)	-	-	425
Total	1,189.6	1683	425

\*includes link paths through estates

- 1.2 The Council's approach to highway maintenance is based on the following principles:
- To maintain Rotherham's roads and footways in a safe condition to nationally recognised standards; and
  - To carry out programmed maintenance as cost-effectively as possible.
- 1.3 The Council has a statutory duty to maintain its highways through Section 41 of the Highways Act 1980. This report describes how Rotherham's highways are strategically managed and maintained in accordance with that Act, and the Council's Highway Asset Management Policy, Strategy and Highway Asset Management Plan (HAMP) to achieve the above principles.
- 1.4 As part of management and maintenance of the highway the Council has adopted an associated "Code of Practice for Highway Inspection and Assessment" (CoP), which sets out the criteria used to develop the Council's planned and reactive maintenance works on the highway within agreed timeframes. The CoP has been developed with reference to national guidance documents ("Well managed Highway Infrastructure (October 2016)") and "Highway Infrastructure Asset Management Guidance Document (May 2013)") and takes account of advice from the Council's insurers and legal advisors.
- 1.5 The HAMP is reviewed annually to set the forward works programme for the year and to also include information relating to the "Code of Practice for Highway Inspection and Assessment" (CoP).

- 1.6 A team of Highway Inspectors undertake Safety Highway Inspections to identify record and prioritise the repair of defects, which present an immediate danger or significant inconvenience, to: users of the highway; to the structural condition of the highway or the assets contained within the highway boundary. All inspectors are professionally certified through the UK Roads Board and are included on the National Register of Highway Inspectors.
- 1.7 The Highways Service has a robust information system to support the management of cyclic and ad-hoc inspections. The system records all inspections, reports and works carried out on the highway and ensures that repairs are managed within the CoP.
- 1.8 The Council recognised that a greater investment was required, in order to narrow the gap between the condition of the estate roads and the national average and has committed a Capital budget of £24m over four years from April 2020, on top of the previous £10m of investment over the previous three years.
- 1.9 This additional investment in Rotherham's roads is making a real improvement to the highway network, evidenced through reductions in the number of highway defect repairs (potholes) and in the number of highway claims against the Council.
- 1.10 In 2020/2021 the Council repaired 271 roads equating to 48.6 miles and an area of nearly 507,800 square metres.

## **2. Key Issues**

### **2.1 Current Highways Maintenance Budget**

- 2.1.1 Identified below are the main funding streams available to Highways. These are utilised to best deliver a strategic and prioritised approach to service delivery:

- Department for Transport (DfT), Local Transport Plan (LTP) annual capital budget allocations.
- DfT Grants, Challenge Funding, Incentive Funding, Pothole Funding
- Rotherham Council annual revenue funding
- Rotherham Council Capital investment

2020/21 was the final year of the current six-year settlement period for the Local Transport Capital Block Allocation. Following the Spending Review published in November, the Department for Transport (DfT) confirmed funding allocations on 15<sup>th</sup> February 2021. A summary of the funding allocated to the Council by DfT for 2021/22 compared to that provided in 2020/21, is described below:

**Table 2.1.1a - Summary of DfT highways funding (2019/20 to 2021/22)**

Financial Year	DfT LTP Highway Maintenance Allocation	DfT Pothole and Challenge fund	TOTAL
2019/20	£3.0m	£0.2m	£3.8m
2020/21	£3.0m	£3.8m	£6.8m
2021/22	£2.1m	£2.1m	£4.2m

The total budget allocated for Highway works in 2021/2022 is detailed below and totals £11.1m.

**Table: 2.1.1b Highways Funding 2021/2022**

DfT Highway Maintenance Allocation	DfT Pothole and Challenge fund 2021/22	RMBC Capital 2024 Roads Programme	RMBC Capital Other	RMBC Revenue	TOTAL
£2.1m	£2.1m	£6.0m	£0.2m	£0.7m	£13.3m

It should be noted that, in addition to the above allocation, £1.7m of the £3.8m of Pothole funding will be carried over for delivery in 2021/22. This funding was allocated late in 2020 and has therefore not been spent fully.

2.1.2 The Highways Service has completed the DfT Incentive Assessment annually since 2015 /16. The DfT developed the assessment to be able to determine the level of performance that Local Authority Highway Services are achieving. Since 2017/18 Rotherham Highways Service has achieved the highest standard (Band 3), placing it in the top performing Councils nationally. This is important as it enables the Council to receive the maximum funding allocation possible from the DfT LTP incentive-based funding of £0.624m in 2019/20. In comparison Local Authorities in Band 2 would only receive 50% of their incentive-based funding, with Local Authorities in Band 1 only receiving 10% of their incentive-based funding allocation.

2.1.3 The DfT have recently confirmed that the highways maintenance incentive element questionnaire for relevant highway authorities has commenced for 2021/22. The incentive element will be worth 20% of the total highways maintenance block (HMB) funding; pothole block funding is not included in the incentive element. This year's survey will also contain additional, non-scoring elements on sustainability.

## **2.2 Works Prioritisation and Indicative Works Programme**

2.2.1 The roads and footways included in the 'Indicative Highway Works Programme 2020/21' (Appendix 2) are determined by a scoring matrix, detailed in the Highway Asset Management Plan (HAMP).

2.2.2 The aim of this process is to prioritise sections of the highway for inclusion in the works programme that provide value for money, by repairing as much of the road network as possible, whilst taking a number of factors into consideration, as listed below.

2.2.3 The criteria include:

- The condition of the road(s)
- Ward Member and Parish/Town Council priorities
- The number of complaints received
- The number of actionable defects (Potholes) identified
- Input from highway inspections
- The overall condition of the Ward's highways

2.2.4 The Indicative Highway Works Programme is formulated using the above adopted criteria. Once established, the proposed works locations are indicative as they could be affected by a number of factors including:

- Engineering difficulties
- Changes to funding levels
- Opportunities to coordinate with other Council Projects
- Unforeseeable essential statutory undertaker works
- The weather.

2.2.5 Regular officer implementation meetings are held to coordinate works across the network and to keep any changes to the works programme to a minimum.

2.2.6 The indicative Highway Works Programme shows that during 2021/2022 the Council aims to repair 154 roads with a total length of 36km (22.5miles) covering an area of 252,000sqm.

**Table: 2.2.6 Number of Roads to be repaired 2021/22**

Road Type	Number of Roads	Value
A	10	£1,300,000
B & C	25	£2,100,000
Unclassified	119*	£3,900,000
<b>TOTAL ROADS</b>	<b>154</b>	<b>£7,300,000</b>
Footways	27	£1,050,000

\*The current proposed indicative highway repair programme does not include roads that may be suggested by local Councillors. It is proposed to include at least one road per Councillor in the published programme.

- 2.2.7 The indicative Highway Works Programme includes a substantial schedule of works to improve access to the footway network. These measures provide people with visual impairments, wheelchair users and others equal access to the network. The existing footways will be adapted with a new dropped kerb line and blister paving to assist access and promote safe locations to crossroads and access to footways. Thirty-three pairs of crossings will be delivered across the network in locations requested by residents, local Councillors and interested groups.
- 2.2.8. The indicative Highway Works Programme comprises a substantial investment in the condition of footways. The programme includes the repair footways and the delivery of a surface treatment to large sections of the footway network. The Council is investing over £1.2m in the resurfacing and micro asphalt footway programme in 2021/22.

Resurfacing will take place on footways in:

- Broom
- Kimberworth
- North Anston
- Swinton
- South Anston
- Wickersley

Micro-asphalt works will take place on footways in:

- Greasbrough
- Kimberworth
- Kiveton Park.

## 2.3 Service Performance

- 2.3.1 On a quarterly basis Highway Services publishes a suite of performance indicators on the Council website. These indicators cover all aspects of service provision including:
- Condition of the Highway Network
  - Pothole Repair Times
  - Quality of Pothole Repairs
  - Highway Safety Inspections
  - Making safe dangerous overhanging trees on highway land
  - Customer Questionnaire Results
  - Make safe missing cover e.g. public and private sewers, gas, water or BT apparatus.

## 2.4 Condition of the Road Network

- 2.4.1 Based on the latest information available from the Department for Transport national data set (2018/19), the table below shows the condition of Rotherham's road network compared to the national average (lower is better at March 2019. Data for the national average in 2019/20 and 2020/21 is not currently available.



**Table 2.4.1 Condition of Rotherham's Roads**

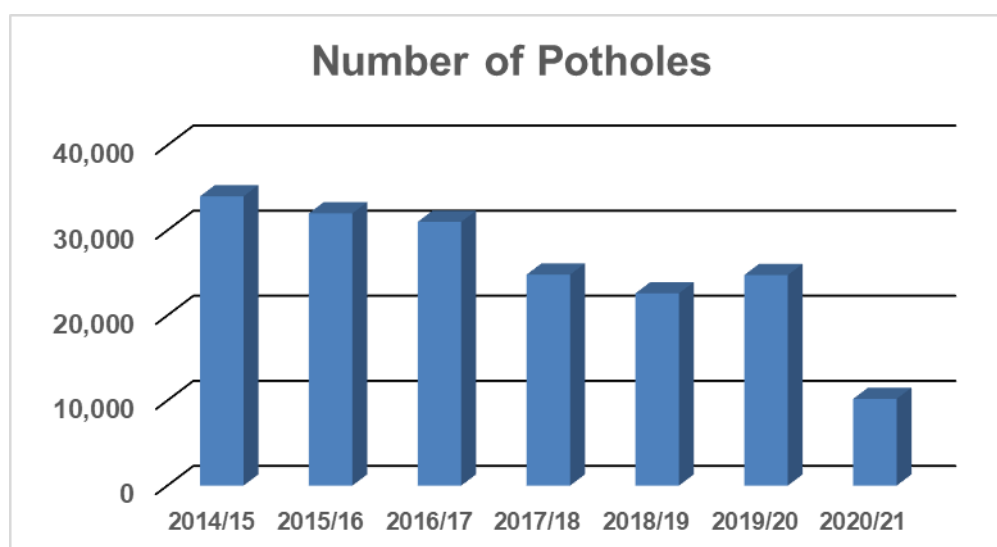
Year	2015/16			2016/17			2017/18			2018/19			2019/20			2020/21**		
Road Type	A	B/C	U*	A	B/C	U*	A	B/C	U*	A	B/C	U*	A	B/C	U*	A	B/C	U*
RMBC (%)	3	6	24	3	7	23	2	5	23	2	4	23	2	3	22	2	2	20 (at 30/11/20)
National Average (%)	3	6	17	3	6	17	3	6	17	2	6	17	n/a	n/a	n/a	n/a	n/a	n/a

\* U - Unclassified Road Network (Estate type roads)

- 2.4.1 The current level of RMBC investment in the highway network has achieved a better than national average standard for the classified network (A, B and C class roads).
- 2.4.2 The additional investment in maintenance for unclassified roads, in conjunction with DfT funding, has seen the level of deterioration on the unclassified network reduce and improve, to around 20%. The condition of unclassified roads is however still not as good as the national average. The additional investment of £24m capital funding will be utilised to work towards narrowing the gap in the condition of the unclassified network and the national average.

## 2.5 Urgent Defects (Pothole Repairs)

- 2.5.1 The table below identifies a significant reduction in the number of actionable defects required to be repaired across the network i.e. from 34,000 in 2014/15 to 24,751 in 2019/20. So far this year only 10,194 potholes have required repair, indicating a significant reduction in the number of reported potholes in 2020/21.

**Table 2.5.1 Pothole Repairs**

\*Pothole repairs 2020/2021 to date (17.12.2020)

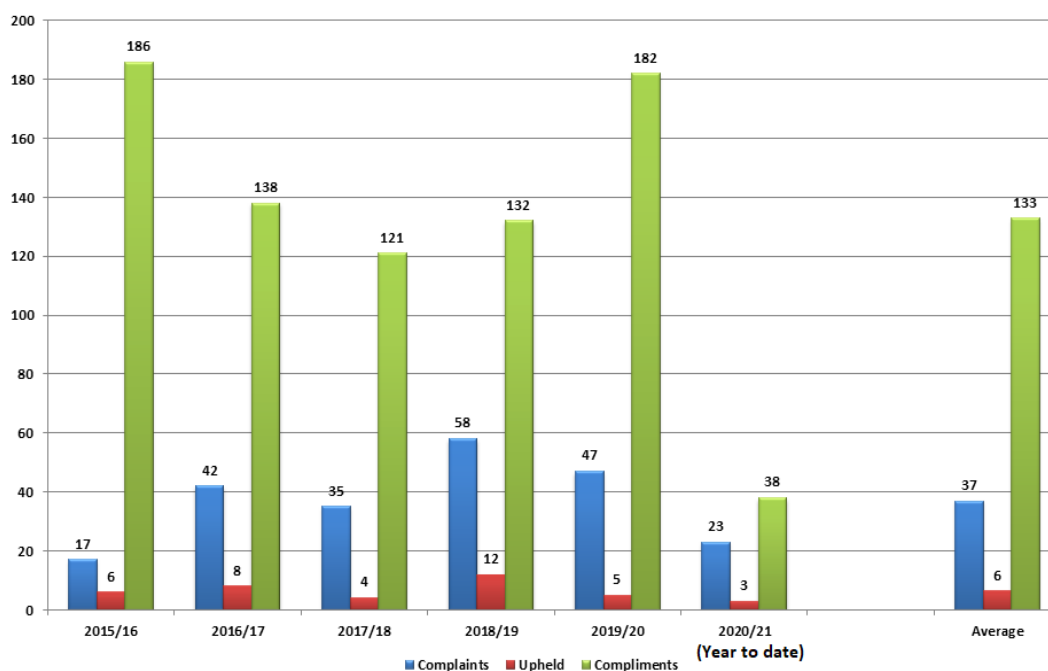
- 2.5.2 Roads with a high number of potholes are considered in the works prioritisation process, for inclusion in the Indicative Highway Works Programme for resurfacing and, as a consequence, the number of potholes requiring repair has reduced significantly. It should also be noted that a prolonged cold winter and or flooding can and does impact on the condition of the highway network; in particular causing the number of potholes to increase through freeze/thaw action. This in turn can lead to an increase the number of claims received.

## 2.6 Highway Claims

- 2.6.1 Highways Services deal with highways claims both fairly and robustly. The process outlined in section 1.4 for managing the adopted highway provides a robust method to evidence that the Council is carrying out its statutory duties, and provides information to enable the Council to consider any claims for damage received from road users.
- 2.6.2 Between **2011 and 2015** the Council received a monthly average of **30 claims** for alleged damage to vehicles and personal injury claims which equated to an average of **358 claims** per year. **Since 2016**, the Council has received an average of **21 claims** per month and an annual average of **256 claims** over the five-year period; a significant reduction.
- 2.6.3 In **2012/2013** the Council paid **£298,742** in claims relating to highway defects, however this has reduced over time and, in **2018/2019** the Council paid out only **£42,478**. Claims considered in Magistrates Court often take a number of years to be processed, but the council continues to repudiate over 90% of claims made.

## 2.7 Customer Feedback – Complaints/Compliments/Questionnaires

- 2.7.1 Highway Services receives a number of complaints and reports throughout the year from residents, businesses and visitors relating to the highway network. The Highways team provide a written reply to all customers where appropriate.
- 2.7.2 Figure 2.7.2 below identifies the number of complaints received and the number of complaints that were upheld. The table also shows how many compliments the Service has received. These are recorded and monitored by the Council's Complaints Team. The information provides a good indication of how the delivery of Highway Services is perceived by residents in Rotherham.

**Figure 2.7.2 - Highways Customer Complaints and Compliments**

- 2.7.3 The Highway Service has consistently received a large number of compliments in comparison to complaints. Of particular note is the very small number of upheld complaints. The Council is currently experiencing a reduction in the number of compliments received during the Covid-19 pandemic. The number of compliments received directly by Highways since March 2020 also reflects this trend.
- 2.7.4 In addition to the monitoring of complaints and compliments, post-construction surveys are delivered to properties affected by highway repair works. The questionnaire asks residents, who have been directly affected by the delivery of a highway scheme, their opinion on all aspects of the work.
- 2.7.5 The questionnaire includes a range of questions.
- How well residents and businesses were informed about the works before they started
  - Did the works start on time?
  - Quality of the Works
  - Was the site left clean and tidy?
  - Professionalism of staff carrying out the works.
- 2.7.6 The survey results for 2019/20 show very high satisfaction with service performance. All eleven questions included in the post-construction survey have achieved an individual satisfaction score in excess of 93%.
- 2.7.7 The Highway Service participates in the National Highways and Transportation Annual Survey, where Rotherham residents are asked their views on satisfaction with the condition of the roads and footways in Rotherham. The information from this survey indicates that residents remain dissatisfied with the general condition of Rotherham's Roads.

- 2.7.8 Although customer satisfaction with the general condition of Rotherham's roads is low, the actual condition of Rotherham's main roads (A, B and C's) which carry around 80% of the traffic is better than the national average.
- 2.7.9 To try and address satisfaction levels and raise the profile of the works being carried out, the service engages with residents and visitors through a number of initiatives:
- To raise the profile of the works being carried out by the Council, large on-site signage is attached to streetlights during the works, advertising the Rotherham 2024 Roads Programme.
  - The Council's Corporate Communication Team also promote highway works with social media updates, press releases and through the Council.

## **2.8 Communications and Engagement**

- 2.8.1 Communications and engagement with residents and Elected Members are vitally important to ensure the Highway Services are operating in an efficient, effective, and accountable way.
- 2.8.2 Highway Services have an approved Communication Strategy, providing guidance on how the Service communicates and engages with key stakeholders on managing highway assets and decision making process.
- 2.8.3 In addition, one of the key elements of highway asset management is ensuring a holistic approach to the delivery of services, promoting integration of processes, information and systems. This is supported by cross service weekly meetings to review programming of works to ensure effective delivery.
- 2.8.4 Good communication with stakeholders is an essential part of the process for the delivery of highway works:
- Proposed works details are shared with appropriate managers within Council
  - Letters are delivered to all residents and businesses fronting the works prior to scheme design completion. The letter informs them of start dates, contact details and a request to undertake a satisfaction survey on completion of the works
  - Ward Members are consulted when the proposed designs are circulated to the residents and their feedback is considered in the final design
  - Other stakeholders such as South Yorkshire Passenger Transport Executive and bus operators are consulted during the design process to minimise disruption to bus services
  - Prior to the start of a road or footway repair, pre-start signage is positioned on the roadside, providing road users with information relating to details of the highway works. The signage will confirm the

proposed start date and detail any if traffic lights or road closures will be used to deliver the works.

- Proposed works are also posted on the One.network.org website .

2.8.5 In addition, any major projects that could cause disruption to road users are detailed on the Councils website for customers to access with the link to the content included on the prestart signage.

2.8.6 This process enables local residents, businesses and Members to inform the scheme design and the method of delivery e.g. night-time or weekend working to minimise disruption and/or inconvenience.

## **2.9 Elected Member Engagement**

2.9.1 Highway Services delivers a seminar to all Ward Members on an annual basis (usually in October). The seminar includes an explanation of the Council's Highway Management principles focussing on "Whole Lifecycle Planning" to maximise the available budget.

2.9.2 The seminar also provides Members with the detail of the criteria used to develop the Indicative Works Programme.

2.9.3 Members are then invited to provide their suggestions regarding which unclassified roads in their Wards they would like to see repaired. These suggestions are assessed for suitability and, if they meet the criteria, the suggested street is included in the Indicative Highway Repair Programme.

2.9.4 The seminar also provides Ward Members with a review of the works delivered in the previous 12 months.

2.9.5 The Members seminar also gives an opportunity for Highway Services to provide information on customer feedback and discuss any key issues for the next 12 months.

## **3. Options considered and recommended proposal**

3.1 The consequence of a poorly maintained highway network impacts directly on all road users, has a detrimental impact on the local economy and on user's perceptions of the Borough. Poor roads mean increased vehicle operating costs, delays and less safe roads, and as a result may influence investment decisions.

3.2 Highway lifecycle planning is used to develop a sustainable maintenance strategy over the life of the highway asset from construction to disposal. This provides the ability to predict the future performance of the asset for different levels of investment and assists to mitigate the risk of failure by allocating funds to where they will be most beneficial. This form of allocation moves away from a more traditional "worst first" approach and targets work programmes at those parts of the infrastructure which present the greatest risk and where timely treatment can achieve the most beneficial whole of life cost.

- 3.3 The Council could adopt a worst first approach, which would see some short-term improvements to some roads, however, this approach would see an increase over time of the number of roads that deteriorate to a very poor condition. This would likely lead to an increase in the number of highway claims and customer complaints the Council receives.
- 3.4 Through improving capture and analysis of information about the maintenance of the highway assets, services can be delivered more efficiently. Highway budgets can be focused on preventing deterioration and in so doing ensure that the maximum benefit is derived from available resources.

#### **4. Consultation on proposal**

- 4.1 Highway Services have developed an effective Communication Strategy which is adhered to from the drafting of the programme of works through to implementation of the schemes, as detailed above.

#### **5. Timetable and Accountability for Implementing this Decision**

- 5.1 The Head of Highway Services is accountable for the development of the Highway Policy, Strategy and Plan and for ensuring the delivery of the indicative Highway Works Programme 2021/22. The Highway Asset and Drainage Manager leads the operational coordination of actions to deliver the indicative Highway Works Programme 2021/22.
- 5.2 Following confirmation of additional capital funding the Highways Service have identified an indicative highway repair programme to significantly invest in the improvement of the unclassified network (estate roads). The investment of £24m over four years will narrow the gap between Rotherham's roads and the national average.

#### **6. 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)**

- 6.1 Section 2.1.1 provides information on the 2021/2022 capital and revenue funding for Highways. 2021/2022 is the second year of the four-year capital £24m investment in the unclassified road network, the 2024 roads programme.
- 6.3 There are no direct procurement implications associated with this report. However, the Service must ensure that all goods, works and services required to maintain the Highway are procured in line with the Public Contract Regulations 2015 (as amended) and the Council's own Financial and Procurement Procedure Rules.

#### **7. Legal Advice and Implications**

- 7.1 The Council is under a statutory duty to maintain its highways pursuant to

Section 41 of the Highways Act 1980. The way in which the Council complies with this duty is set out in the body of the report and is in compliance with relevant Legislation, Guidance and Codes of Practice.

## **8. Human Resources Advice and Implications**

- 8.1 There are no HR implications arising from this report.

## **9. Implications for Children and Young People and Vulnerable Adults**

- 9.1 The highway network is available for all residents, businesses and visitors to the Borough. The Council make positive changes to the highway network to provide any disadvantaged groups with equal opportunity to access all aspects of the network. The indicative Highway Works Programme includes a substantial schedule of works to improve access to the footway network. These measures provide visually impaired and wheelchairs user's equal access to the network.
- 9.2 All residents, businesses, local Councillors and relevant stakeholders are consulted prior to the delivery of schemes detailed in the indicative Highway Works Programme. All queries relating to access to properties or businesses are consider in the provision of the works. All additional requirements required to meet any specific needs of a group or individual during the delivery of our works will be accommodated to encourage the continue access to the highway network.
- 9.3 The delivery of works that effect access to schools or places of worship are scheduled at a time to minimise disruption to all user groups. Often works near to or affecting access to a school are carried out during the Summer school holidays or at nights.

## **10. Equalities and Human Rights Advice and Implications**

- 10.1 A full Equality Impact Analysis has been undertaken and can be found at Appendix 1.
- 10.2 The highway network is available for all residents, businesses and visitors to the Borough. The Council make positive changes to the highway network to provide any disadvantaged groups with equal opportunity to access all aspects of the network. The indicative Highway Works Programme includes a substantial schedule of works to improve access to the footway network. These measures provide visually impaired and wheelchairs user's equal access to the network.
- 10.3 All residents, businesses, local Councillors and relevant stakeholders are consulted prior to the delivery of schemes detailed in the indicative Highway Works Programme. All queries relating to access to properties or businesses are consider in the provision of the works. All additional requirements required to meet any specific needs of a group or individual during the delivery of our works will be accommodated to encourage the continue access to the highway network.

- 10.4 The delivery of works that effect access to schools or places of worship are scheduled at a time to minimise disruption to all user groups. Often works near to or affecting access to a school are carried out during the Summer school holidays or at nights.
- 10.5 The Highways Communication Strategy details how the Council will liaise with the various media outlets and social media portals, including the Council website, to make the wider community aware of the proposed works, provide a method for interested parties to influence works and allow regular updates during the progress of the schemes.
- 10.6 The Communication Strategy includes the action to hand deliver a note to all properties affected by the proposed works in the week prior to the commencement. The note contains the details and contact information for the onsite works supervisor.
- 10.7 The onsite works supervisor is available to answer queries relating to the delivery of the scheme and also any access issues. The supervisor will make arrangements during the construction of our works to allow vehicle access for ambulances / taxis to allow residents to keep hospital appointments etc. or special requirements relating to weddings, funerals or other exceptional occurrences.
- 10.8 Good highway asset management enables the most efficient use of resources and minimises the disruption to all road users of the highway.

## **11. Implications for Partners**

- 11.1 Key stake holders will be able to contribute to this process through various forums and methods, particularly disabled users and representatives, cycling, walking and horse riding groups, South Yorkshire Police, and passenger transport groups including the local bus companies. Close working with the Integrated Transport team will ensure a co-ordinated programme of replacement and investment that minimises whole life costs and maximises value for money.
- 11.2 Consultation on potential changes to the highway is an important part of communication with customers to ensure service users' needs are reflected in changes made to the highway network. The prioritisation methodologies demonstrated in the decision-making process include elements of customer priorities.
- 11.3 For major highway schemes, full consultation exercises are carried out in advance of works starting. For routine maintenance schemes, contact is made with all residents and businesses fronting the works prior to design; informing them of start dates, contact details and a request to undertake a questionnaire on completion of the works.
- 11.4 Key stakeholders have been consulted on our approach to manage and maintain the highway network including:



- South Yorkshire Police
- South Yorkshire Ambulance Service
- South Yorkshire Fire Service
- South Yorkshire Passenger Transport Executive
- Major Bus Operators
  - o First
  - o Stagecoach
- Network Rail
- Parish and Town Council's
- Yorkshire Water and Severn Trent Water
- Major Utility Companies
- Environment Agency

## 12. Risks and Mitigation

- 12.1 The highway network is the most valuable asset that the Council is responsible, for with a gross replacement value of £1.583 billion.
- 12.2 The highway network is accessed by residents, businesses and visitors to the Borough and the condition of the network influences resident's opinion of Rotherham and the confidence of businesses to invest in the Borough.
- 12.3 To prevent deterioration in the condition of the highway network, continued investment is required in Rotherham's roads. As, if the condition of the roads deteriorates, funding would be required to be targeted at responsive repairs (potholes) to keep road users safe rather than the wider, programmed and more cost-effective works.
- 12.4 This could potentially see an increase in the number of customer complaints, accidents and highway claims that the Council receives. This could damage the Council's reputation and see an increase in the payments made to injured parties.

## 13. Accountable Officers

Colin Knight, Head of Highway Services  
 Richard Jackson, Highway Asset & Drainage Manager

Approvals obtained on behalf of Statutory Officers:-

	Named Officer	Date
Chief Executive	Sharon Kemp	08/03/21
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	03/03/21
Head of Legal Services (Monitoring Officer)	Bal Nahal	04/03/21

Report Author: Colin Knight, Head of Highway Services, Community Safety and Street Scene, Regeneration and Environment – 01709 822828, colin.knight@rotherham.gov.uk

Richard Jackson, Highway Asset and Drainage Manager, Community Safety and Street Scene, Regeneration and Environment – 01709 823895, richard.jackson@rotherham.gov.uk

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	
<b>Title: Strategic Management and Maintenance of Rotherham Highways</b>	
<b>Directorate:</b> Regeneration and Environment	<b>Service area:</b> Community Safety and Streetscene
<b>Lead person:</b> Colin Knight	<b>Contact number:</b> 01709 822828
Is this a:	
<input type="checkbox"/> <b>Strategy / Policy</b>	<input checked="" type="checkbox"/> <b>Service / Function</b>
<input type="checkbox"/> <b>Other</b>	
<b>If other, please specify</b>	

2. Please provide a brief description of what you are screening
The report reviews the current strategy for the Management and Maintenance of Rotherham's Highway and the impact the current funding has had on the highway network.

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?**

The highway network is available for all residents, businesses and visitors to the Borough. The Council make positive changes to the highway network to provide any disadvantaged groups with equal opportunity to access all aspects of the network. The indicative Highway Repair Programme (Appendix 2) includes a substantial schedule of works to improve access to the footway network. These measures provide visually impaired and wheel chairs user's equal access to the network.

All residents, businesses, local Councillors and relevant stakeholders are consulted prior to the delivery of schemes detailed in the indicative Highway Repair Programme (Appendix 2). All queries relating to access to properties or businesses are consider in the provision of the works. All additional requirements required to meet any specific needs of a group or individual during the delivery of our works will be accommodated to encourage the continue access to the highway network.

The delivery of works that effect access to schools or places of worship are scheduled at a time to minimise disruption to all user groups. Often works near to or affecting access to a school are carried out during the Summer school holidays or at nights.

The Rotherham Highways Communication Strategy details how the Council will liaise with the various media out lets and social media portals – including the Council web site - to make the wider community aware of the proposed works, provide a method for interested parties to influence works and allow regular updates during the progress of the schemes.

The Rotherham Highways Communication Strategy includes the action to hand deliver a note to all properties affected by the proposed works in the week prior to the commencement. The note contains the details and contact information for the Site Supervisor.

The Site Supervisor is available to answer queries relating to the delivery of the scheme and also any access issues. The Site Supervisor will make arrangements during the construction of our works to allow vehicle access for ambulances / taxis to allow residents to keep hospital appointments etc. or special requirements relating to weddings, funerals or other exceptional occurrences.

Good Highway Asset management provides the most efficient use of resources and minimises the disruption to all road users of the highway.

*(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 indicative Highway Repair Programme (Appendix 2) includes works to repair the roads and footways across the network. The identification of proposed works contained

in the programme includes gives a priority to works that are requested by residents and if a group or individual will specific needs made representation that would be a key element into the decision making process.

All residents, businesses, local Councillors and relevant stakeholders are consulted prior to the delivery of schemes detailed in the indicative Highway Repair Programme (Appendix 2). All queries relating to access to properties or businesses are consider in the provision of the works. All additional requirements required to meet any specific needs of a group or individual during the delivery of our works will be accommodated to encourage the continue access to the highway network.

The delivery of works that effect access to schools or places of worship are scheduled at a time to minimise disruption to all user groups. Often works near to or affecting access to a school are carried out during the Summer school holidays or at nights.

*(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

All residents, businesses, local Councillors and relevant stakeholders are consulted prior to the delivery of schemes detailed in the indicative Highway Repair Programme (Appendix 2). All queries relating to access to properties or businesses are consider in the provision of the works. All additional requirements required to meet any specific needs of a group or individual during the delivery of our works will be accommodated to encourage the continue access to the highway network.

The Rotherham Highways Communication Strategy details how the Council will liaise with the various media out lets and social media portals – including the Council web site - to make the wider community aware of the proposed works, provide a method for interested parties to influence works and allow regular updates during the progress of the schemes.

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

Date to scope and plan your Equality Analysis:	8 <sup>th</sup> January 2021
Date to complete your Equality Analysis:	8 <sup>th</sup> January 2021
Lead person for your Equality Analysis (Include name and job title):	Colin Knight, Head of Highway Services

### 5. Governance, ownership and approval

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

Name	Job title	Date
Colin Knight	Head of Highway Services	8 <sup>th</sup> January 2021

## 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>8<sup>th</sup> January 2021</b>
<b>Report title and date</b>	Strategic Management and Maintenance of Rotherham Highways, 22 <sup>nd</sup> March 2021
<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 March 2021 2 March 2021
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	<b>11<sup>th</sup> January 2021</b>

## 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: Strategic Management and Maintenance of Rotherham Highways</b>	
<b>Date of Equality Analysis (EA): Regeneration and Environment</b>	
<b>Directorate: Regeneration and Environment</b>	<b>Service area: Community Safety and Streetscene</b>
<b>Lead Manager: Colin Knight</b>	<b>Contact number: 01709 822828</b>
<b>Is this a:</b> <input type="checkbox"/> <b>Strategy / Policy</b> <input checked="" type="checkbox"/> <b>Service / Function</b> <input type="checkbox"/> <b>Other</b> <b>If other, please specify</b>	



**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)
Tom Smith	RMBC	Assistant Director
Colin Knight	RMBC	Head of Service
Richard Jackson	RMBC	Highway Asset and Drainage 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.)

The highway network is available for all residents, businesses and visitors to the Borough. The Council make positive changes to the highway network to provide any disadvantaged groups with equal opportunity to access all aspects of the network. The indicative Highway Works Programme includes a substantial schedule of works to improve access to the footway network. These measures provide visually impaired and wheelchairs user's equal access to the network.

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

The Highways Communication Strategy details how the Council will liaise with the various media outlets and social media portals, including the Council website, to make the wider community aware of the proposed works, provide a method for interested parties to influence works and allow regular updates during the progress of the schemes.

The Communication Strategy includes the action to hand deliver a note to all properties affected by the proposed works in the week prior to the commencement. The note contains the details and contact information for the onsite works supervisor.

The onsite works supervisor is available to answer queries relating to the delivery of the scheme and also any access issues. The supervisor will make arrangements during the construction of our works to allow vehicle access for ambulances / taxis to allow residents to keep hospital appointments etc. or special requirements relating to weddings, funerals or other exceptional occurrences.

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

No that we are aware of but all parts of the Council can improve their ability to communicate with the various user groups both Corporately and individual services.

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

In addition, one of the key elements of highway asset management is ensuring a holistic approach to the delivery of services, promoting integration of processes, information and systems. This is supported by cross service weekly meetings to review programming of works to ensure effective delivery.

Good communication with stakeholders is an essential part of the process for the delivery of highway works:

- Proposed works details are shared with appropriate managers within Council
- Letters are delivered to all residents and businesses fronting the works prior to scheme design completion. The letter informs them of start dates, contact details and a request to undertake a satisfaction survey on completion of the works
- Ward Members are consulted when the proposed designs are circulated to the residents and their feedback is considered in the final design
- Other stakeholders such as South Yorkshire Passenger Transport Executive and bus operators are consulted during the design process to minimise disruption to bus services
- Prior to the start of a road or footway repair, pre-start signage is positioned on the roadside, providing road users with information relating to details of the highway works. The signage will confirm the proposed start date and detail any if traffic lights or road closures will be used to deliver the works.
- Proposed works are also posted on the One.network.org website

In addition, any major projects that could cause disruption to road users are detailed on the Councils website for customers to access with the link to the content included on the prestart signage.

This process enables local residents, businesses and Members to inform the scheme design and the method of delivery e.g. night-time or weekend working to minimise disruption and/or inconvenience.

In addition to the monitoring of complaints and compliments, post-construction surveys are delivered to properties affected by highway repair works. The questionnaire asks residents, who have been directly affected by the delivery of a highway scheme, their opinion on all aspects of the work.

The questionnaire includes a range of questions.

- How well residents and businesses were informed about the works before they started
- Did the works start on time?
- Quality of the Works
- Was the site left clean and tidy?
- Professionalism of staff carrying out the works

The survey results for 2019/20 show very high satisfaction with the Services performance. All eleven questions included in the post-construction survey have achieved an individual satisfaction score in excess of 93%.

<b>Engagement undertaken with customers. (date and group(s) consulted and key findings)</b>	
<b>Engagement undertaken with staff (date and group(s) consulted and key findings)</b>	

#### **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)

The highway network is available for all residents, businesses and visitors to the Borough. The Council make positive changes to the highway network to provide any disadvantaged groups with equal opportunity to access all aspects of the network. The indicative Highway Works Programme includes a substantial schedule of works to improve access to the footway network. These measures provide visually impaired and wheelchairs user's equal access to the network.

**Does your Policy/Service present any problems or barriers to communities or Groups?** No

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

All residents, businesses, local Councillors and relevant stakeholders are consulted prior to the delivery of schemes detailed in the indicative Highway Works Programme. All queries relating to access to properties or businesses are consider in the provision of the works. All additional requirements required to meet any specific needs of a group or individual during the delivery of our works will be accommodated to encourage the continue access to the highway network.

**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 delivery of works that effect access to schools or places of worship are scheduled at a time to minimise disruption to all user groups. Often works near to or affecting access to a school are carried out during the Summer school holidays or at nights.

The Highways Communication Strategy details how the Council will liaise with the various media outlets and social media portals, including the Council website, to make the wider

community aware of the proposed works, provide a method for interested parties to influence works and allow regular updates during the progress of the schemes.

The Communication Strategy includes the action to hand deliver a note to all properties affected by the proposed works in the week prior to the commencement. The note contains the details and contact information for the onsite works supervisor.

The onsite works supervisor is available to answer queries relating to the delivery of the scheme and also any access issues. The supervisor will make arrangements during the construction of our works to allow vehicle access for ambulances / taxis to allow residents to keep hospital appointments etc. or special requirements relating to weddings, funerals or other exceptional occurrences.

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>Strategic Management and Maintenance of Rotherham Highways</b>
<b>Directorate and service area:</b>  <b>Regeneration and Environment, Community Safety and Streetscene.</b>
<b>Lead Manager:</b> <b>Colin Knight</b>
<b>Summary of findings:</b>

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 Smith	Assistant Director Community Safety and Streetscene	11 <sup>th</sup> January 2021
Councillor Emma Hoddinott	Cabinet Member for Waste, Roads and Community Safety	1 <sup>st</sup> March 2021

## 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>	8 <sup>th</sup> January 2021
<b>Report title and date</b>	<b>Strategic Management and Maintenance of Rotherham Highways</b>
<b>Date report sent for publication</b>	8 <sup>th</sup> March 2021
<b>Date Equality Analysis sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	11 <sup>th</sup> January 2021

**Appendix 2 – Indicative Highway Repair Programme 2021/22**

Address	Locality	Treatment	Location
UPPER WORTLEY ROAD	KIMBERWORTH	CarriagewayPatching	REPAIR ON DUAL CW AT ROUNDABOUT APPROACH
MANOR APPROACH	BRADGATE	CarriagewayResurfacing	THROUGHOUT
BRADGATE COURT	BRADGATE	CarriagewayResurfacing	THROUGHOUT
KIMBERWORTH ROAD	BRADGATE	CarriagewayResurfacing	WILTON CROSSROADS TO FERHAM ROAD
BENTLEY ROAD	BRAMLEY	CarriagewayResurfacing	WHOLE STREET
MAIN STREET	BRAMLEY	CarriagewayResurfacing	BALK LANE TO BAWTRY ROAD
BRAMLEY GRANGE CRESCENT	BRAMLEY	CarriagewayResurfacing	CUL-DE-SAC AREAS 29-39 AND 51-71
PEAR TREE AVENUE	BRAMLEY	CarriagewayResurfacing	HAZEL GROVE TO 127 - INC SERVICE 105 - 123
WINDSOR CLOSE	BRAMLEY	CarriagewayResurfacing	THROUGHOUT
BRAMLEY GRANGE RISE	BRAMLEY	CarriagewayResurfacing	THROUGHOUT
BRAMLEY GRANGE WAY	BRAMLEY	CarriagewayResurfacing	THROUGHOUT
WROXHAM CLOSE	BRAMLEY	CarriagewayResurfacing	THROUGHOUT
WROXHAM DRIVE	BRAMLEY	CarriagewayResurfacing	THROUGHOUT
BADSWORTH CLOSE	BRAMLEY	CarriagewayResurfacing	THROUGHOUT
BADSWORTH PLACE	BRAMLEY	CarriagewayResurfacing	THROUGHOUT
BADSWORTH WAY	BRAMLEY	CarriagewayResurfacing	THROUGHOUT
WROXHAM WAY	BRAMLEY	CarriagewayResurfacing	THROUGHOUT
COLTISHALL AVENUE	BRAMLEY	CarriagewayResurfacing	THROUGHOUT
OULTON AVENUE	BRAMLEY	CarriagewayResurfacing	THROUGHOUT
RANWORTH ROAD	BRAMLEY	CarriagewayResurfacing	THROUGHOUT
SANDY LANE	BRAMLEY	CarriagewayResurfacing	2ND PHASE EXTENT TO BE CONFIRMED
FLASH LANE	BRAMLEY	CarriagewayResurfacing	2ND PHASE EXTENT TO BE CONFIRMED
WOOD LANE	BRAMPTON-EN-LE-MORTHERN	CarriagewayResurfacing	PRIORITY BETWEEN MOTORWAY BRIDGES - BUT REQUIRES ATTENTION THROUGHOUT
WILLOWGARTH AVENUE	BRINSWORTH	CarriagewayResurfacing	THROUGHOUT
CAWDRON RISE	BRINSWORTH	CarriagewayResurfacing	THROUGHOUT
NUNNERY CRESCENT	BRINSWORTH	CarriagewayResurfacing	THROUGHOUT
VERNON ROAD	BROOM	FootwayResurfacing	THROUGHOUT
BROOM LANE	BROOM	CarriagewayResurfacing	CLLR REQUESTS***** - REPORTS AND REPETATIVE SAFETY REPAIRS
NEWHALL LANE	CARR	CarriagewayResurfacing	THROUGHOUT
WEST LANE	CARR	CarriagewayResurfacing	THROUGHOUT
SHERWOOD CRESCENT	CLIFTON	CarriagewayResurfacing	THROUGHOUT
BOSWELL STREET	CLIFTON	CarriagewayResurfacing	THROUGHOUT
WELLGATE MOUNT	CLIFTON	CarriagewayResurfacing	THROUGHOUT
BADSELY STREET SOUTH	CLIFTON	CarriagewayResurfacing	THROUGHOUT
HILL TOP LANE	DALTON	CarriagewayResurfacing	TO BE CONFIRMED
LODGE LANE	DINNINGTON	Carriageway Surface Dressing	10M FROM LEYS LANE TO RED QUARRY LANE
CRESWICK ROAD	EAST HERRINGTHORPE	CarriagewayResurfacing	VARIOUS FULL WIDTH PATCHING - FOLLOW WITH SD 2021/22
COTTENHAM ROAD	EASTWOOD	CarriagewayResurfacing	THROUGHOUT
KINGSWOOD LANE	FIRBECK	CarriagewayResurfacing	TO BE CONFIRMED
KIDD LANE	FIRBECK	Carriageway Surface Dressing	10M FROM LAMB LANE TO 10M FROM NEW STREET
BURRS LANE	GILDINGWELLS	Carriageway Surface Dressing	10M FROM RED QUARRY LANE TO GILDINGWELLS ROAD
RED QUARRY LANE	GILDINGWELLS	Carriageway Surface Dressing	LODGE LANE TO 10M BEFORE BURRS LANE
WOODSETTS ROAD	GILDINGWELLS	Carriageway Surface Dressing	THROUGHOUT
SCROOBY STREET	GREASBROUGH	FootwayMicroasphalt	NORTH SIDE - SCROOBY DRIVE TO PROPERTY 139
SCROOBY PLACE FOOTPATH	GREASBROUGH	FootwayMicroasphalt	THROUGHOUT
SCROOBY PLACE	GREASBROUGH	FootwayMicroasphalt	THROUGHOUT
DENBY WAY	HELLABY	CarriagewayResurfacing	THROUGHOUT
ASH CLOSE	HERRINGTHORPE	CarriagewayResurfacing	THROUGHOUT
BLACK HILL ROAD	HERRINGTHORPE	CarriagewayResurfacing	THROUGHOUT
LEEDHAM ROAD	HERRINGTHORPE	CarriagewayResurfacing	THROUGHOUT
ELMHIRST DRIVE	HERRINGTHORPE	CarriagewayResurfacing	THROUGHOUT
GALLOW TREE ROAD	HERRINGTHORPE	CarriagewayResurfacing	THROUGHOUT
HERRINGTHORPE VALLEY ROAD SERVICE ROAD 2 EAST	HERRINGTHORPE	CarriagewayResurfacing	THROUGHOUT
SHELLEY DRIVE	HERRINGTHORPE	CarriagewayResurfacing	THROUGHOUT
WOODALL ROAD	HERRINGTHORPE	CarriagewayResurfacing	THROUGHOUT
HERRINGTHORPE AVENUE	HERRINGTHORPE	CarriagewayResurfacing	THROUGHOUT
MEADOW BANK ROAD	MEADOWBANK	CarriagewayResurfacing	AREA AT DUAL CARRIAGEWAY TOWARDS ROUNDABOUT
UPPER WORTLEY ROAD SERVICE ROAD SOUTH	KEPPELS	CarriagewayResurfacing	THROUGHOUT
RANDERSON DRIVE	KILNHURST	CarriagewayResurfacing	THROUGHOUT
SIVILLA ROAD	KILNHURST	CarriagewayResurfacing	THROUGHOUT
UPPER CLARA STREET	KIMBERWORTH	CarriagewayResurfacing	THROUGHOUT
WELL VIEW ROAD	KIMBERWORTH	FootwayResurfacing	THROUGHOUT
GRANGE VIEW CRESCENT	KIMBERWORTH	FootwayMicroasphalt	THROUGHOUT
ROTHERHAM ROAD	MALTBY	CarriagewayResurfacing	PENNINGTON COURT TO PAST CARR LANE
BROAD STREET	PARKGATE	CarriagewayResurfacing	ROUNDABOUT TO GREASBROUGH ROAD
WEST CLOSE	KIMBERWORTH PARK	CarriagewayResurfacing	THROUGHOUT
LANGDON ROAD	KIMBERWORTH PARK	CarriagewayResurfacing	RESURFACE CAR PARKING AREAS
RAYBOULD ROAD	KIMBERWORTH PARK	CarriagewayResurfacing	THROUGHOUT
WALKER ROAD	KIMBERWORTH PARK	CarriagewayResurfacing	THROUGHOUT
HABERSHON ROAD	KIMBERWORTH PARK	CarriagewayResurfacing	THROUGHOUT
ROUGHWOOD ROAD	KIMBERWORTH PARK	FootwayResurfacing	OUTSIDE SCHOOL - CRANE ROAD TO GREASBROUGH ROAD FP1
WALESMOOR AVENUE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
QUEENS AVENUE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
CHURCH CLOSE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
SYCAMORE AVENUE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
FESTIVAL CLOSE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
ROTHERMOOR AVENUE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
LITTLEMOOR AVENUE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
LAMBRELL AVENUE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
ANSTON AVENUE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
WAVERLEY AVENUE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
PEVERIL CLOSE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
HIGHFIELD AVENUE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
IVANHOE AVENUE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
CHESTNUT AVENUE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
STORTH LANE	KIVETON PARK	FootwayMicroasphalt	THROUGHOUT
GILDINGWELLS ROAD	LETWELL	Carriageway Surface Dressing	BURRS LANE TO SIDE OF 10 (AT SPEED LIMIT SIGNS BEFORE BEND)
WOOD LEA	MALTBY	CarriagewayResurfacing	BLYTH ROAD TO MALTBY BROOK
CHADWICK DRIVE	MALTBY	CarriagewayResurfacing	JUNCTION WITH BRAITHWELL ROAD
ROLLESTON AVENUE	MALTBY	CarriagewayResurfacing	SIDE 185 ROTHERHAM RD TO 20 ROLLESTON AVE - INCLUDE CUL-DE-SAC AREAS
MEADOW LANE	MALTBY	CarriagewayResurfacing	TO BE CONFIRMED
MILTON STREET	MALTBY	CarriagewayResurfacing	THROUGHOUT
MILICENT SQUARE	MALTBY	CarriagewayResurfacing	THROUGHOUT
ROLLING DALES CLOSE	MALTBY	CarriagewayResurfacing	THROUGHOUT
LEE CROFT	MALTBY	CarriagewayResurfacing	THROUGHOUT
PACKWOOD CLOSE	MALTBY	CarriagewayResurfacing	THROUGHOUT
SPRINGVALE CLOSE	MALTBY	CarriagewayResurfacing	THROUGHOUT
CHURCHILL AVENUE	MALTBY	CarriagewayResurfacing	THROUGHOUT
MORRISON AVENUE	MALTBY	CarriagewayResurfacing	THROUGHOUT
ARNSIDE ROAD	MALTBY	CarriagewayResurfacing	THROUGHOUT
GREENLAND AVENUE SOUTH	MALTBY	CarriagewayResurfacing	THROUGHOUT
GRANGE LANE	MALTBY	CarriagewayResurfacing	HIGHFIELD PARK TO A POINT 200MTS NORTH OF AUTUMN DRIVE
DALE HILL ROAD	MALTBY	CarriagewayResurfacing	AMORYS HOLT ROAD TO BRAITHWELL ROAD
STANTON LANE	MALTBY	Carriageway Surface Dressing	25M FROM GRANGE LANE JUNCTION TO DONCASTER BOUNDARY
MARGARET STREET	MALTBY	CarriagewayPatching	TO BE CONFIRMED
VICTORIA STREET	MALTBY	CarriagewayPatching	TO BE CONFIRMED
TICKHILL ROAD	MALTBY	CarriagewayResurfacing	TO BE CONFIRMED

WICKERSLEY ROAD	HERRINGTHORPE	CarriagewayResurfacing	STAG ROUNDABOUT TO MEDICAL CENTRE
MIDLAND ROAD	MASBROUGH	CarriagewayResurfacing	THROUGHOUT
TAYLORS LANE ROUNDABOUT	PARKGATE	CarriagewayResurfacing	THROUGHOUT
NEW WORTLEY ROAD	MASBROUGH	CarriagewayResurfacing	COLLEGE ROAD ROUNDABOUT TO GARDEN STREET
ABINGDON GARDENS	MUNSBROUGH	CarriagewayResurfacing	THROUGHOUT
NURSERY CRESCENT	NORTH ANSTON	FootwayResurfacing	THROUGHOUT
UPPER WORTLEY ROAD	KIMBERWORTH	CarriagewayResurfacing	OAKS LANE TO ADMIRALS CREST
MUSHROOM ROUNDABOUT	ALDWARKE	CarriagewayResurfacing	THROUGHOUT
MONKWOOD ROAD	RAWMARSH	CarriagewayResurfacing	ESTATE ROAD TO HAGUE AVE
THOROGATE	RAWMARSH	CarriagewayResurfacing	TBC - DISCUSS WITH INSPECTOR
BRADLEA RISE	RAWMARSH	CarriagewayResurfacing	QUEEN STREET TO THE END
QUEEN STREET	RAWMARSH	CarriagewayResurfacing	THROUGHOUT
THRYBERGH HALL ROAD	RAWMARSH	CarriagewayResurfacing	CLAYPIT LANE TO KILNHURST ROAD
WINDSOR WALK	SOUTH ANSTON	CarriagewayResurfacing	THROUGHOUT
WILBERFORCE ROAD	SOUTH ANSTON	FootwayResurfacing	THROUGHOUT
MASON DRIVE	SWALLOWNEST	CarriagewayResurfacing	THROUGHOUT
MASON AVENUE	SWALLOWNEST	CarriagewayResurfacing	THROUGHOUT - COMPLAINTS
CALCOT PARK AVENUE	SWINTON	CarriagewayResurfacing	THROUGHOUT
WARREN VALE ROAD SERVICE ROAD	SWINTON	CarriagewayResurfacing	THROUGHOUT
CARNOUTSTIE CLOSE	SWINTON	CarriagewayResurfacing	THROUGHOUT
SITWELL GROVE	SWINTON	CarriagewayResurfacing	THROUGHOUT
MURFIELD	SWINTON	CarriagewayResurfacing	THROUGHOUT
LINDRICK AVENUE	SWINTON	CarriagewayResurfacing	THROUGHOUT
ROOKERY ROAD	SWINTON	FootwayResurfacing	CONTINUATION OF FLAG REPLACEMENT SCHEME
GULLINGWOOD DRIVE	THRYBERGH	CarriagewayResurfacing	THROUGHOUT
SPRINGFIELD DRIVE	THRYBERGH	CarriagewayResurfacing	THROUGHOUT
VALE CRESCENT	THRYBERGH	CarriagewayResurfacing	THROUGHOUT
FOXCOTE LEA	THRYBERGH	CarriagewayResurfacing	THROUGHOUT
BROCKHURST WAY	THRYBERGH	CarriagewayResurfacing	THROUGHOUT
WARRENERS DRIVE	THRYBERGH	CarriagewayResurfacing	THROUGHOUT
EAST VALE DRIVE	THRYBERGH	CarriagewayResurfacing	THROUGHOUT
HARGRAVE PLACE	THRYBERGH	CarriagewayResurfacing	THROUGHOUT
SOUTH VALE DRIVE	THRYBERGH	CarriagewayResurfacing	THROUGHOUT
OSBERT DRIVE	THURCROFT	CarriagewayResurfacing	THROUGHOUT
JOHN STREET BACK ROAD 2	THURCROFT	CarriagewayResurfacing	THROUGHOUT
JOHN STREET BACK ROAD 1	THURCROFT	CarriagewayResurfacing	THROUGHOUT
JOHN STREET BACK ROAD 3	THURCROFT	CarriagewayResurfacing	THROUGHOUT
CHARLES STREET BACK ROAD 1	THURCROFT	CarriagewayResurfacing	THROUGHOUT
CHARLES STREET BACK ROAD 2	THURCROFT	CarriagewayResurfacing	THROUGHOUT
CHARLES STREET BACK ROAD 3	THURCROFT	CarriagewayResurfacing	THROUGHOUT
PETER STREET BACK ROAD 1	THURCROFT	CarriagewayResurfacing	THROUGHOUT
PETER STREET BACK ROAD 3	THURCROFT	CarriagewayResurfacing	THROUGHOUT
KATHERINE ROAD BACK ROAD 4	THURCROFT	CarriagewayResurfacing	THROUGHOUT
LYMINTON LANE	TREETON	CarriagewayResurfacing	TBC - PATCH / GULLY
WORRAL AVENUE	TREETON	CarriagewayResurfacing	THROUGHOUT
BURNTWOOD CRESCENT	TREETON	CarriagewayResurfacing	THROUGHOUT
TOWNEND CLOSE	TREETON	CarriagewayResurfacing	THROUGHOUT
THE TWENTYLANDS	TREETON	CarriagewayResurfacing	THROUGHOUT
HOLMES CRESCENT	TREETON	CarriagewayResurfacing	WELL LANE TO WORRAL AVENUE
BRAMPTON LANE	ULLEY	CarriagewayResurfacing	THROUGHOUT
CW DRESSING PATCHING	VARIOUS ITEMS	Carriageway Surface Dressing	SURFACE DRESSING PATCHING
FW MICRO PATCHING	VARIOUS ITEMS	FootwayMicroasphalt	FWMA PATCHING
FOOTWAY CROSSINGS TOTAL	VARIOUS ITEMS	FOOTWAY CROSSINGS	VARIOUS ITEMS
WOODSIDE AVENUE	WATH-UPON-DEARNE	CarriagewayResurfacing	ACCESS BEHIND 74 - 82 SANDYGATE
OLD DONCASTER ROAD	WATH-UPON-DEARNE	CarriagewayResurfacing	LARGE FULL WIDTH PATCHING TBC
WOMBWELL AVENUE	WATH-UPON-DEARNE	CarriagewayResurfacing	SECTION FROM PROP 1 TO 18
WATH WOOD DRIVE	WATH-UPON-DEARNE	CarriagewayResurfacing	THROUGHOUT
GIPSY GREEN LANE	WATH-UPON-DEARNE	CarriagewayResurfacing	THROUGHOUT
CAMPSALL FIELD ROAD	WATH-UPON-DEARNE	CarriagewayResurfacing	THROUGHOUT
CHAPEL STREET	WATH-UPON-DEARNE	CarriagewayResurfacing	THROUGHOUT
WOODLAND ROAD	WATH-UPON-DEARNE	CarriagewayResurfacing	THROUGHOUT
WEST STREET	WATH-UPON-DEARNE	CarriagewayResurfacing	BARNSELY ROAD TO ROUNDABOUT
DONCASTER ROAD	WATH-UPON-DEARNE	CarriagewayResurfacing	NO 33 TO OLD DONCASTER RD
BARNSELY ROAD	WATH-UPON-DEARNE	CarriagewayResurfacing	NORTON ROAD TO CHURCH STREET
SANDYGATE	WATH-UPON-DEARNE	CarriagewayResurfacing	QUARRY LANE TO FESTIVAL ROAD
STOKEWELL ROAD	WEST MELTON	CarriagewayResurfacing	OAK LEA AVENUE TO THE END OF CUL-DE-SAC
BROWNING ROAD	WEST MELTON	CarriagewayResurfacing	THROUGHOUT
COLERIDGE ROAD	WEST MELTON	CarriagewayResurfacing	THROUGHOUT
WORDSWORTH ROAD	WEST MELTON	CarriagewayResurfacing	THROUGHOUT
ELLIOTT CLOSE	WHISTON	CarriagewayResurfacing	THROUGHOUT
SAVILLE ROAD	WHISTON	CarriagewayResurfacing	THROUGHOUT
DEWHILL AVENUE	WHISTON	CarriagewayResurfacing	THROUGHOUT
HUNGER HILL ROAD	WHISTON	CarriagewayResurfacing	THROUGHOUT
HUNGER HILL LANE	WHISTON	CarriagewayResurfacing	THROUGHOUT
NORTHFIELD LANE	WICKERSLEY	CarriagewayResurfacing	ROUNDABOUT TO WARDE ALDAM CRESCENT
TANFIELD WAY	WICKERSLEY	FootwayResurfacing	TANYARD TO NUMBER 14 (EVEN SIDE) + AREA AT JUNC BAWTRY RD
MOORLANDS	WICKERSLEY	FootwayMicroasphalt	TO BE INCLUDED ON 2021/22 PROGRAMME - THROUGHOUT



**Committee Name and Date of Committee Meeting**

Cabinet – 22 March 2021

**Report Title**

Recommendations from Scrutiny Review of Building Use

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

No

**Strategic Director Approving Submission of the Report**

Jo Brown, Assistant Chief Executive

**Report Author(s)**

Katherine Harclerode, Governance Advisor  
01709 254352 or [katherine.harclerode@rotherham.gov.uk](mailto:katherine.harclerode@rotherham.gov.uk)

**Ward(s) Affected**

Borough-wide

**Report Summary**

To receive the findings and recommendations from the working group on Building Use which was established by the Overview and Scrutiny Management Board.

**Recommendations**

1. That the recommendations of the Scrutiny Review of Building Use be received.
2. That the Cabinet formally respond to the recommendations from this review at its meeting in June 2021, in accordance with Overview and Scrutiny Procedure Rule 8(2).

**Background Papers**

Minutes from Overview and Scrutiny Management Board – 16 September 2020  
Agenda Pack and Minutes from Improving Places Select Commission – 2 February 2021  
Agenda Pack and Minutes from Overview and Scrutiny Management Board – 10 February 2021  
Agenda Pack and Minutes from Council – 3 March 2021

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

Improving Places Select Commission – 2 February 2021  
Overview and Scrutiny Management Board – 10 February 2021  
Council – 3 March 2021

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## **Recommendations from Scrutiny Review of Building Use**

### **1. Background**

- 1.1 Due to the national Coronavirus emergency, Central Government have issued regulations to allow remote attendance and participation in Council meetings. Councillors have not been identified by the Government as essential key workers, nor are they employees of the Council.
- 1.2 The Government guidance also asks all workers including essential key workers to work from home if possible. Citizens are asked to avoid all non-essential travel and use of public transportation to limit the transmission of the virus and protect the National Health Service from undue burden.
- 1.3 The Government guidance also reflects an evolving picture. At the time of writing the report, an extended national lockdown has been put in place to respond to growing pressure on the NHS and the emergence of a novel strain of COVID-19 which has shown higher transmissibility and mortality rates, even affecting children. This lockdown has been in place amid the roll-out of a large-scale vaccination programme.
- 1.4 The decision to review this area arose from a recommendation made by the Overview and Scrutiny Management Board (OSMB) at its meeting on 16 September 2020 when considering 'The Year Ahead' report prior to its approval by Cabinet. OSMB determined to establish a sub-group of the Improving Places Select Commission in order to feed into the planned review relating to the return to, and use of Council buildings. The review took place over a period of time where two national lockdowns and local tiering arrangements were introduced.

### **2. Key Issues**

- 2.1 The recommendations arising from the scrutiny review are:
  - a) That the principle be agreed that the future usage of buildings be determined in accordance with the needs of services located therein.
  - b) That, prior to buildings being brought back into use by staff or the public, consultation take place with Trade Unions and staff following completion of risk assessments in respect of the building or location concerned.
  - c) That any decision to return employees to Council buildings beyond the minimal number that have been required to be present throughout the pandemic be made having regard to advice from the Corporate Health and Safety Team and Human Resources, as well as being subject to Government guidance around the safe use of Council buildings.
  - d) That Members be notified when main operational buildings are to be brought back into use, specifically the Town Hall as the civic hub of the Borough.

- e) That, having regard to the positive implications associated with virtual meetings in respect of the Council's carbon footprint, the Leader of the Council lobby the Secretary of State for Housing, Communities and Local Government to legislate for the ongoing provision of virtual meetings beyond 7 May 2021.
- f) That Asset Management and Digital Services work together to identify the necessary changes or solutions required in Riverside House and Rotherham Town Hall, as well as any changes required to equipment or software for Members and officers, to enable continued use of remote working whilst permitting physical presence in a Council building.
- g) That the Head of Democratic Services prepare guidance and training on the procedures and operation of hybrid meetings

These recommendations were made after Members undertook work to establish the findings set out below.

- 2.2 The Council has developed a new home working plan to comply the government mandate that everyone who can work from home do so. Workforce planning has to take into account local transmission rates and restrictions, resident expectations, operation delivery, changing government expectations, and facility services implications of any decision. Priority services have been identified and prioritised, based on an assessment of which services are needed, not merely wanted as well as which front-line and back office services are already operating.
- 2.3 Human Resources have monitored the experience of employees during the transition to exclusive home working, and have ensured that things like reasonable accommodations and proper kit/equipment continue to be provided to employees who need them. Human Resources have anticipated that some aspects of remote working will continue to stay with the Council after the mandate to work from home has been lifted, as employees now have the technology to facilitate working from home, and a strong majority of employees have reported that they either like or love home working.
- 2.4 Therefore, Human Resources have developed a strategy for safely transitioning back to partial office working when the public health climate improves and government regulations allow. The strategy also considers those employees who need to return to the office for personal rather than business reasons. The strategy will continue to be reviewed and informed by further information, for example, from the full staff professional wellbeing surveys that have been undertaken in Autumn 2020. These efforts ensure staff know the plans on a quarterly basis, and that discussions with managers are ongoing. Risk assessments will be particularly important for building resilience into front line services where there has been more sickness and impact on service delivery. New, innovative ways to support staff will be needed. This strategy is flexible as it is built to respond to an evolving public health picture.

- 2.5 Similarly, Asset Management have developed a strategy for following the government guidelines as regards the Council's operational buildings that are not designated for the delivery of specific services, that is, its office buildings. This strategy ensures services are delivered as usual, but with employees working from home rather than utilising office spaces, which currently requires additional precautions during use and additional cleaning after use.
- 2.6 In terms of Riverside House, 30% of the capacity can be used safely in the current layout configuration. This means that of 1300 desks, 440 can be safely occupied at a given time. There are facilities implications of any use.
- 2.7 Following an extensive examination, it was determined that Riverside House air conditioning has not been found to be a contributor to transmission. The servicing of the air conditioning is maintained, and the air change frequency has been increased to bring fresh air into the building every 35 to 40 minutes through filters that are regularly changed.
- 2.8 Members expressed concerns that at times remote access can create obstacles to performing their responsibilities as Councillors. Broadband connections can sometimes drop, and applicants who are interviewed as part of the work of some smaller committees of the Council cannot be interviewed in person. For these reasons, advice was sought around the return to use of a Council space for in-person meetings of some smaller committees. The response cautioned that whilst this is physically possible, it would be against the national guidance against public gatherings, and while Councillors are not considered key workers, nor are they employees of the Council, their presence in Council operational buildings would require employees to be present, and extra precautions and cleaning would have to be undertaken as well. It was also noted that the Council's position is that just because an office space can be used does not mean that it should be used. It is important in terms of Public Health perception of the Council, that the Council play by the same rules that the community are asked to follow. Therefore, it remains necessary to limit face-to-face meetings wherever possible.
- 2.9 As for which buildings have remained open, these have been reduced to skeleton services. Some buildings needed to remain open because they also house NHS or GP services. These have been constantly reviewed. Bookable systems have been used where possible to ensure controls are in place to reduce transmission. Members learned that it was down to management and teams to decide how their model would work.
- 2.10 At the meeting held on 14 December 2020, Members received a presentation about the life cycles of Council Owned sites, for example, how Asset Management makes decisions about sites, including changes of use and sale, and how those decisions are progressed. The goal of this meeting was to demystify the Asset Management process by reviewing examples of the process in action.

### **3. Timetable and Accountability for Implementing this Decision**

- 3.1 The Cabinet will be accountable for responding to the recommendations from Overview and Scrutiny.
- 3.2 The Overview and Scrutiny Procedure Rules require the Cabinet to consider and respond to recommendations made by scrutiny within two months. Whilst this is not practical given the forthcoming election and lack of available meetings to respond by May 2021, the Cabinet should formally agree its response to the recommendations at its meeting in June 2021.
- 3.3 Following formal receipt of this report, officers in relevant services should review the findings and recommendations to inform the Cabinet's response to the recommendations.

#### **4. Financial and Procurement Advice and Implications**

- 4.1 There are no financial or procurement implications directly associated with this report. Any financial implications arising from the response to the recommendations should be considered by Cabinet when responding to the recommendations from Overview and Scrutiny.

#### **5. Legal Advice and Implications**

- 5.1 There are no direct legal implications associated with this report. Any legal implications arising from the response to the recommendations should be considered by Cabinet when responding to the recommendations from Overview and Scrutiny.

#### **6. Human Resources Advice and Implications**

- 6.1 These are set out in the report.

#### **7. Implications for Children and Young People and Vulnerable Adults**

- 7.1 These have been set out in the relevant sections of the report.

#### **8. Equalities and Human Rights Advice and Implications**

- 8.1 Members have had regard to equalities implications when considering recommendations and other matters arising from the working group. An additional assessment was not considered necessary at this stage, however an initial equality impact assessment should be undertaken when the response to the recommendations is submitted to Cabinet.

#### **9. Implications for Partners**

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

#### **10. Risks and Mitigation**

- 10.1 Members have been advised previously of risk assessments and mitigation plans, and these have been taken into account in their consideration of

potential recommendations. The response to the recommendations from Cabinet will need to consider the risks and mitigations associated with any proposed actions.

**11. Accountable Officer**

Craig Tyler, Head of Democratic Services and Statutory Scrutiny Officer

*Report Author: Katherine Harclerode, Governance Advisor  
01709 254352 or [katherine.harclerode@rotherham.gov.uk](mailto:katherine.harclerode@rotherham.gov.uk)*

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