



Council

Wednesday 13 January 2021
2.00 p.m.
Virtual Meeting

Rotherham
Metropolitan
Borough Council



WELCOME TO TODAY'S MEETING

GUIDANCE FOR THE PUBLIC

The Council is composed of 63 Councillors, who are democratically accountable to the residents of their ward.

The Council Meeting is chaired by the Mayor, who will ensure that its business can be carried out efficiently and with regard to respecting the rights and responsibilities of Councillors and the interests of the community. The Mayor is the Borough's first citizen and is treated with respect by the whole Council, as should visitors and member of the public.

All Councillors meet together as the Council. Here Councillors decide the Council's overall policies and set the budget each year. The Council appoints its Leader, Mayor and Deputy Mayor and at its Annual Meeting will appoint Councillors to serve on its committees.

Copies of the agenda and reports are available on the Council's website at www.rotherham.gov.uk. You may not be allowed to see some reports because they contain private information and these will be marked accordingly on the agenda.

Members of the public have the right to ask questions or submit petitions to Council meetings. A member of the public may ask one general question in person which must be received in writing to the Chief Executive by 10.00 a.m. on the Friday preceding a Council meeting on the following Wednesday and must not exceed sixty words in length. Questions can be emailed to governance@rotherham.gov.uk

Council meetings are webcast and streamed live or subsequent broadcast via the Council's website. At the start of the meeting the Mayor will confirm if the meeting is being filmed. You would need to confirm your wish not to be filmed to Democratic Services. Recording of the meeting by members of the public is also allowed.

Council meetings are open to the public, but occasionally the Council may have to discuss an item in private. If this occurs you will be asked to leave.

If you have any queries on this agenda, please contact:-

Contact:-

Craig Tyler, Head of Democratic Services
governance@rotherham.gov.uk

Date of Publication:-

5 January 2021

COUNCIL

Wednesday 13 January 2021 at 2.00 p.m.
Virtual Meeting

THE MAYOR (Councillor Jenny Andrews)
DEPUTY MAYOR (Councillor Ian Jones)

CHIEF EXECUTIVE (Sharon Kemp)

MEMBERS OF THE COUNCIL

ANSTON AND WOODSETTS

IRELAND, Jonathan C.
JEPSON, Clive R.

KEPPEL

CLARK, Maggi
CUTTS, Dave
HAGUE, Paul

SITWELL

COWLES, Allen
SHORT Peter, G. J.
TURNER, Julie

BOSTON CASTLE

ALAM, Saghir
MCNEELY, Rose M.
YASSEEN, Taiba K.

MALTBY

BEAUMONT, Christine
RUSHFORTH, Amy L.

SWINTON

CUSWORTH, Victoria
SANSOME, Stuart
WYATT, Kenneth J.

BRINSWORTH AND CATCLIFFE

BUCKLEY, Alan
CARTER, Adam
SIMPSON, Nigel G.

RAWMARSH

BIRD, Robert
MARRIOTT Sandra
SHEPPARD, David R.

VALLEY

ALBISTON, Kerry
REEDER, Kathleen
SENIOR, Jayne E.

DINNINGTON

MALLINDER, Jeanette M.
TWEED, Simon A.
VJESTICA, John

ROTHER VALE

BROOKES, Amy C.
WALSH, Robert J.

WALES

BECK, Dominic
WATSON, Gordon
WHYSALL, Jennifer

HELLABY

ANDREWS, Jennifer A.
CUTTS, Brian
TURNER, R. A. John

ROTHERHAM EAST

COOKSEY, Wendy
FENWICK-GREEN Deborah
KHAN, Tajamal

WATH

ATKIN, Alan
ELLIOT, Jayne C.
EVANS, Simon

HOLDERNESS

ELLIOTT, Michael S.
PITCHLEY, Lyndsay
TAYLOR, Robert P.

ROTHERHAM WEST

JARVIS, Patricia A.
JONES, Ian P.
KEENAN, Eve.

WICKERSLEY

ELLIS, Susan
HODDINOTT, Emma
READ, Chris

HOOBER

LELLIOTT, Denise
ROCHE, David J.
STEELE, Brian

SILVERWOOD

MARLES, Steven
NAPPER, Alan D.
RUSSELL, Gwendoline A.

WINGFIELD

ALLEN, Sarah A.
ELLIOTT, Robert W.
WILLIAMS, John

Council Meeting Agenda

Time and Date:-

Wednesday 13 January 2021 at 2.00 p.m.

Venue:-

Virtual Meeting

1. ANNOUNCEMENTS

To consider any announcements by the Mayor in accordance with Council Procedure Rule 3(2)(ii).

2. APOLOGIES FOR ABSENCE

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

3. COMMUNICATIONS

Any communication received by the Mayor or Chief Executive which relates to a recommendation of the Cabinet or a committee which was received after the relevant meeting.

4. MINUTES OF THE PREVIOUS COUNCIL MEETING (Pages 7 - 42)

To receive the record of proceedings of the ordinary meeting of the Council held on 11 November and to approve the accuracy thereof.

5. PETITIONS

To report on any petitions received by the Council received by the Council and receive statements in support of petitions in accordance with Petitions Scheme and Council Procedure Rule 13.

No petitions have been received since the previous Council Meeting held on 11 November 2020.

6. 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.

7. PUBLIC QUESTIONS

To receive questions from members of the public who may wish to ask a general question of the Mayor, Cabinet Member or the Chairman of a

Committee in accordance with Council Procedure Rule 12.

8. EXCLUSION OF THE PRESS AND PUBLIC

Should it be necessary, in the opinion of the Mayor, to consider excluding the press and public from the meeting in relation to any items of urgent business on the grounds that private information is likely to be divulged.

There are no such items at the time of preparing this agenda.

9. LEADER OF THE COUNCIL'S STATEMENT

To receive a statement from the Leader of the Council in accordance with Council Procedure Rule 9.

10. MINUTES OF THE CABINET MEETING (Pages 43 - 66)

To note the minutes of the Cabinet Meeting held on 23rd November and 10th and 21st December, 2020.

11. RECOMMENDATION FROM CABINET - HRA BUSINESS PLAN 2020/21 (Pages 67 - 99)

To consider recommendations from Cabinet in respect of the HRA Business Plan 2020/21

12. RECOMMENDATION FROM CABINET - HOUSING RENT AND SERVICE CHARGES (Pages 100 - 123)

To consider recommendations from Cabinet in respect of housing rents and service charges.

13. THRIVING NEIGHBOURHOODS - UPDATES FROM WARD COUNCILLORS

To receive updates from ward councillors from Wingfield, Dinnington, Hellaby and Holderness on the activities supporting Thriving Neighbourhoods across the Borough.

14. MEMBERSHIP OF COMMITTEES, BOARDS AND PANELS

To consider appointment of Members to the Council's committees, boards and panels.

15. STANDARDS AND ETHICS COMMITTEE (Pages 124 - 126)

To receive and consider reports, minutes and recommendations of the Standards and Ethics Committee.

To confirm the minutes as a true record.

16. AUDIT COMMITTEE (Pages 127 - 132)

To receive and consider reports, minutes and recommendations of the Audit Committee.

To confirm the minutes as a true record.

17. HEALTH AND WELLBEING BOARD (Pages 133 - 147)

To receive and consider reports, minutes and recommendations of the Health and Wellbeing Board.

To confirm the minutes as a true record.

18. PLANNING BOARD (Pages 148 - 156)

To receive and consider reports, minutes and recommendations of the Planning Board.

To confirm the minutes as a true record.

19. LICENSING BOARD SUB-COMMITTEE AND LICENSING SUB-COMMITTEE (Pages 157 - 168)

To receive and consider reports, minutes and recommendations of the Licensing Board Sub-Committee and Licensing Sub-Committee.

To confirm the minutes as a true record.

20. MEMBERS' QUESTIONS TO DESIGNATED SPOKESPERSONS

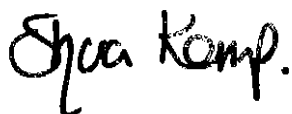
To put questions, if any, to the designated Members on the discharge of functions of the South Yorkshire Police and Crime Panel, South Yorkshire Fire and Rescue Authority, Barnsley, Doncaster, Rotherham and Sheffield Combined Authority and South Yorkshire Pensions Authority, in accordance with Council Procedure Rule 11(5).

21. MEMBERS' QUESTIONS TO CABINET MEMBERS AND CHAIRPERSONS

To put questions, if any, to Cabinet Members and Committee Chairpersons (or their representatives) under Council Procedure Rules 11(1) and 11(3).

22. URGENT ITEMS

Any other public items which the Mayor determines are urgent.



SHARON KEMP,
Chief Executive.

**The next meeting of the Council will be on
3 March, 2021 at 2.00 p.m.**

COUNCIL MEETING
11th November, 2020

Present:- The Mayor (Councillor Jenny Andrews) (in the Chair); Councillors Albiston, Allen, Atkin, Beaumont, Beck, Bird, Brookes, Buckley, Carter, Clark, Cooksey, Cowles, Cusworth, B. Cutts, D. Cutts, Elliot, M. Elliott, R. Elliott, Ellis, Fenwick-Green, Hague, Hoddinott, Ireland, Jarvis, Jepson, Jones, Keenan, Khan, Lelliott, McNeely, Mallinder, Marles, Marriott, Napper, Pitchley, Read, Reeder, Roche, Rushforth, Russell, Sansome, Senior, Sheppard, Short, Simpson, Steele, Taylor, John Turner, Vjestica, Walsh, Williams and Watson.

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

399. TWO MINUTES SILENCE OF REMEMBRANCE

The Mayor lead the meeting to observe two minutes silence marking the end of World War One and to remember those who sadly lost their lives.

400. ANNOUNCEMENTS

The Mayor was pleased to present her activity since the last Council meeting which was attached for information to the Mayor's Letter, but drew particular attention to the national lockdown from 5th November, 2020.

Since the last Council Meeting the Mayor had also been involved in the Remembrance Sunday pre-recorded event online, the lay of a wreath in Clifton Park and paid tribute to the men and women who made the ultimate sacrifice. In doing so she also offered her thanks to a number of people involved in the process.

The Mayor also attended Dalton Parish Council's very small socially distanced outdoor event to lay a wreath.

The Mayor would also only be taking part in a very limited number of engagements/events for the remainder of this year:-

Christmas Lights Switch On - 20th November, 2020.

Virtual Reclaim the Night Event - 25th November, 2020

Big Hearts, Big Changes Virtual Event - 15th December, 2020

401. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Alam, Julie Turner, Tweed, Whysall and Yasseen.

COUNCIL MEETING - 11/11/20

402. COMMUNICATIONS

There were no communications received.

403. MINUTES OF THE PREVIOUS COUNCIL MEETING

Resolved:- That the minutes of the meeting of Council held on 30th September, 2020, be approved for signature by the Mayor.

Mover:- Councillor Read

Seconder:- Councillor Watson

404. PETITIONS

No petitions have been received since the previous Council Meeting held on 30th September, 2020.

405. DECLARATIONS OF INTEREST

There were no Declarations of Interest to report.

406. PUBLIC QUESTIONS

(1) Mr. Liam Harron referred to the minutes of the Council meeting on 5th September, 2018 where the Leader stated:-

“the Council would take action based on the outcome of that review” - a review by the Information Commissioner

On 21st September, 2020 the Information Commissioner totally dismissed RMBC's allegations that his request for information about “evidenced dishonesty” was vexatious, so asked was the Leader prepared to debate this matter in public?

The Leader explained the Council rejected an FOI request from Mr. Harron because it believed it to be vexatious. Mr. Harron requested that this decision be reviewed by the ICO.

Mr. Harron seemed to be implying that there was evidence of dishonesty and that this notion was supported by the ICO. This is simply not the case.

The ICO were saying the Council could not apply Section 14(1) to the request (i.e. vexatious) and the Council were, therefore, to review its response. This was very different to the ICO implying or supporting that there was and/or was evidence of alleged dishonesty.

Whilst the Council still believed it to be vexatious, the ICO did not believe the request was vexatious and hence requested the Council answer the request which it had done.

The Council had now fully complied with the ICO's findings and answered the FOI request.

On 15th October, 2020 the ICO contacted the Council to confirm the case was closed. Therefore, the Council had complied with the Decision Notice and also considered this matter closed.

The Leader explained he had not seen any evidence of what Mr. Harron described, but suggested if wanted to bring that forward to write to the Leader and raise, he would be happy to give it his due consideration.

In a supplementary question Mr. Harron indicated he had sent the Leader evidence three plus years ago. He had referred to this at the last meeting and raised a similar matter at the last Cabinet meeting where he was advised to make a complaint.

Mr. Harron described how he had attempted to make a complaint and had received correspondence from the Complaints Manager dated 18th July, 2019 where he refused to look at a very specific complaint and the reason he gave was information was to be reviewed. He had heard nothing since. He found it very confusing how to lodge a complaint and asked would this now be looked at and progressed.

The Leader was aware Mr. Harron had engaged in lots of correspondence and it was believed to be inappropriate in this meeting to speak about individual officers of the Council. He suggested Mr. Harron resubmit his complaint and copy himself in and if he was still dissatisfied the Local Government Ombudsman would adjudicate. This was the process Mr. Harron should follow.

(2) Mr. Thirlwall referred to the last Council Meeting where he raised the issue of Councillors B. Cutts, John Turner and Reeder's continued failure to properly complete their Register of Interests.

He asked could the Chair of the Standards and Ethics Committee please tell him what actions she had taken to remedy this matter?

Councillor McNeely, Chair of the Standards and Ethics Committee, confirmed the Monitoring Officer and her staff had liaised with the relevant Members and their party, to ensure that the Members' Register of Interest forms were up-to-date and appropriately completed.

All of the Register of Interest forms of the Members referred to now included membership of the Rotherham Democratic Party.

In a supplementary question Mr. Thirlwall expressed his surprise it was done given the amount of times it had not been completed.

He had been told that all Members of the Brexit Party emailed in to change their registration from the Brexit Party to Rotherham Democratic Party. He had spoken to the Chief Executive about the audit trail and emails in place and was waiting for a third tier tribunal to see if he could access. He failed to see why the change from the Brexit Party to the Democratic Party had not been done if all Members already emailed in last year. Even following on from his question at the last Council Meeting in September the three said Councillors had not updated their Registers for over a week, and Councillor Reeder had not updated hers for a further month. He asked for an explanation why this was not done immediately.

Councillor McNeely described the difficulties some may be facing with working at home with differing internet speeds. She was satisfied the Registers were now complete and this had been chased by the Leader of the Opposition.

(3) Elizabeth asked how many cases of CSE had RMBC dealt with in each of the years since the Jay report and for the answer to be broken down into cases arising from the Jay Report and cases not arising from the Jay report.

The Leader confirmed the use of the Working Together (2018) definition of CSE:-

1. *“Sexual exploitation of children and young people under 18 involves exploitative situations, contexts and relationships where young people (or a third person or persons) receive something (e.g. food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing and/or another or others performing sexual activities.*

He explained what could be recorded with the number of children who were supported by Social Care or Early Help Services and where any risk at all of Child Sexual Exploitation was recorded within their file. It was made clear that this did not suggest that each child had been a victim of sexual abuse, but that their vulnerability to it had been identified.

For each of the years referenced, the number of children identified as such were:-

Year	No. of New Cases
2014	3
2015	123
2016	93
2017	126
2018	117
2019	68
2020	106
Total	636

Since the Council introduced its current risk assessment profile in 2016, about half of the cases mentioned have been identified as being “low risk”, with 16% being seen as the highest risk. At the lowest end of the scale, the assessment suggested that the appropriate support and mitigation was in place to prevent harm from occurring, whereas at the top of the scale professionals would be seeking to take urgent action to prevent imminent harm.

Ofsted have conducted a focused visit to Children’s Services in the last few weeks, and in their (verbal) feedback inspectors commented that Rotherham managed risk effectively, having met with staff from Evolve as well as looking at these risk assessments.

The overwhelming majority of the children referred to would not have featured in the Jay Report, most of these were adults when the report was produced.

Rotherham’s Post-Abuse Support Services between July 2016 and September 2020 supported **971** individual survivors of CSE, many of whom would have suffered their abuse during the period covered by Professor Jay’s report.

The Leader was happy to provide the numbers in detail in writing.

In a supplementary question Elizabeth asked given the uncertain times, what had been done to prevent or intervene in CSE cases throughout the pandemic.

The Leader explained the threat of child abuse and the need to prevent continued through the current circumstances. Social Workers were in direct contact and supportive work was taking place to prevent crimes. In addition, regular intelligence and Police operations remained ongoing. So as much work was being done and this would continue. If there were any particular concerns he was happy to pick this up outside of the meeting.

(4) Mr. Felstead asked could the Cabinet Member justify the business case for the Willmott Dixon Housing schemes please numbers and financial performance?

Councillor Beck, Cabinet Member for Housing, explained the Masterplan for Rotherham Town Centre set out a vision for making the town centre a great place to live, work and visit, and clearly articulated the need for more homes. As well as the major investment into Forge Island and other regeneration projects, the Council was leading the way with town centre housing development, and in 2017, Cabinet resolved to build homes on three key sites within its ownership.

Willmott Dixon was procured as the Council's construction partner, and work was now well underway to build 171 houses and apartments on the Sheffield Road car park, Millfold House (now demolished) and the former Henley's garage on Wellgate. These sites sat at strategically important, highly visible gateway locations in the town centre, adjacent to other sites with the potential to accommodate further housing development. The delivery of new homes across these sites would promote investor confidence in further residential town centre development and provide a significant contribution towards Rotherham's wider housing growth requirement. It was also important to maximise the scheme's contribution towards meeting the Borough's affordable housing need, with many other sites within the town centre presenting viability challenges. The provision of 72% affordable housing on this scheme would have a significant impact

The nature of these ex-industrial, brownfield sites posed significant viability challenges, something the private sector were unwilling to take on due to development risks and no return on their investment. It was, therefore, important for the Council to step in and utilise public sector investment in the early stages of delivering the Town Centre Masterplan.

Value for money assessments were undertaken which the Council did in conjunction with many experts putting the scheme together and validated by Sheffield City Region and Homes England. It was important to remember the Council had not done this scheme in the town centre to make a profit, but to make a long term investment into the regeneration of the town and wider benefits. More people were living in the town centre and spending money. One part of the Town Centre Masterplan that was externally validated and assessed was for the building of 171 new homes with the contractor now on site.

In a supplementary question Mr. Felstead pointed out the 171 homes had since risen to 177 homes as more land had been purchased.

He asked why was the Council losing £20 million with nothing architectural pleasing with back-to-back housing and spending potentially inflated prices per apartment. He acknowledged the need to build housing, but at what cost.

Last year three blocks of Council housing for 215 units were being sold for £75,000 yet the Council was spending £250,000. With the £20 million being overspent the Council could have built more in the town centre or built a shopping centre. He, therefore, asked what procurement route had the Council gone down and what contract was Wilmott Dixon on.

Councillor Beck explained it was not possible to compare one project against another, particularly on the scale being spoke of here. The Council had to acquire additional land to deliver on the units. The levels on the site meant the development was not all flats, but a good proportion were actually houses. The contract had gone through a robust exercise to deliver these new homes and this would ensure they would have a lasting impact and vibrancy on the town centre.

407. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That under Section 100(A) of the Local Government Act 1972, that should the Mayor deem it necessary the public be excluded from the meeting on the grounds that any items involve the likely disclosure of exempt information as defined under 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.

408. LEADER OF THE COUNCIL'S STATEMENT

The Leader described today as a sombre day.

Not only was the contribution of our service men and women in two world wars and other conflicts being remembered, but the country was also back in national lockdown whilst the fight to get Coronavirus back under control was continuing.

Tribute was made to the Mayor and the Civic Office and all those who were involved in the making of such a beautiful film to mark Remembrance Day at the weekend. It was, of course, deeply regrettable that the occasion could not be marked in the usual way, but it was a fitting online tribute observed by many hundreds of people.

Referring to the National Lockdown, as of Thursday, 5th November all areas across England were again subject to new tighter restrictions. These restrictions would remain in place until Wednesday, 2nd December when they would then be reviewed.

In the last week (to Sunday 8th November) there had been a further 1,166 positive cases in Rotherham, the fourth highest weekly increase across South Yorkshire.

Rotherham NHS Foundation Trust had seen 28 COVID-19 deaths in the last week, an increase of +23. This brought the total number of deaths registered from COVID-19 in the Borough period to 382. As of 3rd November the 7-day infection rate was 505.3 per 100,000.

There were 122 hospital beds occupied by COVID-19 patients which was a slight reduction on the week before. Two patients were requiring mechanical ventilation.

There were some signs that the corner was beginning to turn. There had been four or five days now where the number of new infections had fallen. The number of inpatients in the hospital was lower than it was about 10 days ago and because of the progress made in treating the disease, the number of patients requiring mechanical ventilation was lower than would have been expected during the first wave.

For some Members of this Council, those infections and illnesses may have touched you and your families directly and thoughts and prayers today were with all those and others similarly affected.

Further, the Community Hub and Rotherham Heroes continued to provide support for the most vulnerable residents.

In terms of the Clinically Extremely Vulnerable; unlike the first Lockdown, people over 60 were not being advised to shield. Instead, the Government was writing to people who were Clinically Extremely Vulnerable (CEV). For those that received this letter and needed support they should be asked to contact the Hub and register. Rotherham Community Hub and the Rotherham Heroes Volunteers could help.

It was noted that as of 10th November the Hub had received 196 new Registrations from people identified as CEV with 64 having requested support.

Drawing attention to Business Support, the Government had extended the Furlough Scheme at 80% until the end of March, 2021. All businesses with a rateable value would be eligible to apply for the Government Business Support Grant. The Tier 3 element was currently available to apply for on the website and since lockdown this would be available soon.

Across South Yorkshire and locally the Council's Discretionary Business Support funding would be made available to continue support to smaller businesses and self-employed. The application process for the national scheme would be available through the Council's website shortly.

In drawing to a close please continue to be careful, stay safe, and look after each other.

Councillor Carter referred to the Government announcement earlier in the week and asked if the Council had applied for the testing scheme referred to. It they had who had the request gone to and if not then for what reasons had the Council not applied.

The Leader confirmed he would come back to Councillor Carter on the specifics of his question, but confirmed the Council had expressed its willingness to take part in the national scheme and Rotherham was not chosen by Government to be part of the pilot scheme. He would respond to Councillor Carter after the meeting.

409. MINUTES OF THE CABINET MEETINGS

Resolved:- That the reports, recommendations and minutes of the meetings of the Cabinet held on 21st September and 19th October, 2020, be received.

Mover:- Councillor Read

Seconder:- Councillor Watson

410. RECOMMENDATION FROM CABINET - LIBRARY STRATEGY 2021-2026

Further to Minute No. 63 of the meeting of the Cabinet held on 19th October, 2020 consideration was given to the report which set out in detail the vision and framework contained in the Library Strategy 2021–2026 and how the Strategy and new service offer would enable the Council to fulfil its statutory duty under the Public Library Act and meet the needs of the community through the delivery of the Libraries and Neighbourhood Hubs Service.

The Strategy and service offer had been finalised following feedback from the last phase of consultation, along with the Equalities Impact Analysis. All future delivery changes would, therefore, be underpinned by the Strategy. Particular attention was drawn to the exciting proposals to reopen the refurbished library at Kimberworth, relocate the Thurcroft Library to Gordon Bennett, the increased community partnership work with the new Brinsworth Library collaboration with the Parish Council working on some new models of management and access and the need for libraries to diversify.

Particular reference was made to the refurbished, relocated and newly opened libraries in the Borough, the action plans and Equality Impact Assessments and how the report reflected the thorough process this Strategy had followed. This report had already been considered by the Overview and Scrutiny Management Board and Cabinet and was now presented for approval by full Council.

Members welcomed this vibrant Strategy and some raised particular comments about the constraints of the Dinnington Library, why Aston Library was duly named when it was in Swallownest, the enhancements

COUNCIL MEETING - 11/11/20

and relocation of Thurcroft Library and the success of the partnership approach to Brinsworth Library.

Whilst the majority of libraries were easily reached by communities, concern was expressed that some disadvantaged communities did not have a wonderful library to talk about which was disappointing for some.

The importance of volunteers and the work they did in supporting libraries was also emphasised.

Councillor Carter, however, expressed his concern about the transfer of Brinsworth Library and was of the view that the use of volunteers was the first step to removing professional operational staff and could lead to a reduction in usage. He provided an example of what had happened in Tinsley over the border in Sheffield. He saw no reason to invest in a new town centre library and believed the Council had failed in its relocation of the library to Riverside House. He believed it a waste of money and believed this was why the budgets could not be balanced over many years.

Councillor Steele expressed his surprise at Councillor Carter's comments given the distinct lack of interest in the scrutiny process where he would have found in-depth knowledge had he attended the many meetings and sub-groups. He was happy to support the Library Strategy and valued Councillor Allen's passion, commitment and protection to delivering libraries where others had slashed theirs.

This was echoed by Councillors Cusworth, Jepson, Read and Reeder, who welcomed the changes, the enthusiasm exhibited by staff, the resources and how the public could access these facilities during these economically difficult times. Councillor Carter's lack of support was noted and comments corrected as the library in Rotherham was temporarily relocated to Riverside in 2010 as the Government scrapped the Regional Development Agencies. Rotherham's libraries would continue to be staffed by professional staff and with the support of Future High Streets funding, would once again be relocated to the middle of Rotherham.

Councillor Allen in her right to reply highlighted the amount of work that had gone into the review and the Strategy and wished to place on record her own thanks to officers in Culture, Sport and Tourism and to Zoe Oxley who had worked tirelessly throughout. She went on to address the comments made by Members, especially Councillor Carter of how Rotherham was enshrining the principle and investing in its communities. She welcomed the successes, especially in Kiveton with the Youth Service and would be more than happy to discuss this further.

It was also pointed out that many of Rotherham's vulnerable residents could access the Home Library Service and 98% lived within 2 miles of a library building. She was unable to answer why Aston Library was named as such, but would endeavour to find out. In terms of the library in

Dinnington Resource Centre and the constraints within the building with the relocation of the post office, Councillor Allen was happy to discuss issues further with the trustees how best the facilities could work together.

Resolved:- That the final version of the Library Strategy 2021-2026 and associated service offer be adopted.

Mover:- Councillor Allen

Seconder:- Councillor Lelliott

411. MEMBERSHIP OF POLITICAL GROUPS ON THE COUNCIL, POLITICAL BALANCE AND ENTITLEMENT TO SEATS AND MEMBERSHIP OF COMMITTEES, BOARDS AND PANELS

Consideration was given to the report which detailed how the Proper Officer was required to notify the Council of any change in the political balance of the Authority or the operation of new political groups under the Local Government (Committees and Political Groups) Regulations 1990.

Since the last Council meeting on 30th September, 2020, the Proper Officer had received notification of changes to political affiliation.

With effect from 28th September, Councillor Ian Jones confirmed his resignation from the Labour Party and intention to sit as a non-aligned Councillor.

With effect from 19th October, Councillor Kerry Albiston confirmed her resignation from the Labour Party and intention to sit as a non-aligned Councillor.

There were now 7 non-aligned Members, who were not in a political group. There were also 2 political groups in operation on the Council, the Labour Group (42 Councillors) and the Rotherham Democratic Party Group (11 Councillors).

In addition, there were 3 Councillor vacancies which could not currently be filled due to restrictions on the convening of by-elections (Coronavirus Regulations 2020).

With the 149 seats available on Committees, Boards and Panels and under the calculation the Labour Group was entitled to 104 seats and the Rotherham Democratic Party Group entitled to 27. This left 18 seats which could not be given to Members of the political groups and should be allocated to the 7 non-aligned Councillors.

Resolved:- (1) That the revised political composition of the Council be noted:-

- (a) Labour Group – 42 seats
- (b) Rotherham Democratic Party Group – 11 seats
- (c) Non-aligned – 7 seats

(2) That the entitlement of the membership of the political groups and non-aligned Members and such entitlements be reflected in Council's appointments of Members to Committees be approved.

(3) That, subject to the changes required from the previous Municipal Year's entitlement, the appointments made by the Council in the 2019/20 Municipal Year to Committees, Boards and Panels and Joint Committees be continued for the 2020/21 Municipal Year along with the following changes to appointments:-

Licensing Board

Councillor Ian Jones to fill a non-aligned vacancy

Licensing Committee

Councillor Ian Jones to fill a non-aligned vacancy

Planning Board

Councillor Amy Rushforth to fill a Labour vacancy

Overview and Scrutiny – Improving Places Select Commission

Councillor Ian Jones to fill a non-aligned vacancy
Councillor Amy Brookes to fill a Labour vacancy

Overview and Scrutiny – Improving Health Select Commission

Councillor Kerry Albiston to take a non-aligned vacancy

412. PROPOSED AMENDMENTS TO THE CONSTITUTION

Consideration was given to the report which sought approval for amendments to various parts of the Council's Constitution following a periodic review by the Constitution Working Group.

The proposals set out in detail within this report have been reviewed and were supported by the Group, made up of cross-party Members with the amendments taking immediate effect and included changes to:-

- The Chief Executive's Sub-Scheme of Delegation.
- Policy Framework Documents.
- Council Procedure Rule 11 (Members' Questions to Outside Bodies).
- Council Procedure Rule 12 (Public Questions).
- Scheme of Petitions.
- Responsibility of Functions.

Councillor Carter wished to place on record his opposition to these changes. He believed the public were being let down and failed to see how the Council had changed given the further restrictions; with those in charge waiting to return to type with the making of decisions behind closed doors.

He believed it to be unacceptable and which was why 6 Labour Councillors had left the ruling group and showed how weak the leadership was.

Councillor Steele pointed out all these elements had been subject to a full discussion and not all those involved with in agreement. However, he praised the Council how quick it had reacted to the pandemic to get its meetings back up and running, a reflection on how open and transparent it was.

Councillor Cusworth pointed out that Councillor Carter merely made assertions and failed to challenge the robustness of such decisions as he failed to attend any meetings.

This was echoed by the Leader and believed the comments made did not bear any relation to fact or reality. Member decision making was collective once a month and records of those meetings were easily accessible.

Resolved:- (1) That the scheme of delegation be amended to allow for the implementation of an emergency delegation for the discharge of non-executive functions to the Chief Executive, to progress decisions related to COVID-19 recovery, subject to statutory decision making safeguards.

(2) That the list of the various Policy Framework documents referenced within the Constitution be updated.

(3) That amendments be made to Council Procedure Rule 11 (which deals with Member questions).

(4) That amendments be made to Council Procedure Rule 12 (which deals with public questions).

(5) That amendments be made to the Scheme of Petitions.

(6) That changes be made to the Responsibility of Functions (Appendix 9 of the Constitution):-

- a. That quorum figures for each committee individually be referenced (rather than stating one third of the membership).
- b. That the recommended amendments by the Health and Wellbeing Board be endorsed.
- c. That the size of Licensing Committee Hearing Panels be confirmed as five Members with a quoracy of three Members.

Mover:- Councillor Read

Seconder:- Councillor Watson

413. OVERVIEW AND SCRUTINY UPDATE

Councillor Steele, Chair of the Overview and Scrutiny Management Board, introduced a further update for 2020/21 on the latest work carried out by the Overview and Scrutiny Management Board and the Select Commissions - Health, Improving Lives and Improving Places as set out in detail as part of the report.

Scrutiny was effective in Rotherham and as part of the pre-scrutiny process recommendations or additional points were made for consideration by the Cabinet.

The report set out details of the additional work undertaken and the sub-groups projects. All Scrutiny Members, including the Opposition, were thanked for their input and in the getting of the best recommendations for scrutiny. Invitations had been extended numerous times to Councillor Carter to attend meetings as this would be where he would find the answers to his questions.

Councillor Jepson echoed the comments and in particular the invitations to Councillor Carter and where he could, in fact, have a voice for the constituents he represented.

Councillor Carter did not believe Rotherham demonstrated true scrutiny nor an open democratic process as he believed it should be chaired by an Opposition Councillor.

Councillor Cusworth and Napper disagreed with Councillor Carter. If he attended Councillor Carter would realise the wealth and breadth of cross-party involvement that scrutiny brought to Rotherham and 2 of the Vice-Chairs were from the Opposition Party.

Further Members were disappointed with Councillor Carter's view about Scrutiny and where, if he did attend meetings, would see that it served as an externally validated process which was fit for purpose. They urged Councillor Carter to represent the people who elected him and not hide behind a non-democratic process.

Councillor Buckley was saddened by his Ward Colleague's comments pointing out that Councillor Carter had the opportunity to become involved. It was such a pity for the people he represented that he failed to carry out the job he received an allowance for.

Councillor John Turner complimented the Chairs on their roles and this was endorsed by the Vice-Chairs.

Councillor Watson was keen to point out that Rotherham's scrutiny process was held in high regard and described how both he and Councillor Steele had attended an East Midlands meeting to talk about how scrutiny worked in Rotherham. This was endorsed by Councillor Walsh who took his scrutiny duties very seriously and was proud to be part of the process.

In his right to reply Councillor Steele was keen to be provided with proof by Councillor Carter when the Borough's scrutiny integrity was brought into question. Even the Commissioners were keen for Rotherham's scrutiny process to return when it was initially suspended, which was tribute to the dedication and commitment in the process. He had spoken at several conferences and even spoke in Sheffield about how the system worked. He believed Rotherham's scrutiny function was good and worked well.

Resolved:- That the report be received and the contents noted.

Mover:- Councillor Steele

Seconder:- Councillor Napper

414. DIRECTOR OF PUBLIC HEALTH APPOINTMENT

Consideration was given to a report which provided formal notification of the Director of Public Health's appointment following a robust recruitment process leading to the appointment of Ben Anderson.

The employment start date of the new Director of Public Health would be 4th January, 2021.

The Council paid tribute to the former Director of Public Health, Terri Roche, for all her work her in Rotherham and wished her the best in her retirement.

Councillor Carter echoed the sentiments for Terri, but found it astounding that the Borough had gone all summer without a Director of Public Health in the middle of the pandemic. He, therefore, welcomed the appointment of Ben Anderson.

The Leader reiterated that Rotherham had had cover from Doncaster's Director of Public Health and he too welcomed Ben to Rotherham.

Resolved:- That the appointment of Ben Anderson as the Director of Public Health for Rotherham MBC be noted.

Mover:- Councillor Read

Seconder:- Councillor Roche

415. THRIVING NEIGHBOURHOODS - UPDATES FROM WARD COUNCILLORS

Further to Minute No. 55 of the meeting of the Cabinet held on 19th November, 2018, consideration was given to the annual Ward updates for Wingfield, Anston and Woodsetts and Boston Castle as part of the Thriving Neighbourhood Strategy.

The Strategy signalled a new way of working for the Council both for Members and for staff and covered every Ward in the Borough delivered through Ward Plans developed with residents to address local issues and opportunities. Ward Members would be supported by the neighbourhood team and would work with officers and residents from a range of organisations to respond to residents.

Councillors Ireland and Jepson, on behalf of the Anston and Woodsetts Ward, gave an update on their Ward priorities as follows:-

- Clean and Green activity with Anston Park Junior and Anston Brook Schools to promote the environment, involvement in environment projects and the consequences of littering
- Speed watch events around various locations in Anston and Woodsetts in conjunction with South Yorkshire Police. From last year's budget a mobile vehicle activated speed unit had been purchased which enabled it to be moved around the Ward where there were known speeding hotspots
- Together with Woodsetts Parish, Council, 3 permanent speed signs had been funded and awaiting installation
- Community Chest had been successful again this year. Community groups had all suffered throughout the pandemic and had needed a lot of extra support
- A number of improvements within the Woodland Drive Community Centre including CCTV, new local play park and the installation of a defibrillator on the side of the Centre. Replacement defibrillator pads had been funded through the Community Leadership Fund
- There were 5 defibrillators within Anston. Thanks were conveyed to Start a Heart with whom work had taken place
- There was ongoing work with the Probation Service decorating the Community Centre. The facelift was part of a wider scheme to encourage more users into the Centre

- There were several woodlands in the area with a number of trees cut down for safety purposes. These had been made into bench seats/used for woodland activities and distributed to local schools for reading gardens
- Pumpkin trail where over 100 people had attended over the 3 days

Councillor McNeely, on behalf of the Boston Castle Ward, gave an update on its Ward priorities as follows:-

- Sincere thanks to all the volunteers, businesses, community groups and local residents who came together in various ways to help in the community
- Wellgate House – Ward Councillors had worked closely with South Yorkshire Police, Places for People, the Council and local residents to target anti-social behaviour around the property. As a result local residents now kept the Police and Councillors updated via a Whatsapp group
- Ward funding had been used to work in partnership with the local Mosque to look at the possibility of developing a hub for community activities
- Herringthorpe Playing Fields – in response to community concerns regarding anti-social behaviour and following a meeting between the Council and Police, fencing had been erected to prohibit access in certain areas to the field. Changes had also been made to the way the field was managed to improve its potential to attract wildlife
- Wharnccliffe Flats – South Yorkshire Police had made a significant number of arrests and numerous warrants executed. New CCTV had now been installed and with the support of RotherFed and local Councillors, a newsletter would be produced to keep residents up-to-date with ongoing work
- Boston Castle Grove – South Yorkshire Police had met with Thomas Rotherham College and a plan agreed to help further secure their site to restrict out of hours access in response to concerns raised by local residents regarding speeding and anti-social behaviour on and around the Grove. Patrols were continuing around the issues with numerous fines issued to illegally parked vehicles
- Start a Heart had agreed to refurbish the disused telephone box at the bottom of Boston Castle Grove and install a defibrillator
- Ward Councillors had been working with the Cabinet Members on the Town Centre Master Plan
- Groups were invited to bid into the Ward Budget and pitch to the public at a Dragons Den event. Residents and Councillors agreed to fund 5 projects: Canklow Rainbow Kids Club, Lighthouse Homes, Friends of Clifton Park, Canklow Kidz and Solo Dance Fitness

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- The Boston Castle Ward Budget has also funded other projects including United Multicultural Centre (UMCC), Sangeet Choir, Friends Indeed and Rotherham Hospice
- Congratulations must go to Castings Innovations who had secured a grant from the Mental Health Small Grants Scheme. They continued to work with existing service users remotely throughout Covid and had adapted their services to provide home crafting kits
- The Covid information stalls had continued at Rotherham College and Sprouts Supermarket but due to the current lockdown the November dates had been put on hold
- Thanks to SYP Officers, Steve, Matt and Dan, and Housing Team Shaun, Paul, Sophie, Emma and various residents across the Ward who kept in constant contact

Unfortunately, due to technological difficulties, the presentation by Wingfield Ward Members was deferred to the next meeting.

Resolved:- That the Ward updates be received and the contents noted.

Mover:- Councillor Watson

Second:- Councillor Read

416. STANDARDS AND ETHICS COMMITTEE

Resolved:- That the reports, recommendations and minutes of the meeting of the Standards and Ethics Committee be adopted.

Mover:- Councillor McNeely

Second:- Councillor Clark

417. AUDIT COMMITTEE

Resolved:- That the reports, recommendations and minutes of the meeting of the Audit Committee be adopted.

Mover:- Councillor Wyatt

Second:- Councillor Walsh

418. HEALTH AND WELLBEING BOARD

Resolved:- That the reports, recommendations and minutes of the meetings of the Health and Wellbeing Board be adopted.

Mover:- Councillor Roche

Second:- Councillor Mallinder

419. PLANNING BOARD

Resolved:- That the reports, recommendations and minutes of the meetings of the Planning Board be adopted.

Mover:- Councillor Sheppard

Second:- Councillor Williams

420. LICENSING BOARD SUB-COMMITTEE AND LICENSING SUB-COMMITTEE

Resolved:- That the reports, recommendations and minutes of the meetings of the Licensing Board Sub-Committee and Licensing Sub-Committee be adopted.

Mover:- Councillor Ellis

Seconder:- Councillor Beaumont

421. MEMBERS' QUESTIONS TO DESIGNATED SPOKESPERSONS

There were no questions for the designated spokespersons.

422. MEMBERS' QUESTIONS TO CABINET MEMBERS AND CHAIRPERSONS

(1) Councillor R. Elliott asked the Leader of the Council "We anticipate the Government will not issue free school meal vouchers for the Christmas holiday. The Leader must confirm now that RMBC will ensure that children will be fed, or will he stand back again while a Cabinet Member promotes inequality across the Borough for children by making a unilateral decision on behalf of his Ward only?" In asking his question Councillor R. Elliott welcomed the change in policy from the Government regarding free school meals that had occurred since he had submitted the question.

In response the Leader noted his agreement with Councillor R Elliott regarding the welcome change of policy by the Government. The Leader noted that the decision had been made by Members representing the Wales Ward to support the provision of free school meals, using funds from their allocated Community Leadership Fund. The Leader noted that this action did not promote inequality as Members in other Wards could have acted accordingly if they had so wished. The Leader advised that this decision had been taken before the Government announcement that the proposed extension of the holiday activity programme, including funding for free school meals to cover England during the school holidays in 2021 had been made.

There was no supplementary question.

(2) Councillor Cowles asked the Cabinet Member for Housing "In the next stage of Selective Licensing I am informed that it may take up to 3 years to complete house inspections. Surely it is unreasonable, indeed unfair, to force landlords to pay for a license 3 years ahead of any inspection being carried out".

In response the Cabinet Member for Housing stated that that he did not think it was unreasonable or unfair. The Cabinet Member advised that it would, however, be unreasonable and unfair to abandon tenants in areas with acute needs and where the standard of properties was poor. The

Cabinet Member advised that the Selective Licence Scheme and its associated fee did not solely purchase a housing inspection, but also paid for enhanced engagement and targeted enforcement in order to seek to improve properties in the designated areas.

The Cabinet Member noted that the Selective Licensing declaration had been a 5 year scheme with inspections being targeted based on risk with those properties that had been assessed at a higher risk being dealt with first, with further inspections being arranged where further concerns were raised. The Cabinet Member advised that the new designations for Selective Licensing areas had been made on the basis of properties being in areas with high levels of deprivation and sought to improve the quality of property in these areas so that the poorest residents of Rotherham had access to good quality housing.

As a supplementary question Councillor Cowles asked whether the delays in an inspection being paid for and taking place were acceptable. Councillor Cowles also questioned the ability of any rental property to reach the level of electrical safety as required by the latest 19th Edition standards.

The Cabinet Member advised that all properties that had had an inspection paid for had received one, and noted that detailed inspections took time, and as such should not be rushed.

(3) Councillor Cowles asked the Cabinet Member for Housing “You informed me that during the 5 years of the highly successful Selective Licensing Scheme, 5 Enforcement Notices were issued in Eastwood for environmental infringements, an average of one per year. Despite the fact that backyards full of rubbish can still be found, and one per year being highly successful, what number between zero and one equates to success?”

In response the Cabinet Member advised that the previous 5 year Selective Licensing project in Eastwood had provided enhanced enforcement and support for landlords with 65 licenses being revoked in Eastwood during the lifetime of the Scheme. The Cabinet Member noted that 5 of these revocations were directly related to anti-social behaviour and environmental issues.

The Cabinet Member noted further that one revocation had been due to the failure of a landlord to remove waste from a rear garden on Russell Street, Eastwood where the landlord had also failed to satisfy the Council that they had taken necessary steps to ensure sufficient background checks had been carried out in relation to a new tenant. The Cabinet Member advised that other license revocations that had taken place related to landlords or their tenants, being linked to a series of anti-social behaviour incidents relating to either disorder, noise or harassment.

The Cabinet Member advised that the revocation of a license was just one of the many tools available for officers to use in such circumstances and stated that the number of actual Enforcement Notices served over the life of the Scheme that covered environmental and housing issues had been 1,053 in Eastwood and 5,235 across the Borough as a whole during the 5 year period. The Cabinet Member assured Councillor Cowles that in addition to these formal Notices the Council had also undertaken a much larger number of informal actions to address concerns about properties without the need to use formal legal processes.

As a supplementary question Councillor Cowles asked for a response to the email that he had sent that had requested further information on the reasons for the licence revocations.

The Cabinet Member advised that Councillor Cowles should contact him to request the information that he required and that he would be able to supply the information that showed that all activity that had been carried out correctly. The Cabinet Member reaffirmed that over the period of operation of the Scheme 1,053 Enforcement Notices in Eastwood and 5,235 across the Borough had been issued.

(4) Councillor Carter asked the Cabinet Member for Adult Social Care and Health “How many of the Borough’s care homes have active cases of Covid-19 and what measures are the Council taking with other agencies to try and mitigate its impact?”

In response the Cabinet Member noted his sincere thanks to all care home staff across the Borough for their hard work and dedication over the period of the pandemic in keeping residents in care homes safe. The Cabinet Member advised that cases in care homes varied daily, but based on the information held on the day that Councillor Carter’s question was submitted (Friday 6th November 2020) that there had been 7 care homes reporting more than 2 confirmed cases of Covid-19, out of a total of 84 care homes in the Borough. The Cabinet Member noted that this level of cases triggered a Public Health Incident Management Team meeting that was attended by the care home manager and health and social care professionals in order to investigate the outbreak and to ensure that there were sufficient infection control measures in place.

Councillor Carter noted his agreement with the Cabinet Member’s remarks regarding the excellent work of care home staff throughout the pandemic. As supplementary question Councillor Carter asked for further information on how the Council worked to manage virus outbreaks in care homes.

The Cabinet Member detailed the specific actions that the Council had implemented along with Rotherham CCG to support care homes and to mitigate the impact of a Covid-19 outbreak, and advised that in extreme cases the Director of Public Health could stop all visits to a care home.

(5) Councillor Albiston asked the Leader of the Council “How many individuals were provided support, through the Community Hub/Covid volunteer scheme by Ward between March and June?” Councillor Albiston also noted her thanks to all Council staff and volunteers who had and continued to provide support to residents via the Community Hub.

In response the Leader concurred with Councillor Albiston’s thanks to the staff and volunteers who had been involved in delivering Community Hub services and supporting Rotherham residents. The Leader advised that for the period 26th March to 30th June, 3,280 requests for support had been received. The Leader advised that for the period from 9th April information on the number of requests received was also available for each Ward and advised that this information would be sent to Councillor Albiston.

As a supplementary question Councillor Albiston asked how the Council was ensuring that all those in the community who needed support were being identified and receiving the support that they needed.

The Leader advised that the Council used information from a wide variety of sources to identify residents in need of support, and noted that while he was confident that everyone the Council knew about who were in need of support was receiving it, unfortunately there would always been a small number of people who were not known about and therefore could not be reached.

(6) Councillor Carter asked the Cabinet Member for Adult Social Care and Health “How has the Drug and Alcohol Service been affected by and adapted to the Covid-19 pandemic?”

In response the Cabinet Member advised that Change, Grow, Live Rotherham, who was the local provider of services, had remained open to people accessing the Service or who were needing to access drug and alcohol support throughout the pandemic. The Cabinet Member noted that in order to ensure the safety and wellbeing of staff and Service users, all face-to-face group work and non-essential drug testing had however been suspended. In addition, changes to the inside of buildings had been made in order to allow staff and Service users to safely social distance and interact safely. The Cabinet Member stated that any face-to-face contact had been and continued to be prioritised for those requiring a clinical intervention, for example access to prescribing or where there were welfare concerns.

The Cabinet Member advised that so far during the pandemic, the Service had introduced virtual group work, intervention posts over social media and had also maintained contact with Service users by telephone, and that where they had been concerns over someone’s welfare, doorstep checks had been completed. It was also noted that for any Service user without a telephone, access had been provided to phones and for people

without access to the internet who wanted to engage in virtual group work, they had been provided internet access free of charge.

As a supplementary question Councillor Carter asked whether there had been a reduction in the number of referrals to support services during the pandemic and what action was being taken to encourage those who may need help to seek assistance.

The Cabinet Member advised Councillor Carter that he would arrange a for a written response to be sent to him as he did not have the figures to hand on referral numbers.

(7) Councillor Albiston asked the Leader of the Council “What steps are the Council taking to ensure people who lack access to the internet and technology are not further disadvantaged through service, information and support being driven online?”

In response the Leader stated that the Council would never disadvantage any resident from accessing the services that they required regardless of how they contacted the Council. The Leader noted that the Council’s Customer Access Strategy recognised that Rotherham’s communities were diverse, with a wide range of people who all had differing needs and preferences, which was why the Strategy had been designed to ensure that all residents would have equal access to the information and help they needed. The Leader assured Councillor Albiston that it was recognised that not all residents could get online, and as such service delivery methods had been designed in such a way that a resident would always receive the same information and service regardless of how they had chosen to contact the Council.

The Leader advised that since April 2020, over 104,000 digital forms had been completed with 76% of these being completed through self-serve online, and 24% being completed by staff in the contact centre. The Leader also noted that between April and September 2020 the Contact Centre had answered over 240,000 calls and had also made thousands of outgoing calls in response to customer requests for help and advice. The Leader reaffirmed the Council’s commitment to face-to-face customer access and noted the ambition of the Council, that once safe to do so, increased face to face access would be developed in Libraries across Rotherham.

As a supplementary question Councillor Albiston asked whether the development of the Council’s Digital Strategy could be done in way that took account of the impact of the pandemic and asked that a set of measures for assessing how disadvantaged residents were accessing services be set in order to enable the Council to see how the Digital Strategy was ensuring access to services for these residents.

The Leader noted that the issue of access to services was a multi-faceted problem, with access to the internet being one of several issues that some

residents faced in accessing services. The Leader advised that the increased availability of wi-fi in Neighbourhood Centres would be looked at in order to make access to services easier. The Leader advised that while face-to-face customer service access was not currently possible, extra efforts were being made to reach residents by phone.

(8) Councillor Carter asked the Cabinet Member for Adult Social Care and Health “As the pandemic has led to changes in Adult Social Care based at the homes of residents compared to those in residential and nursing homes. How does the Council see the changes to this sector moving forward?”

In response the Cabinet Member advised that the most significant challenge for all Adult Care Services across the Country would continue to be the financial sustainability of the sector and the fair pricing for Care and Support Services following a decade of austerity. The Cabinet Member noted the frustration of many that despite promises from the Government that there was little sign of Government taking any action to reform the Social Care Sector. The Cabinet Member advised that the Council was anticipating an increase in demand for Home Care and Support Services and, therefore, there would be a greater demand on reablement teams to support Home First and hospital discharge processes. It was noted that this demand could result in care homes for older people being not viable due to high void rates with a reducing number of placements and lack of interest from self-funders.

The Cabinet Member advised that there were also concerns regarding the impact of Covid-19 resulting in an increased demand in some areas such as mental health provision. It was also noted that additional support for informal carers would also require significant national investment on an ‘invest to save basis’ as informal carers had had to respond to the impacts of the pandemic and reduced levels of care and support options for extended periods of time in recent months.

The Cabinet Member noted that addressing Adult Social Care workforce shortages as a result of existing vacancies, not just the pandemic, would also need to be a priority, and advised that a lack of career progression and the attractiveness of rival NHS positions and retail jobs made the recruitment to the sector challenging. The Cabinet Member advised that by applying the Council’s Social Value policy and campaigning for fair pay for care and support staff at the Living Wage Foundation rate of at least £9.30 per hour remained a key objective in order to ensure that vacancies were filled, turn-over was reduced and service quality remained high.

As a supplementary question Councillor Carter noted the difficulties surrounding the workforce strategy in this area and asked whether the rates of staff turnover previously experienced had worsened during the pandemic and whether staff turnover had impacted negatively on the provision of services.

The Cabinet Member advised that staff absences due to illness or having to isolate had impacted more on service delivery than staff turnover during the pandemic. The Cabinet Member noted however that it was still important in order to ensure high quality care to make the sector a more attractive career choice.

(9) Councillor Albiston asked the Deputy Leader and Cabinet Member for Children's Services and Neighbourhood Working "What factors are considered when identifying suitable properties to use as emergency accommodation, for our most vulnerable children and young people?"

In response the Deputy Leader stated that the Council only used emergency accommodation for Looked After Children in exceptional circumstances and where this was necessary in order to keep a child safe. The Deputy Leader advised that the Council had 3 properties in the Borough that were sometimes used for this purpose, and that each property would be identified based on the individual context of each child and on the reasons why they needed to be accommodated in an emergency.

The Deputy Leader advised that such allocations would always be based on the individual needs of a child that may include considerations such as the need to accommodate a larger sibling group or the geographical location of the accommodation required.

The Deputy Leader went on to advise that the Council's strategy was to develop its own residential provision, including plans to register 2 homes for emergency accommodation. It was noted that the identification of properties for this purpose had been based on a number of factors, including the amount of space available, the availability of outdoor space, proximity to services and schools and proximity to neighbours. It was noted further that the quality of the property, both indoors and outdoors was also a factor for consideration in order to ensure that children were living in suitable accommodation that felt like a home regardless of their length of stay.

As a supplementary question Councillor Albiston asked whether it was appropriate for the Council to place Looked After Children in inadequate accommodation in a deprived area that was close to where elderly people lived. Councillor Albiston advised that such an action had caused problems for neighbours with antisocial behaviour and noise nuisance.

The Deputy Leader noted the results of the OFSTED inspection of services and that as such stated that he did not recognise the basis of the allegation of an inadequate placement, but advised that Councillor Albiston should pass any concerns directly to him so that they could be investigated.

(10) Councillor Carter asked the Cabinet Member for Jobs and the Local Economy “With home working becoming an ever more permanent feature, does the Council plan to cut its building-based office spaces, and renegotiate the contract for its plush office space at Riverside House?”

In response the Cabinet Member advised that during the pandemic, working from home had played a crucial part in maintaining essential Council services, but that equally Riverside House had continued to provide a physical base for essential services that could not be operated remotely, for services normally based in other buildings that had temporarily closed, as well as additional services such as the Community Hub. The Cabinet Member stated that whilst the number of staff using the building throughout the period had dramatically reduced, the flexibility and space of the building had enabled these services that had needed to be operated from an office base to operate safely and in line with social distancing rules.

The Cabinet Member advised that the Council continually assessed and challenged the use of the Council’s operational property, and that as well as providing resilience throughout the pandemic, Riverside House had enabled ongoing improvements and efficiencies for the Council’s estate. It was noted that since 2018 in addition to a £500,000 annual saving negotiated on Riverside House, the Council had closed 13 separate buildings which had reduced annual revenue costs by £372,000. The Cabinet Member noted that working from home had presented both challenges and opportunities for staff welfare and for the operation of services, and that in the long-term the future of how the Council’s office-based services would be delivered would remain under consideration.

The Cabinet Member concluded in noting that the Council would not be drawn into a race to the bottom as the Council’s staff were dedicated public servants and deserved a decent environment in which to work. The Cabinet Member advised the facilities at Riverside House were not plush, but provided the facilities that all staff should expect, being a desk to work at, in a safe environment, alongside colleagues.

Councillor Carter noted his support for homeworking and asked as a supplementary question whether Riverside House would be kept in the future.

The Cabinet Member reiterated that since 2018, in addition to a £500,000 annual saving negotiated on Riverside House, the Council had closed 13 separate buildings which had reduced annual revenue costs by £372,000.

(11) Councillor Carter asked the Cabinet Member for Housing “As the second lockdown starts and a harsh winter looming, what are the latest figures for homelessness within the Borough?”

In response the Cabinet Member advised that the current homeless caseload was 410, compared to 354 before the pandemic in March 2020.

The Cabinet Member noted that this figure included people in temporary accommodation and at risk of homelessness and was not the number of rough sleepers.

As a supplementary question Councillor Carter asked what measures the Council was taking to reduce rough sleeping and assist those in temporary accommodation or at risk of homelessness to gain secure accommodation.

The Cabinet Member provided information on the activities being carried out by the Council and advised that the Rough Sleeper Team actively went out and about locating rough sleepers in the early hours of the morning alongside the police and voluntary sector partners. It was noted that the Rough Sleeper Team would always respond to all reports of anyone sleeping rough and offer temporary accommodation to anyone on the street, or at risk of being on the street, with a same day or next working day, assessment. The Cabinet Member also advised that the Council had been awarded funding from the Next Steps Accommodation Programme funding, to provide additional financial resources available in order to find more permanent homes for those temporary housed during the pandemic.

The Cabinet Member advised that the amount of temporary accommodation owned by the Council had increased but noted with sadness that demand was increasing due to increased levels of homelessness that was being caused for many reasons in addition to the impact of the pandemic.

(12) Councillor Carter asked the Leader of the Council “Two weeks after the City Region announced funding for regional economic support packages to businesses the details have not been made available for applications via council websites. Does the Council Leader feel this delay is acceptable given the impact this could have on local jobs and the viability of local businesses?”

In response the Leader noted the numerous changes of Government policy with regard to supporting businesses in tier two, tier three and later in national restrictions that had caused huge amounts of extra work for the Council in creating the processes needed to administer the available support. The Leader assured Councillor Carter that officers were working hard to implement the systems needed to enable businesses to apply for support they needed and that the application process for businesses entitled to further support would be finalised very shortly. The Leader reaffirmed the Council's commitment to supporting businesses and noted that the finalised scheme would be able to operate on a South Yorkshire-wide basis in order to provide support to businesses in a joined-up manner.

As a supplementary question Councillor Carter asked which types of businesses would be targeted for discretionary support with the funding that had been made available to the Council.

The Leader advised that £30million of discretionary support had been made available for all of the South Yorkshire area up until the end of March 2021 and as such the ability of the Council to support businesses was limited. The Leader assured Councillor Carter that the priority would be support businesses that had not been able to claim any support from nationally operated schemes.

(13) Councillor Carter asked the Cabinet Member for Waste, Roads and Community Safety “In the past 6 months how many complaints has the Council received about an acrid smell in Brinsworth, and what enforcement action has the council taken to address this?”

In response the Cabinet Member noted that she would welcome any current information on the problem that Councillor Carter had regarding the problem and advised that in the last 6 months, the Council had only received contact from one new complainant, relating to an acrid smell in the area. The Cabinet Member assured Councillor Carter that the case was still however live, and in response to this long running concern the Council had introduced daily monitoring of smells in the Brinsworth area. It was noted that observations were also being made from the boundaries of 2 plants involved in the production of bituminous materials which were possible sources of this type of odour. The Cabinet Member advised that one of the suspected plants was within Rotherham and that the other was located in Sheffield. It was noted, however, that to date, it had not been possible to identify the source of the odour beyond reasonable doubt, but that daily visits continued to be made and that any further complaints would be swiftly looked into.

As a supplementary question Councillor Carter asked which Authority would be responsible for any enforcement action when the source of the smell had been identified.

The Cabinet Member advised that the Authority where eventually the smell was found to emanating from would be responsible for any enforcement action and noted excellent working relationship between the Environmental Protection Team at Sheffield City Council and their counterparts in Rotherham.

423. URGENT ITEMS

There were no urgent items for consideration.

Councillor Chris Read – Leader of the Council

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Councillor Chris Read

16 November 2020

By email

Dear Elizabeth,

Thank you for your question at our council meeting last week. I said that I would provide the statistics I quoted in my answer to you in writing.

What we are able to record and report is the number of children who are supported by social care or early help services, where any risk at all of child sexual exploitation is recorded within their file. This does not suggest that every child has been a victim of sexual abuse, but that their vulnerability to it has been identified.

For each of the years referenced since the publication of the Jay Report, the number of children identified as such is:

Year	No. of New Cases
2014	3
2015	123
2016	93
2017	126
2018	117
2019	68
2020	106
Total	636

Since the council introduced its current risk assessment profile in 2016, about half of the cases have been identified as being “low risk”, with 16% being seen as the highest risk. At the lowest end of the scale, the assessment suggests that the appropriate support and mitigation is in place to prevent harm from occurring, whereas at the top of the scale professionals would be seeking to take urgent action to prevent imminent harm.

As I mentioned, the verbal feedback we have recently received from Ofsted following their focused inspection was supportive of the risk assessments approach.

The overwhelming majority of the children included in these statistics would not have featured in the Jay Report, most of these were adults when the report was produced. However, our post-abuse support services between July 2016 and September 2020 supported 971 individual survivors of CSE, many of whom would have suffered their abuse during the period covered by Professor Jay's report.

I hope this is helpful.

With best wishes,



Councillor Chris Read
Leader of Rotherham Council

Councillor Saghir Alam – Cabinet Member Corporate Services and Finance

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SA/EJH		55959	Councillor Saghir Alam

Councillor B Cutts

12th November 2020

By email brian.cutts@rotherham.gov.uk

Dear Councillor Cutts

Council Meeting – 11th November 2020

Thank you for submitting a question for the above Council meeting.

You ask “In connection with the overpayment of Cllr Ellis. The Advertiser stated that RMBC had written a letter of apology for their mistake to Cllr Ellis. Can you please tell me the date of this letter so that I may fit this into the timeline of events”?

The letter was dated 6th October 2020 and issued to Cllr Ellis via email which she received the same day.

I hope above information adequately answers your question.

Yours sincerely



Councillor Saghir Alam
Cabinet Member, Corporate Services and Finance

Councillor Saghir Alam – Cabinet Member Corporate Services and Finance

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Councillor Saghir Alam

Councillor A Carter

12th November 2020

By email adam.carter@rotherham.gov.uk

Dear Councillor Carter

Council Meeting – 11th November 2020

Thank you for submitting a question for the above Council meeting.

You ask **“How many businesses had their application for the business support grant refused by the council in the application period leading up to August”?**

For the main Covid-19 business support grants, Small Business Rates Grant and Retail, Hospitality and Leisure Grants, a total of 5,250 applications were received and processed, of these 3,946 were paid, 1,304 were rejected on the grounds of being a duplicate application or because the business did not meet the government’s criteria.

I hope above information adequately answers your question.

Yours sincerely



Councillor Saghir Alam
Cabinet Member, Corporate Services and Finance

Councillor Saghir Alam – Cabinet Member Corporate Services and Finance

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Councillor Saghir Alam

Councillor A Carter

12th November 2020

By email adam.carter@rotherham.gov.uk

Dear Councillor Carter

Council Meeting – 11th November 2020

Thank you for submitting a question for the above Council meeting.

You ask **“Given this administration’s financial mismanagement over recent years has led to failures in balancing budgets, how does the council plan to address this in the coming year”?**

There have been no failures to balance the budget.

The annual revenue budget financial outturn reports to Cabinet show that the Council’s revenue budget financial outturn has been within overall budget for each of the past four years (2016/17 – 2019/20).

It is also anticipated that a balanced budget will be maintained for 2020/21 after taking account of Covid related expenditure and associated Government Grant. This position is reported within the latest Financial Monitoring report on the Cabinet agenda for 23rd November.

A report on the review and update of the Medium Term Financial Strategy which is also on the Cabinet agenda for 23rd November identifies that a balanced budget position can be maintained for 2021/22, subject to the outcome of the Local Government Finance Settlement for 2021/22 which will determine the Council’s funding from Government for next year.

I hope above information adequately answers your question.

Yours sincerely



Councillor Saghir Alam

Cabinet Member, Corporate Services and Finance

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Councillor Saghir Alam

Councillor B Cutts

12th November 2020

By email brian.cutts@rotherham.gov.uk

Dear Councillor Cutts

Council Meeting – 11th November 2020

Thank you for submitting a question for the above Council meeting.

You ask **“Could you advise if RMBC currently financially supports any charities, clubs or organisations”?**

Financial support can be provided in various ways – through payments for contracted or commissioned services, through direct grant payments to support the activity of an organisation, etc.

Without specific information relating to a particular charity, club or organisation I am unable to provide a more detailed response. If you would like to provide further clarity I am happy to work with officers to provide a further detailed response.

I hope above information adequately answers your question.

Yours sincerely



Councillor Saghir Alam
Cabinet Member, Corporate Services and Finance

Councillor David Roche – Cabinet Member Adult Social Care and Health

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Councillor David Roche

Councillor A Carter

26th November 2020

By email adam.carter@rotherham.gov.uk

Dear Councillor Carter

Council Meeting – 11th November 2020

At the above-mentioned meeting you asked if you could be provided with a breakdown of the numbers of people using the Drugs and Alcohol Service. The referral data from the services indicates that there have been more referrals and more active clients, especially in the months following the first national lockdown. This is from CGL caseload and activity data, so includes new enquiries, not all of which become longer term clients.

	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19
Referrals	28	23	26	36	42	23	37
Active Clients	1045	1086	1033	1056	1125	1159	1168

	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20
Referrals	28	43	66	73	91	101	97
Active Clients	1142	1156	1178	1204	1225	1239	1227

Increase / Decrease	Apr	May	Jun	Jul	Aug	Sep	Oct
Referrals	→ 0	↑ 20	↑ 40	↑ 37	↑ 49	↑ 78	↑ 60
Active Clients	↑ 97	↑ 70	↑ 145	↑ 148	↑ 100	↑ 80	↑ 59

Increase / Decrease	Apr	May	Jun	Jul	Aug	Sep	Oct
Referrals	→ 0%	↑ 87%	↑ 153%	↑ 102%	↑ 116%	↑ 339%	↑ 162%
Active Clients	↑ 9%	↑ 6%	↑ 14%	↑ 14%	↑ 8%	↑ 7%	↑ 5%

The following set of information is from NDTMS the national system which breaks it down by substance which shows less dramatic increases, but you can see the alcohol increase more clearly highlighted yellow on the overall system .

NDTMS:New Presentations YTD

Drug	Apr-Jun 2019	Apr-Sept 2019		Apr-Jun 2020	Apr-Sept 2020
Opiate	46	124		58	144
Non-opiate only	17	48		21	48
Non-opiate and alcohol	12	35		14	44
Alcohol only	59	180		87	161
Total	134	387		180	397

Numbers in Treatment-Rolling 12 months

Drug	Jul18-Jun19	Oct18-Sept19		Jul19-Jun20	Oct19-Sept20
Opiate	1021	1024		1033	1059
Non-opiate only	116	129		152	165
Non-opiate and alcohol	71	85		99	120
Alcohol only	359	422		495	524
Total	1567	1660		1779	1868

In remaining open and working with new and existing service users during the pandemic CGL have provided a COVID secure space for people in the most need to access support where previous support mechanisms have been limited i.e. limits on contacts with friends and families or where agencies have had to close.

The increase in referrals is partly down to the service becoming more accessible and flexible - it is easier and quicker to access prescribed treatment than ever before and reduced supervision of prescribed medication allows treatment to become more tailored to what service users want.

Feedback from people using the service is that not having to go the chemist everyday has reduced cravings and triggers bumping into peers they have drunk alcohol or used drugs with. Service users feel they are more in control of their treatment journeys.

Social media, virtual groupwork and telephone contact has meant more contact with people than ever before, allowing the service to be more responsive. Parents and their families are finding it easier to maintain engagement by using telephone appointments and virtual appointments around childcare responsibilities.

I hope above information in helpful.

Yours sincerely



Councillor David Roche
Cabinet Member, Adult Social Care and Health

THE CABINET
23rd November, 2020

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

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

68. DECLARATIONS OF INTEREST

There were no declarations of interest to report.

69. QUESTIONS FROM MEMBERS OF THE PUBLIC

(1) Mr. Thirlwall referred to the last Council meeting where he had asked a question about the updating of the Register of Interests for Councillors B. Cutts, John Turner and Reeder, why it had taken a year for them to be altered, the verification process and email audit trail explanations.

He was told by the Chair of the Standards and Ethics Committee that this would be looked into. Within the month the Registers for Councillors B. Cutts and John Turner were changed, but it took a further 3 weeks for the one for Councillor Reeder to be altered.

At the meeting the Chair explained the reason for the delay was due to the pandemic and the internet with no explanation as to why there were three weeks difference when it could have been completed the day after the Council Meeting.

Mr. Thirlwall was not satisfied with the answer and asked for a further explanation as why the pandemic and the internet prevented Democratic Services registering those interests the day after the Council Meeting.

The Leader was unable to confirm, but asked the Deputy Monitoring Officer if he could perhaps shed more light on the anomaly and he agreed to investigate further and provide an answer in writing.

In a supplementary question Mr. Thirlwall asked if the Leader would ensure Cabinet Members would stop giving unsatisfactory answers. In response to his question it would have been more acceptable to have admitted a mistake rather than giving a silly answer.

The Leader acknowledged Mr. Thirlwall's comment and confirmed a response would be provided to the question in writing.

(2) Mr. Felstead referred to his question at the last Council Meeting where he asked about the financial performance of the Wilmot Dixon schemes who was unable to confirm the overall cost or overall value, but explained it was not about making money. He also asked about the procurement of the contract with Wilmot Dixon and strongly suspected this had not been competitively tendered. He, therefore, asked if the Council would stand by the town's motto embossed on the Council's coat of arms.

The Leader confirmed the information requested by Mr. Felstead was to be provided in writing and this would be the most appropriate way of living up to the town's motto.

Cabinet Members were reliant on professionals providing advice and those schemes would have gone through a competitive tendering process. This one was a more complicated process because of the involvement of Homes England and the City Region.

In a supplementary question Mr. Felstead asked how it could the town's motto "By Industry and Honour" be demonstrated and supported when a national contractor had been successful. Wilmot Dixon would only use sub-contractors and Rotherham's local contractors had been turned away. Money coming into the area would only be redirected out again. He further asked if anyone from the Council or Labour Party had received any gifts or hospitality from Willmott Dixon.

The Leader asked Mr. Felstead to wait for the written response from the Cabinet Member relating to the legal framework under which Willmott Dixon secured contract. He pointed out the Social Value Policy which was introduced last year would give additional weighting to the legal requirements of the competitive tendering process for companies that employed local people to pay at least the living wage and a number of other requirements intended to keep money in the local economy. This would be reported on annually.

The Leader was unable to confirm if anyone had received any gifts or hospitality from Wilmot Dixon, but it was a legal requirement for the Gifts and Hospitality Register to be published. He would endeavour to check and get back to Mr. Felstead.

(3) Mr. Harron asked about Christmas and support for those most in need and described the funding raising efforts for Swinton Lock from adult survivors and how churches and mosques, like St. Joseph's at Dinnington, were working to support very hard to reach groups and commended them for their efforts and the work that was taking place.

The Leader was happy to associate himself with the comments. He found it remarkable that some of the survivor community were carrying out such work. He considered them remarkable people to overcome their own terrible experiences driving them forward to support others.

In a supplementary question Mr. Harron again spoke about the efforts of St. Joseph's at Dinnington and how they had engaged people to talk about different aspects of life. He, therefore, asked if it would be possible to engage an officer to talk about democracy in Rotherham so that people could be invited to listen.

The Leader confirmed he was happy to look at this and invited Mr. Harron to send details through and the Council would see what could be facilitated.

(4) A further written question was received from Elizabeth who asked if it could be explained what support would be given to the homeless in Rotherham during the Christmas period.

A reply in writing would be provided to Elizabeth.

As an update, however, Councillor Beck confirmed that at the end of 13th November there were approximately 427 active homeless cases which had increased since the start of the pandemic.

Since the 10th April 87 households had been supported into long term accommodation who were actually homeless or were at risk of becoming homeless.

The Service was working hard and doing everything it could to support people. The Council had increased the number of temporary accommodation units from 64 before the pandemic to 110 as of today with a target of increasing this to 114 to further ensure no one in Rotherham was sleeping rough. Officers were almost on a daily basis walking around the town offering assistance and support to anyone sleeping rough to ensure they were provided with shelter. Of course they could not force people to take up the support and all those who refused assistance would continue to be supported and signposted to agencies, charities and community support groups. Funding was available to ensure the Council had the resources to support those and utilised by people who may need it.

70. MINUTES OF THE PREVIOUS MEETING

Resolved:- That the minutes of the Cabinet meeting held on 19th October, 2020 be approved as a true and correct record of the proceedings.

71. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That under Section 100(A) 4 of the Local Government Act 1972, the public be excluded from the meeting for the agenda items 6 and 10 (SEND Sufficiency Development Phase 3 and Forge Island Preparatory Works and Precinct) on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 2 and 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.

72. SEND SUFFICIENCY DEVELOPMENT PHASE 3

Consideration was given to the report which outlined proposals to address current and future Special Educational Needs and Disability (SEND) sufficiency issues that have been highlighted by SEND data and identified in the Rotherham SEND Sufficiency and Social Emotional Mental Health Strategies.

Rotherham currently had two key issues in relation to sufficiency of education for children with Special Educational Needs and Disabilities that needed to be addressed:-

1. There was a lack of designated Social, Emotional and Mental Health (SEMH) educational provision.
2. Newman Special School building needed extensive work in order to bring it to the required standard to effectively deliver education for children and young people with disabilities.

A strategic options appraisal outlined four different approaches to respond to the issues identified and deliver the required outcomes for Rotherham's children and young people.

The opportunity presented was, therefore, to support children and young people with SEND to achieve improved outcomes through the development of new, modern, and well-designed provision on the Dinnington site which have sufficient space and resources to meet the needs of the children who would attend there.

The buildings would provide the opportunity to open a new special school that was dedicated to educating children and young people with Social Emotional and Mental Health needs, and providing safe, modern and well-planned new buildings for children and young people who attended Newman Special School. The upper school at Newman would move to the Dinnington site, providing the space required to carry out the required capital works on the main school site.

Rotherham had a lack of dedicated educational provision for children with SEMH and, at present, children in Rotherham with SEMH needs either attended Rotherham PRU provision at Aspire or Rowan. These

provisions could meet need, but had physical limitations in terms of building capacity, (both Aspire and Rowan lacked suitable accommodation). Children who did not attend Aspire or Rowan were sent out of area to high cost provision.

In addition, Newman School, Rotherham's oldest special school, was sited in a Listed Building which was no longer of the required standard to effectively deliver education for children and young people with disabilities and required some investment.

The recommended option was to purchase Dinnington College which incorporated Blocks A, C, B and D:-

Block A would be adapted to provide a primary and secondary designated SEMH educational provision for up to 125 children and young people, under the DfE Academy/Free school presumption process;

Blocks C and D would be adapted to provide upper school provision for around 40 young people from Newman School.

Block B would be demolished and adapted to provide (along with other outdoor space) the required soft and hard play area for the two educational provisions.

Any new school proposal must be developed under the DfE free school presumption process, which the Local Authority had recent previous experience of.

Cabinet Members welcomed this report and congratulated all those involved, which could only have a positive outcome for the young people of Rotherham.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-scrutiny process who were in support of the recommendations, subject to the Improving Lives Select Commission continuing to monitor the implementation of the SEND Sufficiency Strategy.

Resolved:- (1) That the proposal to develop a SEMH Educational provision and re-build Newman Upper School, as required to deliver both Rotherham SEND Sufficiency and Social Emotional Mental Health Strategies, be approved.

(2) That the acquisition of Dinnington College Blocks A, B, C and D within the outlined red line boundary as detailed in the report at or below the value within the exempt Appendix be approved.

(3) That the Assistant Director of Planning, Regeneration and Transport negotiates the terms of the acquisition and that the Assistant Director of Legal Services completes the necessary documentation.

(4) That the entering into a free school presumption process in relation to SEMH educational provision be approved.

73. EQUALITIES REVIEW - GOING FOR "EXCELLENT" ACCREDITATION

Consideration was given to the report which detailed how the Council was committed to seeing a Borough based on equality and social justice where all residents have a good quality of life and able to achieve their potential in pursuit of that end.

This report brought forward a comprehensive and wide-ranging programme of action structured around achieving nationally accredited status for equalities aligned with a range of measures to tackle inequalities, discrimination and prejudice in partnership with other organisations and communities, as set out in the Council's Year Ahead Plan.

The recommended approach would seek value outcomes in addition to the process of the EFLG, aligning work around socio-economic inequalities, community wealth building and social value together with Health and Wellbeing Board actions to address inequalities in health. It would also incorporate an approach to the Public Sector Equality Duty and relate to the Council's "Black Lives Matter" resolution.

The scope and governance of the review would be dynamic, engaging the Council's staff and bringing about change in culture of the organisation.

Driven by outcomes it would build a deeper understanding and empathy about equalities and social justice, and the confidence of staff to incorporate equalities into service design and delivery.

It was also a priority to build a more consistent understanding around equalities within the Council's workforce. Suggestions for improvement focused on embedding and centring equalities in Council activities while also improving equality and diversity learning opportunities, with the need for greater staff learning and development.

Cabinet Members welcomed this report and the opportunities for closer partnership working especially with the Health and Wellbeing Board, how the work would reflect the recent Council Motion on "Black Lives Matter" and the emphasis on the protected characteristics. This review encouraged the Council to focus on itself, ensure the Workforce Strategy was at the heart of the process and by getting the basics right and gaps would be identified, barriers removed and allow the Council to succession plan.

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

- an agenda item pertaining to Equalities being added to the Overview and Scrutiny Management Board agenda on a two monthly basis
- that a fact-finding Equalities Sub-Group convene on a monthly or as-needed basis to discuss Equalities workstreams and lines of inquiry with a view to bringing outcomes to present at Overview and Scrutiny Management Board for further scrutiny
- that the Equalities Sub-Group be comprised of a core group of Members with at least one Member representing each of the Select Commissions
- and that Members be invited to submit to this Sub-Group their questions or topics for discussion related to Equalities.

Resolved:- (1) That the programme of work to review and further strengthen the Council's approach to equalities be endorsed and approved.

(2) That the equalities work be noted and framed around the 4 key lines of enquiry of the Equalities Framework for Local Government:-

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

74. SEPTEMBER 2020/21 FINANCIAL MONITORING

Consideration was given to the report which set out the financial position as at the end of September 2020 and was based on actual costs and income for the first 6 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.

To that end, this was the third financial monitoring report of a series of monitoring reports for the current financial year which would continue to be brought forward to Cabinet on a regular basis.

As at September 2020, the Council had a forecast year-end overspend of £23.7m on the General Fund, this was mitigated in part by the Government's provision of COVID-19 emergency support grant and Sales, Fees and Charges Income Compensation, providing a net forecast outturn of £2.3m overspend.

It was noted the Adult Social Care Infection Control Fund (IPC) was first introduced in May 2020. The purpose of this Fund was to support Adult Social Care providers, including those with whom the Local Authority did not have a contract, to reduce the rate of COVID-19 transmission within and between care settings, in particular by helping to reduce the need for staff movements between sites.

The Council had facilitated the distribution of the specified 80% of the Infection Control Fund as per guidance. Local authorities must use 20% of the funding to support the sector to put in place other COVID-19 infection control measures, but this could be allocated at their discretion. Where providers had been unable to utilise all their ICF monies this may be added to the discretionary element in accordance with grant conditions.

The report also identified a number of bids to be presented to the Mayoral Combined Authority (MCA) meeting and, subject to them receiving formal approval, the Capital Programme would be updated for the additional grant resources as required and the schemes implemented.

Cabinet Members welcomed the monitoring report and emphasised how crucial the Government grants were in sustaining the level of support.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-scrutiny process who were in support of the recommendations, however, should the financial monitoring situation worsen before the submission of the next scheduled Financial Monitoring Report, that a further report be submitted to the Overview and Scrutiny Management Board.

Resolved:- (1) That the current General Fund Revenue Budget forecast of £2.3m overspend be noted.

(2) That actions would continue to be taken and noted to mitigate the forecast overspend and that a balanced financial outturn was envisaged.

(3) That the Capital Programme update be noted.

(4) That the proposed use of the Round 2 allocation of Infection Control Grant as set out in Paragraphs 2.47 to 2.52 be approved.

(5) That the schemes to be presented to the Mayoral Combined Authority for grant approval and implementation be supported, as set out in paragraphs 2.57.

75. REVIEW AND UPDATE OF THE MEDIUM TERM FINANCIAL STRATEGY

Consideration was given to the report which set out in detail the review and update of the Council's Medium Term Financial Strategy to 2022/23. This was an interim review and would be revised further in advance of the Council Budget setting meeting in March 2021, to take account of the Local Government Finance Settlement for 2021/22 when issued, along with budget policy proposals on levels of Council Tax and fees and charges and any budget investment.

The MTFS review, alongside the latest Financial Monitoring 2020/21 report on this same Cabinet agenda, envisaged a balanced financial outturn position being achieved for 2020/21, whilst maintaining the £4.3m top-up to reserves included within the Budget and MTFS Strategy and preserving the £4m budget contingency and savings arising in 2020/21 as support for the 2021/22 budget.

The updated MTFS forecasts identified that a balanced budget for 2021/22 could still be set, but that at this stage there was a potential funding gap arising in 2022/23. These positions were subject to the further reviews as described above.

This review and update of the MTFS, therefore, focused on a review and update of the Council's financial assumptions, including an estimate of the impact of the Covid-19 pandemic on income from Business Rates and Council Tax and on the Council's timeline for the delivery of the agreed savings within the Budget and MTFS. This review would support and inform the detailed budget setting process for 2021/22, alongside taking into account the outcomes of the Local Government Finance Settlement for 2021/22, when issued, which would follow on from the Spending Review announcement, probably around mid-December.

it was currently anticipated that the Council would achieve a balanced budget position for 2020/21, whilst still replenishing reserves by £4.3m and without need to draw on either the £4m budget contingency or the £2m budget contingency reserve. These contingencies could, therefore, remain available to support the MTFS and specifically the 2021/22 budget.

The 2 year budget for 2019/20 and 2020/21 set at Council in February 2019 required £31.5m of budget savings to be delivered to meet estimated funding gaps over the 2 years, including savings that had been agreed in previous years for delivery across this timescale. Delivery of over £16m of these savings would have been completed by the end of the current financial year, leaving around £15m to continue to address across the MTFS.

However, whilst recognising the COVID impact on savings delivery, it was still anticipated that the remaining agreed savings could be delivered as planned, but over a longer timescale, with most, but not quite all, of the savings delivered by 2022/23.

On that basis, there were no recommendations within this review of the MTFS to vary from the agreed package of savings, either to remove any of the savings from the budget or to seek alternative savings. The focus remained on completing the delivery of the savings already agreed.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-scrutiny process who were in support of the recommendations, subject to the assumptions that have been used in the development of the Medium-Term Financial Strategy change substantially before the Overview and Scrutiny Management Board was consulted on the Council's Budget proposals, then a further report be presented to the Overview and Scrutiny Management Board.

Resolved:- (1) That the MTFS review and update be noted.

(2) That the plans to reserve funding and savings from 2020/21 to support the 2021/22 budget be noted.

(3) That finalisation of the Budget and MTFS for 2021/22 and 2022/23 maintains the approved Budget Strategy and Budget Savings as already agreed.

(4) That the assumptions within the MTFS to increase Fees and Charges by 2% for 2021/22 remain unchanged for this update.

76. FORGE ISLAND PREPARATORY WORKS AND DEMOLITION OF RIVERSIDE PRECINCT, 8 - 18 CORPORATION STREET AND PEDESTRIAN FOOTBRIDGE

Consideration was given to the report which sought authority to undertake required demolition works to Riverside Precinct, 8-18 Corporation Street and the pedestrian footbridge, alongside other remediation works, to enable the Forge Island leisure development.

These works would aid the Town Centre Masterplan in improving the vitality and viability of the town centre as part of the redevelopment of Forge Island and act as a catalyst for the regeneration and repurposing of Rotherham town centre.

More recently the Council had finally completed purchase on the Primark building which would further develop and enhance the High Street.

Resolved:- That the works to undertake the demolition and remediation works as described in this report to enable the Forge Island leisure development, funded by the allocated Town Centre Investment Fund be approved.

77. 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.

78. DATE AND TIME OF NEXT MEETING

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

THE CABINET - 10/12/20

**THE CABINET
10th December, 2020**

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

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

Apologies for absence were received from Councillors .

79. DECLARATIONS OF INTEREST

There were no declarations of interest.

80. QUESTIONS FROM MEMBERS OF THE PUBLIC

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

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

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

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

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

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

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

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

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

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

81. EXCLUSION OF THE PRESS AND PUBLIC

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

82. COVID WINTER GRANT SCHEME

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

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

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

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

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

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

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

Resolved: - That Cabinet agreed:

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

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

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

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

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

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

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

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

Resolved: That Cabinet:

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

84. RECOMMENDATIONS FROM OVERVIEW AND SCRUTINY MANAGEMENT BOARD

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

85. DATE AND TIME OF NEXT MEETING

Resolved:

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

**THE CABINET
21st December, 2020**

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

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

86. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

87. QUESTIONS FROM MEMBERS OF THE PUBLIC

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

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

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

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

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

88. MINUTES OF THE PREVIOUS MEETING

Resolved:-

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

89. EXCLUSION OF THE PRESS AND PUBLIC

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

90. YEAR AHEAD PLAN - QUARTERLY PROGRESS REPORT

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

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

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

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

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

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

Resolved:-

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

91. HRA BUSINESS PLAN 2020-21

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

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

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

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

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

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

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

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

Resolved:-

That Cabinet recommends to Council to:

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

92. HOUSING RENT AND SERVICE CHARGES

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

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

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

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

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

Resolved:-

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

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

93. NEIGHBOURHOOD ROAD SAFETY FUND PROGRAMME

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

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

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

Resolved:-

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

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

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

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

Resolved:-

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

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

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

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

96. DATE AND TIME OF NEXT MEETING

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

Committee Name and Date of Committee Meeting

Council – 13 January 2021

Report Title

Recommendation from Cabinet – HRA Business Plan 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)

Paul Elliott, Business and Commercial Programme Manager
01709 822494

Ward(s) Affected

Borough-Wide – all wards

Report Summary

The Housing Revenue Account (HRA) records all expenditure and income relating to the provision of council housing and related services, and the Council is required to produce an HRA Business Plan setting out its investment priorities over a 30-year period.

Following the introduction in 2012 of HRA self-financing, the Council was awarded control over its HRA in return for taking on a proportion of national housing debt.

Since the last update there have been no significant Government policy changes that affect the business plan. That said there have been some significant changes to CPI (Consumer Prices Index) as a consequence of the COVID Pandemic, which is 1.5% lower than predicted when the plan was last reviewed.

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

Over the short to medium term forecast, the Business Plan operating account is at or around the minimum balance; however, over the longer term there is a significant squeeze on resources due to inflationary pressures. The key risks in the Business Plan are increased Right to Buy sales above those planned for, interest rate rises

above those planned and inflation. These risks are monitored continuously and mitigated by the Housing Service with support from financial services.

This report provides a detailed technical overview of the current position and the reason for changes to the Business Plan. This report is to be considered alongside the proposed 2021-22 rents, service charges and budgets.

Recommendations

That Council:-

1. Approve the proposed 2021-22 Base Case Option 1 for the HRA Business Plan.
2. Approve the reprofiling of housing growth budgets to ensure resources are available at the right time to deliver on the annual housing development programme commitments as set out within paragraph 1.6 of the report.
3. Review the plan annually to provide an updated financial position.

List of Appendices Included

Appendix 1 HRA Operating Statement

Appendix 2 Summary of Modelled Business Plan Scenarios

Appendix 3 Equalities Assessment

Background Papers

HRA Business Plan 2020-21

DCLG Guidance on Rents for Social Housing

Annual Housing Development Report to Cabinet, 21st September 2020

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Overview and Scrutiny Management Board – 16 December 2020

Cabinet – 21 December 2020

Council Approval Required

Yes

Exempt from the Press and Public

No

Committee Name and Date of Committee Meeting

Cabinet – 21 December 2020

Report Title

HRA Business Plan 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)

Paul Elliott, Business and Commercial Programme Manager
01709 822494

Ward(s) Affected

Borough-Wide – all wards

Report Summary

The Housing Revenue Account (HRA) records all expenditure and income relating to the provision of council housing and related services, and the Council is required to produce an HRA Business Plan setting out its investment priorities over a 30-year period.

Following the introduction in 2012 of HRA self-financing, the Council was awarded control over its HRA in return for taking on a proportion of national housing debt.

Since the last update there have been no significant Government policy changes that affect the business plan. That said there have been some significant changes to CPI (Consumer Prices Index) as a consequence of the COVID Pandemic, which is 1.5% lower than predicted when the plan was last reviewed.

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

Over the short to medium term forecast, the Business Plan operating account is at or around the minimum balance; however, over the longer term there is a significant

squeeze on resources due to inflationary pressures. The key risks in the Business Plan are increased Right to Buy sales above those planned for, interest rate rises above those planned and inflation. These risks are monitored continuously and mitigated by the Housing Service with support from financial services.

This report provides a detailed technical overview of the current position and the reason for changes to the Business Plan. This report is to be considered alongside the proposed 2021-22 rents, service charges and budgets.

Recommendations

That Cabinet recommends to Council to:-

1. Approve the proposed 2021-22 Base Case Option 1 for the HRA Business Plan.
2. Approve the reprofiling of housing growth budgets to ensure resources are available at the right time to deliver on the annual housing development programme commitments as set out within paragraph 1.6 of the report.
3. Review the plan annually to provide an updated financial position.

List of Appendices Included

Appendix 1 HRA Operating Statement
Appendix 2 Summary of Modelled Business Plan Scenarios
Appendix 3 Equalities Assessment

Background Papers

HRA Business Plan 2020-21
DCLG Guidance on Rents for Social Housing
Annual Housing Development Report to Cabinet, 21st September 2020

Consideration by any other Council Committee, Scrutiny or Advisory Panel
N/A.

Council Approval Required
Yes

Exempt from the Press and Public
No

HRA Business Plan 2021-22

1.	Background
1.1	This report sets out the proposals for the HRA Business Plan for 2021-22 onwards and as in previous years provides information on the positioning of the HRA Business Plan as a driver of housing growth to assist in meeting the Council's housing objectives. In essence the overall approach is to make savings where it is feasible to do, so these can be invested in future new affordable housing and to position the housing service so it is best placed to respond to future challenges that arise.
1.2	Since the last update there have been no significant Government policy changes that affect the business plan. That said the COVID-19 Pandemic has resulted in a significant fall in Consumer Price inflation which has subsequently meant the planned rent increase of 3% for 2021-22 will now only be 1.5% (subject to approval by Council on 13 January 2021). This means a reduction in resources of £30m until year 29 of the plan when compared to the 2020-21 Business Plan.
1.3	The overall position remains challenging, but given the level of reserves and the previous decision to defer some investment in stock until later in the plan there continues to be the ability to divert resources to fund housing growth and contribute to the Year Ahead Plan subject to proposals to increase rent by 1.5% in 2021-22 being approved.
1.4	Performance remains strong in key areas of the business resulting in increased income collection and improved value for money for our tenants. Over the short to medium term the Business Plan operating account is at or around the minimum balance; over the longer term there is a significant squeeze on resources due to cost inflation being greater than proposed rent increases.
1.5	The policy of Right to Buy and lifting the debt cap are somewhat contradictory as it means there is the potential for an ongoing reduction in cash flow to fund a potential increase in debt. This means the underlying business must continue to become more efficient and new build housing schemes have to at least break even over the long term. This will ensure there are sufficient resources to service the debt to ensure long term viability of the business plan. The overarching strategy for the Business Plan is to promote growth rather than manage decline.
1.6	<p>The second recommendation of this report is to allow reprofiling of housing growth budgets to ensure resources are available at the right time to deliver on the annual housing development programme commitments. The specific scheme this applies to is the development of 14 bungalows on Arundel Avenue in Treeton and Braithwell Road in Ravenfield and an explanation is provided below.</p> <p>In 2017, Cabinet approved the Shared Ownership and Affordable Homes Programme (SOAHP). In doing so, the Council was able to draw-down £6.81m</p>

	<p>of Homes England grant funding to support the delivery of 227 new homes across the Borough. The programme has been highly successful and 215 of the planned new homes have since been delivered or are close to completion, however, the original budgetary approval is insufficient to deliver the remaining homes, for the following two reasons:-</p> <ul style="list-style-type: none"> • The original budget, based on the best estimates at the time, was prioritised toward the highest priority aspects of the programme, including The Bellows, a 58 home development in Rawmarsh, and Broom Hayes, a 44 home development in Broom Valley, however significant abnormal costs meant that the scheme costs were higher than anticipated. • The Arundel Avenue and Braithwell Road schemes have been redesigned and have capacity to deliver 14, rather than 12 bungalows. <p>There is sufficient capacity within existing HRA capital growth budgets to fund the additional costs of £1.983m and it is proposed the funds will be drawn from the HRA Housing Growth 22/23 budget which has provision for up to £2.290m of spend in 2021/22, but for which no specific schemes are currently allocated against. No additional budget over and above that already approved as part of the HRA Business Plan is, therefore, sought and this budget reprofiling has also been incorporated into the latest HRA growth financial modelling which is further referenced within this report.</p>
2.	Key Issues
2.1	The Council currently owns circa 20,130 homes, 544 leasehold homes and 3,375 garages with a turnover from rents and other sources approaching £84m per annum (excluding the sale of new properties).
2.2	<p>The overall financial strategy for the HRA is focused on:-</p> <ul style="list-style-type: none"> • Supporting more new affordable housing (circa £114m including grant income has /will be invested, subject to Cabinet approval of remaining projects). • Increasing rents in line with Government guidance of CPI + 1% i.e. 1.5% • Supporting delivery of the Year Ahead Plan. • Maintaining a sufficient level of balances, both as a contingency against risks and to ensure that investment can be sustained over the period of the business plan. • Supporting tenants to maximise income and sustain their tenancy. • Achieving and maintaining the decent homes standard. • Keeping tenants safe through robust management of landlord compliance. • Tackling fuel poverty. • Providing a customer focused and effective repairs service. • Supporting housing and neighbourhood management. • The long-term viability of the HRA Business Plan is maintained. • No early repayment of debt is made.
2.3	Financial Position of the HRA

The HRA currently has a healthy financial position with a general revenue reserve balance forecast to be £8.5m, a forecast major repair reserve of £8.7m and a One for One receipt balance of £1.5m as at 1 April 2021. A summary of

Housing Revenue Account	Proposed Budget 2021/22 £'000
Expenditure	80,997
Income (including service charges)	-85,189
Net Cost of Service	-4,192
Interest Received	-100
Net Operating Expenditure	-4,292
Revenue Contribution to Capital Outlay	6,519
Transfer from Reserves	-2,227
Surplus/Deficit for the Year	0

the proposed income and expenditure for 2021-22 is below:

2.4 It can be seen that based on the 1.5% increase in dwelling rent income and an increase in service charges of 2%, the budgeted income of £85.189m is anticipated to be collected in 2021/22 and that this is reduced by £80.997m of budgeted expenditure, which represents the net cost of delivering the service.

As budgeted income is greater than the net cost of delivering the service, there is an overall net income of £4.292m to the service after interest received. The Council are using this to fund the Housing Growth programme.

Based on a review of the HRA business plan a Revenue Contribution to Capital of £6.519m has been made towards the approved HRA Capital investment Programme. Therefore, there will be a transfer required from HRA Reserves of £2.227m in order to provide an overall balanced budget for 2021/22, this is provided for within the revised HRA Business Plan.

2.5 **Supporting Housing Growth**

The Council in recent years has been very successful in using HRA land and finances to build and acquire new council homes. Rother Living is the Council's brand for these new homes, and this has become a well known and trusted name for building high quality homes for affordable rent, shared ownership and outright sale.

Going forward the financial position of the HRA continues to improve due to the return of rent increases following four years of reductions which ceased in 2020-21.

The key achievements of the housing growth programme include:-

	<ul style="list-style-type: none"> • Site Clusters Programme – mixed tenure homes across seven sites, bringing major regeneration and social value as well as meeting housing need • The Bellows – 58 homes for council rent and shared ownership • Started the town centre housing scheme and on track to build 171 homes by 2022 • Introduced shared ownership – a new tenure helping people get onto the property ladder 										
2.6	<p>Three scenarios have been modelled in arriving at the recommended base case.</p> <p>2021-22 Base Option 1 (recommended)</p> <p>This assumes:</p> <ul style="list-style-type: none"> - Social rent will increase by 1.5% for 2021-22 and then increase by CPI + 1% for a further three years (in line with Government rent formula) then CPI only for the remainder of the plan. - Service charges will increase by 2% in 2021-22 and then CPI for the rest of the plan. - CPI has been refreshed to the latest forecasts by the Office for Budgetary Responsibility. - £114m will be invested in housing growth, this will create c.957 new homes. - There is a borrowing requirement of £34.5m over the life of the plan. - Right to Buy sales reduce over the life of the plan. These reductions are staged as below: <table border="1"> <thead> <tr> <th>Year</th><th>Number of Right to Buy's</th></tr> </thead> <tbody> <tr> <td>1 to 2</td><td>150</td></tr> <tr> <td>3</td><td>175</td></tr> <tr> <td>4</td><td>180</td></tr> <tr> <td>5 onwards</td><td>50</td></tr> </tbody> </table> <ul style="list-style-type: none"> - To accommodate the reduction in income as a result of RTB forecasts there will be a reduction of expenditure in proportion to RTB sales. This will be done by reducing expenditure in supervision and management by 50% and repairs and maintenance by 75% for each property taken out of the asset data base through RTB sales. - Repairs and maintenance revenue expenditure will remain as in the 2020-21 HRA Business Plan. - Investment in Capital works (excluding housing growth) will be relatively unchanged at £1,045m (including inflation) following an increase of £157m over the life of the plan in 2019-20. 	Year	Number of Right to Buy's	1 to 2	150	3	175	4	180	5 onwards	50
Year	Number of Right to Buy's										
1 to 2	150										
3	175										
4	180										
5 onwards	50										

	<ul style="list-style-type: none"> - Ongoing investment of £1.6m per year will be made enhancing Housing support services contained in the General Fund. - Bad debt provision of 1.2% per annum. - Void loss and allowance of 1.3%. <p>2021-22 Base Option 2</p> <p>All assumptions are as in Base Option 1 but rent increases are limited to CPI in 2021-22 i.e. 0.5%. This means there is an additional borrowing requirement of £51.4m over the life of the plan.</p> <p>2021-22 Base Option 3</p> <p>All assumptions are as in Base Option 1, but rent is frozen at 2020-21 levels. This means there is a borrowing requirement of £74.0m over the life of the plan. The need to borrow additional monies commences in Year 3 to 6 and then for the remainder of the plan from Year 18. This level of borrowing is unsustainable and would require reductions to housing growth ambitions alongside a reduction in day to day expenditure across capital repairs and supervision and management.</p>
2.7	The recommended Base Case Option 1 results in an Operating Surplus at Year 30 of £27.2m and ensures expenditure is affordable throughout the life of the business plan.
2.8	<p>Base Case Option 1 has been chosen because it provides opportunities to contribute to the housing growth agenda through deferring stock investment. Furthermore, it sets out the Council's ambition to build over a thousand new homes and in doing so creates a long-term new homes programme allowing for longer term planning and greater buying power. Whilst the 2021-22 Business Plan only provides for a housing growth programme for the next five years it is intended to explore further opportunities to extend the housing growth programme post 2025 in future iterations of plan.</p> <p>Key assumptions include:</p> <ul style="list-style-type: none"> • There is a borrowing requirement of £34.5m. • Debt will not be repaid over the life of the plan. • Ongoing investment of £1.6m per year will be made enhancing Housing support services contained in the General Fund. • Expenditure is reduced proportionately to stock size, so mitigating the effect of increasing Right to Buys. There will be a net reduction in stock as RTB's are forecast to continue after the end of the current housing growth plan. • Rent increases are kept in line with CPI following expiry of the Government's new social rent formula which has four's years remaining from 2021-22 to increase rents by CPI + 1%.

2.9

Impact on the Housing Growth agenda

The 2021-22 review of the Business Plan continues to focus on the housing growth agenda. Resources are focused on construction and acquisition of new council homes for the next five years.

The Business Plan supports delivery of multiple housing schemes throughout the borough across a variety of tenures as follows:

Financial Year	Social Rent	Shared Ownership	Affordable Rent	Private Sale	TOTAL
2017/18	0	0	0	0	0
2018/19	4	0	0	3	7
2019/20	0	1	28	43	72
2020/21	12	29	94	26	161
2021/22	38	64	37	11	150
2022/23	120	58	98	42	318
2023/24	224	12	0	0	236
2024/25	56	13	0	0	69
2025/26	23	0	0	0	23
Total	477	177	257	125	1,036
Total (excluding prior years)	473	176	229	79	957

The benefits of the Council developing and enabling new housing include:

- Generation of income to the General Fund via Council tax.
- Ensuring new homes meet changing local needs, particularly the needs of older people, people with support needs and single person households.
- Regenerating neighbourhoods.
- Wider economic benefits including employment and training opportunities.
- Access to grant funding from Homes England and the Sheffield City Region.
- Replacement of Council homes sold through the Right to Buy.
- Improved quality and energy efficiency of housing stock, which improves health and wellbeing and reduces fuel poverty.

The priorities in the housing growth programme over the next five years are:-

- Developing 171 new homes in the town centre.
- Delivering more shared ownership homes to enable first time buyers and older people wishing to downsize, to own an affordable home.
- Continuing to build bungalows and other accessible accommodation to enable older people and people with support needs to live independently.
- Releasing HRA owned sites for development by the private sector and housing associations.

2.10

Impact on Revenue Repairs and Maintenance

	<p>Given the level of historic investment in existing stock, circa £53m over the past three years, that the stock is overwhelmingly traditional build and its condition is at or beyond the decent homes standard, a decision was taken in 2018-19 to reallocate investment from this area to further increase the Council new build programme. This decision has been reviewed again for this iteration of the business plan and the re-allocation of resources to prioritise housing growth is maintained. This means that additional housing assets could be created, generating greater rental income and meeting housing need in the borough.</p> <p>Given the conclusion of the re-procurement of repairs and maintenance contract modelling of new pricing suggests the previous budget savings target of 10% will be achieved as a result the previous budget reduction's to repairs and maintenance have been retained in the updated 2021-22 Business Plan.</p>
2.11	<p>Impact on Capital Investment</p> <p>During 2018-19 there was a comprehensive review of the capital investment programme to determine the work needed in our stock over the next 30 years. This resulted in an increasing capital investment from £577m to £734m (current prices) over the life of the plan, as a result no further updates to the long term investment requirements have been included in the 2021-22 Business Plan although it is recognised that a detailed review of the 30 year asset management plan is required over the next year to inform the 2022-23 Business Plan. The short-term investment has been reviewed and matched to the approved 3-year capital programme. The same principles have been used where peaks in demand in some years as meant smoothing of the programme by delaying some stock investment and replacements to later years as necessary. This will not affect the ability to meet the Decent Homes standard.</p>
2.12	<p>Supporting tenants with Financial Pressures</p> <p>A key priority is the ongoing work mitigating the impact of the pandemic, welfare reform and general financial pressures tenants face. The Council is committed to minimising any effects of the pandemic and welfare reform on tenants and to do this through continuing early intervention and arrears prevention. Our efforts will continue to be in supporting tenants to continue to pay their rent; by offering additional support to vulnerable tenants to help with money, benefits and debt advice; this is being done through our Financial Inclusion team.</p> <p>Universal Credit roll out continues throughout Rotherham which has seen over 4,841 tenants now receiving Universal Credit with over 1,200 tenants in receipt of an Alternate Payment Arrangement where housing costs are paid direct to the Council.</p> <p>The impact on rent arrears is now starting to become evident at individual account level, with the average arrears for a tenant on Universal Credit being £359.21 compared to £192.34 for other tenants. This presents a significant risk to income collection. To mitigate this risk all new tenants who are eligible for Universal Credit have to make a claim and set up either a Direct Debit or a recurring card payment for rent prior to being issued with the keys for their new</p>

	home.
2.13	<p>Investment in other Council Housing Services</p> <p>An ongoing investment of £1.6m per year will be maintained in enhancing Housing support services contained in the General Fund over the period. In addition, it is proposed to work in partnership with Adult Care to help customers to maintain independence within their own home for as long as possible.</p>
2.14	<p>Impact of the proposed scenario</p> <p>The impact of the changes to the Business Plan are summarised below:-</p> <ul style="list-style-type: none"> • There will be a further £114m spent on housing growth over the next five years. This will result in c957 new properties being built or acquired • There will be a borrowing requirement of £34.5m over the next 30 years. • The General Fund will receive continued funding for HRA support services of £1.6m per year for the life of the plan. • The 10% reduction to day to day revenue repairs over the next three years is retained as per the 2019/20 plan. • There will be surpluses of £27.2m by year 30.
3.	Options considered and recommended proposal
3.1	<p>A series of options were considered as part of scenario modelling, these are detailed at Appendix 2 of the report. Details of the HRA Business Plan Base Case Option 1 (preferred) are set out in the main body of the report. This will result in the HRA having an Operating Surplus of £27.2m by year 30 and provide support to the housing growth agenda and the Council's General Fund position.</p>
4.	Consultation on proposal
4.1	<p>The Council has a strong track record for tenant engagement and has recently been recognised by the Tenant Participation and Accreditation Service for the excellent framework that is in place to consult and work with tenants on how services are developed and improved. The Housing Involvement Panel is made up of Area Tenant Panel Chairs and was consulted on 25th November, 2020.</p>
4.2	<p>The Housing Service undertook a survey of tenant's views in 2018, referred to as the Star (Standard Tenant Assessment Response) Survey which supports how resources are targeted and allows the Council to benchmark satisfaction with other social housing providers. The most recent survey found:-</p> <ul style="list-style-type: none"> • 80% of tenants are satisfied with the overall service provided. • 80% of tenants are satisfied with the quality of their home. • 78% of tenants believe their rent provides value for money. • 48% of tenants were satisfied that their views were listened to and acted upon. • Satisfaction with grounds maintenance and estate services were varied

	<p>across the borough.</p> <p>The HRA Business Plan has responded to some of the above concerns by increasing investment in Tenant Involvement Services and increasing capacity in the housing management teams.</p>								
4.3	Members have been consulted on various aspects of the Housing Revenue Account Business Plan. Seminars and Workshops have been held on Housing Growth, Repairs and Maintenance, Universal Credit and Housing Policy updates. This has helped inform the proposed Business Plan.								
4.4	The HRA Business Plan also supports housing growth, the targets which were set following The Rotherham Strategic Housing Market Assessment (SHMA) which was completed in 2019; and consisted of a large scale resident survey, targeted focus groups and detailed analysis of housing market, population and demographic data. The study contains a calculation which takes into account delivery of new housing against newly forming households to highlight any shortfall. The Rotherham SHMA concluded that 900 new homes are required per year to meet housing needs in the borough, a quarter of which should be 'affordable'. The data from the study has been used to develop Housing Profiles for each ward which considers specific housing needs and sets out opportunities for housing growth at a local level.								
5.	Timetable and Accountability for Implementing this Decision								
5.1	<p>The table below shows the approval timeline:</p> <table border="1"> <thead> <tr> <th>Date</th><th>Meeting</th></tr> </thead> <tbody> <tr> <td>16/12/20</td><td>Overview and Scrutiny Management Board Meeting</td></tr> <tr> <td>21/12/20</td><td>Cabinet decision making meeting</td></tr> <tr> <td>13/01/21</td><td>Council</td></tr> </tbody> </table>	Date	Meeting	16/12/20	Overview and Scrutiny Management Board Meeting	21/12/20	Cabinet decision making meeting	13/01/21	Council
Date	Meeting								
16/12/20	Overview and Scrutiny Management Board Meeting								
21/12/20	Cabinet decision making meeting								
13/01/21	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	<p>In developing the HRA Business Plan the CIPFA / CIH code of practice for a self- financed housing revenue account; the Financial Viability principle has been taken into account which states that:-</p> <ul style="list-style-type: none"> The housing authority has arrangements in place to monitor the viability of the housing business and take appropriate actions to maintain viability. 								
6.2	The HRA Business Plan is reviewed and updated annually to take account of changes to all income streams and the revenue and capital costs of managing and maintaining HRA properties and tenancies. It also considers Capital investment in new build and housing acquisitions for affordability.								
6.3	The HRA Business Plan includes assumptions on rent levels as dictated by								

	legislation. The HRA BP assumes that rents will be increased by CPI plus 1% for a further four years from April 2021 and increases by CPI thereafter. In 2021/22 the rent increase is anticipated to be 1.5%. As the HRA is self-financing, the rental income stream makes up most of the funding available to the HRA.
6.4	The capital repairs and investment assumptions were completely refreshed in the 2019-20 plan and as a result no further review of the long-term investment has been undertaken for the 2021-22 Business Plan. The short-term investment has been reviewed and matched to the approved 3-year capital programme. Peaks in demand in some years has meant delaying some stock investment and replacements to later years as necessary. This smoothing will not affect the ability to meet the Decent Homes standard.
6.5	Reductions to revenue repairs/maintenance costs of £10.4m have been incorporated into the HRA Business Plan from 2020/21 to 2024/25 as noted at 2.11. It is anticipated that these savings can be achieved from 2020, based on the revised service standards in the R&M contract.
6.6	Significant investment in property developments and acquisitions of £114m has been built into the base plan over the next five years. On current assumptions the Business Plan indicates that this is fundable with additional borrowing. Affordability is reliant upon borrowing of £34.5m and £43.6m of funding which has been built into the plan: £15.2m of HCA and Sheffield City Region grant funding, £4.8m of right to buy One for One receipts, £2.7m General Fund contribution to town centre projects and sales income of £20.9m from properties built for sale and shared ownership..
6.7	CPI and RPI assumptions in the HRA Business Plan are based on Office of Budgetary Responsibility forecasts for the first four years. From year 5 onwards RPI has been set at a rate lower than the forecast in order to balance the plan. This is reviewed annually.
6.8	The HRA operating balance is forecast to reduce to the minimum sustainable level for years 4-6 in the BP. The minimum balance is £3.7m in year one and uplifted by CPI annually and is the minimum level required to manage financial risk. The forecast is revised each year for the actual income and expenditure incurred.
6.9	There are no direct procurement implications arising from this report.
7.	Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)
7.1	It is vital that the Council has and maintains a robust HRA Business Plan, which is subject to regular review and scrutiny to enable the Council to comply with the duties placed upon it.
7.2	In order to minimise the risks of any potential legal challenge, there should be full consideration of the consultation responses. Furthermore, as identified

	below, there should be full consideration of the Public Sector Equality Duty and any potential impact in respect of Human Rights at all stages.
8.	Human Resources Advice and Implications
8.1	There are no immediate human resource implications.
9.	Implications for Children and Young People and Vulnerable Adults
9.1	There are no implications for CYPS or Vulnerable Adults.
10.	Equalities and Human Rights Advice and Implications
10.1	The Local Authority is aware of its duties under the Equality Act 2010 to promote equality, diversity, cohesion and integration and has ensured that the HRA Business Plan is compliant with that duty. An initial equalities screening has been carried out to assess the impact of these proposals and due to the scale of investment and nature of households affected the Council will need put in place an Equality Impact Assessment for this plan. This will ensure the Council continues to promote positive impact and reduce or remove negative impact as a result of the proposed investments. An Equalities Analysis is attached at Appendix 3.
11.	Implications for Partners
11.1	This proposal is about making effective use of Council assets and managing them to best effect. It contributes to the sustainable neighbourhood's agenda by addressing future investment needs and will help deliver a better quality of affordable housing to the community.
12.	Risks and Mitigation
12.1	Self-financing involved a significant transfer of risk from Central Government to the Council. Variables such as interest rates, cost inflation, number of homes owned etc. are all risks managed by the Council.
12.2	Any adverse changes in rental income (for example as a result of welfare reform or changes in the number of Right to Buy sales) must be managed locally.
12.3	<p>The risks associated with the HRA Business Plan demand a smarter approach to risk management. The Council will closely monitor the viability of the HRA Business Plan; by building an HRA Business Plan monitoring report to monitor key variables such as:-</p> <ul style="list-style-type: none"> • Number of homes • Rental income • Rent arrears and bad debts • Voids and void rent loss • Debt levels and repayment

	<ul style="list-style-type: none"> • Reserve levels, and • Maintenance backlog
12.4	The risk management plan follows the Council's risk management methodology and approach. It includes a clear description of the risk, an assessment of probability and impact of the risk, a summary of controls and information on when the risk will be reviewed. Risks are monitored monthly at Housing Senior Management Team (SMT) meetings.
12.5	Significant risks will be placed on the Corporate Risk Register and risk issues will be escalated through the Council to Directorate Leadership Team and Strategic Leadership Team as necessary.
12.6	The Council has risk-based reserves to ensure that HRA reserves are maintained at the appropriate level. The reserves will be maintained at the appropriate level to fund potential future financial pressures from risks such as welfare reform and investment requirements.
13.	Accountable Officers
	Anne Marie Lubanski, Strategic Director for Adult Care, Housing and Public Health
	Tom Bell, Assistant Director of Housing

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	7/12/2020
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	2/12/2020
Head of Legal Services (Monitoring Officer)	Bal Nahal	2/12/2020

Report Author: Paul Elliott, Business and Commercial Programme Manager

01709 822494

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

Appendix 1 - HRA Operating Statement

Rotherham MBC

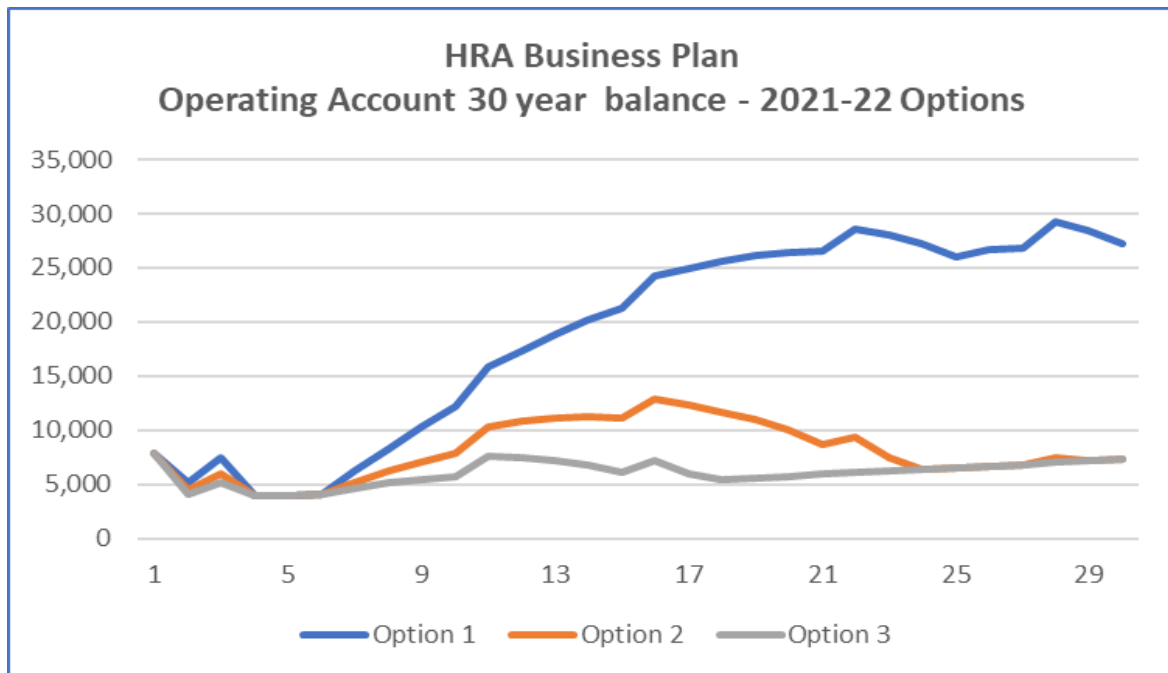
HRA Business Plan

Operating Account

(expressed in money terms)

		Income				Expenditure							Revenue			Transfer from / (to)		Surplus	Surplus	Surplus		
Year	Year	Net rent Income	Other income	Misc Income	Total Income	Managt.	Depreciation	Responsive & Cyclical	Other Revenue spend	Misc expenses	Total expenses	Capital Charges	Operating (Expenditure)	Repayment of loans	Transfer to MRR	Revenue Reserve	RCCO	(Deficit) for the Year	(Deficit) b/fwd	Interest	(Deficit) c/fwd	
		£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	
1	2020.21	76,684	0	6,665	83,349	(25,241)	(21,314)	(18,939)	(242)	0	(65,736)	(13,872)	3,741	0	0	0	(13,387)	(9,647)	17,116	429	7,898	
2	2021.22	77,341	0	6,832	84,173	(25,465)	(21,532)	(19,102)	(245)	0	(66,344)	(14,021)	3,808	0	0	0	(6,519)	(2,711)	7,898	36	5,223	
3	2022.23	79,919	0	7,099	87,018	(26,081)	(22,058)	(19,618)	(251)	0	(68,008)	(14,023)	4,986	0	0	0	(2,726)	2,260	5,223	15	7,498	
4	2023.24	82,794	0	7,373	90,167	(26,687)	(22,723)	(20,102)	(257)	0	(69,769)	(14,043)	6,355	0	0	0	(9,978)	(3,623)	7,498	13	3,888	
5	2024.25	87,188	0	7,656	94,844	(27,297)	(23,355)	(20,553)	(263)	0	(71,468)	(14,008)	9,367	0	0	0	(9,283)	84	3,888	9	3,981	
6	2025.26	87,283	0	7,945	95,228	(27,951)	(23,962)	(23,303)	(270)	0	(75,486)	(13,997)	5,746	0	0	0	(5,641)	105	3,981	9	4,095	
7	2026.27	88,883	0	8,244	97,127	(28,614)	(24,528)	(23,841)	(277)	0	(77,260)	(13,997)	5,871	0	0	0	(3,742)	2,128	4,095	12	6,235	
8	2027.28	90,452	0	8,549	99,001	(29,293)	(25,079)	(24,391)	(284)	0	(79,047)	(13,997)	5,958	0	0	0	(3,894)	2,064	6,235	17	8,315	
9	2028.29	92,049	0	8,850	100,899	(29,988)	(25,643)	(24,954)	(291)	0	(80,875)	(13,997)	6,027	0	0	0	(4,049)	1,979	8,315	21	10,315	
10	2029.30	93,673	0	9,144	102,817	(30,699)	(26,219)	(25,529)	(298)	0	(82,745)	(13,997)	6,075	0	0	0	(4,206)	1,868	10,315	26	12,209	
11	2030.31	97,159	0	9,432	106,591	(31,427)	(26,808)	(26,118)	(306)	0	(84,658)	(13,997)	7,936	0	0	0	(4,367)	3,569	12,209	32	15,810	
12	2031.32	97,007	0	9,720	106,727	(32,172)	(27,410)	(26,715)	(313)	0	(86,610)	(14,024)	6,093	0	0	0	(4,531)	1,562	15,810	38	17,411	
13	2032.33	98,718	0	10,011	108,729	(32,934)	(28,025)	(27,280)	(321)	0	(88,561)	(14,024)	6,144	0	0	0	(4,698)	1,446	17,411	42	18,899	
14	2033.34	100,459	0	10,311	110,770	(33,715)	(28,654)	(27,909)	(329)	0	(90,608)	(14,024)	6,138	0	0	0	(4,869)	1,269	18,899	45	20,213	
15	2034.35	102,229	0	10,620	112,849	(34,514)	(29,297)	(28,553)	(337)	0	(92,701)	(14,045)	6,103	0	0	0	(5,043)	1,060	20,213	48	21,320	
16	2035.36	106,032	0	10,938	116,969	(35,333)	(29,954)	(29,210)	(346)	0	(94,843)	(14,045)	8,081	0	0	0	(5,221)	2,860	21,320	52	24,232	
17	2036.37	105,864	0	11,264	117,128	(36,170)	(30,626)	(29,883)	(354)	0	(97,034)	(14,045)	6,049	0	0	0	(5,402)	647	24,232	56	24,936	
18	2037.38	107,729	0	11,601	119,330	(37,027)	(31,313)	(30,572)	(363)	0	(99,275)	(13,896)	6,159	0	0	0	(5,588)	571	24,936	58	25,565	
19	2038.39	109,626	0	11,947	121,573	(37,905)	(32,014)	(31,276)	(372)	0	(101,567)	(13,705)	6,301	0	0	0	(5,777)	524	25,565	59	26,149	
20	2039.40	111,556	0	12,297	123,853	(38,803)	(32,732)	(31,996)	(382)	0	(103,912)	(13,703)	6,238	0	0	0	(5,970)	268	26,149	60	26,477	
21	2040.41	113,520	0	12,657	126,177	(39,722)	(33,465)	(32,733)	(391)	0	(106,311)	(13,703)	6,163	0	0	0	(6,167)	(4)	26,477	61	26,534	
22	2041.42	117,739	0	13,034	130,773	(40,663)	(34,214)	(33,487)	(401)	0	(108,765)	(13,703)	8,305	0	0	0	(6,368)	1,937	26,534	63	28,535	
23	2042.43	117,550	0	13,422	130,972	(41,627)	(34,980)	(34,257)	(411)	0	(111,275)	(13,703)	5,994	0	0	0	(6,574)	(580)	28,535	65	28,020	
24	2043.44	119,618	0	13,821	133,439	(42,613)	(35,762)	(35,046)	(421)	0	(113,842)	(13,695)	5,902	0	0	0	(6,784)	(882)	28,020	63	27,201	
25	2044.45	121,722	0	14,231	135,953	(43,622)	(36,562)	(35,852)	(432)	0	(116,469)	(13,684)	5,801	0	0	0	(6,999)	(1,198)	27,201	61	26,064	
26	2045.46	123,863	0	14,647	138,509	(44,656)	(37,380)	(36,677)	(443)	0	(119,155)	(13,684)	5,670	0	0	0	(5,169)	502	26,064	61	26,626	
27	2046.47	126,040	0	15,068	141,108	(45,713)	(38,216)	(37,521)	(454)	0	(121,903)	(13,684)	5,521	0	0	0	(5,346)	175	26,626	61	26,862	
28	2047.48	130,722	0	15,501	146,223	(46,796)	(39,070)	(38,383)	(465)	0	(124,714)	(13,684)	7,824	0	0	0	(5,527)	2,297	26,862	64	29,224	
29	2048.49	130,509	0	15,946	146,455	(47,904)	(39,943)	(39,266)	(477)	0	(127,590)	(13,684)	5,181	0	0	0	(6,066)	(885)	29,224	66	28,405	
30	2049.50	132,802	0	16,403	149,205	(49,039)	(40,835)	(40,169)	(488)	0	(130,531)	(13,684)	4,990	0	0	0	(6,264)	(1,274)	28,405	64	27,195	
		3,126,729	0	331,226	3,457,956	0	(1,069,670)	(903,675)	(873,236)	(10,483)	0	(2,857,064)	(416,364)	0	184,527	0	0	0	(176,156)	8,371	555,253	1,708

Appendix 2 – Summary of modelled Business Plan Scenarios



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: HRA Business Plan 2021-22	
Directorate: ACH & PH	Service area: Housing
Lead person: Paul Elliott	Contact number: 822494
Is this a: <input checked="checked" type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input type="checkbox"/> Other If other, please specify	
2. Please provide a brief description of what you are screening	
<p>The annual HRA Business Plan which sets out all proposed income and expenditure for the HRA for the next 30 years as required by HRA self financing.</p> <p>Strategic allocation of resources within the HRA for period of 30 years.</p> <p>Specifically responding to changes in government policy, macro-economic environment and gearing towards housing growth.</p> <p>HRA Business Plan for 2021-22 provides information on the positioning of the HRA Business Plan as a driver of Housing Growth to assist in meeting the Council's housing objectives. In essence the overall approach is to make savings where it is feasible to do so these can be invested in future housing growth and to position the housing service so it is best placed to respond to future challenges that arise.</p>	

Proposals are designed to ensure:

- There is a significant contribution to housing growth and support to the Council Plan.
- Whilst savings are made no action is taken that will undermine the Council's longer-term ability to react to changes.
- Provision is made to ensure there are sufficient resources available to invest in services where there is an identified need.
- The longer-term viability of the HRA business plan is maintained.
- Budgets remain flexible to react to any significant changes in property numbers currently expected or further government policy changes.
- No early repayment of debt is made.

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	

<p>Could the proposal affect the Council's workforce or employment practices?</p> <p><i>(If the answer is yes you may wish to seek advice from your HR business partner)</i></p>	x	
<p>If you have answered no to all the questions above, please explain the reason</p>		

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

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

4. Considering the impact on equality and diversity

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

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

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

- How have you considered equality and diversity?**

The HRA Business plan reviews the proposed income and expenditure for the HRA over the next 30 years it therefore indirectly influences what services can be delivered for Council tenants.

The HRA Business Plan responds to some of the above concerns by increasing investment in Tenant Involvement Services and increasing capacity in the housing management teams to deal with issues of ASB, financial inclusion and engaging with under-represented groups through increasing staffing numbers.

The Business plan maintains investment in housing stock which allows investment in properties to install insulation, new heating systems etc. which tackle fuel poverty agenda.

The Business plan responds to the needs of communities for affordable housing through gearing funds towards building up to 1000 new properties over the next 6 years. The tenure, size and type of accommodation (including Disabled person units) has been informed by the Strategic Housing Market assessment.

The plan continues to invest over £1m in additional resources per year into front line housing services to support the most vulnerable tenants. These tenants will have equality characteristics. The Business plan itself does not commission services but details how the housing service will be funded and each service area has policies and strategies detailing how service will be delivered which will each have an Equality analysis.

- **Key findings**

The Council currently owns circa 20,000 homes, 544 leasehold homes and 3,375 garages with a turnover from rents and other sources approaching £82m per annum.

Circa 264,000 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.

120,600 Rotherham residents are in employment whilst 106,000 people have workplaces in the Borough, giving a net outflow of 14,700 workers. One in five workers who live in Rotherham are employed in Sheffield and another one in five work elsewhere outside Rotherham.

45,259 children attend 117 Rotherham schools.

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).

Rotherham's Black and minority ethnic (BME) population was 8.1% in 2011 and is now estimated at around 11%. The central area of Rotherham is far more ethnically diverse than the rest of the Borough. The largest minority ethnic group is Pakistani & Kashmiri (4% of the population), followed by the Slovak & Czech Roma (1.5% of the population). Rotherham also has smaller Black African, Indian, Chinese, Irish and Arab communities, all with between 500 and 2,000 people.

The 2011 Census showed that 56,588 (22%) of Rotherham's population had a long term health problem or disability and 11.3% said their day-to-day activities were limited a lot by long term conditions (8.3% nationally). In November 2016, 30,306 Rotherham residents (11.6%) claimed Disability Living Allowance (16,680), Personal Independence Payment (6,100) or Attendance Allowance (7,516).

One in six homes is rented from the council and although house prices have risen over the years, they are about half the national average.

Rotherham Borough has 63 councillors representing 21 wards. 43% of councillors are women and 5% are BME.

There are 30 parish councils in Rotherham covering half the population.

Most neighbourhoods in Rotherham offer a good living environment and 78% of adults are satisfied with their local area as a place to live.

Despite improvements overall, some areas of Rotherham are affected by high economic and social deprivation. Rotherham is the 52nd most deprived district in England according to the Index of Multiple Deprivation 2015, which showed 19.5% of residents living in the 10% most deprived areas nationally.

Central Rotherham forms the main area of high deprivation although there are also pockets in Maltby, Rawmarsh, Dinnington, Thurgroft, Wath, Swinton and Aston. The main forms of deprivation affecting Rotherham are low levels of qualification, poor health, high rates of disability and high worklessness, notably long term sickness.

Adult qualification levels in Rotherham are below average, including the proportion of the population with higher qualifications which reflects Rotherham's industrial legacy. However, most pupils attending Rotherham's schools have attainment slightly above the national average. Rotherham colleges provide good quality further education and the new University Centre offer higher education courses.

The Housing Service undertake an annual survey of tenants' views, referred to as the Star (Standard Tenant Assessment Response) Survey which supports how resources are targeted and allows the Council to benchmark satisfaction with other social housing providers. The most recent survey found:

- 80% of tenants are satisfied with the overall service provided.
- 80% of tenants are satisfied with the quality of their home.
- 78% of tenants believe their rent provides value for money.
- 48% of tenants were satisfied that their views were listened to and acted upon.
- Satisfaction with grounds maintenance and estate services were varied across the borough.

The HRA Business Plan responds to the above concerns by continuing to invest in Tenant Involvement Services and capacity in the housing management teams.

Members have been consulted on various aspects of the Housing Revenue Account Business Plan. Seminars and Workshops have been held on Housing Growth, Repairs and Maintenance, Universal Credit and Housing Policy updates. This has helped inform the proposed Business Plan.

• **Actions**

Monitor the demographics of tenants in rent arrears on a bi-annual basis
 Monitor the impact of the new build houses by analysis the number of lettings according to the tenants protected characteristic.
 Monitor attendance of tenant engagement events.
 Respond to consultation feedback through Planning Applications.

Date to scope and plan your Equality Analysis:	3/11/20	
Date to complete your Equality Analysis:	29/11/19	
Lead person for your Equality Analysis (Include name and job title):	Paul Elliott Head of Service - Business and Commercial Programme Manager	
5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	Job title	Date
Tom Bell	Assistant Director of Housing	
6. Publishing		
<p>This screening document will act as evidence that due regard to equality and diversity has been given.</p> <p>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.</p> <p>A copy of all screenings should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.</p>		
Date screening completed	3 November 2020	
Report title and date	HRA Business Plan 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	21 December 2020	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	20 November 2020	

PART B – Equality Analysis Form

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

This form:

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

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

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

1. Title	
Equality Analysis title: HRA Business Plan 2021-22	
Date of Equality Analysis (EA): 20 November 2020	
Directorate: ACH & PH	Service area: Housing Services
Lead Manager: Paul Elliott, Business and Commercial Programme Manager	Contact number: 01709 822494
Is this a: <input checked="checked" type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input type="checkbox"/> Other If other, please specify	

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

Name	Organisation	Role (eg service user, managers, service specialist)
Paul Elliott	RMBC	Manager
Kath Andrews	RMBC	Finance Manager
Asim Munir	RMBC	Tenant Involvement Co-ordinator

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 annual HRA Business Plan which sets out all proposed income and expenditure for the HRA for the next 30 years as required by HRA Self-financing.

Strategic allocation of resources within the HRA for period of 30 years.

Specifically responding to changes in government policy, macro-economic environment and gearing towards housing growth.

HRA Business Plan for 2021-22 provides information on the positioning of the HRA Business Plan as a driver of housing growth to assist in meeting the Council's housing objectives. In essence the overall approach is to make savings where it is feasible to do so these can be invested in future housing growth and to position the housing service so it is best placed to respond to future challenges that arise.

Proposals are designed to ensure:

There is a significant contribution to housing growth and support to the Council Plan.

Whilst savings are made no action is taken that will undermine the Council's longer term ability to react to changes.

Provision is made to ensure there are sufficient resources available to invest in services where there is an identified need .

The longer term viability of the HRA Business Plan is maintained.

Budgets remain flexible to react to any significant changes in property numbers currently expected or further government policy changes.

No early repayment of debt is made.

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

The Council currently owns circa 20,000 homes, 544 leasehold homes and 3,375 garages with a turnover from rents and other sources approaching £82m per annum.

Circa 264,000 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.

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Rotherham's Black and minority ethnic (BME) population was 8.1% in 2011 and is now estimated at around 11%. The central area of Rotherham is far more ethnically diverse than the rest of the Borough. The largest minority ethnic group is Pakistani & Kashmiri (4% of the population), followed by the Slovak & Czech Roma (1.5% of the population). Rotherham also has smaller Black African, Indian, Chinese, Irish and Arab communities, all with between 500 and 2,000 people.

The 2011 Census showed that 56,588 (22%) of Rotherham's population had a long term health problem or disability and 11.3% said their day-to-day activities were limited a lot by long term conditions (8.3% nationally). In November 2016, 30,306 Rotherham residents (11.6%) claimed Disability Living Allowance (16,680), Personal Independence Payment (6,100) or Attendance Allowance (7,516).

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Rotherham Borough has 63 councillors representing 21 wards. 43% of councillors are women and 5% are BME.

There are 30 parish councils in Rotherham covering half the population.

Most neighbourhoods in Rotherham offer a good living environment and 78% of adults are satisfied with their local area as a place to live.

Despite improvements overall, some areas of Rotherham are affected by high economic and social deprivation. Rotherham is the 52nd most deprived district in England according to the Index of Multiple Deprivation 2015, which showed 19.5% of residents living in the 10% most deprived areas nationally.

Central Rotherham forms the main area of high deprivation although there are also pockets in Maltby, Rawmarsh, Dinnington, Thurgroft, Wath, Swinton and Aston. The main forms of deprivation affecting Rotherham are low levels of qualification, poor health, high rates of disability and high worklessness, notably long term sickness.

Adult qualification levels in Rotherham are below average, including the proportion of the population with higher qualifications which reflects Rotherham's industrial legacy. However, most pupils attending Rotherham's schools have attainment slightly above the national average. Rotherham colleges provide good quality further education and the new University Centre offer higher education courses

The Housing Service undertake an annual survey of tenants' views, referred to as the Star (Standard Tenant Assessment Response) Survey which supports how resources are targeted and allows the Council to benchmark satisfaction with other social housing providers. The most recent survey found:

- 80% of tenants are satisfied with the overall service provided
- 80% of tenants are satisfied with the quality of their home
- 78% of tenants believe their rent provides value for money
- 48% of tenants were satisfied that their views were listened to and acted upon
- Satisfaction with grounds maintenance and estate services were varied across the borough

The HRA Business Plan responds to the above concerns by continuing to invest in Tenant Involvement Services and capacity in the housing management teams.

Members have been consulted on various aspects of the Housing Revenue Account Business Plan. Seminars and Workshops have been held on Housing Growth, Repairs and Maintenance, Universal Credit and Housing Policy updates. This has helped inform the proposed Business Plan.

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

Do not collect data on gender reassignment or religion and belief at sign up.

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

Allocation of properties are monitored by protected characteristics.
Rent arrears are monitored by age, gender, disability.

Engagement undertaken with customers. (date and group(s) consulted and key findings)	25 November 2020 (Housing Involvement Panel) – supported proposals to focus on housing growth so improving housing options available to vulnerable groups in need of housing.
Engagement undertaken with staff (date and group(s) consulted and key findings)	<p>Meeting with M3 managers and email seeking feedback into the business plan throughout August to November 2020.</p> <p>The plan has been developed with support from Council Officers and input from the Strategic Leadership Team.</p> <p>Councillors, staff and partners play a vital role in the review of the business plan.</p> <p>Following approval the will be effectively communicated to staff and members and training will be undertaken in-house.</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)

The HRA Business Plan responds to some of the above concerns by increasing investment in Supervision and management allowing the service to increase capacity in the housing management teams to deal with issues of ASB, financial inclusion and engaging with under-represented groups.

The Business plan maintains investment in housing stock which ensures investment in properties to install insulation, new heating systems etc. which tackle fuel poverty agenda.

The Business plan responds to the needs of communities for affordable housing through gearing funds towards building circa 1000 new properties over the next 6 years. The tenure, size and type of accommodation (including Disabled person units) has been informed by the Strategic Housing Market assessment.

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

The proposed rent increase of CPI + 1% may affect low income groups in or out of work as both pay and benefits have increased at or below CPI inflation. This is most likely to be the disabled.

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

Vulnerable people are offered and provided with tenancy support which is tailored to individual needs to help them sustain their tenancy and live in the community.

The increase in funding for new build housing will assist vulnerable groups on the housing register as it will increase the supply of new council housing so reducing the use of temporary accommodation for such groups when they are homeless. It will also increase the number of Disabled person units so meeting the needs of disabled tenants.

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)

It is not envisaged that the HRA Business Plan will negatively impact on community relations.

The Council will closely monitor the viability of the HRA Business Plan; by building a HRA Business Plan monitoring report to monitor key variables such as:

- Number of homes
- Rental income
- Rent arrears and bad debts
- Voids and void rent loss
- Debt levels and repayment
- Reserve levels, and
- Maintenance backlog

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

Title of analysis: HRA Business Plan 2021-22
Directorate and service area: ACH & PH – Housing Services
Lead Manager: Paul Elliott, Business and Commercial Programme Manager
Summary of findings:
<p>The HRA Business Plan responds to some of the above concerns by increasing investment in Supervision and management allowing the service to increase capacity in the housing management teams to deal with issues of ASB, financial inclusion and engaging with under-represented groups.</p> <p>The Business plan maintains investment in housing stock which ensures investment in properties to install insulation, new heating systems etc. which tackle fuel poverty agenda.</p> <p>The Business plan responds to the needs of communities for affordable housing through gearing funds towards building circa 1000 new properties over the next 6 years. The tenure, size and type of accommodation (including Disabled person units) has been informed by the Strategic Housing Market assessment.</p> <p>The proposes rent increase of CPI + 1% may affect low income groups in or out of work as both pay and benefits have increased at or below CPI inflation. This is most likely to be the disabled.</p>

State Protected

Action/Target	Characteristics as listed below	Target date (MM/YY)
Monitor the demographics of tenants in rent arrears on a bi-annual basis	A,D,S,GR,RE,SO,RoB	30.06.21
Monitor the impact of the build houses by analysis the number of lettings according to the tenants protected characteristic	A,D,S,GR,RE,SO,RoB	31.03.22
Collect protected characteristics at tenancy sign up	A,D,S,GR,RE,SO,RoB	30.06.21

*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	20 November 2020

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 For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

Date Equality Analysis completed	20 November 2020
Report title and date	HRA Business Plan 2021-22
Date report sent for publication	TBC
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	20 November 2020

Committee Name and Date of Committee Meeting

Council – 13 January 2021

Report Title

Recommendation from Cabinet – Housing Revenue Account Rents and Service Charges 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)

Mark Scarrott, Finance Manager (Adult Care, Housing and Public Health)
mark.scarrott@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

The purpose of the report is to seek approval for the proposed values of the housing rents, non-dwelling rents, District Heating and service charges and the draft Housing Revenue Account Budget for 2021/22.

Recommendations

That Council approve:-

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

List of Appendices Included

Appendix 1 Part A - Initial Equality Screening Assessment form

Appendix 2 – Part B – Equality Analysis form

Appendix 3 Draft Housing Revenue Account Budget 2021/22

Background Papers

Ministry of Housing, Communities & Local Government – Policy Statement on rents for social housing (February 2019).

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Overview and Scrutiny Management Board – 16 December 2020

Cabinet – 21 December 2020

Council Approval Required

Yes

Exempt from the Press and Public

No

Committee Name and Date of Committee Meeting

Cabinet – 21 December 2020

Report Title

Housing Revenue Account Rents and Service Charges 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)

Mark Scarrott, Finance Manager (Adult Care, Housing and Public Health)
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Ward(s) Affected

Borough-Wide

Report Summary

The purpose of the report is to seek approval for the proposed values of the housing rents, non-dwelling rents, District Heating and service charges and the draft Housing Revenue Account Budget for 2021/22.

Recommendations

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

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

5. To agree the draft Housing Revenue Account budget for 2021/22.

List of Appendices Included

Appendix 1 Part A - Initial Equality Screening Assessment form

Appendix 2 – Part B – Equality Analysis form

Appendix 3 Draft Housing Revenue Account Budget 2021/22

Background Papers

Ministry of Housing, Communities & Local Government – Policy Statement on rents for social housing (February 2019).

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Overview and Scrutiny Management Board – 16 December 2020

Council – 13 January 2021

Council Approval Required

Yes

Exempt from the Press and Public

No

Housing Revenue Account Rents and Service Charges 2021/22

1.	Background
1.1	<p>The former Housing Revenue Account (HRA) subsidy system was replaced with a devolved system of council housing finance, called self-financing in April 2012. This gave local authorities the resources, incentives and flexibility needed to manage their own housing stock. It enabled long term financial plans to be developed and gave tenants greater transparency and accountability as to how rent is collected and spent on the services provided.</p> <p>The Council currently manages approximately 20,130 properties of which 6,742 are currently at formula rent. Government guidance states that where properties have not reached formula rent by April 2015 it is expected that the rent is moved up to formula rent when the property is re-let following vacancy. The average additional rent for re-lets to formula being £2.91 per week. Approximately 600 properties are re-let each year; it is anticipated that this will generate additional income of approximately £46k in 2020/21.</p>
1.2	<p>From April 2016, the Welfare Reform and Work Act 2016 has required social landlords to reduce their rents by 1% each year for four years, 2019/20 being the final year.</p> <p>In October 2017, the Government announced its intention to set a long-term rent deal for both local authority landlords and housing associations. This permits annual rent increases on both social rent and affordable rent properties of up to CPI plus 1% from April 2020, for a period of at least five years.</p>
1.3	<p>This report also considers the charges for garages, garage plot sites, cooking gas and communal facilities including laundry services where provided, District Heating charges for 2021/22 and summarises the draft HRA budget.</p>
2.	Key Issues
2.1	<p>The average rent in 2020/21 is currently £74.21 when aggregated over 52 weeks. The 2021/22 average weekly rent based on the Government policy of CPI (as at September 2020 = 0.5%) plus 1% would be £75.33, an average increase of £1.12 per week.</p> <p>Rent increases in respect of shared ownership properties are subject to a different formula of RPI (as at September 2020 = 1.1%) plus 0.5%. Currently there are 10 shared ownership properties that would be affected where rents would increase on average by £0.75 per week from £46.64 to £47.39.</p> <p>This is the maximum that rents could be increased in 2021/22 in line with the Government policy. However, other options are considered within the report including maintaining rents at current 2020/21 level and therefore no further increase for 2021/22.</p>
2.2	<p>Total housing rent income generated through the weekly rents is currently £77.3m in 2020/21. If rents were increased in line with the Government policy</p>

	this would result in an increase in rent income of an estimated £1.1m compared with 2020/21 rent levels based on 52 weeks.
2.3	This report also considers the potential increase in HRA non dwelling rent fees and charges for 2021/22 in line with the overall review of fees and charges across the Council, as part of the annual budget setting process. The options considered are to increase in line with CPI as at September 2020 (Option 1), an increase of 2% (Option 2) and no further increase (Option 3).
2.4	<p>Where the Council has been successful in securing grant income from Homes England (HE) to deliver Affordable Rent Properties the new properties will be managed in line with our existing policies e.g. mutual exchange, succession, subletting etc. The main difference for grant funded properties, compared to Social/Formula rent properties, is the method of managing the rent values which is prescribed by Government. These are contained within the Capital Funding Guide for HE grant and the Rent Standard Guidance.</p> <p>The Council is required to rebase (revalue) the Affordable Rent value on each occasion that a new Affordable Rent tenancy is issued (or renewed) for a particular property; and ensure that the rent remains at no more than 80% of gross market rent (inclusive of service charges) as of the date the property is re-let.</p> <p>All Affordable Rent properties are revalued in October and March each year to provide a valid rent value for when Affordable Rent properties are re-let. The rebased Affordable Rent will only apply to new tenants or tenancies.</p> <p>The actual rents for existing tenants in Affordable Rent properties will only be adjusted in April each year as per the existing annual rent and charges review process.</p>
3.	Options considered and recommended proposal
3.1	Housing Rents
	<p><u>Option 1 – CPI plus 1% (+1.5%) - recommended</u></p> <p>In line with the Government policy on rents for social housing this option would increase rents by CPI (as at September 2020) plus 1% in 2021/22, therefore an increase of 1.5%. This would result in an average rent increase of £1.12 per week from £74.21 to £75.33 per week.</p> <p>Government policy for rent increases in respect of shared ownership properties are subject to a different formula of RPI (as at September 2020 = 1.1%) plus 0.5%. Currently there are 10 shared ownership properties that would be affected where rents would increase on average by £0.75 per week from the current average weekly rent of £46.64 to £47.39.</p> <p>If approved this would result in an increase in rent income of an estimated £1.1m compared with 2020/21 rent levels based on 52 weeks. As the HRA</p>

	<p>is self-financing, the rental income stream makes up the majority of the funding available to the HRA. Option 1 provides the maximum amount of funding to support the ongoing maintenance and management services for Council dwellings</p> <p><u>Option 2: CPI only (+0.5%) - not recommended</u></p> <p>This option would increase rents by 0.5% and would result in an average rent increase of £0.37 per week from £74.21 to £74.58 per week.</p> <p>For properties under shared ownership, which are subject to a different formula, if rents were increased by RPI only (+1.1%), this would result in an average rent increase of £0.51 per week from £46.64 to £47.15.</p> <p>Overall, rent income would increase by approximately £390k if this option was approved.</p> <p><u>Option 3 – No Increase - not recommended</u></p> <p>This option would see rents maintained at current levels and no further increase in 2020/21. Therefore, the current average dwelling rent would remain at £74.21 per week when aggregated over 52 weeks. In respect of shared ownership properties this would remain at an average of £46.64 per week. This option would also result in a potential loss of rent income of £1.1m in 2021/22.</p>					
3.2	Non-Dwelling Rents					
	<p><u>Option 1 – Increase in line with CPI (+0.5%)</u></p> <p>This proposal would increase non-dwelling charges in line with the increase in CPI (as at September 2020) of 0.5% for 2021/22. This option is not recommended.</p> <p><u>Option 2 – Increase by 2% - recommended</u></p> <p>This option would increase non-dwelling charges in line with the recommended increase being applied across the Council for fees and charges of 2% for 2021/22. This option provides for a higher increase which will continue to support the cost of supplying and managing these services.</p> <p><u>Option 3 – No increase</u></p> <p>This option would maintain charges at current 2020/21 levels. This option is not recommended.</p> <p>The table below outlines the proposed charges and increases for all three options: -</p>					
	Non-Dwelling Rents	Current Charge 2020/21	Option 1 (+0.5%)		Option 2 (+2%)	
			Charge 2021/22	Increase	Charge 2021/22	Increase

	Garage rent - council Tenant	£5.10	£5.13	£0.03	£5.20	£0.10																					
	Garage rent - non council Tenant	£6.12	£6.15	£0.03	£6.24	£0.12																					
	Garage Plots – annual charge	£61.47	£61.78	£0.31	£62.70	£1.23																					
	Unsurfaced Garage Plots – annual charge	£55.32	£55.60	£0.28	£56.43	£1.11																					
	Wharnccliffe Flats Parking Space	£6.70	£6.73	£0.03	£6.83	£0.13																					
	Cooking Gas	£0.87	£0.87	£0	£0.89	£0.02																					
	Communal Facility	£4.85	£4.87	£0.02	£4.95	£0.10																					
	Laundry	£1.63	£1.64	£0.01	£1.66	£0.03																					
	The above charges are weekly charges unless otherwise stated and exclude VAT where applicable																										
3.3	The proposed increase of 2% (option 2) would generate additional income of approximately £14k in 2021/22 compared with current charges.																										
3.4	District Heating charges																										
	During 2017/18 there was an extensive review of district heating pricing to ensure that charges are fair and reasonable to all tenants. As a consequence, a revised schedule of charges was approved by Council on 13 th December 2017.																										
	This report proposes no increase in charges for 2021/22 for the fifth consecutive year. The total cost of the running the district heating scheme in 2019/20 resulted in a small deficit of £15k, however, the latest forecast for 2020/21 is that the scheme will breakeven, therefore it is proposed to leave district heating charges unchanged as per table below.																										
	<table><tr><td></td><td>Weekly Charge 2020/21</td><td>Proposed Weekly Charge 2021/22</td></tr><tr><td>All District Heating Schemes - Unit Cost KWh (inc VAT)</td><td>6.28p</td><td>6.28p</td></tr><tr><td>Pooled Schemes - Pre-payment Charges per week (incl. VAT)</td><td></td><td></td></tr><tr><td>Bedsit</td><td>9.66</td><td>9.66</td></tr><tr><td>1 Bed</td><td>11.25</td><td>11.25</td></tr><tr><td>2 Bed</td><td>12.90</td><td>12.90</td></tr><tr><td>3/4 Bed</td><td>14.93</td><td>14.93</td></tr></table>							Weekly Charge 2020/21	Proposed Weekly Charge 2021/22	All District Heating Schemes - Unit Cost KWh (inc VAT)	6.28p	6.28p	Pooled Schemes - Pre-payment Charges per week (incl. VAT)			Bedsit	9.66	9.66	1 Bed	11.25	11.25	2 Bed	12.90	12.90	3/4 Bed	14.93	14.93
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4.	Consultation on proposal																										

4.1	The Council has a strong track record for tenant engagement and has recently been recognised by the Tenant Participation and Accreditation Service for the excellent framework that is in place to consult and work with tenants on how services are developed and improved. The Housing Involvement Panel is made up of Area Tenant Panel Chairs and was consulted on 25 th November 2020.																		
5.	Timetable and Accountability for Implementing this Decision																		
5.1	This report will be considered by the Council on 13 th January 2021 and subject to approval, would be implemented from Monday 5th April 2021.																		
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	<p>Appendix A of this report presents the 2021/22 detailed Draft Operating Statement which is effectively “The HRA Budget”.</p> <p>The table below presents an overall summary position of the Income and expenditure budgets: -</p> <table border="1"> <thead> <tr> <th>Housing Revenue Account</th><th>Proposed Budget 2021/22 £'000</th></tr> </thead> <tbody> <tr> <td>Expenditure</td><td>80,997</td></tr> <tr> <td>Income (including service charges)</td><td>-85,189</td></tr> <tr> <td>Net Cost of Service</td><td>-4,192</td></tr> <tr> <td>Interest Received</td><td>-100</td></tr> <tr> <td>Net Operating Expenditure</td><td>-4,292</td></tr> <tr> <td>Revenue Contribution to Capital Outlay</td><td>6,519</td></tr> <tr> <td>Transfer from Reserves</td><td>-2,227</td></tr> <tr> <td>Surplus/Deficit for the Year</td><td>0</td></tr> </tbody> </table>	Housing Revenue Account	Proposed Budget 2021/22 £'000	Expenditure	80,997	Income (including service charges)	-85,189	Net Cost of Service	-4,192	Interest Received	-100	Net Operating Expenditure	-4,292	Revenue Contribution to Capital Outlay	6,519	Transfer from Reserves	-2,227	Surplus/Deficit for the Year	0
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6.2	<p>It can be seen that based on the 1.5% increase (option 1) in dwelling rent income and an increase in service charges of 2% (option 2), the budgeted income of £85.189m is anticipated to be collected in 2021/22 and that this is reduced by £80.997m of budgeted expenditure, which represents the net cost of delivering the service.</p> <p>As budgeted income is greater than the net cost of delivering the service, there is an overall net income of £4.292m to the service after interest received. The Council are using this to fund the Housing Growth programme.</p> <p>Based on a review of the HRA business plan a Revenue Contribution to Capital of £6.519m has been made towards the approved HRA Capital investment Programme. Therefore, there will be a transfer required from HRA Reserves of</p>																		

	£2.227m in order to provide an overall balanced budget for 2021/22, this is provided for within the revised HRA Business Plan.
6.3	There are no direct procurement implications within this report.
7.	Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)
7.1	<p>In addition to the legal implications set out in the main body of this report, section 24 of the Housing Act 1985 allows local authorities to make such reasonable charges as they may determine for a tenancy or occupation of their houses. Further, it requires the local authority from time to time to review rents and other charges and make such changes, as circumstances may require. The changes proposed in the recommendations to this report would fall within the ambit of the Council's discretion as set out in section 24 of the Housing Act 1985.</p> <p>At all times processes must be compliant with Equality & Diversity legislation, Human Rights and European Convention Rights. In addition, all processes must adhere to Health and Safety legislation.</p>
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	No direct implications
10.	Equalities and Human Rights Advice and Implications
10.1	The local authority is aware of its duties under the Equality Act 2010 to promote equality, diversity, cohesion and integration. An initial equalities screening has been carried out to assess the impact of the proposals within the report to increase Housing Rents and services charges for 2021/22 and an Equality Impact Assessment put in place. This will ensure the Council continues to promote positive impact and reduce or remove any negative impact as a result of the proposed increase in charges. An Equalities Analysis is attached at Appendix 1 and 2.
11.	Implications for Partners
11.1	No direct implications for partners and other directorates.
12.	Risks and Mitigation
12.1	The greatest risk and uncertainty surrounds the level of rent income received into the Housing Revenue Account. This is dependent upon the number of properties available to generate income.

12.2	The level of properties is directly affected by the level of sales and demolitions which may vary to those used in the budget assumptions. Rules regarding Right to Buy (RTB) receipts were implemented in April 2012 included increasing the discount cap, which is currently £84,200. This has seen the number of RTB sales increase significantly as a result of the higher discount cap. Total sales in 2019/20 were 151, it is estimated that there will be 90 RTB by the end of 2020/21 and the HRA Business Plan assumes a further increase to 150 sales in 2021/22.
12.3	Strategic Housing Investment plans involve the acquisition or build of 86 new properties for council rent in 2021/22 and 64 shared ownership properties which will also bring in additional rent income. This will assist in mitigating against lost rental income for RTB sales.
12.4	The changes to the rent formula from 2016/17 has resulted in the Council receiving less income in the last four years, therefore impacting on the 30-year business plan.
12.5	The Government's changes to welfare benefits and the introduction of Universal Credit will also impact on the level of rent income collected including the level of arrears and therefore be reflected in the Housing Revenue Account balances.
12.6	All budgets carry a certain level of risk in that unforeseen circumstances may arise, causing additional pressures on the level of resources applied
13.	Accountable Officers
	Tom Bell, Assistant Director of Housing

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	07/12/20
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	04/12/20
Head of Legal Services (Monitoring Officer)	Bal Nahal	04/12/19

Report Author: Mark Scarrott
 Mark Scarrott, Finance Manager (Adult Care, Housing and Public Health)
mark.scarrott@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	
Title: Housing Revenue Account Rents and Services Charges Report 2021-22	
Directorate: Finance & Customer Services	Service area: Finance Business Partnering – Adult Care, Housing and Public Health
Lead person: Mark Scarrott	Contact number: Extn 22007
Is this a:	
<input checked="checked" type="checkbox"/> Strategy / Policy	<input type="checkbox"/> Service / Function
<input type="checkbox"/> Other	
If other, please specify	

2. Please provide a brief description of what you are screening
<p>The impact on existing and future council tenants of increasing housing rents and service charges from April 2021. In line with Government guidance the proposed increase in housing rents is 1.5% from April 2021 and an increase in services charges of 2%, with the exception of District Heating Charges, which will remain the same.</p>

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3. Relevance to equality and diversity

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

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

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

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

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

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,

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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 Council currently owns circa 20,130 homes, 544 leasehold homes and 3,375 garages with a turnover from rents and other sources approaching £82m per annum (excluding the sale of new properties). This includes 1,315 properties in the Council's District Heating Scheme.

Some of the key elements of the Housing Strategy are to support housing growth, achieve and maintain properties to the decent homes standard, keeping all tenants safe, tackling fuel poverty, providing a customer focus and efficient housing repairs service and provide an effective support service for all neighbourhoods within the borough.

Under Government rent setting rules all social housing providers have had an enforced rent reduction of -1% over 4 years to the end of 2019/20. The Rent Standard is published by Government to ensure all social housing is affordable and follows the same rules and regulations in terms of setting rent. The latest advice published enables Social Housing providers to increase rent by the Consumer Price Index (CPI) for inflation + 1% and that this formula is confirmed for the next 5 years. This enables the Council to increase rents for council tenants by up to 1.5% for 2021-22. There are also a number of properties under shared ownership where rents can be increased by up to 1.6% in line with the agreed formula of Retail Price Index (RPI) + 0.5%.

When re-letting a void property the Council policy to date has been to increase the rent to formula rent (as a result we now have 6,742 homes that are paying rent at the Government's standard).

- **Key findings**

Circa 264,000 people live in Rotherham Borough, about half living in and around the main urban area of Rotherham. 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). Rotherham's Black and minority ethnic (BME) population was 8.1% in 2011 and is now estimated at around 11%. The central area of Rotherham is far more ethnically diverse than the rest of the Borough.

The 2011 Census showed that 56,588 (22%) of Rotherham's population had a long-term health problem or disability and 11.3% said their day-to-day activities were limited a lot by

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long term conditions (8.3% nationally). In November 2016, 30,296 Rotherham residents (11.6%) claimed Disability Living Allowance (16,680), Personal Independence Payment (6,100) or Attendance Allowance (7,516).

Despite improvements overall, some areas of Rotherham are affected by high economic and social deprivation. Rotherham is the 52nd most deprived district in England according to the Index of Multiple Deprivation 2015, which showed 19.5% of residents living in the 10% most deprived areas nationally.

The Housing Service undertake an annual survey of tenants' views, referred to as the Star (Standard Tenant Assessment Response) Survey which supports how resources are targeted and allows the Council to benchmark satisfaction with other social housing providers. The most recent survey found:

- 80% of tenants are satisfied with the overall service provided.
- 80% of tenants are satisfied with the quality of their home.
- 78% of tenants believe their rent provides value for money.
- 48% of tenants were satisfied that their views were listened to and acted upon.
- Satisfaction with grounds maintenance and estate services were varied across the borough.

One in six homes is rented from the council and although house prices have risen over the years, they are about half the national average.

The Council currently owns circa 20,130 homes, 544 leasehold homes and 3,375 garages with a turnover from rents and other sources approaching £82m per annum.

There are 13,659 Council tenancies in receipt of Housing benefit/Universal Credit who would not be directly affected by an increase in rent and 6,148 tenancies that would be directly affected by a rent increase as they would pay from their household income. The tenants in receipt of benefit (housing benefit or UC) which would see their benefit entitlement adjusted to meet an increase in rent are:-

- 4802 are on Universal Credit
- 5210 tenants (26.30%) are on full HB
- 3647 tenants (18.41%) on part HB

• **Actions**

A key priority is the ongoing work mitigating the impact of welfare reform and general financial pressures tenants face. The Council is committed to minimising any effects of welfare reform on tenants and to do this through continuing early intervention and arrears prevention. Our efforts will continue to be in supporting tenants to continue to pay their rent; by offering additional support to vulnerable tenants to help with money, benefits and debt advice; this is being done through our Financial Inclusion team. The past year has seen the Advocacy and Appeals service transfer into the Financial Inclusion team and as such funding for Money Advice Officers to support tenants in rent arrears manage priority debts.

Over the last few years the Housing Service has invested more into front line and general

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fund services, an additional £1m per year into the front line to provide more support for our most vulnerable tenants and £1.6m per year into housing support services. There is also the commitment within the business plan for significant investment in new affordable housing of £114m over the next 5 years.	
Date to scope and plan your Equality Analysis:	21/10/2020
Date to complete your Equality Analysis:	12/11/2020
Lead person for your Equality Analysis (Include name and job title):	Mark Scarrott – Finance Manager – Adult Care, Housing and Public Health

5. Governance, ownership and approval

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

Name	Job title	Date
Owen Campbell	Head of Finance – Adult Care, Housing and Public Health	12/11/2020

6. Publishing

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

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

A copy of **all** screenings should also be sent to equality@rotherham.gov.uk 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	12/11/2020
Report title and date	Housing Revenue Account Rent and Service Charges 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	21 December 2020
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	27/11/2020

PART B – Equality Analysis Form

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

This form:

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

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

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

1. Title	
Equality Analysis title: Housing Revenue Account Rents and Services Charges Report 2021-22	
Date of Equality Analysis (EA): 12 November 2020	
Directorate: Finance & Customer Services	Service area: Finance Business Partnering – Adult Care, Housing and Public Health
Lead Manager: Mark Scarrott	Contact number: Extn 22007
Is this a: <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <input checked="checked" type="checkbox"/> Strategy / Policy </div> <div style="text-align: center;"> <input type="checkbox"/> Service / Function </div> <div style="text-align: center;"> <input type="checkbox"/> Other </div> </div>	
If other, please specify	

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2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance		
Name	Organisation	Role (e.g. service user, managers, service specialist)
Mark Scarrott	RMBC	Manager
Paul Elliott	RMBC	Manager
Owen Campbell	RMBC	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.)

Section 23 of The Welfare Reform and Work Act 2016 implemented the Government's policy on social housing rents which requires providers of social housing to reduce rents by 1% per year for four years with effect from April 2016 to March 2020.

The policy applied to all registered providers of social housing including local authority landlords, who have a statutory obligation to implement the policy.

This has now been replaced by the Ministry of Housing, Communities & Local Government (MHCLG) – Policy Statement on rents for social housing (February 2019) allowing Councils to increase rents by Consumer Price Index (CPI) (as at September) plus 1% from April 2020 and in respect of shared ownership properties increase rents by Retail Price Index (RPI) (as at September) plus 0.5%.

The report also considers the non-dwelling rent charges for garages, garage plot sites, cooking gas and communal facilities including laundry services where provided proposing an increase of 2% in line with the proposed increase in fees and charges across the Council and no increase for District Heating charges in 2021/22 and also sets out the Housing Revenue Account (HRA) budget for 2021/22.

The report recommends the following proposals: -

1. That dwelling rents are increased by 1.5% in 2021/22 in line with the Government's rent policy from April 2020 which allows rents to increase by Consumer Price Index (as at September) plus 1% and rents for shared ownership properties are increased by 1.6% in line with Retail Price Index (as at September) plus 0.5%
2. That there is a 2% increase in charges for garages and parking spaces, communal facilities, cooking gas and use of laundry facilities, in line with increases being proposed for other fees and charges across the Council.
3. That the unit charge per Kwh for District Heating Schemes remains the same level as agreed by the council in December 2017.

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4. Agree the draft Housing Revenue Account budget for 2021/22.

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

The Council currently owns circa 20,130 homes, 544 leasehold homes and 3,375 garages with a turnover from rents and other sources approaching £82m per annum (excluding the sale of new properties). This includes 1315 properties in the council's district heating scheme.

Circa 264,000 people live in Rotherham Borough, about half living in and around the main urban area of Rotherham. 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).

Rotherham's Black and minority ethnic (BME) population was 8.1% in 2011 and is now estimated at around 11%. The central area of Rotherham is far more ethnically diverse than the rest of the Borough.

The 2011 Census showed that 56,588 (22%) of Rotherham's population had a long-term health problem or disability and 11.3% said their day-to-day activities were limited a lot by long term conditions (8.3% nationally). In November 2016, 30,296 Rotherham residents (11.6%) claimed Disability Living Allowance (16,680), Personal Independence Payment (6,100) or Attendance Allowance (7,516).

Despite improvements overall, some areas of Rotherham are affected by high economic and social deprivation. Rotherham is the 52nd most deprived district in England according to the Index of Multiple Deprivation 2015, which showed 19.5% of residents living in the 10% most deprived areas nationally.

The Housing Service undertook a survey of tenants' views referred to as the Star (Standard Tenant Assessment Response) Survey which supports how resources are targeted and allows the Council to benchmark satisfaction with other social housing providers. The most recent survey found:

- 80% of tenants are satisfied with the overall service provided
- 80% of tenants are satisfied with the quality of their home
- 78% of tenants believe their rent provides value for money
- 48% of tenants were satisfied that their views were listened to and acted upon
- Satisfaction with grounds maintenance and estate services were varied across the borough

The HRA Budget has responded to some of the above concerns by increasing investment in Tenant Involvement Services and increasing capacity in the housing management teams.

One in six homes is rented from the council and although house prices have risen over the

APPENDIX 2

<p>years, they are about half the national average.</p> <p>The Housing Rents report complies with Government policy on social housing to increase rents by CPI plus 1% from April 2020. The implementation will be monitored as part of monthly budget monitoring and the collection of rent income from Council tenants; this will include any rent arrears.</p> <p>Members have been consulted on the proposals for housing rents as part of the review of the HRA Business Plan.</p>	
<p>Are there any gaps in the information that you are aware of?</p> <p>No data is collected in respect of gender reassignment and religion and belief protected characteristics.</p>	
<p>What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?</p> <p>The allocation of Council properties is monitored by protected characteristics and rent arrears are monitored by age, gender and disability.</p>	
<p>Engagement undertaken with customers. (date and group(s) consulted and key findings)</p>	<p>25 November 2020 (Housing Involvement Panel) – supported proposals to focus on housing growth so improving housing options available to vulnerable groups in need of housing.</p>
<p>Engagement undertaken with staff (date and group(s) consulted and key findings)</p>	<p>Engagement has been undertaken with Members and managers within Housing Services in respect of formulating the recommendations within this 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)

As part of the HRA budget there is increasing investment in Tenant Involvement Services and increasing capacity in the housing management teams to deal with issues of Anti-Social Behaviour, financial inclusion and engaging with under-represented groups through increasing staffing numbers.

APPENDIX 2

The Housing Business plan responds to the needs of communities for affordable housing through identifying funding towards building new properties of different tenure, size and type of accommodation (including Disabled person units) which has been informed by the Strategic Housing Market assessment.

Within the HRA budget there is a contribution to the Housing Capital Programme of £6.519m in 2021/22 towards investment in increasing and maintaining existing housing stock.

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

The proposed increase in Council Rents and Services Charges may impact on tenants on low income not receiving housing benefit or Universal Credit towards their housing rent.

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

Vulnerable people are offered and provided with tenancy support which is tailored to individual needs to help them sustain their tenancy and live in the community.

A key priority is the ongoing work mitigating the impact of welfare reform and general financial pressures tenants face. The Council is committed to minimising any effects of welfare reform on tenants and to do this through continuing early intervention and arrears prevention.

Our efforts will continue to be in supporting tenants to continue to pay their rent; by offering additional support to vulnerable tenants to help with money, benefits and debt advice; this is being done through our Financial Inclusion team. The Advocacy and Appeals service is now part of the Financial Inclusion team and as such provides Money Advice Officers to support tenants in rent arrears manage debts.

The increase in funding identified within the Business Plan to increase the supply of new council properties will assist vulnerable groups on the council house register, including reducing the number of temporary accommodation and increasing the support for accommodation for the disabled.

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)

It is not envisaged that the HRA Rents and Services Charges report will have any negative impact on community relations.

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

Title of analysis: Housing Revenue Account Rents and Services Charges Report 2021-22
Directorate and service area: Finance and Customer Services – Finance Business Partnering (Adult Care, Housing and Public Health)
Lead Manager: Mark Scarrott
Summary of findings:
The proposed increase in Council Rents and Services Charges may impact on tenants on low income not receiving housing benefit or Universal Credit towards their housing rent. Vulnerable people are offered and provided with tenancy support which is tailored to individual needs to help them sustain their tenancy and live in the community.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Monitor the demographics of tenants in rent arrears on a bi-annual basis	A,D,S,GR,RE,SO,RoB	06/2021
Monitor the impact of the 1.5% rent increase and 2% increase in service charges on the HRA budget	A,D,S,GR,RE,SO,RoB	03/2022

***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	27 November 2020

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 For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

Date Equality Analysis completed	27 November 2020
Report title and date	Housing Revenue Account Rents and Services Charges Report 2021-22
Date report sent for publication	tbc
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	27 November 2020

APPENDIX 3

HRA - Draft Budget Operating Statement 2021/22

Narrative	Full-year Budget 2020/21 £	Full-year Budget 2021/22 £	Year on Year Change £
Contributions to Housing Repairs Account	18,713,700	19,102,140	388,440
Supervision and Management	25,202,200	25,464,950	262,750
Rents, Rates, Taxes etc.	242,000	347,100	105,100
Provision for Bad Debts	928,000	940,800	12,800
Cost of Capital Charge	13,562,870	13,606,160	43,290
Depreciation of Fixed Assets	21,313,650	21,311,260	-2,390
Debt Management Costs	220,000	225,000	5,000
Expenditure	80,182,420	80,997,410	814,990
Dwelling Rents	-77,326,900	-78,396,670	-1,069,770
Non-dwelling Rents	-767,600	-780,800	-13,200
Charges for Services and Facilities	-5,090,890	-5,265,520	-174,630
Other Fees and Charges	-577,780	-574,600	3,180
Leaseholder Income	-183,200	-171,760	11,440
Income	-83,946,370	-85,189,350	-1,242,980
Net Cost of Services	-3,763,950	-4,191,940	-427,990
Interest Received	-300,000	-100,000	200,000
Net Operating Expenditure	-4,063,950	-4,291,940	-227,990
Appropriations:			
Revenue Contributions to Capital Outlay	13,387,470	6,518,680	-6,868,790
Transfer from Reserves	-9,323,520	-2,226,740	7,096,780
Surplus/Deficit for the Year	0	0	0

STANDARDS AND ETHICS COMMITTEE
19th November, 2020

Present:- Councillor McNeely (in the Chair); Councillors Clark, Cooksey, Sheppard, Simpson and Vjestica, Mr. D. Rowley and Mr. R. Swann (Parish Council Representatives) and also Mrs. A. Bingham and Mrs. K. Penney (Independent Members).

Also in attendance at the invitation of the Chair were Mr. P. Beavers and Mr. D. Roper-Newman (Independent Persons).

Apologies for absence were received from Councillors D. Cutts and Ireland and Mr. D. Bates (Parish Council Representative) and Mr. P. Edler, Mrs. M. Evers and Mrs. J. Porter (Independent Members).

93. STANDARDS AND ETHICS COMMITTEE MEMBER

The Chair wished to place on record, on behalf of the Committee, her best wishes for a speedy recovery to Councillor Ireland, who was injured following a road traffic accident.

94. DECLARATIONS OF INTEREST

There were no declarations of interest.

95. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That under Section 100(A) 4 of the Local Government Act 1972, the public be excluded from the meeting for Agenda Items 6 and 7 on the grounds that their appendices involve the likely disclosure of exempt information as defined in Paragraphs 1 and 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.

96. MINUTES OF THE PREVIOUS MEETING HELD ON 17TH SEPTEMBER, 2020

Resolved:- That the minutes of the previous meeting held on 17th September, 2020 be approved as a true and correct record of the proceedings.

With regards to Minute No. 88 (Guidance on Equalities Training for Members) it was noted that this would be held, subject to restrictions, early in the new year when it was hoped Members would be able to engage fully.

97. LGA MODEL MEMBER CODE OF CONDUCT

Further to Minute No. 87 of the previous meeting held on 17th September, 2020 consideration was given to the report which sought the Committee's views and comments on the LGA's second draft Model Code of Conduct, which had been received following the above consultation process.

The Committee were asked to provide any further comments on this amended draft Model Code of Conduct, which could then be fed back to the LGA. It was anticipated that the LGA would then present the final version of this for sign-off to their Executive Advisory Board on 3rd December, 2020.

In the main the Committee did not have an issue with the format of the draft model, but again expressed their concern that the lack of any sanctions to implement following investigations was still sadly missing. This would need a change to primary legislation and given the current Government priorities this may not be high on their agenda.

It was also noted that the model code also increased the registering of any gift or hospitality up to at least £50 within 28 days of its receipt from the previous £25 figure. Whilst the Monitoring Officer explained the rationale for the national increase, the Committee favoured a £25 registering figure and wished this to be included as part of the feedback.

Discussion ensued on the examples in the draft code and how this provided some comfort and was more readable for lay people. However, some of the wording was subject to interpretation.

Whilst on this subject about conduct the Chair afforded Councillor Simpson the opportunity to air his concerns about the use of certain language in a formal Council Meeting that was chaired by the Borough's First Citizen, the Mayor of Rotherham.

Councillor Simpson shared with the Committee his concerns about the use of the word "Tosh" for which he gave the meaning and also the comments made about not providing short responses to comments/questions that could be "written on the back of a fag packet".

The Committee did not think it appropriate for such language in any meeting, even less one chaired by the Mayor of Rotherham who should be afforded the level of respect and who must address the use of any inappropriate language immediately in the meeting. However, they acknowledged meetings were taking place virtually and Members had to be careful how they spoke from the comfort of their own home.

The Committee wanted this to be put into context and whilst not offensive, were in agreement that without being dismissive of the use of inappropriate language did not want to be so strict on the use of local dialects.

Resolved:- (1) That the Committee provides its views and comments on the LGA's second draft Model member Code of Conduct.

(2) That the Monitoring Officer submit the Committee's views above on the LGA's second draft Model member Code of Conduct to the LGA.

98. REVIEW OF COMPLAINTS

Consideration was given to the report presented by the Monitoring Officer, detailing the progress with the handling of complaints relating to breaches of the Council's Code of Conduct for Members and Town and Parish Councillors. The report listed the current cases of complaint and the action being taken in respect of each one.

The Committee asked questions on a number of the complaints and received clarification/explanation from the Monitoring Officer.

Resolved:- That the report be received and the contents noted.

99. A REVIEW OF CONCERNS RAISED PURSUANT TO THE WHISTLEBLOWING POLICY

Consideration was given to the report and appendix presented by the Monitoring Officer, which provided an overview of the Whistleblowing cases which have been received over the past year.

Particular reference was made to the appendix to the report which set out clearly the description of the concerns received and action taken.

The Committee asked questions on a number of the concerns and received clarification/explanation from the Monitoring Officer.

Resolved:- That the Whistleblowing concerns raised over the previous year and the actions taken to address these matters be noted.

100. URGENT BUSINESS

The Chair advised that there were no urgent items of business requiring the Committee's consideration.

101. DATE AND TIME OF NEXT MEETING

Resolved:- That the next meeting of the Standards and Ethics Committee be held on Thursday, 21st January, 2021 at 2.00 p.m.

AUDIT COMMITTEE
24th November, 2020

Present:- Councillor Wyatt (in the Chair); The Mayor (Councillor Jenny Andrews); Councillors Cowles, Vjestica, Walsh and Mr. J. Barber (Independent Person).

Gareth Mills and Thilina De Zoya, Grant Thornton (External Auditors) were also in attendance.

121. APOLOGIES FOR ABSENCE

There were no apologies for absence.

122. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

123. QUESTIONS FROM MEMBERS OF THE PUBLIC OR THE PRESS

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

124. MINUTES OF THE PREVIOUS MEETING HELD ON 29TH SEPTEMBER, 2020

Consideration was given to the minutes of the previous meeting of the Audit Committee held on 29th September, 2020.

Resolved:- That the minutes of the previous meeting of the Audit Committee be approved as a correct record of proceedings.

125. AUDITED STATEMENT OF ACCOUNTS

Consideration was given to a report presented by Rob Mahon, Head of Corporate Finance, which advised on matters arising from the external audit of the Council's 2019/20 Statement of Accounts as presented in the External Auditor's ISA260. The Committee was asked to acknowledge the findings and approve both the Letter of Management Representation which was attached at Appendix 3 to the report and the audited Statement of Accounts 2019/20.

Gareth Mills, on behalf of Grant Thornton, presented the ISA 260 which was attached at Appendix 4. It was confirmed that the deadline for submitting Audited Statement of Accounts had been extended in 2020 due to the COVID-19 pandemic. However it was anticipated that there could be a slight delay in the sign off of the accounts by Grant Thornton. No major changes were expected and the Chair, in consultation with the Strategic Director of Finance and Customer Services, would give approval

for the final Audited Statement of Accounts to be published when completed. It was noted that a delay in signing off the Accounts was not unique to Rotherham and many other local authorities were in a similar position.

There had been one key adjustment since the publication of the draft accounts relating to the pension fund however this did not impact the General Fund or the Council's reserves. The significant audit risks were highlighted in the report and the Dedicated School Grant (DSG) deficit position and recovery plan was discussed at the meeting. The representative from Grant Thornton confirmed that they had assessed the Council's material DSG deficit against the 4 criteria set out by the National Audit Office guidance. 3 of the 4 criteria had been met and one partially met and as such a clean unqualified Value for Money conclusion had been proposed. Grant Thornton also intended to issue an unqualified opinion on the Statement of Accounts.

The ISA 260 also confirmed that working papers were of a high standard and the audit queries were dealt with in a timely and efficient manner.

A number of recommendations had been made, set out in Appendix A (Action Plan), relating to:-

- Dedicated Schools Grant deficit reduction plan 2020-21 and beyond
- Financial impacts of COVID-19; budget monitoring 2020-21 and beyond

Resolved:-

- (1) That the Auditor's ISA 260 2019/20, as submitted at Appendix 4, be approved.
- (2) That the Statement of Accounts 2019/20 (Appendix 1 of the report submitted) and the 2019/20 Narrative Report (Appendix 2) be signed and approved for publication once complete.
- (3) That Grant Thornton be issued with the Letter of Management Representation (Appendix 3 of the report.)

126. CODE OF CORPORATE GOVERNANCE

David Webster, Head of Internal Audit, submitted the refreshed Council Code of Corporate Governance for consideration. It was presented at the meeting by Simon Dennis, Corporate Improvement and Risk Manager. There had been no new revisions to the CIPFA (the Chartered Institute of Public Finance and Accountancy) and SOLACE (the Society of Local Authority Chief Executives) guidance on delivering good governance in local government. However, it was good practice to review and revise the Council Code on an annual basis.

The Corporate Governance Group had completed the review and had made some changes to the Code to reflect elements of the Council's response to the COVID pandemic. It was anticipated that those changes would be temporary. Track changes had been included on the revised Code at Appendix A to the report to show the amendments. Some of the changes included removing references to the Council's Plan which had been replaced with the Year Ahead Plan and including reference to virtual meetings.

The 7 key principles set out in the guidance which underpinned the governance of each local government organisation had not changed. The Rotherham Code followed each of the principles and demonstrated how they were applied and evidenced in practice.

Resolved:- That the refreshed version of the Code of Corporate Governance be approved.

127. ANNUAL GOVERNANCE STATEMENT

David Webster, Head of Internal Audit, presented the Annual Governance Statement for approval. The draft Annual Governance Statement had been presented to the Committee in August 2020 and track changes had been used to highlight any amendments that had been made to the final version.

COVID-19 had a significant impact on the Council at the end of 2019/20 and into 2020/21. However an effective governance framework, as referenced in paragraphs 3.10 and 3.11 of Appendix A to the report, had been in place throughout. Council, Cabinet and Committee meetings had continued to take place.

Recommended practice required the Leader of the Council and the Chief Executive to sign the Annual Governance Statement prior to its publication alongside the Audited Statement of Accounts.

The Committee congratulated all officers and partners involved in maintaining good governance arrangements and a good budget position throughout the pandemic.

Resolved:-

(1) That the 2019-20 draft Annual Governance Statement be noted.

(2) That the requirement for the Leader and Chief Executive to sign the Statement prior to the publication of the Annual Governance Statement be noted.

128. AUDIT COMMITTEE FORWARD PLAN

Consideration was given to Audit Committee's forward work plan which covered the next year. The plan showed how the agenda items related to the objectives of the Committee. There were no amendments to or updates on the plan at this meeting. The Chair however confirmed that he had invited the Chief Executive to attend a meeting of the Audit Committee in the new year.

Resolved:-

(1) That the Audit Committee forward plan, now submitted, be supported and any amendments arising actioned in due course.

(2) That the Chief Executive is invited to attend an Audit Committee meeting in early 2021.

129. ITEMS FOR REFERRAL FOR SCRUTINY

There were no items for referral to Scrutiny.

130. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That under Section 100(A) 4 of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve 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 (information relates to finance and business affairs).

131. INTERNAL AUDIT PROGRESS REPORT 1ST SEPTEMBER-31ST OCTOBER, 2020

Consideration was given to a report presented by David Webster, Head of Internal Audit, which provided a summary of Internal Audit work completed during 1st September to 31st October, 2020, and the key issues that had arisen therefrom. The current position of the plan was outlined in Appendix A to the report. The plan had to remain flexible and consultation would be ongoing throughout the rest of 2020/21 as the COVID-19 situation changed, with detailed scopes and timing agreed on an ongoing basis.

Ten audits had been finalised since the last Committee meeting including 2 with Substantial Assurance, 5 with Reasonable Assurance and 3 with Partial Assurance. Audit opinions and a brief summary of all audit work concluded since the last meeting was set out in Appendix B to the report.

Internal Audit's performance against a number of indicators was summarised in Appendix D. Sickness absence had impacted on the performance but it was confirmed that the team was now back to full capacity. Positive feedback had been received on 6 audits.

Appendix E showed the number of outstanding recommendations that have passed their original due date, age rated. The number of aged outstanding actions had increased to 41. A presentation has been given to more than 50 Assistant Directors and Heads of Service outlining the issue and asking them to ensure that realistic dates were set when draft reports were agreed and to endeavour to clear actions by the agreed dates where possible.

Resolved:-

(1) That the Internal Audit work undertaken between 1st September and 31st October 2020 and the key issues arising be noted.

(2) That the information submitted regarding the performance of Internal Audit and the actions being taken by management in respect of the outstanding actions be noted.

(3) That Karen Middlebrook, Procurement Manager, be invited to a future meeting to provide an update on the Council's procurement processes.

132. RISK MANAGEMENT DIRECTORATE - ASSISTANT CHIEF EXECUTIVE

Consideration was given to a report presented on behalf of the Chief Executive by Simon Dennis, Corporate Improvement & Risk Manager, providing details of the Risk Register and risk management activity within the Assistant Chief Executive's Directorate.

5 out of the 12 risks on the Assistant Chief Executives Directorate risk register were assessed as being high risks. There were:-

- Tackling family poverty
- Successfully delivering the Council's Change Programme
- Management and Delivery of the Vulnerable People Resettlement Scheme and Asylum Programme
- Delivery of the Corporate Priorities, specifically a strong community and expanding prosperity and opportunity. There is also a risk that these may be impacted by the UK leaving the European Union on 31st January 2021.
- Delivery of the Year Ahead Plan

Resolved:-

(1) That the progress and current position in relation to risk management activity in the Assistant Chief Executive's Directorate, as detailed in the report now submitted, be noted.

(2) That Simon Dennis and Caroline Webb to provide a written response for the Committee regarding the consultation process with Mears in relation to Management and Delivery of the Vulnerable people resettlement scheme and the asylum programme.

133. URGENT BUSINESS

There was no urgent business.

134. DATE AND TIME OF NEXT MEETING

Resolved:- That the next meeting of the Audit Committee be held on Tuesday, 19th January, 2021 commencing at 2.00 p.m. via Microsoft Teams.

HEALTH AND WELLBEING BOARD
11th November, 2020

Present:-

Councillor David Roche	Cabinet Member, Adult Social Care and Health (in the Chair)
Ben Anderson	Director of Public Health, RMBC
Steve Chapman	South Yorkshire Police
Lesley Cooper	Healthwatch Rotherham
Dr. Richard Cullen	Strategic Clinical Executive, Rotherham CCG
Chris Edwards	Chief Operating Officer, Rotherham CCG
Councillor R. Elliott	Health Select Commission
Jo Hinchliffe	Adult Social Care (representing Anne Marie Lubanski)
Shafiq Hussain	Chief Executive, Voluntary Action Rotherham
Suzanne Joyner	Strategic Director, Children and Young People's Services
Sharon Kemp	Chief Executive, RMBC
Councillor J. Mallinder	Improving Places Select Commission
Dr. Jason Page	Governance Lead, Rotherham CCG
Kathryn Singh	RDaSH
Jacqueline Wiltschinsky	Head of Service Public Health
Paul Woodcock	Strategic Director, Regeneration and Environment
Michael Wright	Deputy Chief Executive, Rotherham Foundation Trust (representing Richard Jenkins)

Report Presenter:-

Kate Green	Public Health Specialist, RMBC
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Also Present:-

Jessica Brooks	Public Health, RMBC
Polly Hamilton	Assistant Director, Culture, Sport and Tourism
Chris Siddall	Team Leader, Culture, Sport and Tourism
Becky Woolley	Policy Officer, RMBC
Dawn Mitchell	Governance Adviser, RMBC

Apologies for absence were received from Gill Hunt (NHS England), Richard Jenkins (TRFT) and Anne Marie Lubanski (RMBC).

117. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

118. NEW MEMBERS - SUZANNE JOYNER AND BEN ANDERSON

The Chair welcomed Suzanne, Strategic Director, Children and Young People's Services, to her first meeting of the Board and Ben Anderson, newly appointed Director of Public Health who would be joining the Authority in the New Year.

119. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

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

120. COMMUNICATIONS

There were no communications to report.

121. MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting of the Health and Wellbeing Board were considered.

Resolved:-

That the minutes of the previous meeting held on 21st October, 2020, be approved as a correct record.

122. UPDATE FROM LOCAL OUTBREAK ENGAGEMENT BOARD

Sharon Kemp, Chief Executive, provided a verbal update on the work of the Local Outbreak Engagement Board as follows:-

- Currently the infection rate, as at 3rd November, 2020, was 505 per 100,000 population. There had not been a reduction but it did appear that the increase might be slowing down to that previously seen
- The Local Outbreak Engagement Board had considered its plan which built on its responses to information i.e. looking at the Incident Management Teams supporting the workplace, business and residents to stay safe. That continued and continued to work with areas that had seen a small number of people testing positive but no significant outbreaks at this particular time
- There was still community transition but not specific to a workplace; it was general transmission within the community. An impact on local schools was being seen who continued to work very collaboratively and adhere with national guidelines. Staff abstraction rates were increasing across all agencies but to date no significant Service impacts arising therefrom
- After the national lockdown period, there would be consideration by the Government as to what happened next. If the infection rate was such, then the tiered system would come into play and there would be further discussions with Government officials nearer to the date (2nd December) as to which tier Rotherham and South Yorkshire would go back into if the national tiering system was still in operation

- Work continued on communications and encouraging members of the public with the right message in a friendly way but still getting the message across. There had an increase in enforcement seen, with the support of South Yorkshire Police, with regard to organisations/business that were flagrantly breaking the legislation
- Through the Gold arrangements in Health, colleagues would work with the Government as more information became available regarding mass vaccination. Discussions would take place over the coming weeks with regard to mass testing/whole town testing as well as an opportunity to consider with the Government and from their feedback, what might be available and what was the best fit for South Yorkshire
- As from 5th November the clinically extremely vulnerable individuals would receive a letter through their health system advising them to minimise their contacts as far as possible. The Rotherham Community Hub had never been stood down and continued to provide support for those isolating or clinically extremely vulnerable
- The situation continued to be fast paced in terms of engagement with the Government and good partnership arrangement through the Local Outbreak Engagement Board

Chris Edwards, RCCG, commented that, in terms of the Rotherham response, the Public Health experts were saying that although we might have reached a peak in infection rates it was likely that services would be maintained at the high level for 8 weeks or so and, in terms of partnership, had to make sure that it was working on the assumption the services would be under pressure for a prolonged period.

Resolved:-

That the update be noted.

123. REFRESHED HEALTH AND WELLBEING BOARD PRIORITIES AND ACTION PLAN

In accordance with Minute No. 114 of the meeting held on 21st October, 2020, Becky Woolley, Policy Officer, presented the refreshed Health and Wellbeing Board priorities and action plan November 2020-June 2021 with the aid of the following powerpoint presentation:-

Background

- In June 2020 it was agreed that the Health and Wellbeing Board would refresh priorities taking into consideration the impact of Covid-19 and evidence regarding health inequalities

- A development session was held in September 2020 which was facilitated by the LGA. Prior to this session, there was also a period of consultation with Board members and consideration at the Health Select Commission regarding the priority refresh

Outcome of the Development Session – September 2020

- The four aims within the original strategy remained relevant and should still be the overarching outcomes that the Board was working towards
- Covid-19 had led to new cohorts of people being vulnerable. There was a need to continue to develop our understanding of the impact that the pandemic was having on these groups as well as the rest of the population
- Action needed to be focussed around health inequalities and the wider determinants of health
- There should be a targeted focus on a small number of priority areas
- The Marmot principles should underpin the refresh of priorities

The Marmot Review 10 Years On Report was published in February 2020. The key findings were:-

- People can expect to spend more of their lives in poor health
- Improvements to life expectancy have stalled and declined for the poorest 10% of women
- Only the 20-30% least deprived will receive a state pension before they develop a lifelong disability
- The health gap has grown between wealthy and deprived areas
- There are marked regional differences and widening health inequalities between the North and the South
- The slowdown in life expectancy increase cannot for the most part be attributed to severe winters. More than 80% of the slowdown, between 2011 and 2019, results from influences other than winter associated mortality
- 2/3s of those with lifelong disabilities in the most deprived areas have disabilities before they reach pension age
- For males, years in poor health has increased from 15.8 to 16.2 since 2009, for females from 18.7 to 19.4
- It is likely that public sector cuts have harmed health and contributed to widening health inequalities in the short term and are likely to continue to do so over the longer term. Cuts over the period shown have been regressive and inequitable – they have been greatest in areas where need is highest and conditions are generally worse

Covid-19 and the Social Determinants – Impact of lockdown on health behaviours e.g. mental health

- School closures, loss of education, issues with exam results, changes of university provision/availability
- Reduction in commuting, less air pollution

- Disruptions to health care provision, delays to care, avoidance of care
- Disruption to/loss of culture and leisure activities. Increased use of outdoor space
- Unequal Covid impact
- Care home impacts
- Disruption to community/social interaction
- Public transport impact. Cycling opportunities
- Job losses, furlough, zero hours contracts, changes to work availability
- Changes to homeless, asylum seeker provision. Risk of rent/mortgage problems due to loss of earnings

Refreshed Priorities

Aim 1: All children get the best start in life and go on to achieve their full potential

- Develop our strategy for a positive first 1001 days
- Support positive mental health for all children and young people
- Support children and young people to achieve their full potential

Aim 2: All Rotherham people enjoy the best possible mental health and wellbeing and have a good quality of life

- Deliver the Better Mental Health for All Strategy
- Deliver the Rotherham Suicide Prevention and Self-Harm Action Plan
- Promote positive workplace wellbeing for staff across the partnership

Aim 3: All Rotherham people live well for longer

- Build a social movement to support local people to be more physically active
- Ensure support is in place for careers
- Develop a whole-systems approach to tackling obesity in Rotherham with consideration of the impact of Covid-19

Aim 4: All Rotherham people live in healthy, safe and resilient communities

- Delivery of a loneliness plan for Rotherham
- Promote health and wellbeing through arts and cultural initiatives
- Ensure Rotherham people are kept safe from harm

Cross-cutting Priorities

- Links to the Local Outbreak Engagement Board
- Building the understanding of the impact of Covid-19 on our communities and on health inequalities including
 - Bringing together different pieces of work on health inequalities from across the partnership
 - Engaging with the public on the impact of Covid-19 and health inequalities
- Delivery of Phase 2 of the Joint Strategic Needs Assessment

It should be noted that priorities had been agreed based on an understanding that the response to the pandemic was ongoing, therefore, the Board's approach as a partnership would need to remain as flexible and responsive to emerging needs.

Each Board member was asked for their comments on the refresh which are summarised as follows:-

- Culture and Leisure Services welcomed the refreshed document. There was to be a joint workshop in January with the Cultural Partnership Board. There were real opportunities particularly around the 3 other actions within the plan around physical activity, delivery of the Rotherham Together Programme, which had received a fantastic response already, and the targeted work with communities through the Library Service. The Arts Council England had announced a new fund to support Social Prescribing which built upon the fantastic work that Rotherham had been doing in this area already. Culture and physical activity could help with lot of work around the important work around Mental Health and loneliness
- Really like the idea of having a theme per Board meeting and involving those looking at services for. A good opportunity to consider a subject in a different way
- Rotherham CCG were longstanding supporters of Social Prescribing and would provide assistance to support and enhance/expand
- The Kings Fund recently produced a new report on the impact of Social Prescribing
- Voluntary Action Rotherham was developing a Rotherham Arts Council bid for Social Prescribing and was happy to talk to partners about what that might look like
- Theme 4 – the Strategic Director of Regeneration and Environment was content with the actions contained therein
- The plan demonstrated that Public Health was part of everyone's daily life and is a real testament as to how everyone is working together and trying to get the issues sorted for the Rotherham population
- RDaSH felt it was really positive how the Board had moved from 4 priorities to 3 and focussing efforts on the true priorities for the Board
- South Yorkshire Police felt that the priorities were more than appropriate going forward for the next 12 months

- CYPS was supportive of what was included within Aim 1
- TRFT was supportive of the document

Resolved:-

(1) That the refreshed Health and Wellbeing Board priorities and action plan November 2020-June 2021 be approved in principle.

(2) That Becky Woolley be notified as soon as possible of anyone who wished to be part of/Chair the Healthy Weight Group.

ACTION: All Board Members/Becky Woolley

124. HEALTH AND WELLBEING BOARD PRIORITY AIM 2: ALL ROTHERHAM PEOPLE ENJOY THE BEST POSSIBLE MENTAL HEALTH AND WELLBEING AND HAVE A GOOD QUALITY OF LIFE

Kathryn Singh, RDaSH, presented the following powerpoint presentation:-

- | | |
|------------|--|
| Priority 1 | Improving mental health and wellbeing of all Rotherham people |
| Priority 2 | Reducing the occurrence of common mental health problems |
| Priority 3 | Improving support for enduring mental health needs (including Dementia) |
| Priority 4 | Improve the health and wellbeing of people with Learning Disabilities and Autism |

Priority 1 – Improving mental health and wellbeing of all Rotherham people

- Better Mental Health for All/Covid-19 (C19) Mental Health Group
 - C19 and Mental Health Group established
 - Action plan been drafted for whole life course
 - PH Lead worked with CYPS on the survey to school age children, first distributed in the summer and repeated this autumn
 - Work between LD and Public Health (RMBC) to look at staff wellbeing, staff and manager wellbeing guides produced in the summer and shared with other partners
 - Promotion of public Mental Health information across all partners including employers signed up to BeWell@Work
- RMBC has produced a guide on befriending for Rotherham Heroes and this was being used as part of their induction and has been shared with voluntary and community sector partners
- The Five Ways to Wellbeing campaign messages will be used to encourage people to look to access things to address loneliness for themselves and to look out for others

Priority 2 – Reducing the occurrence of common mental health problems

- Launch of iesa digital IAPT service in October 2020 to anticipate demand surge for common mental health conditions completed
<http://www.iesohealth.com/en-gb>
- Launch of <https://rotherhive.co.uk/> in May 2020 a portal to access psychological support
 - Debt section developed October 2020
 - Professional section now in development
 - Half a million site hits to date
- CAMHS Transformation Plan now refreshed and renamed the Rotherham Social Emotional and Mental Healthy Strategy with action plan and partnership forum established

Priority 3 – Improving support for enduring Mental Health Needs (including Dementia)

- In the initial stages of lockdown there was a delay in implementation of the new Dementia Pathway. This has now been reactivated
- Dementia Pathway Redesign Group established with all key stakeholders
- Data analysis to underpin redesign anticipated end of November
- Rollout of a programme of Herbert Protocol/”This is Me” Workshops by Crossroads
- Throughout the C19 period Rotherham Place has maintained its high performance on the Dementia diagnostic target
- CORE 24 Service continues to be in place and continues to deliver
- SMI LES (Local Enhanced Service for people with Serious Mental Illness) in place and working well
 - Whilst there was an increase of 175 patients on an SMI register between Quarter 1 (1,844 patients) and Quarter 2 (2,019 patients), there was an increase in the percentage of patients receiving a health check from 27.5% to 28.7%

Priority 4 – Improve the health and wellbeing of people with Learning Disabilities and Autism

- Significant investment from RCCG for both All-Age and Children and Young People’s Neurodevelopment Pathways
- Redesign of the Children and Young People’s Neurodevelopment Pathway completed and detailed action plan in place to monitor impact
- Launch of the RDaSH All Age Neurodevelopment Pathway in September 2020
- Reduction of waiting list of Rotherham patients at Sheffield Health and Social Care
- Development of a new asset/community focussed Post-Diagnostic Pathway (Adults) to be delivered by Rotherham Parents Carers Forum
- Successful ICS bids for CYP Key Workers (Learning Disabilities and Autism) and expanding peer support and support for annual health checks for people with Learning Disabilities

Discussion ensued with the following issues raised/clarified:-

- There was massive evidence that supported insomnia and links to mental health. Quite often people whose sleep patterns were very disrupted were prescribed anti-depressants and there was a challenge as to whether that was the right thing to do. Often poor sleep and anxiety was linked to poor mental health which had been exacerbated by the Covid-19 pandemic because of the uncertainty, tension and anxiety
- Reports had been published recently emanating from Manchester where support for Confidential Enquiries into Suicides took place which raised 2 issues. Firstly there was no significant evidence of an increase in suicide as result of lockdown. The numbers were very comparable to what was seen as year on year increase in death by suicide across England. A similar shift in pattern had been seen in Rotherham i.e. increase in the number of women suicides. Secondly, a report had been issued around the reporting of suicides with a cause for consideration was that the reporting of suicides quite often led to duplication and replication and there was some real nervousness of how they were actually reported
- A significant piece of work had been carried out locally in February around the reporting of suicides to which the local media had been invited. Quite often too much detail was reported in the press coverage; there was significant evidence that showed there was imitation as a result of that reporting
- In a second Covid lockdown coming up to Christmas it was really important to be sighted on the sort of campaigns to be run supporting peoples' mental health in a positive way perhaps without too much attention/less focus on death by suicide
- Over the years a change had been seen in Rotherham around females that took their lives by suicide with the method also changing
- However, Rotherham was not dissimilar to other areas in Yorkshire and the Humber. The data from Office for National Statistics this year had shown Yorkshire and the Humber ranking as the highest region for death of females to suicide. It was known from some mental health research during the pandemic that women were reporting more mental health distress – lack of social networks with people they were unable to engage with and also caring responsibilities
- The local response had been the Be the One Campaign, the Board's campaign for suicide prevention and a very proactive approach to engaging with women/getting messages out to women of signpost to support. That message would switch in the lead up to Christmas and the New Year and be to the general population and again follow the

steps of the Be the One Campaign of TLC approach and people being very vigilant

- The voluntary sector had played a huge role in terms of supporting people with their mental health wellbeing and work was taking place to ensure that any training was open to the whole partnership together with the voluntary and community sector
- At the height of the first lockdown real high levels of acuity had been seen in terms of admissions to the in-patient unit and high levels of psychosis
- There had been new demand very much linked to issues of employment and housing. RDaSH was trying to work in a way that recognised that if intervention could be provided quite early and support offered, it would avoid someone getting a much more serious mental health situation. Discussions were taking place with the Chamber of Trade around potential for redundancies/employment issues as to how the Service could work alongside the workplace situation to support employers to offer mental health help and support
- People were contacting the Service requesting post-funeral bereavement support
- The Service could not deliver the sort of services it did without the support of the voluntary sector
- During lockdown, Primary Care was seeing low grade mental health issues that were probably not yet getting to a level that would impact upon full Mental Health Services

The Chair referred to the film that had been made to advertise the 5 Ways to Wellbeing and suggested that it be redistributed through the communications system

Kathryn was thanked for her presentation.

Resolved:

(1) That the presentation be noted.

(2) That the 5 Ways to Wellbeing be distributed through the Council's Communications system.

Action: Sharon Kemp

125. HOSPITAL DISCHARGE FOR ROTHERHAM RESIDENTS

The Chair reported that the Rotherham Foundation Trust had not had chance to respond to the report by Healthwatch Rotherham. Therefore, the report would not be considered at today's meeting to allow the Trust opportunity to comment and then a decision would be made as to whether the report was submitted to the Board again or to another forum.

Michael Wright, Deputy Chief Executive, TRFT, stated that consideration would be given to the report and an action plan developed to address the issues raised.

126. CARERS PROGRAMME - FRAMEWORK FOR THE FUTURE

Jo Hinchliffe, Service Improvement and Governance Manager, gave the following powerpoint presentation:-

- Rotherham's Adult Social Care Pathway put the person at the centre of everything the Service did
- On 21st October, 2019, a new of working was introduced to ensure a consistent, robust and sustainable Pathway; work with carers was defined via a "sub-pathway" and in March 2020 plans were shared with the Board explaining how the Service anticipated it would deliver a Carers Programme
- The Covid pandemic had had a significant impact on the proposed programme timeline. This had meant that partnerships had to be every stronger to ensure carers were fully supported in the most difficult of situations
- Due to Covid
 - Unpaid Carers Group utilised to be the Carers Programme Project Group
 - Review of the Carer Strategy - reschedule the review work for end of Quarter 2 with a new timeline and resource plan
 - Young Carers – action shifts into Quarter 3
 - ASC Pathway: process mapping/assessments consistency checks – some work has occurred within ASC as a result of Covid
 - Carers Centre – Review/Impact Assessment – Impact Assessments moved into Quarter 2 and building subjected to the council's recovery principles. Need to define the building base offer for carers. The Crossroads Carers Hub demonstrates the support for carers from business partners and the Council
 - Information Officer – scoping work partner conversations – Covid impact needs exploring – different ways of working and engaging virtually

- Assistive Technology – the use of digital tools – Zoom/Teams – has also enabled a wider reach with carers and the Service was capturing the learning within the ASC Digital Solutions Project Group
- Getting things back on track – programme refresh August 2020

Quarter 2 July Aug, Sept 2020	Quarter 3 Oct, Nov, Dec 2020	Quarter 4 Jan, Feb, Mar 2021	Quarter 1 April, May, June 2021
PMO Governance Reset Establish Carers Programme Project Group – reports into ASC Project Assurance Meeting (PAM) 17 th Sep and then into HWBB	Monthly Project Group Meeting with highlight report to PAM: 15 th Oct 19 th Nov 3 rd Dec ¼ highlight report to HWBB	Monthly Project Group Meeting with highlight report to PAM ¼ highlight report to HWBB	Monthly Project Group Meeting with highlight report to PAM ¼ highlight report to HWBB
WS1: Review of the Carer Strategy	Coproduction work for the Strategy	Consultation work for the Strategy	Refreshed Carer Strategy
WS2; Assistive Technology (AT) Requirements for carers feeding into the Digital Solutions Programme	Engagement activity	AT Pathway proposed and out to consultation	AT Carer Offer launch
WSS3: ASC Pathway: Process mapping/assessments consistency checks Young Carers transition work mirrors ASC Pathway	Carer Journey mapping (with all partners) ASC Pathway: Refresh Policy/Guidance for Carers		

WS4: Carers Centre – Review/Impact Assessment	Carers Centre – future options/consultation	Decision Making	
WS5: Information Offer – scoping work (partner conversation)	Coproduction work (Digital channels)	Consultation linked to the Strategy work	
Routine Activity: Training Programme for carers/staff Support for carers through Covid (Carers Grant) Regular and sustained communications Activity and events (Carers Week/Carer Rights Day)			

- How we will progress a summary
 - We are mapping the carer experience and ensure the carers programme addresses any gaps
 - We are ensuring effective communication processes are in place to fully support carers
 - We are refreshing our understanding of the profile of carers in Rotherham in the light of Covid-19
 - We are inviting representatives from the Unpaid Carers Group to become members of the Carer Programme Project Group
 - We are continuing to progress the Carers Grant Work
- Other Considerations
 - The Carers Strategy review work began at the end of September 2020 and would result in a new Strategy scheduled to launch June 2021 which still meant the Service was within the timeframe of the existing Strategy lifespan
 - As a result of the response to Covid, some work had occurred around the mapping of services and the ASC Pathway; this would continue and result in a refresh of the Policy and guidance by December 2020
 - As per the Government guidance and in line with Council recovery principles, the Carers Centre was not currently accessible. Work would be undertaken to plot out the recovery activity needed. A strategic review and impact assessment of the facility commenced at the end of September, the findings report due by December 2020
 - To support carers through the Covid-19 crisis, a Carers Information Pack had been produced by the Council and signed-off by partners. This work was being maximised and the Service was looking to expand this approach and think about ways of increasing digital connectivity and skills for carers. This would be alongside all the traditional options for

- sharing and communicating information, advice and guidance
- The programme would be subject to check and challenge via the ASC Project Assurance Meeting and would feed into the Health and Wellbeing Board each quarter

Discussion ensued with the following issues raised/clarified:-

- Pleasing progress with the Unpaid Carers Group which now had representation from the Partners, Forum, Carers Forum and REMA
- It was a difficult piece of work in terms of trying to collate information with regard to the new carers that had been revealed through the pandemic. Meetings had taken place with Age UK, Crossroads and Active Independence, who had formed a partnership called Active Solutions. They all had their own internal ways of capturing who they worked with through their Charity Log; the Council had a Key Performance Indicator for carers as well as work through CCG and Health colleagues. Consideration was to be given as to how the information could be collated from the third sector perspective. There was a need to be smarter as to how the information was captured.
- Of the £50,000 Carers Grant approved by the Cabinet, approximately £23,000 had been issued. There had 123 referrals of which 9 had not been suitable for the Grant but Crossroads Care had referred then onto the Carers Trust Grant

Resolved:-

(1) That the presentation be noted.

(2) That the next quarter progress update include information as to the capturing information with regard to the carer profile.

ACTION:- Jo Hinchcliffe

127. FOOD ADVERTISEMENT

Kate Green, Public Health, gave a verbal report on a regional project that was taking place and requested Board support for Rotherham participating in it.

In January 2020 the Yorkshire & Humber Association of Directors of Public Health Network had agreed to support an advocacy project from the Regional Healthy Weight and Physical Activity Community Improvement Group. This was to support the implementation of a shared ambition of the Local Authority Declaration on Healthy Weight by supporting the reduction of exposure to advertising of food and drink which was high in fat, salt and sugar in the out of home environment, predominantly on local authority-owned advertising space, although potential to expand further if local areas wanted to.

The project had commenced in October and would run until April, 2021. All local authorities across the region have been involved in discussions to date and anticipated to take part. All projects would be evaluated and a report produced upon completion of the project.

Discussion ensued with the following issues raised:-

- Enforcement - The project purely looked at advertising on local authority-owned spaces. There was potential to go wider and possibly include the transport sector. The project was looking to develop guidance protocol for local authorities
- The CCG would in principle support the project but on a practical level would struggle to support due to the call on resources during the pandemic
- The Local Authority would support in principle but needed more information e.g. how many local authority-owned sites did Rotherham have and what impact the lack of advertising that would have
- Given the pressures on the Public Health Team at the current time there needed to be flexibility on how such a project was programmed in and how much time was dedicated to it

Resolved:-

That the project be supported in principle but further information be provided given the current pressures on Services due to the Covid pandemic.

ACTION:- Kate Green to provide further information as to what a project would mean for the Local Authority and health sector

128. ISSUES ESCALATED FROM THE PLACE BOARD

It was noted that the Place Board had assumed command for Gold Command in Rotherham.

There were pressures in the system but no issues to be escalated.

129. DATE AND TIME OF NEXT MEETING

Resolved:-

That a further meeting be held on Wednesday, 13th January, 2021, commencing at 9.00 a.m.

PLANNING BOARD
5th November, 2020

Present:- Councillor Sheppard (in the Chair); Councillors Atkin, Bird, D. Cutts, M. Elliott, McNeely, Sansome, Short, Steele, John Turner, Walsh and Williams.

An apology for absence was received from Councillor Whysall.

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

120. EXCLUSION OF THE PRESS AND PUBLIC

There were no items on the agenda to warrant exclusion of the press and public.

121. MATTERS OF URGENCY

There were no matters of urgency for consideration.

122. DECLARATIONS OF INTEREST

There were no Declarations of Interest to report.

123. MINUTES OF THE PREVIOUS MEETING HELD ON 24TH SEPTEMBER, 2020

Resolved:- That the minutes of the previous meeting of the Planning Regulatory Board held on Thursday, 24th September, 2020, be approved as a correct record of the meeting.

124. DEFERMENTS/SITE VISITS

There were no site visits nor deferments recommended.

125. DEVELOPMENT PROPOSALS

Resolved:- (1) That, on the development proposals now considered, the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure, a number of people attended the meeting and spoke about the following application:-

- Outline application for the erection of up to 450 No. dwellinghouses including details of access at land to the North West of Worry Goose Lane Whiston for AE Waddington, R Parkes & V Foers (RB2019/0552)

Ms. J. Hodgson (on behalf of the Applicant)
Councillor A. Cowles (Objector) – then left the meeting
Ms. E. Reynard (Objector)
Mr. C. Taylor (Objector)
Mr. A. Claxton (Objector)
Mr. M. Ridsdale (Objector)

Statements were also read out by the Development Manager on behalf of:-

Ms. K. Keens (Objector)
Mr. J. Cheeseman (Objector)

(2) That, with regards to application RB2019/0552:-

(a) subject to a legal agreement under Section 106 of the Town and Country Planning Act 1990 for the purposes of securing the following:-

- 25% on site affordable housing provision in accordance with the Council's adopted Policy.
- Commuted sum of £500 per dwelling towards sustainable transport measures to support the Travel Plan.
- Financial contribution commensurate with the cost of the highway improvement scheme as required by condition 8 towards wider works on Worrygoose in the event that works are instructed by the Council.
- Financial contribution towards the enhancement of local bus services - £100k per annum for a period of 3 years.
- Improvements to 2 bus shelters on Worry Goose Lane amounting to £63,700
- Education contributions in accordance with the Council's adopted Policy.
- Formation of a Local Area of Play within Phase 1 of development.
- Formation of a Neighbourhood Equipped Area of Play within Phase 2 of development.
- Erection of a Multi Use Games Area within Phase 3 of development.
- Establishment of a Management Company to manage and maintain the areas of Greenspace, including the proposed LAP, NEAP and MUGA.

(b) subject to the satisfactory securing of such an agreement, the Council resolves to grant planning permission for the proposed development subject to the reasons for grant and conditions listed in the submitted report.

126. UPDATES

There were no updates to report.

127. DATE OF NEXT MEETING

Resolved:- That the next meeting of the Planning Board take place on Thursday, 26th November, 2020 at 9.00 a.m.

**PLANNING BOARD
26th November, 2020**

Present:- Councillor Sheppard (in the Chair); Councillors Atkin, Bird, D. Cutts, M. Elliott, McNeely, Sansome, Short, Steele, John Turner, Walsh and Williams.

An apology for absence was received from Councillor Whysall.

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

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

128. EXCLUSION OF THE PRESS AND PUBLIC

There were no items on the agenda to warrant exclusion of the press and public.

129. MATTERS OF URGENCY

There were no matters of urgency for consideration.

130. DECLARATIONS OF INTEREST

There were no Declarations of Interest to report.

131. MINUTES OF THE PREVIOUS MEETING HELD ON 5TH NOVEMBER, 2020

Resolved:- That the minutes of the previous meeting of the Planning Regulatory Board held on Thursday, 5th November, 2020, be approved as a correct record of the meeting.

132. DEFERMENTS/SITE VISITS (INFORMATION ATTACHED)

There were no site visits nor deferments recommended.

133. DEVELOPMENT PROPOSALS

Resolved:- (1) That, on the development proposals now considered, the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure, a number of people attended the meeting and spoke about the following application:-

- Outline planning application for the provision of 67,036sqm of employment floorspace (B1b&c/B2 and B8) including 5088sqm of ancillary office floorspace (B1a) HGV fuelling station and lorry washing facilities, including details of access at land off Cumwell Lane, Hellaby at land off Cumwell Lane, Hellaby for Stretton Denman Ltd. (RB2018/1225)

Noel Stackhouse (Applicant)
 Parish Councillor Janet Law (Objector)
 Parish Councillor David Latimer (Objector)
 Sandra Haith (on behalf of Bramley Action Group – Objector)
 Rebecca Whyman (Objector)
 Councillor Jenny Andrews (Objector)
 Councillor Amy Brookes (Objector)

- Change of Use to residential institution (Use Class C2) at 268 Kimberworth Road, Bradgate for Mr. Sargeant (RB2020/1520)

Statements were read out by the Development Manager on behalf of:-

Mr. and Mrs. Alexander (Objectors)
 Mrs. P. Uttley (Objector)

(2) That, application RB2018/1225 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report and subject to the revised numbering of the conditions and pre-commencement conditions from Condition 25 onwards on the grounds that Condition 24 was duplicated.

(3) That, application RB2020/1520 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report.

134. **UPDATES**

The Planning Board requested:-

- Recirculation of the list of applications proposed at the following Board meeting.
- Return to Planning Board group site visits.

It was noted the pandemic had affected the above two requests as often the applications proposed for Board changed at short notice. The list would be resurrected and circulated accordingly.

It was hoped the Planning Board could resume group site visits in 2021 once the restrictions placed on numbers of people meeting outdoors was lifted.

PLANNING BOARD - 26/11/20

135. DATE OF NEXT MEETING

Resolved:- That the next meeting of the Planning Board take place on Thursday, 17th December, 2020 at 9.00 a.m.

**PLANNING BOARD
17th December, 2020**

Present:- Councillor Sheppard (in the Chair); Councillors Atkin, Bird, Cowles, D. Cutts, Mallinder, McNeely, Rushforth (Observer), Sansome, Short, Steele, John Turner and Walsh.

Apologies for absence were received from Councillors M. Elliott, Whysall and Williams.

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

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

136. EXCLUSION OF THE PRESS AND PUBLIC

There were no items on the agenda to warrant exclusion of the press and public.

137. MATTERS OF URGENCY

There were no matters of urgency for consideration.

138. DECLARATIONS OF INTEREST

Councillor John Turner declared a disclosable interest in application RB2020/1350 (erection of 2 No. dwellinghouses with integral garages and widening of existing private driveway at land to rear of 46-50 Goose Lane, Wickersley for Messrs. Habbin and Turner) on the grounds that he was related to the applicant and left the meeting whilst this application was considered.

139. MINUTES OF THE PREVIOUS MEETING HELD ON 26TH NOVEMBER, 2020

Resolved:- That the minutes of the previous meeting of the Planning Regulatory Board held on Thursday, 26th November, 2020, be approved as a correct record of the meeting.

140. DEFERMENTS/SITE VISITS

There were no site visits nor deferments recommended.

141. DEVELOPMENT PROPOSALS

Resolved:- (1) That, on the development proposals now considered, the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure, a number of people attended the meeting and spoke about the following application:-

- Erection of 2 No. dwellinghouses with integral garages and widening of existing private driveway at land to rear of 46-50 Goose Lane, Wickersley for Messrs. Habbin and Turner (RB2020/1350)

Mr. D. Matthews (Supporter)

Ms. K. Swann (Objector)

A statement was read out on behalf of Ms. J. Carder (Objector)

(2) That, application RB2020/1350 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report.

142. UPDATES

The following updates were provided:-

- (a) Penny Hill Wind Farm, Ulley

Power generation figures had been provided for the four Yorkshire wind farms owned and operated by renewable energy firm, Banks Renewables, which included the Penny Hill Wind Farm at Ulley. The four wind farms generated enough electricity in the company's last financial year to meet the annual electricity needs of more than 35,000 homes – the equivalent of a town the size of Bridlington.

The four sites generated almost 110,000 MWh of electricity between them over the last twelve months to the end of September, which in turn displaced around 28,000 tonnes of carbon dioxide from the electricity supply network.

The six-turbines at Penny Hill Wind Farm led the way by generating 43,500 MWh over the last twelve months.

- (b) 2020 Planning Matters

The Chair wished to place on record his thanks and appreciation to all those involved with the Planning Service and the Planning Board during the testing times of 2020 with the pandemic and the amount of work involved with ensuring the process continued to run smoothly.

Resolved:- That the update information be noted.

PLANNING BOARD - 17/12/20

143. DATE OF NEXT MEETING

Resolved:- That the next meeting of the Planning Board take place on Thursday, 14th January, 2021 at 9.00 a.m.

LICENSING BOARD SUB-COMMITTEE
9th November, 2020

Present:- Councillor Ellis (in the Chair); Councillors Beaumont, McNeely, Napper and Vjestica.

85. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

86. WITHDRAWN ITEM

It was noted that agenda item No. 7 (Request for Exemption from Hackney Carriage and Private Hire Licensing Policy Requirements) had been withdrawn due to the vehicle no longer being in the applicant's ownership.

87. DETERMINATION OF APPLICATIONS FOR HOUSE TO HOUSE COLLECTION PERMITS

Consideration was given to a report, presented by the Assistant Director, Community Safety and Street Scene, concerning the following applications for the grant of promoter's permits to carry out a house-to-house collection:-

Organisation	Area	Date
UK Clothing Caravan Ltd. on behalf of Children with Cancer UK	Whole of the Borough	20 th July, 2020 – 20 th September, 2020
Just Helping Children Charity	Whole of the Borough	3 rd August, 2020 – 2 nd August, 2021
Recycling Proline Ltd. on behalf of Cancer Research and Genetics UK	Whole of the Borough	24 th August, 2020 - 20 th August, 2021
Personal Fundraising Services Ltd. on behalf of National Deaf Children's Society	Whole of the Borough	6 th April, 2020 - 29 th March, 2021
Personal Fundraising Services Ltd. on behalf of Wood Green, the animal Charity	Whole of the Borough	6 th April, 2020 – 29 th March, 2021

Personal Fundraising Services Ltd. on behalf of Childlife	Whole of the Borough	6 th April, 2020 – 29 th March, 2021
Recycling Solutions NW Ltd. on behalf of Cancer Relief UK	Whole of the Borough	1 st November, 2020 – 31 st October, 2021
Child and Teenage Cancer and Leukaemia Foundation	Whole of the Borough	1 st January, 2021 – 31 st December, 2021

Clarification was provided around the granting of promoter's permits for House to House Collections and Covid. An application could only be granted in accordance with the Policy and could not be granted on condition of the promoter having a written risk assessment. However, a letter could be sent to any approved promoter requesting they ensure they operated within the Covid guidance.

Resolved:- (1) That a letter be prepared, in conjunction with Legal Services, to be provided to any successful promoter to carry out House to House Collections with regard to their responsibility to ensure compliance with Covid guidance.

(2) That, in accordance with the provisions of the House to House Collections Act 1939, the application by UK Clothing Caravan Ltd. (on behalf of Children with Cancer UK), be deferred pending further financial information and proposed dates of collection.

(3) That, in accordance with the provisions of the House to House Collections Act 1939, the application by Just Helping Children Charity be deferred pending further financial information.

(4) That, in accordance with the provisions of the House to House Collections Act 1939, the applications by Recycle Proline Ltd. (on behalf of Cancer Research and Genetics UK) be refused as it did not meet Policy requirements i.e. at least 80% of the total proceeds from a collection.

(5) That, in accordance with the provisions of the House to House Collections Act 1939, the applications by Personal Fundraising Services Ltd (on behalf of Wood Green, the Animal Charity, Childlife and Cancer Relief UK) be deferred for:-

- (a) additional financial information
- (b) information as to their due diligence checks given the means of collection and the processes involved in the collection of information .

(6) That, in accordance with the provisions of the House to House Collections Act 1939, the application by Recycling Solutions NW Ltd. (on behalf of Cancer Relief UK) be approved and a promoter's permit be granted.

(7) That, in accordance with the provisions of the House to House Collections Act 1939, the application by Child and Teenage Cancer and Leukaemia Foundation be refused on the grounds that insufficient financial information had been provided as well as the statutory declaration having not been signed.

LICENSING SUB-COMMITTEE
1st December, 2020

Present:- Councillor Ellis (in the Chair); Councillors Beaumont and Clark.

14. CONSIDERATION OF AN APPLICATION (MADE IN ACCORDANCE WITH S.17 OF THE LICENSING ACT 2003) FOR THE GRANT OF A PREMISES LICENCE FOR "20 THE PASTURES", 20 THE PASTURES, TODWICK, SHEFFIELD, S26 1JH

The Sub-Committee considered an application for the grant of a premises licence, in accordance with Section 17 of the provisions of the Licensing Act 2003, in respect of "20 The Pastures", 20 The Pastures, Todwick, Sheffield. The premises had most recently operated as a soft furnishings/carpet retailer. The applicant was seeking a licence to permit the provision of regulated entertainment (in the form of recorded music) and the retail sale of alcohol or consumption on the premises only.

In accordance with the procedure, the Licensing Manager, presented the report which set out the application seeking authority for the following licensable activities to take place at the premises:-

- Retail sale of alcohol (for consumption on the premises only) between the hours of 1200 hours and 2300 hours Monday to Sunday.

The applicant has also specified seasonal hours as follows:

– New Year's Eve until 0100 hours

- Provision of Regulated Entertainment (Recorded Music – described in the application as "soft background music") between the hours of 0900 hours and 2300 hours Monday to Sunday
- The applicant had stated that the opening times of the premises were 0900 hours to 2330 hours Monday to Sunday.

The applicant had also specified seasonal hours as follows:

New Year's Eve until 0130 hours

Following the submission of the application paperwork, representations had been received from the Council's Community Protection Unit and 3 other interested parties. In addition, South Yorkshire Police and RMBC Licensing had agreed conditions with the applicant that were intended to address any concerns that the Responsible Authorities may have had in relation to the application. 2 members of Todwick Parish Council and a

representative of the Community Protection Unit attended the meeting and presented their concerns as follows:-

- Noise and other disturbance at night
- Proximity of residential properties and the impact on local residents
- Inadequate soundproofing measures
- Road safety concerns
- Traffic flow and associated safety issues due to narrowing of streets caused by the parking of patrons
- Litter, parking and behaviour

Additional information had been provided by the applicants in the form of supporting comments for the application. The documents had been circulated in advance of the meeting.

Ms. G. Farrington-Lee and Mr. G. Astle, applicants, addressed the concerns raised by the objectors.

In conclusion, the Sub-Committee took due note of the written and oral representations made and the conditions agreed with the applicant and South Yorkshire Police and RMBC Licensing intended to address any concerns that the Responsible Authorities may have had in relation to the application.

The Sub-Committee considered the application for the variation of the Premises Licence and the representations made specifically in the light of the following Licensing objectives (as defined in the 2003 Act):-

- The prevention of crime and disorder.
- Public safety.
- The prevention of public nuisance.
- The protection of children from harm.

Resolved:- That the application for a Premises Licence, under the provisions of the Licensing Act 2003, in respect of “20 The Pastures”, 20 The Pastures, Todwick, Sheffield, be granted as follows:-

Opening Times

Monday-Sunday: 09:00 hours-23:00 hours
New Year's Eve: 09:00 hours – 01:30 hours

Retail Sale of Alcohol [for consumption on and off premises]

Monday-Sunday: 12:00 hours-22:30 hours
New Year's Eve: 12:00 hours – 01:00 hours

Regulated Entertainment [Live & Recorded Music]

Monday-Sunday: 09:00 hours-23:00 hours
New Year's Eve: 09:00 hours – 01:00 hours

Note: Live and recorded music is only regulated as a licensable activity between 23:00 hours and 08:00 hours.

and subject to the following conditions:-

(1) That a colour CCTV system to be fitted, maintained and in use at all times whilst the premises are open, to cover both the internal and external area of the premises. The CCTV images will be stored for 30 days and Police and authorised officers of the Council will be given access to images for purposes in connection with the prevention and detection of crime and disorder. CCTV footage shall be downloaded and provided to South Yorkshire Police on request. Members of the management team will be trained in the use of the system.

(2) That an incident register shall be maintained and kept on site at all times to record all incidents involving anti-social behaviour, injury and ejections from the premises. The register shall include consecutively numbered pages in a bound format and include the time, date and location of the incident, and details of the nature of the incident and names of any other staff involved or to whom the incident was reported.

(3) That the register will be checked and signed on a weekly basis by the DPS or, in the absence of the DPS, the manager who shall be nominated in writing.

(4) That this register shall be made available for inspection by South Yorkshire Police or Local Authority Enforcement Officers immediately upon request.

(5) That a refusals register shall be maintained and kept on site at all times to record all occasions where refusal to sell alcohol has taken place. The register shall include consecutively numbered pages in a bound format and include the time, date and location of the refusal, and a description of the person(s) refused. The register shall be checked and signed on a weekly basis by the DPS or, in the absence of the DPS, the manager who shall be nominated in writing.

(6) That the register shall be made available for inspection by South Yorkshire Police or a Local Authority Enforcement Officer on request.

(7) That an incident and refusal registers to be retained for at least 12 months and available for inspection.

(8) That new staff shall receive induction training prior to the commencement of their employment at the premises, including drug awareness, underage sales training, and serving to persons who are drunk.

(9) That all staff will receive training on matters concerning underage sales, drugs policies, and operating procedures. Staff refresher training shall take place on an annual basis and shall be recorded.

(10) That all staff training records shall be retained on the premises, maintained by the DPS or Premises Licence Holder, and made available immediately for inspection upon request by South Yorkshire Police or Local Authority Enforcement Officers.

(11) That the premises shall adopt a Challenge 25 proof of age scheme. Signage shall be displayed in the premises that Challenge 25 is the age verification policy adopted at the premises.

(12) That notices shall be displayed in the premises where they can be seen clearly to advise customers that it is unlawful for persons under 18 to purchase alcohol or for any persons to purchase alcohol on behalf of a person less than 18 years of age.

(13) That persons under the age of 18 years must be accompanied and supervised by a responsible adult and are not permitted after 21:00 hours unless accompanied by a responsible adult and attending a family type function or dining

(14) That customers shall not be permitted to take vessels containing alcoholic products into the premises, and no open vessels containing alcoholic products shall be allowed to be taken from the premises save for consumption in an external area provided for that purpose whilst the premises are conducting licensable activities.

(15) That it is considered that for the nature of the operation plastic/polycarbonate drinking vessels will not be required, however, a risk assessment will be undertaken should unusual events take place and management deem it necessary.

(16) That customers shall be reminded by way of clear and prominent notices at the entrance/exit door to please leave the premises quietly and have consideration for any neighbouring residential or business properties.

(17) That the licence holder shall undertake a risk assessment of the premises to determine whether door supervisors shall be required.

(18) That whenever there are anticipated changes to the normal operating framework of the premises, where it is reasonable to assume there will be an increase in customers, for example a home football game

or the advertising and promoting of a sporting event, a risk assessment shall be carried out by the premises licence holder to determine whether door supervisors shall be required. The risk assessment shall be documented in a register, kept at the premises and available for inspection by the Police or Council Licensing Enforcement Officer upon request. The risk assessment shall comply with any advice given by South Yorkshire Police or Council Licensing Officers in respect of door supervisors. A written record of the risk assessment be kept at site for 6 months. Where engaged, door staff shall be licensed by the SIA.

(19) That the premises external seating area must be cordoned off with a physical barrier in order to ensure that it is separate from the parking area to the front of the premises.

**LICENSING BOARD SUB-COMMITTEE
7th December, 2020**

Present:- Councillor Ellis (in the Chair); Councillors Beaumont, Buckley, Jones and Reeder.

88. DECLARATIONS OF INTEREST.

There were no Declarations of Interest made at the meeting.

89. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and 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 the Police Act 1997 and Paragraphs 3 and 7 of Part I of Schedule 12A to the Local Government Act 1972 (business affairs and prevention of crime).

90. APPLICATIONS FOR THE GRANT/RENEWAL/REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES

Consideration was given to a request received by the applicant's representative for an adjournment in order to seek legal advice.

Resolved:- (1) That the review be adjourned in order for the applicant and his representative to receive legal advice.

(2) That the meeting be rescheduled for Monday, 14th December, 2020 at 2.30 p.m.

**LICENSING SUB-COMMITTEE
Tuesday 15 December 2020**

Present:- Councillor Ellis (in the Chair); Councillors Vjestica and Jones.

15. CONSIDERATION OF AN APPLICATION (MADE IN ACCORDANCE WITH S.34 OF THE LICENSING ACT 2003) TO VARY THE PREMISES LICENCE IN PLACE AT MALTBY SERVICE STATION, ROTHERHAM ROAD, MALTBY, ROTHERHAM, S66 8ND

Consideration was given to an application to vary the Premises Licence in accordance with the provisions of Section 34 of the Licensing Act 2003, in respect of the premises known as Maltby Service Station, Rotherham Road, Rotherham. During the statutory consultation period, 14 representations had been received from interested parties that had not been withdrawn.

Ms. G. Sherratt, representing MPK Garages, and Mr. W. Harrand, Retail Director, MPK Garages, were in attendance.

The premises currently had a Premises Licence permitting the retail sale of alcohol. However, the applicant was seeking to vary the licence as follows:-

- Amend the times during which licensable activity was permitted
The current licence permitted the retail sale of alcohol (for consumption off the premises only) from 0600 hours until 2300 hours Monday to Sunday.

The licence holder was seeking to amend these times so that the retail sale of alcohol was permitted from 0000 hours to 2350 hours Monday to Sunday.

- Amend the opening times of the premises
The current licence detailed the opening times of the premises to be 0600 hours until 2300 hours Monday to Sunday.

The licence holder was seeking to amend the times to permit the retail sale of alcohol from 0000 hours to 2359 hours Monday to Sunday.

- Addition of late night refreshment to the licence
The current licence did not permit the provision of late night refreshment (due to the premises closing between 2300 hours and 0600 hours). The licence holder was seeking to add late night refreshment to the licence so that this activity could take place between 2300 hours and 0500 hours the following morning.

- Remove conditions from the licence and replace with others that were proposed by the licence holders
The applicant wished to remove the current conditions attached to the licence and replace with alternative conditions based on the operating schedule which formed part of the application (Appendix 3 of the report submitted).
- Amend the floorplan associated with the premises
The applicant was seeking to amend the layout of the premises as detailed in the plan attached to the application form (Appendix 3 of the report submitted).

The Sub-Committee heard representations from:-

Ms. K. Brumbill, Resident
Mrs. Ironmonger, Resident
Maltby Town Council – Councillor Biggin
RMBC Borough Councillor Beaumont

The objections centred around:-

- Noise/nuisance
- Anti-social behaviour
- Anti-social drinking
- Impact upon the vulnerable people who resided in the area
- Longstanding issue with alcohol and substance misuse in the area and associated crime and disorder with which there had been prolonged involvement with the PCSO, Borough Councillors and Neighbourhood Officers
- Impact of increased traffic at unsociable hours
- Protection of children from harm

No comments/objections had been received from any of the Responsible Authorities as identified in the Licensing Act 2003.

The Sub-Committee considered the application for the variation of the premises licence and the representations made specifically in light of the following Licensing objectives (as defined in the 2003 Act):-

The prevention of crime and disorder
The protection of children from harm

Resolved:- That the application to vary the Premises Licence, in accordance with the provisions of Section 34 of the Licensing Act 2003, in respect of the premises known as Maltby Service Station, Rotherham Road, Rotherham, be approved subject to the following conditions:-

(1) That between the hours of 2300 and 0600 the store will not be accessible by the public and customers will not be allowed access to the shop. All transactions will only take place via a hatch and night pay window which is covered directly by CCTV.

(2) That on first appointment, all staff employed at the premises will receive training on the Licensing Act 2003 including input on preventing underage sales, preventing sales of alcohol to people who are drunk and any other relevant matters prior to commencing employment on site. Training shall be regularly refreshed at no less than 6 monthly intervals. The training must be recorded (by way of either a paper or online system) and made available for inspection upon request of a Police Officer or an authorised officer of the licensing authority or (in the case of online training) within 48 hours.

(3) A CCTV system will be in operation at the premises and recorded images shall be retained for a period of 31 days. CCTV images will be provided to the Police and other responsible authorities as soon as practicable and in any case within 48 hours of a request for such images, subject of the provisions of the DPA.

(4) That an incident register be maintained at the premises and made available to the authorities upon request.

(5) That all spirits will be located behind the counter.

(6) That a register of refusals of alcohol be maintained at the premises. The register shall be examined every 31 days by the Duty Manager/Designated Premises Supervisor and the date and time of each examination will be endorsed in the register. The register will be made available for inspection by the Police and other responsible authorities within 48 hours.

(7) That the premises will adopt a 'Challenge 25' policy. This means that if a customer purchasing alcohol appears to be under the age of 25 they will be asked for proof of their age to provide that they are 18 years or older.

(8) That the only forms of identification that will be accepted at the premises are a passport, UK photo-card driving licence, military ID and cards bearing the 'PASS' hologram.