

## **OVERVIEW AND SCRUTINY MANAGEMENT BOARD**

**Date and Time :-** Wednesday, 16 September 2020 at 11.00 a.m.  
**Venue:-** Rotherham Town Hall, Moorgate Street, Rotherham.  
**Membership:-** Councillors Cusworth, R. Elliott, Jarvis, Jepson, Keenan, Mallinder, Napper, Steele (Chair), Taylor, Tweed, Walsh and Wyatt.

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

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

### **AGENDA**

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

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

#### **2. Minutes of the previous meeting held on 2nd September, 2020 (herewith) (Pages 1 - 8)**

To consider the minutes of the previous meeting of the Overview and Scrutiny Management Board and approve them as a true and correct record of the proceedings.

#### **3. Declarations of Interest**

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

#### **4. Questions from Members of the Public and the Press**

To receive questions relating to items of business on the agenda from members of the public or press who are present at the meeting.

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

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

## **Items for Pre-Decision Scrutiny**

In accordance with the outcome of the Governance Review in 2016, the following items are submitted for pre-scrutiny ahead of the Cabinet meeting on 21<sup>st</sup> September, 2020. Members of the Overview and Scrutiny Management Board are invited to comment and make recommendations on the proposals contained within the report.

### **6. The Year Ahead (report herewith) (Pages 9 - 46)**

Cabinet Portfolio:- The Leader

Strategic Directorate:- Chief Executive

### **7. Voluntary Sector Infrastructure (report herewith) (Pages 47 - 65)**

Cabinet Portfolio:- Cleaner Greener Communities

Strategic Directorate:- Chief Executive

### **8. Advice Review and Advice Services SLA (report herewith) (Pages 66 - 80)**

Cabinet Portfolio:- Cleaner Greener Communities

Strategic Directorate:- Chief Executive

### **9. Annual Housing Development Report (herewith) (Pages 81 - 114)**

Cabinet Portfolio:- Housing

Strategic Directorate:- Adult Care, Housing and Public Health

### **10. Town Centre Public Spaces Protection Order, and a Dog Control Public Spaces Protection Order (report herewith) (Pages 115 - 153)**

Cabinet Portfolio:- Waste, Roads and Community Safety

Strategic Directorate:- Regeneration and Environment

### **11. Urgent Business**

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

### **12. Date and time of next meeting**

The next meeting of the Overview and Scrutiny Management Board will be held on Wednesday, 14<sup>th</sup> October, 2020 at 11.00 a.m.

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD**  
**Wednesday, 2nd September, 2020**

Present:- Councillor Steele (in the Chair); Councillors Cusworth, R. Elliott, Jarvis, Keenan, Mallinder, Napper, Taylor, Walsh and Wyatt.

Apologies for absence:- Apologies were received from Councillor Jepson.

The webcast of the Council Meeting can be viewed at: -

<https://rotherham.public-i.tv/core/portal/home>

**198. MINUTES OF THE PREVIOUS MEETING HELD ON 15 JULY 2020**

**Resolved: -**

That the minutes of the meeting of the Overview and Scrutiny Management Board held on 15 July 2020 be approved as a true and correct record of the proceedings.

**199. DECLARATIONS OF INTEREST**

Councillor R Elliott declared a personal interest in agenda item 7, Children's Placement Provision, as he was a foster carer.

**200. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS**

There were no questions from members of the public or press.

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

There were no items requiring the exclusion of the press and public.

**202. RESPONSE TO RECOMMENDATIONS FROM THE SICKNESS ABSENCE WORKSHOP**

The Cabinet Member for Corporate Services and Finance and the Assistant Director – Human Resources and Operational Development attended the meeting to present a report that provided a progress report on the recommendations made in February 2020 by the Overview and Scrutiny Management Board in response to the Board's concerns relating to the underperforming sickness absence measure in the Council Plan.

The Cabinet provided a progress report on the three recommendations that had been made.

- 1. That consideration be given to developing guidance for managers around enhanced emotional support for employees during a restructure, given the links to absence through stress and anxiety.**

The Cabinet Member for Corporate Services and Finance advised that a Rotherham Leader Wellbeing Guide had been developed for managers in response to the recommendation. It was noted that the guide included information and guidance for managers on identifying the early signs and symptoms of mental distress, the appropriate support mechanisms that were available and on how to promote the Five Ways to Well-Being within their teams. The report stated that the Five Ways to Well-Being were: Be Active, Connect, Give, Keep learning and Take Notice, and advised that managers were being encouraged to promote these actions within their teams in order to help maintain good mental health for staff.

**2. That data be disaggregated regarding absence through anxiety, stress and depression, as these should be recorded as discrete issues and to have a better understanding of sickness absence.**

The Cabinet Member advised that the HR and Payroll system was able to break down the broad anxiety, stress and depression category into work related and personal stress, work relates stress, non-work-related stress and depression anxiety. The full year break down of sickness for 2019/20 was detailed in the officer's report. It was noted that the most frequent reasons for sickness absence were: Other Musculo/Skeletal (20%), Genito Urinary/Gynaecological (14%), Infection/Virus (11%) and Depression/Anxiety (9%).

**3. That follow up work be undertaken to ensure managers proactively support staff and manage workloads across teams to prevent any potential knock on effect in terms of sickness absence as a result of staff assuming additional work to cover for an initial long-term sickness absentee.**

The Cabinet Member advised that the Council's Performance Development Review (PDR) process had been updated with managers advised to start conversations by focusing on the well-being of the individual employee rather than going straight into discussions regarding their performance. It was noted that the PDR process provided a good opportunity for managers to find out if team members were facing any particular challenges and if there were any specific actions required in order to support them. The report stated that the HR Consultancy Team continued to provide advice, guidance and support to managers in relation to long-term sickness absence.

Members noted concern about the amount of sickness absence attributed to anxiety and depression and asked whether comparisons on this issue had been made against levels of absence for this reason at other authorities. The Assistant Director – Human Resources and Operational Development advised that comparisons regarding the levels of sickness attributed to anxiety and depression was planned, noting that the Council did speak with other authorities to share and learn from each other's experiences.

The Chair asked for further information on sickness absence amongst staff who had been working at home since the restrictions due the pandemic had been implemented in March. The Assistant Director advised that having compared levels of sickness absence against the same period in 2019 that the number of occurrences of sickness absence in 2020 were comparable to those previously experienced but noted that the average length of absence had increased. The Assistant Director advised that this had been potentially been caused by home working practices making it slightly more difficult for managers to support staff with their return to work.

Members asked whether staff who were absent from work due to stress or anxiety would be considered for redeployment into less stressful roles in order to manage their return to work. The Assistant Director advised that in such situations all options would be explored including redeployment in order to manage a successful return to work.

The Chair thanked the Cabinet Member for Corporate Services and Finance and the Assistant Director – Human Resources and Operational Development for attending the meeting and for answering members questions.

**Resolved: -**

That the report be noted.

**203. CHILDREN'S PLACEMENT PROJECTIONS**

The Deputy Leader of the Council and Cabinet Member for Children's Services and Neighbourhood Working and the Interim Strategic Director of Children and Young People's Services attended the meeting to present a report that provided an update on the Children and Young People Services (CYPS) Directorate placements spend and the development of further developments of in-house placements of Looked After Children.

In introducing the report, the Deputy Leader of the Council and Cabinet Member for Children's Services and Neighbourhood Working stated it was the Council's ambition to reduce the number of Looked After Children in the care of the authority to as low a number that could be managed safely as possible.

It was noted that order to set a robust budget for 2019/20 and 2020/21 a review of the CYPS spend had taken place to identify estimated reductions in costs that could be expected to be achieved over and above delivery of existing budget savings. It was further noted that a major element in the reduced budget estimates had been with regard to the placement projections of Looked After Children in the Borough that reflected a transfer in the number of high cost to lower cost placements combined with a reduction the numbers of Looked After Children from 651

to 600 by March 2020 and a further reduction to 541 by March 2022. The report stated that at the end of the 2019/20 financial year Looked After Children placements had reduced from 647 on 1 April 2019 to 595 on 31 March 2020, however the placement spend was £5.4m over budget due to the placement mix with significantly higher number of children in “high cost” residential and independent fostering placements.

It was noted that the COVID-19 pandemic had had a negative impact on the allocated budget and the planned reductions of Looked After Children across different placement types, with more children than anticipated being placed in more costly provision and for these placements to last for a longer period of time that would be usually the case. It was noted also that the pandemic had also led to an increase in the number of children in emergency placements. Members were also advised that while still increasing the projected number of new in-house foster carers had not increased at the levels predicted at the start of the year due to restrictions related to the pandemic.

Members asked for information regarding the backlog of cases in the Family Courts and how this was impacting on the number of Looked After Children. The Interim Strategic Director of Children and Young People’s Services noted that currently there were 30 children waiting in the court system, noting that this was an incredibly high number. The Interim Strategic Director advised that while new court dates were being added the backlog of cases could take up to four months to be cleared.

Members welcomed the investment to save activity that had been taking place such as the increased recruitment of in-house foster carers but asked that as demand was always greater than supply whether there was any risk averse activity taking place with some children being taken into care when doing so was not the most suitable intervention. The Interim Strategic Director advised that the decision to take any child into care was taken very seriously and at a very senior level, and assured members that all the children that were currently in the authority’s care should be in the authority’s care. The Interim Strategic Director advised that work was always taking place to ensure that families received the most appropriate support for their own circumstances, either from Early Help or from a full social care intervention, and to ensure that these services worked together in the most effective manner possible.

The Chair asked that with children returning to school whether an increase in Looked After Children was anticipated. The Interim Strategic Director advised that there was always an increase in numbers of Looked After Children after the summer holidays as schools played an essential part in identifying children who may be at risk.

The Chair thanked the Deputy Leader of the Council and Cabinet Member for Children’s Services and Neighbourhood Working and the Interim Strategic Director of Children and Young People’s Services for attending the meeting and answering members questions.

**Resolved: -**

1. That the report be noted.
2. That if the number of Looked After Children increases to 630 or more, then a report be presented to the Overview and Scrutiny Management Board or the Improving Lives Select Commission, whichever meeting is soonest.

**204. ADULT CARE: BUDGET FORECAST AND SAVINGS UPDATE**

The Cabinet Member for Adult Social Care and Health and the Strategic Director of Adult Care, Housing and Public Health attended the meeting to present a report that provided an update on the forecast budget position for Adult Care, the Housing General Fund and Public Health.

The Cabinet Member for Adult Social Care and Health in introducing the report advised that prior to the pandemic that the Adult Care, Housing General Fund and Public Health budgets had been on track and that all of the overspend in the budget had been caused by the extra spending that had been needed in response to the pandemic. The Cabinet Member noted that due to the constantly evolving situation regarding the pandemic that it was not currently possible to predict a final budget position.

The Strategic Director advised that overall the Directorate was forecast to have an overspend of £8.4m on general fund services after taking account of the additional one-off budget support of £4.65m for 2020/21. It was noted that the Covid-19 pandemic had created a negative cost impact of £8.4m on the Adult Care budget, with £6.3m of the overspend being caused by the need for additional expenditure in areas such as new packages of care; financial support for the independent care sector and the provision of personal protective equipment. The Strategic Director further advised that the pandemic had delayed the work required to deliver £2.1m of identified savings in the Directorate as due to the pandemic staff resources had been diverted to support work related to the pandemic and away from planned transformational activity. It was also noted that anticipated additional income had also reduced as the implementation of social distancing measures had prevented some of the tasks required from taking place.

The Strategic Director advised that the delay in the delivery of savings beyond 2020/21 was currently being assessed along with potential mitigating actions and noted that any change to the expected saving profile would be addressed in the Council's Budget reports. The report noted that the Neighbourhood Services' (Housing) and Public Health budgets were both forecast to be delivered on target for the year. The report included tables that provided financial information on the Revenue Monitoring 2020/21 position as at May 2020, a summary of budget variances and the savings delivery forecast.

The Strategic Director noted that preparations for winter, changes to government guidelines regarding reassessments, longer timescales required to conduct reassessments for care packages virtually rather than in person and the changes to government guidelines on hospital discharges all presented challenges logistically but also with regard to adding further pressures to the budget.

Members noted that the budget pressures in Adult Care had been created by the extra spending that had been required due to the pandemic and that prior to this that the Adult Care budget had been in a positive position.

Members asked if there would be any further funding from the Government for local authorities to mitigate the extra costs that had been incurred in responding to the pandemic. The Strategic Director advised that there was currently no more additional funding available from the Government over what had already been received.

Members asked for further information on the number of vacancies that were currently being held within Adult Care and how this was being managed with regard to both the budget and service delivery. The Strategic Director advised that vacancies and recruitment were being managed in a way that would ensure resilience in the service, an example being that when recruiting social workers more were being recruited than were currently needed in the anticipation of other social workers leaving the authority. The Strategic Director also advised that ensuring recruitment to vacancies was managed at maximum levels would also provide future resilience in the service regarding sickness and maternity absences. The Strategic Director noted that while vacancy control was an essential part of delivering a balanced budget, reductions in staffing numbers would only be considered if the continued delivery of services that ensured the safety of service users could be maintained.

Members asked for further information on how the pandemic had impacted on the number of home care packages that were being delivered. The Strategic Director advised that initially in the pandemic that the demand for home care had dropped substantially as service users cancelled packages in favour of receiving care from relatives due to concerns about carers coming into their homes. The Service Director noted the financial impact of this as in order to support independent providers payments had been paid on a basis of planned hours, not hours delivered. The Strategic Director noted that the difference between home care hours paid for by the Council and home care hours delivered had reduced significantly and that new care packages were also starting to be delivered.

The Strategic Director advised that Adult Care services were also being impacted by an increase on demand related to unpaid carer's fatigued by the extra demands placed on them during the pandemic now seeking

extra support from Adult Care. The Strategic Director also noted the future pressures on the service of supporting service users to be able to remain in their homes over the winter and also of the impacts of the pandemic and the related restrictions increasing demand from services users with mental health, debt or housing problems.

The Chair asked how the extra funding that had been allocated to the Council to support the extra expenditure incurred related to the pandemic had been spent. The Strategic Director advised that it had been spent on areas including additional personal protective equipment, additional placements and payments to independent sector care providers who had been negatively impacted financially by the pandemic.

The Cabinet Member in conclusion noted the excellent work of the Adult Care, Housing and Public Health team and its partners throughout the pandemic and welcomed the news that there were currently no Covid-19 patients in hospital in Rotherham.

The Chair thanked the Cabinet Member for Adult Social Care and Health and the Strategic Director of Adult Care, Housing and Public Health for attending the meeting and answering members questions.

**Resolved: -**

1. That the report be noted.
2. That a further report on the Adult Care Budget position be brought to the Overview and Scrutiny Management Board in November 2020.

**205. WORK IN PROGRESS - SELECT COMMISSIONS**

The Chairs of the Improving Lives, Improving Places and Health Select Commissions provided an update on the work of the Select Commissions.

**206. FORWARD PLAN OF KEY DECISIONS - 1 AUGUST - 31 OCTOBER**

Members considered the Cabinet Forward Plan for the period 1 September to 30 November 2020.

**Resolved: -**

1. That the Forward Plan be noted.
2. That the following reports be considered at the meeting of the Overview and Scrutiny Management Board on 16 September 2020:
  - Annual Housing Development Report
  - The Year Ahead
  - Advice Review and Advice Services Service Level

8D

Agreement

- Town Centre Public Spaces Protection Order, and a Dog Control Public Spaces Protection Order
- Voluntary Sector Infrastructure.

**207. CALL-IN ISSUES**

There were no call-in issues.

**208. URGENT BUSINESS**

There were no urgent items of business.

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

**Resolved: -**

That the next meeting of the Overview and Scrutiny Management Board will be held at 11am on Wednesday 16 September 2020 as Microsoft Teams meeting.

**Committee Name and Date of Committee Meeting**

Cabinet – 21 September 2020

**Report Title**

The Year Ahead Plan

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

Yes

**Strategic Director Approving Submission of the Report**

Sharon Kemp, Chief Executive

**Report Author(s)**

Jackie Mould, Head of Policy, Performance and Intelligence

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**Ward(s) Affected**

Borough-Wide

**Report Summary**

The report outlines the Council's Year Ahead Plan. The purpose of this report is to support residents and businesses in these uncertain times, helping them to build resilience and adapt. This plan will effectively be the Council Plan for operating within and recovering from the Covid-19 pandemic. It will capture the key actions through to May 2021 and provide a basis for the development of a longer-term plan for the borough.

**Recommendations**

1. To approve the Council's Year Ahead Plan.
2. To endorse the proposed governance arrangements.

**List of Appendices Included**

Appendix 1 The Year Ahead Plan 2020/21

Appendix 2 Initial Equality Screening Assessment

**Background Papers**

None

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

**Council Approval Required**

Yes or No?

**Exempt from the Press and Public**

No

## The Year Ahead Plan

<b>1.</b>	<b>Background</b>
1.1	Covid-19 has had a fundamental effect on the way the Council works and will continue to affect how the Council operates in the short, medium and long term. The context has changed, and current ways of working should be regarded as the default baseline from which the Council can plan for the future. Social distancing and track and trace requirements are likely to be key features of daily life, possibly until mid-2021 or even longer. The impact of the pandemic will continue to be felt across the borough for a long time, affecting the economy, the community and daily life.
1.2	The purpose of the Council's Year Ahead Plan is to support residents and businesses in these uncertain times, helping them to build resilience and adapt. This plan will effectively be the Council Plan for operating within and recovering from the Covid-19 pandemic. It will capture the key actions through to May 2021 and provide a basis for the development of a longer-term plan for the borough.
1.3	<p>The key aims of the Year Ahead Plan are to:</p> <ul style="list-style-type: none"> <li>• Continue to work with our residents and stakeholders, supporting them and adapting with them to meet current needs in light of the pandemic</li> <li>• Continue to manage the ongoing effects of the pandemic, including the local outbreak control plan</li> <li>• Continue to drive our ambitious plans for the borough wherever possible</li> <li>• Continue to develop and embed new ways of working</li> </ul>
<b>2.</b>	<b>Key Issues</b>
2.1	<p><b>The Year Ahead Plan</b></p> <p>The Year Ahead plan is based around five themes:</p> <ul style="list-style-type: none"> <li>• Thriving neighbourhoods</li> <li>• Better health and wellbeing</li> <li>• Economic recovery</li> <li>• New ways of working</li> <li>• Confidence and hope in Rotherham</li> </ul> <p>The plan outlines the outcomes that each theme will be focussed on as well as the key activity that will take place between September 2020 and May 2021 to deliver on these outcomes.</p>
2.2	The plan also includes two cross-cutting strands: climate impact and equalities and social justice. Consideration of these cross-cutting strands is an integral part of every theme. Underpinning actions have also been identified to support delivery against these crosscutting strands.

2.3	<p><b>Governance, management and control arrangements</b></p> <p>It is proposed that the following arrangements are put in place to oversee the Year Ahead Plan:</p> <ul style="list-style-type: none"> <li>• <i>Executive group</i> – it is proposed that Cabinet would act as the executive group, with strategic oversight of direction of travel and recovery priorities.</li> <li>• <i>Tactical management group</i> – the tactical group made up of relevant council officers would continue to meet as services resume, overseeing business continuity and reporting to GOLD.</li> <li>• <i>Year Ahead Plan theme groups</i> – cross-directorate groups will lead on the delivery of each theme. Facilitated by ACEX team, the aim is to utilise existing groups where possible (e.g. economic recovery cell, humanitarian cell), adapting these as required.</li> </ul>
2.4	<p><b>Underpinning activity</b></p> <p>The changing nature of the pandemic means that the Council will need to continue to respond in a flexible way. Many of the impacts of the pandemic are not yet understood and have the potential to be profound and long lasting, therefore the Council will need to continue to learn and adapt to new and emerging situations. As such, our approach through recovery planning will be an iterative process, necessarily building a picture of and responding to emerging needs and challenges. To enable this the Council will continue to:</p> <ul style="list-style-type: none"> <li>• Work with partners and the SYLRF to provide timely intelligence and information</li> <li>• Reinstate democratic processes and member consultation</li> <li>• Develop business continuity processes to ensure that there is a comprehensive log of decisions made through response and recovery.</li> </ul>
3.	<p><b>Options considered and recommended proposal</b></p>
3.1	<p>That Cabinet:</p> <ul style="list-style-type: none"> <li>a) Approve the Year Ahead Plan.</li> <li>b) Endorse the proposed governance arrangements.</li> </ul>
4.	<p><b>Consultation on proposal</b></p>
4.1	<p>A series of workshop sessions took place in August with Elected Members around the themes within the Year Ahead Plan. Through these seminars, Councillors have had the opportunity to influence the development of the plan.</p>

4.2	Partners have also been engaged as part of the development of the plan. The themes were presented and discussed at the Rotherham Together Partnership and several actions identified within the plan will involve close working with partners.
4.3	As part of the delivery of the Year Ahead Plan, engagement with the public will be an ongoing and key priority.
5.	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	Subject to the Year Ahead plan being approved, it is proposed that the plan is adopted from September 2020-May 2021.
5.2	It is proposed that the plan is reported on quarterly to ensure ongoing oversight.
6.	<b>Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)</b>
6.1	As indicated in the Year Ahead Plan, the latest financial monitoring report for 2020/21, to 21 <sup>st</sup> September Cabinet, sets out a current forecast overspend of £3.0m after taking account of the emergency Covid funding provided to date by the Government.
6.2	The Government has indicated that further funding will be provided as some compensation for lost income from sales and fees and charges due to the impact of Covid. However, it is anticipated that the total of Government support announced to date will not cover all of the Council's additional costs and lost income and further financial support will be needed.
6.3	The financial impact of delivery of the Year Ahead Plan will therefore need to be monitored as part of the Council's financial management arrangements and considered alongside the ongoing financial impact of Covid and the Council's overall financial position.
6.4	Any identified need to procure goods, services or works in relation to achieving the plan objectives should be referred to the Corporate Procurement Service in order to ensure all projects are procured in line with the Council's Financial and Procurement Procedure Rules and Social Value Policy and the UK Public Contract Regulations 2015 as well as other relevant EU/UK legislation governing procurement practice.
7.	<b>Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)</b>
7.1	There are no direct legal implications arising out of the plan itself; however the delivery of plan in achieving the identified outcomes will require ongoing legal input to assess the legal implications relevant to each theme and support the individual services in the delivery process.

7.2	In the delivery of the plan, the Council will need to continually consider its statutory and non-statutory duties to ensure that these are identified and met at all stages, in order to minimise the risk of legal challenge. Certain duties, such as the Public Sector Equality Duty and the requirements placed on the Council through the Clean Air Directive, have already been identified and clearly addressed through the identification of the cross-cutting strands in the plan.
7.3	The law is continually changing and even more so due to the impact of the pandemic. It is vital that all relevant legislation and any changes are fully considered at all stages in the implementation of the plan to ensure that all decisions are made in accordance with the most up to date legislation.
8.	<b>Human Resources Advice and Implications</b>
8.1	The Human Resources aspects of the plan are set out within the New Ways of Working theme, including delivering high quality customer services which are efficient and accessible, ensuring staff are supported to work flexibly, building on recent experiences of home working and ensuring that the Council builds on the response to the pandemic, using the learning to shape organisational development and how we work in the future.
9.	<b>Implications for Children and Young People and Vulnerable Adults</b>
9.1	Underpinning the delivery of the Year Ahead Plan is a cross-cutting strand relating to equalities and social justice. This includes considering the impact of the pandemic on vulnerable groups, which includes vulnerable adults and children and young people.
9.2	The Better Health and Wellbeing theme has a focus on supporting children and young people and vulnerable adults. Specific outcomes include ensuring that vulnerable adults are protected and adult social care is able to adapt to the changing conditions and that children and young people are protected, safeguarded and able to achieve their potential.
9.3	Protecting the most vulnerable residents is also a key component of the Thriving Neighbourhoods theme.
10.	<b>Equalities and Human Rights Advice and Implications</b>
10.1	Covid-19 impacts on all of the population within the Borough, with those who are older, with pre-existing health conditions and BAME communities particularly at risk. In addition to the direct impacts of infection, the indirect effects of the pandemic are also likely to disproportionately impact on disadvantaged groups.
10.2	In recognition of these implications, equalities and social justice has been included as a cross-cutting strand. This means that consideration of issues

	relating to equalities and social justice has fed into the development of every theme.
10.3	Different leads and Directorates will be responsible for equalities within their themes and ongoing analysis of data and intelligence with regards to equalities will continue to take place. Each of the themes will need to undertake Form B assessments following what has been identified in the Form A screening of this report.
11.	<b>Implications for Ward Priorities</b>
11.1	The Year Ahead Plan is a borough-wide plan, so has implications for all wards.
11.2	Building and supporting community resilience is a key part of the Thriving Neighbourhoods theme. This will include working with local councillors and residents on ward priorities and plans.
12.	<b>Implications for Partners</b>
12.1	Working with partners will be integral to the delivery of the Year Ahead Plan. Partners have therefore, been engaged and consulted as part of the development of the plan.
12.2	<p>A corresponding partnership delivery plan will also be developed, which will be focussed around the five gamechangers within the Rotherham Plan:</p> <ul style="list-style-type: none"> <li>• Building stronger communities</li> <li>• Integrated health and social care</li> <li>• Skills and employment</li> <li>• Town Centre</li> <li>• A place to be proud of</li> </ul>
13.	<b>Risks and Mitigation</b>
13.1.	There are significant and serious risks associated with the Covid-19 crisis. Each workstream has undertaken a risk assessment including mitigating actions to be taken. The risks are captured in the threat and risk assessment and are reviewed regularly by workstream leads. This is fed up to the Gold Group and the Tactical Group.
14.	<b>Accountable Officers</b>
	Sharon Kemp, Chief Executive

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	Click here to enter a date.
Strategic Director of Finance & Customer Services (S.151 Officer)	Named officer	Click here to enter a date.
Head of Legal Services (Monitoring Officer)	Bal Nahal	03/09/20

Report Author: Jackie Mould, Head of Policy, Performance and Intelligence  
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This report is published on the Council's [website](#).

# THE YEAR AHEAD PLAN 2020/21



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# INTRODUCTION

Covid-19 has had a fundamental effect on the way the Council works and will continue to affect how it operates in the short, medium and long term. Social distancing and track and trace requirements are likely to be key features of daily life for the foreseeable future. The impact of the pandemic will continue to be felt across the borough for a long time, affecting the economy, the community and daily life.

This plan sets out how the Council will work with Rotherham communities, residents and businesses in these uncertain times; providing ongoing support to those who continue to be affected by the pandemic and helping to build resilience as we all adapt to the challenges ahead.

# AIMS

The key aims of The Year Ahead plan are to:

Continue to work with our residents and stakeholders, supporting them and adapting with them to meet current needs in light of the pandemic.

Continue to manage the ongoing effects of the pandemic, including the local outbreak control plan.

Continue to drive our ambitious plans for the borough wherever possible.

Continue to develop and embed new ways of working.

# THEMES

The plan is based around five themes and captures the key activities for the next twelve months, providing a basis for the development of longer-term outcomes and a long-term strategy for the borough.

## FIVE THEMES AND TWO CROSS-CUTTING STRANDS



**THRIVING  
NEIGHBOURHOODS**



**BETTER HEALTH  
AND WELLBEING**



**ECONOMIC  
RECOVERY**



**NEW WAYS  
OF WORKING**



**HOPE AND  
CONFIDENCE IN  
ROTHERHAM**

## CLIMATE IMPACT

## EQUALITIES AND SOCIAL JUSTICE



# THRIVING NEIGHBOURHOODS

During the pandemic there have been numerous examples of communities coming together to support each other. Building and supporting community resilience and working together to move on from the crisis positively and safely is vitally important. The Council will continue to deliver the Thriving Neighbourhoods Strategy, working with residents to make a difference locally. We will learn from the experience of the pandemic to provide effective support to those affected by Covid-19, particularly the most vulnerable residents. In addition, the Council will continue to build on established positive collaborative working with the voluntary and community sector.

**The Council aims to achieve this through the following outcomes:**

## **Putting communities at the heart of everything we do**

Through our neighbourhood working, ward members will continue to provide practical support to isolated and vulnerable residents and to drive local activity and delivery of local improvements.

## **Democratic arrangements are open, transparent and accountable**

By adapting our decision making and democratic processes to deliver services virtually and supporting members with new ways of working through our new member development programme.

## **Vulnerable residents affected by Covid-19 are supported by the Council**

We will ensure that we capture learning from the community hub and continue to provide support when needed, including emergency food provision.

Working with our partners we will develop additional provision using the DEFRA hardship funding and establish our new team to support rough sleepers

## **Rotherham residents, VCS organisations and businesses use their skills and assets to help others**

The Council will continue to work alongside local community organisations, businesses and volunteers, applying the learning from the community hub.

This will include supporting Rotherham Hero volunteers and further developing an asset-based approach, utilising the strengths of local organisations and residents.



# BETTER HEALTH AND WELLBEING

Covid-19 has significant health implications for our local population. In addition to the direct impacts of the infection, the substantial changes that social distancing and outbreak control measures have brought to our residents' daily lives will have an impact on health and wellbeing. This theme is about taking steps to address the health impacts of the pandemic, including managing any future outbreaks, assessing the effect the pandemic has had on health inequalities and building on positive behavioural changes such as increased physical activity. It will also be a priority to manage the pressures the pandemic has placed on the health and social care sector, through integrated work with our health partners.

**The Council aims to achieve this by focusing on the following outcomes:**

## Local incidents and outbreaks are managed effectively

Through the delivery of the Local Outbreak Control Plan, the Council will respond to any local outbreaks with a focus on protecting our most vulnerable residents.

Our communities will be supported to follow the relevant guidance to keep the number of local cases of Covid-19 low.

## Health inequalities are understood and responded to

Through the review led by the Health and Wellbeing Board, priority actions will be identified to address the disproportionate impact of the pandemic on certain groups and communities.

## Vulnerable adults are protected and adult social care is able to adapt to the changing conditions

The Council will work closely with health colleagues to ensure an integrated response to the impact of Covid-19. The Council will build on learning from the pandemic to inform the recovery and reset of adult social care, with a focus on ensuring sustainability and market resilience.

## Children and young people are protected, safeguarded and able to achieve their potential

Schools will be supported to ensure a safe return to education, enabling pupils to re-engage and catch up with lost learning. The Council will also continue to maintain a high level of contact with vulnerable children and families.

## Rotherham is a place where active travel is accessible, and local people reap the associated health and environmental benefits

Building on positive behavioural changes in the community, the Council will promote active travel and deliver key projects to make cycling a more appealing option.



# ECONOMIC RECOVERY

Economic recovery and renewal is critical for the future success of the borough. We are committed to working with local businesses, the city region and national government to ensure that Rotherham gets the investment it needs to support and build the local economy for the future. Focusing on place and social value as well as employment, business support, and school attainment, our economic plans are being refreshed to adapt to future challenges.

The vision for our economic approach is to achieve the following outcomes:

## The Rotherham economy can adapt and start to recover from the pandemic

The Council is playing an active role in the development of the Sheffield City Region economic recovery plan which incorporates:

- **People** – helping people to find jobs and adapt to the new economy
- **Employers** – supporting employers to adapt and survive
- **Place** – infrastructure investment

Rotherham's economic plans will reflect these priorities, bringing benefits to local businesses and residents.

## The vision for the regeneration of the borough rejuvenates communities and businesses

Plans will be progressed for three significant phases of economic regeneration:

- the development of Forge Island
- the regeneration of the markets and library via funding from the government's Future High Streets fund
- the Towns Fund, which will include a range of schemes in and around the town centre including new homes.

## Social value is maximised to create more local jobs, apprenticeships and benefits in communities

As part of our social value commitment we aim to maximise the value of every pound spent. Further opportunities for social value development will be identified through commissioning models and will be an integral part of all Rotherham regeneration programmes.

We will also explore new and innovative delivery models that build social value, and work with our partners to identify social value opportunities.



# NEW WAYS OF WORKING

In response to the pandemic, the Council has rapidly adapted and embraced new ways of working. This theme will see further steps taken to support our staff and improve outcomes for local residents; utilising technology, acting on feedback and continuing to evolve to meet current and future challenges.

**The outcomes for this theme are:**

## High quality customer services which are efficient and accessible

The Council will continue to develop and improve [www.rotherham.gov.uk](http://www.rotherham.gov.uk) as the 'go to' place for all Council information.

Our aim is to keep accessibility at the forefront of service design; enabling as many people as possible to self-serve online whilst also continuing to provide assisted access for vulnerable customers and those who are unable to access services digitally.

We will also make use of new technology, to give people greater choice about how they digitally access services.

## Staff are supported to work flexibly, building on recent experiences of home working

A review will be undertaken to assess how we can develop and implement a range of flexible working policies to positively impact on work life balance, staff engagement, productivity, and retention. This will include a review of the use of Council buildings.

## An empowered and agile workforce, feeling valued and embracing new ways of working

Following consultation and engagement with staff, learning from the Covid-19 response will be used to shape organisational development, building the capability required to deliver the Council's priorities.



# HOPE AND CONFIDENCE IN ROTHERHAM

2020 has been a really difficult year for many people, and as we go to print there remain significant challenges ahead. In this context, more than ever, we want residents to feel confident, well informed and able to take part in the community. Through this theme, the Council aims to foster a sense of optimism within Rotherham. This will be achieved by delivering on the commitments set out across the themes in this plan, by engaging with local people and giving them the chance to tell us how we're doing and what we could do better, by keeping our streets and public places clean and welcoming, and by providing a range of activities that inspire joy and hope.

The theme focuses on the following outcomes:

## People trust the Council to deliver on its commitments

Delivery against all the Year Ahead Plan activities will help the Council to retain the trust of residents.

Ongoing communication and engagement with our communities will also be vital.

## Communication messages are clear along with opportunities to engage and provide feedback

The Council will build on the comprehensive engagement strategy developed during the pandemic, including promotion of the 'Keep Rotherham Open' campaign, increasing email subscriptions and generating regular content for digital and other communication channels.

## Local people feel more connected to their community by engaging in positive activities: getting active, creative and outdoors more often

A programme of events will be delivered which will explore themes of joy, gratitude and hope.

This will include celebrating the contribution of key workers and volunteers, creating memorials for those who have lost their lives, and finding innovative ways to bring our communities together in a safe and appropriate way.

## Places are clean, welcoming and well-maintained

The Council will respond quickly to local environmental concerns, including fly-tipping, and improvements will be made to highways and street cleanliness.

# WIDER POLICY IMPLICATIONS

The Year Ahead Plan also includes the following cross-cutting strands, which will be integral to each theme:

## EQUALITIES AND SOCIAL JUSTICE

We want to see a borough based on social justice where all residents have a good quality of life and are able to achieve their potential.

### This means:

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

## CLIMATE IMPACT

While the borough has been facing the Covid-19 pandemic, the climate emergency has continued its progression, with the same risk of impending disaster at global, national, and local levels. The inclusion of climate change in the Year Ahead Plan reaffirms the need for immediate action. For all themes, it will be considered how actions can contribute towards the Council's carbon reduction target and improved environmental outcomes. Climate change is particularly relevant to the Economic Recovery theme, given that carbon emissions are overwhelmingly linked to economic activity, either through consumption, production, or distribution, but consideration of the climate impact needs to be built into everything we do. Embedding this cross-cutting strand across themes also acknowledges the multi-faceted nature of this issue and the need to pool expertise and knowledge from across the Council, as well as collaborating with partners, stakeholders, and communities.

# CAPTURING THE LEARNING

Learning from the Covid-19 response, which has been gathered from officers across the Council, will help to identify any improvements needed in delivery, as well as any additional activity or policy interventions for consideration.

Alongside this, the Rotherham Community Hub evaluation is nearing completion and will capture outcomes from the hub, outlining any learning and making recommendations for future delivery.

The service restart principles agreed by Cabinet/SLT provide a framework for managers to consider any learning from the crisis and take this into consideration as they restart services.

# ACTIVITY TABLES

The tables below set out the key activity that will take place across the plan's five themes between September 2020 and May 2021.

## KEY

Q2	JULY TO SEPTEMBER 2020
Q3	OCTOBER TO DECEMBER 2020
Q4	JANUARY TO MARCH 2021
Q1	APRIL TO JUNE 2021



The gray shaded boxes in the right hand side of the table show the period over which the activity will take place.

# THRIVING NEIGHBOURHOODS

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
Communities are at the heart of everything we do	Members drive local activity through revised ward plans				
	Revised ward plans and budgets agreed.				
	Ward budgets, Community Leadership Funds, and Ward Housing Hub funds allocated in every ward.				
	All ward members to meet virtually with Streetpride locality staff and jointly agree local priorities.				
	Deliver additional youth work in every community in the borough, as committed in our 2020/21 budget.				
	Agree the finalised Rotherham Library Strategy, and deliver the capital investment set out in the 2020/21 budget, to improve these facilities across Rotherham.				
Democratic arrangements are open, transparent and accountable	2020/21 member development programme				
	Review working arrangements to ensure members are able to carry out their roles effectively and safely, and deliver the member development programme.				
	Further develop the “Your Neighbourhood” section of the council website				
	Continue to enhance content and develop separate web page for each ward.				

# THRIVING NEIGHBOURHOODS

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
Vulnerable residents affected by Covid-19 are supported by the Council	Continue to work with partners to provide crisis food and other essentials for vulnerable residents				
	Government hardship funding utilised to increase crisis resources.				
	Help those who are at risk of homelessness				
	Rough Sleeper initiative team in post.				
	Recommission financial advice services to support the single advice model.				
	Recommission domestic abuse support services.				
	Commission new services to prevent financial exploitation.				

# THRIVING NEIGHBOURHOODS

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
Rotherham residents, VCS organisations and businesses use their skills and assets to help others	Build on the Rotherham Heroes volunteer programme				
	Volunteer coordinators recruited for north/south/central Rotherham.				
	Approve the staff volunteering policy.				
	Strengthen and adapt existing strategic relationships with the voluntary and community sector (VCS)				
	A new service level agreement is in place for VCS infrastructure support.				

# BETTER HEALTH AND WELLBEING

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
Local incidents and outbreaks are managed effectively	Deliver the Local Outbreak Control Plan (LOCP)				
	Deliver the LOCP's Communications and Engagement Plan, taking action based on the equality analysis to ensure messages are reaching all of our communities.				
	Delivering the national testing strategy.				
Vulnerable adults are protected and adult social care is able to adapt to the changing conditions	Ensure that adult social care is able to adapt to the changing conditions				
	Deliver the Adult Social Care Recovery and Reset Plan – giving priority to My Front Door activity and statutory social care services.				
	Work with health partners to make best use of available funding to support the Winter Plan.				
	Ensure support is in place for carers				
	Refresh and co-produce the Carers Strategy.				

# BETTER HEALTH AND WELLBEING

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
Children and young people are protected, safeguarded and able to achieve their potential	Protect vulnerable families and empower all children and young people to fulfil their potential				
	Work closely with education providers to ensure the safe return of children to education settings.				
	Ensure plans are in place for school reopening regarding transport, cleaning, catering, school crossing patrols etc.				
	Agree actions to support the emotional health and wellbeing of children and young people based on a borough-wide survey.				
	Continue implementation of the residential strategy, with additional emergency accomodation operational by March 2021.				
Health inequalities are understood and responded to	Review health inequalities led by the Health and Wellbeing Board				
	Refresh the Health and Wellbeing Board priorities with support from the LGA.				
	Assess the impact of Covid-19 on different communities and take appropriate action.				

# BETTER HEALTH AND WELLBEING

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
Rotherham is a place where active travel is accessible, and local people reap the associated health and environmental benefits	Deliver a range of schemes to improve air quality and increase physical activity				
	Clean air zone: start construction of highway works scheme.				
	Complete phase 1 of Sheffield Road cycleways.				
	Moor Road, Manvers cycleway construction.				
	Provide online mapping of the borough's cycle routes and agree a cycling strategy.				
	Deliver £250k investment in Herringthorpe Stadium.				

# ECONOMIC RECOVERY

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
The Rotherham economy can adapt and recover from the pandemic	Work proactively with the Sheffield City Region to ensure that the Economic Recovery Plan addresses local skills and business priorities				
	Agree the Sheffield City Region Renewal Action Plan, and secure Rotherham's share of additional devolution and associated funding to support the local economy.				
	Work with partners including DWP, colleges and providers to deploy new job coaches into local communities.				
	Start construction of new Century business centre at Manvers.				
	£425k of investment in the borough's other business centres.				

# ECONOMIC RECOVERY

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
The vision for the regeneration of the borough rejuvenates communities and businesses	Plans are underway for economic regeneration within the borough, including Forge Island development, Town Deal and Future High Streets programme				
	Complete essential infrastructure and enabling works on Forge Island, including the demolition of Riverside Precinct.				
	Secure agreements to allow the construction phase of the Forge Island scheme to begin.				
	Co-design Towns Fund proposals with local businesses and communities, and submit to government a vision and strategy for the town.				
	Develop a business case, secure funding and commence construction of a Towns Fund accelerated delivery scheme in the town centre.				
	Secure funding to support redevelopment of the markets and central library.				

# ECONOMIC RECOVERY

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
The vision for the regeneration of the borough rejuvenates communities and businesses	Begin a major programme of public realm improvements to transform the appearance of the town centre				
	Work begins on College Street.				
	Work begins on Frederick Street.				
	Work completed on Bridgegate.				
	Breathe new life into the town centre by progressing construction of 171 homes across three sites, with a variety of property types				
	Millfold House demolition.				
	Ground remediation complete on all three Council led town centre residential sites.				
	Deliver additional key schemes across the borough				
	Greasbrough roundabout upgrade.				
	Parkway widening scheme begins.				

# ECONOMIC RECOVERY

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
Social value is maximised to create more local jobs, apprenticeships and benefits in communities	Continue to implement the social value policy, delivering tangible benefits to local people				
	Launch the partnership social value charter, encouraging anchor organisations to build social value into their commissioning and procurement activity.				
	Identify opportunities for social value through procurement and regeneration programmes to ensure additional local jobs and apprenticeships are secured, and monitor progress.				
	Centre for Local Economic Strategies report on supply chains and market analysis completed.				

# NEW WAYS OF WORKING

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
High quality customer services which are efficient and accessible	Focus on accessibility, enabling as many people as possible to self-serve online whilst continuing to provide assisted access for vulnerable customers and those who are unable to access services digitally				
	Increase the number of services available through online, including reporting housing repairs and booking and paying for bulky waste collection.				
	Introduce more online videos to visually help, guide and inform our customers about the things they need to know.				
	Explore provision of more face to face customer services provision on an appointment basis in local libraries.				
High quality customer services which are efficient and accessible	Review and refresh the flexible working strategy to improve work-life balance and productivity				
	Continue to develop and implement effective flexible working practices.				
	Bring forward proposals relating to the return to and use of Council buildings.				
An empowered and agile workforce, feeling valued and embracing new ways of working	Learning from the Covid-19 reponse is used to shape organisational development				
	Informed by staff feedback, implement initiatives relating to workforce engagement, support and development.				
	A sustainable well-being programme is established and accessible to the whole workforce.				

# HOPE AND CONFIDENCE

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
People trust the Council to deliver on its commitments	Initiatives and activities across all themes are on track.				
Communication messages are clear along with opportunities to engage and provide feedback	Continue to broaden the reach of communications messages and engage with local people				
	Produce short monthly videos on key themes for social media channels.				
	Expand the Council's email subscription base and develop a campaign strategy to maximise it.				
	Develop content for all channels, but primarily digital, which celebrates Rotherham as a place, in support of the Year Ahead themes and strands.				

# HOPE AND CONFIDENCE

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
Local people are engaged in creative activities and feel connected to their community: getting active, creative and outdoors more often	Deliver Rotherham Together: a celebration of community, creativity and recovery through a seven-month programme of events and activities (an alternative to the Rotherham Show)				
	Sustain online activities and deliver targetted events such as, No Leotard Required and Sparks of Joy.				
	Roll out the safe re-opening of libraries, cultural and leisure centres.				
	Creating a memorial garden at Thrybergh country park.				
	Deliver Land Artwork in Clifton Park and Life in Lockdown exhibition at Clifton Park Museum.				
	Launch the Rotherham Recovery Toolkit – a downloadable pack of crowd-sourced ideas for creative and active ways to encourage good mental health.				
	Promote a series of videos as part of a virtual Community Achievement awards celebration.				

# HOPE AND CONFIDENCE

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
Places are clean, welcoming and well-maintained	Carry out a range of environmental improvements around the Borough				
	Begin delivery of the '£24 million to 2024' Roads Programme.				
	Increase cleaning resources on 'gateway' routes into the borough, and respond to local weed growths that may have accumulated.				
	Develop our approach to delivering more "pollinator-friendly" places.				
	Improve the quality and location of street litter bins across the borough by investing in additional equipment.				
	Improve our approach to dealing with fly-tipping and environmental crime, including publicity about littering and enforcement activity to deter others.				
	Promote the new seven-day night-time anti-social behaviour and noise nuisance response service to support improvements across the borough.				
	Open household waste recycling centres seven days a week.				
	Recruit to posts to create a responsive weekend street cleaning service.				

## CROSS CUTTING STRANDS

OUTCOMES	ACTIVITY	Q2	Q3	Q4	Q1
A borough based on social justice where all residents have a good quality of life and are able to achieve their potential	Carry out a comprehensive review of equalities and social justice to understand the issues in Rotherham and identify how the council can make a measurable difference				
	Embed actions to address equalities and social justice into all aspects of the year ahead plan.				
Carbon emissions for the Council and the borough are reduced	Embed consideration of the climate impact into all themes				
	Restart and review the Carbon Reduction Plan.				

## PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

### 1. Title

**Title: The Year Ahead Plan**

**Directorate: Chief Executive**

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

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

**Contact number: 01709 823618**

Is this a:

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

**If other, please specify**

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

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

This is the Year Ahead Plan for the Council. This plan will effectively be the Council Plan for operating within and recovering from the Covid-19 pandemic. It will capture the key actions through to May 2021 and provide a basis for the development of a longer-term plan for the borough.

### 3. Relevance to equality and diversity

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

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

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

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

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

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

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

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

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

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

Please provide specific details for all three areas below using the prompts for guidance

and complete an Equality Analysis (Part B).

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

COVID 19 impacts all of the population of the Borough, with those who are older, BAME communities and those with pre-existing health conditions particularly at risk. Additionally, the pandemic has changed the way that our residents live their daily lives and some groups may be more vulnerable to the adverse impacts of these changes.

The plan sets out the priority actions that will be taken between September 2020 to May 2021. Equality and social justice is a cross-cutting strand within the plan, meaning that consideration of the equality implications has factored into the development of all five themes. The plan also outlines specific underpinning activity that will take place to further equality and social justice within the borough.

- **Key findings**

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

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

As the response is ongoing, it is not possible to reach any comprehensive conclusions on the extent to which COVID 19 has had a differential impact on those with protected characteristics. Further work will need to be done as we deliver the Year Ahead Plan to determine what lessons can be learned about the impact of the pandemic on those with protected characteristics.

- **Actions**

Work is ongoing to identify the extent to which COVID 19 has had a differential impact on those with protected characteristics. Different leads and Directorates will be responsible for equalities within their themes and ongoing analysis of data and intelligence with regards to equalities will continue to take place. Each of the themes will need to undertake Form B assessments following what has been identified in the Form A screening of this report.

Additionally, within the plan, one of the key crosscutting actions is to carry out a review of

equalities and social justice. This will be a key piece of work to understand the issues in Rotherham and identify how the council can make a measurable difference to further equality.	
Date to scope and plan your Equality Analysis:	To be determined depending on national situation.
Date to complete your Equality Analysis:	As above
Lead person for your Equality Analysis (Include name and job title):	Jackie Mould Head of Policy, Performance & Intelligence

### 5. Governance, ownership and approval

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

Name	Job title	Date
Jackie Mould	Head of Policy, Performance & Intelligence	3 <sup>rd</sup> September 2020

### 6. Publishing

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

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

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

<b>Date screening completed</b>	3 <sup>rd</sup> September 2020
<b>Report title and date</b>	The Year Ahead Plan
<b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	

**Committee Name and Date of Committee Meeting**

Cabinet – 21 September 2020

**Report Title**

Voluntary Sector Infrastructure

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

Yes

**Strategic Director Approving Submission of the Report**

Sharon Kemp, Chief Executive

**Report Author**

Jackie Mould,  
Head of Policy Performance & Improvement  
Assistant Chief Executive's  
Jackie.mould@rotherham.gov.uk

Steve Eling  
Policy Officer  
Assistant Chief Executive's  
Steve.eling@rotherham.gov.uk

**Ward(s) Affected**

Borough-Wide or Name of Ward  
Name of Ward

**Report Summary**

At their meeting of 13<sup>th</sup> November 2017, Cabinet and Commissioners gave approval to a review and renewed approach to the delivery of Voluntary Sector Infrastructure Services. This led to the award of a three-year service level agreement (SLA) with Voluntary Action Rotherham (VAR) running from April 2018 to March 2021.

The SLA has, within the generality of infrastructure services, umbrella support and communications, been prioritised to cover the following activity:-

- Supporting the move to North, South and Central community-based working and the evolving council approach to neighbourhood working by providing capacity building support to current, new and emerging community and voluntary sector organisations based in the areas across the borough.

- Supporting the development of active citizenship by helping to build social capital in communities through volunteering (both informal and formal).
- Encouraging greater participation of the VCS at both strategic and operational levels across networks and partnerships in the Borough.
- Providing the support and development opportunities for individuals working in the voluntary and community sectors to participate in policy development and partnership working with the Council and other local partners.
- Providing external funding support to community and voluntary sector organisations, achieving increased external funding into the Borough. and
- Promoting equalities and tackling inequalities, including building stronger communities through helping different communities to work together (particularly those facing social exclusion) to foster community cohesion.

In doing so, the SLA brought together working with both VAR and Rotherham Ethnic Minority Alliance (REMA) into a single SLA.

This report makes recommendations for the next three-year Infrastructure SLA for the period April 2021 to March 2024, taking forward the commitments set out in the Rotherham Compact, building on experience gained through the current SLA, taking account of research on the impact of COVID 19, and setting out a aspirational strategic approach for the future of the voluntary and community sector in Rotherham.

The report also takes account of seeking to achieve “excellent” accreditation under the Equality Framework for Local Government and address the equalities implications arising from the COVID 19 emergency. This will be completed undertaking a review and course of action that will be set out in a further report to Cabinet. To this end, it is recommended that the equalities component of the current SLA be separated from the future VCS Infrastructure arrangements and incorporated into the equalities review.

The recommended approach will protect the services currently provided by REMA around increasing capacity of ethnic minority organisations for at least a year, whilst the Council undertakes a wider piece of work to improve equalities and consider how that grant funding might contribute to that. At the same time funding of the wider VCS infrastructure work will continue based on the remaining funding available.

## **Recommendations**

1. That approval be given to progress arrangements for VCS Infrastructure Services in Rotherham, including:-
  - a. Co-design with voluntary sector organisations for services to be delivered through a SLA for three years commencing from April 2021;
  - b. Invitation to bid and appointment of a VCS organisation to lead on the co-design process.
2. That as part of the Council’s work to review equalities in Rotherham, the future arrangements for working with and for support for REMA be excluded from the Infrastructure SLA and included in the review.

3. That the terms of the current SLA, so far as they apply to REMA, be extended for one year pending the review of equalities.

### **List of Appendices Included**

Appendix 1 Initial Equality Screening Assessment

#### **Background Papers**

Public Health England: Beyond the data: Understanding the impact of COVID-19 on BAME groups (16 June 2020)

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/892376/COVID\\_stakeholder\\_engagement\\_synthesis\\_beyond\\_the\\_data.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/892376/COVID_stakeholder_engagement_synthesis_beyond_the_data.pdf)

Public Health England: Disparities in the risk and outcomes of COVID-19 (2 June 2020)

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/892085/disparities\\_review.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/892085/disparities_review.pdf)

The Rotherham Compact

<https://www.varotherham.org.uk/wp-content/uploads/2017/03/The-Rotherham-Compact-2017.pdf>

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

Name of Committee – Click here to enter a date.

Name of Committee – Click here to enter a date.

#### **Council Approval Required**

No

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

No

## Voluntary Sector Infrastructure

<b>1.</b>	<b>Background</b>
1.1	The current three-year service level agreement (SLA) for voluntary sector infrastructure services expires at the end of March 2021.
1.2	This report makes recommendations for the next three-year Infrastructure SLA for the period April 2021 to March 2024, taking forward the commitments around co-design set out in the Rotherham Compact.
1.3	The co-design will build on experience gained through the current SLA, taking account of research on the impact of COVID 19, and setting out an aspirational strategic approach for the future of the voluntary and community sector in Rotherham.
1.4	The report also takes account of the Council's aspiration to achieve "excellent" accreditation under the Equality Framework for Local Government and address the equalities implications arising from the COVID 19 emergency. This will be completed undertaking a review and course of action that will be set out in a further report to Cabinet. To this end, it is recommended that the equalities component of the current SLA be separated from the future VCS Infrastructure arrangements and incorporated into the equalities review.
<b>2.</b>	<b>Key Issues</b>
2.1	Infrastructure services over the period of the current SLA have been designed to provided support that helps voluntary and community sector (VCS) organisations across the Borough to become more effective and sustainable.
2.2	The support is provided through information, advice, training facilities and help with networking, partnerships, advocacy and campaigning. It includes specific support for volunteering, supporting people to set up voluntary and community organisations or social enterprises, and bringing VCS groups/organisations together in networks and forums to inform and influence strategic planning.
2.3	That within the generality of infrastructure services, umbrella support and communications, the grant funding agreement has been prioritised around the following activity: <ul style="list-style-type: none"> <li>Supporting the move to North, South and Central community-based working and the evolving council approach to neighbourhood working by providing capacity building support to current, new and emerging community and voluntary sector organisations based in the areas across the Borough;</li> <li>Supporting the development of active citizenship by helping to build social capital in communities through volunteering (both informal and formal);</li> </ul>

	<ul style="list-style-type: none"> <li>• Encouraging greater participation of the VCS at both strategic and operational levels across networks and partnerships in the Borough;</li> <li>• Providing the support and development opportunities for individuals working in the voluntary and community sectors to participate in policy development and partnership working with the Council and other local partners;</li> <li>• Providing external funding support to community and voluntary sector organisations, achieving increased external funding into the Borough; and</li> <li>• Promoting equalities and tackling inequalities, including building stronger communities through helping different communities to work together (particularly those facing social exclusion) to foster community cohesion.</li> </ul>
	<u>Activity and Outputs</u>
2.4	Activity against outputs are agreed with both VAR and REMA as part of the SLA, which shows beneficiaries supported in 2019/20 of 418 individuals and 241 organisations. Individuals supported will include volunteers. These specific areas of activity come under three strategic aims as follows:
2.5	<ul style="list-style-type: none"> <li>• Strategic Aim A) Capacity Building for VCS Organisations, VAR and REMA</li> <li>• Strategic Aim B) Active Citizenship and Social Capital, VAR</li> <li>• Strategic Aim C) Building Stronger Communities VAR and REMA</li> </ul>
2.6	Whilst the arrangements have worked well in relation to the service specification in the current SLA, changes in circumstances and learning from the COVID 19 emergency are likely to shift the focus for the coming three-year period.
2.7	Work commissioned at the South Yorkshire level is looking at the impact on the VCS from the COVID 19 emergency. The findings of this report will be important in shaping future infrastructure services.
2.8	The current SLA service specification is very input / output driven. In the context of a changed environment, there is the opportunity for a focus on strategic ambition for the VCS with more outcome driven benefits linking to reinforcing partnership working and grasping potential benefits from the South Yorkshire devolution agenda.
2.9	Engagement and promotion within the VCS covering strategic priorities including tackling inequalities and social value, among others, can be high level activity within a new SLA.
	<u>COVID 19</u>
2.10	A combination of lessons learnt through the COVID 19 emergency, including research, findings and reports together with a renewed approach by the Council to the broader equalities agenda now requires a significant review of

	policy and activity. The scope of this will need to include further understanding the impact of inequalities on Rotherham communities across all aspects of equalities and the development of enhanced and new policy interventions. Engaging with the VCS, and especially the role of organisations like REMA will be critical to this work.
2.11	The Council is undertaking a learning exercise from the COVID 19 emergency in Rotherham including the working with the VCS. This is drawing out a range of issues that will help planning for the future including good practice.
2.12	The learning from the COVID 19 emergency also includes work currently underway through a “South Yorkshire Community Sector Resilience Survey”. This has been commissioned by South Yorkshire’s Community Foundation and is being undertaken by Sheffield Hallam University. It will result in a report that may be significant for developing the future direction of working with the VCS in Rotherham.
2.13	The work by VAR during the COVID 19 emergency at the high level is summarised as follows:
2.14	<ul style="list-style-type: none"> <li>• <b>Preparation for Action</b> including engagement with the Rotherham Community Hub and data bases and sharing information.</li> <li>• <b>Comms / Engagement and Information</b> including newsletter / Ebulletin, and partner engagement meetings.</li> <li>• <b>Practical support and advice to groups/organisations</b> including funding opportunities and advice around furlough.</li> <li>• <b>Volunteers support</b> working with the community Hub, volunteer signposting and volunteer expenses.</li> <li>• <b>Emergency food parcel and supplies co-ordination work (funded through Crisis Support SLA)</b> including co-ordination and support for new COVID 19 response groups.</li> </ul>
	<u>Equalities</u>
2.15	<p>The Council has a serious commitment to equalities and tackling inequalities through a range of measure across services. The COVID emergency has put equalities into the spotlight. Two reports by Public Health England show significant disparities for BAME groups impacted by COVID. These are:</p> <ul style="list-style-type: none"> <li>• Disparities in the risk and outcomes of COVID 19, and</li> <li>• Beyond the data: Understanding the impact of COVID 19 on BAME groups.</li> </ul> <p>The Council will examine local and sub-regional evidence on COVID related inequalities too.</p>
2.16	The reports not only identify a disproportionate impact for BAME groups, but also a link across inequalities in general including deprivation. For the Council and partners including the VCS, learning from the Public Health

	reports and addressing the inequalities aligns to a broader strategic approach to equalities in Rotherham.
2.17	<p>The Council will seek “Excellent” accreditation under the Equality Framework for Local Government. This involves assessment of demonstrating due regard to the Public Sector Equality Duty under the Equalities Act 2010 to:</p> <ul style="list-style-type: none"> <li>• Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the act</li> <li>• Advance equality of opportunity between people who share a protected characteristic and those who do not</li> <li>• Foster good relations between people who share a protected characteristic and those who do not.</li> </ul>
2.18	<p>The Council’s aspiration to achieve Excellent under the Equality Framework for Local Government (EFLG) commits to an assessment and course of action against the key lines of inquiry within the framework. It also contributes to the strategic direction around tackling inequalities and working with communities and voluntary organisations.</p>
2.19	<p>The EFLG reflects the latest legislation affecting equality such as Gender Pay Gap reporting, GDPR, the changing context of the local government sector and equality in Britain and in response to other significant issues that might affect equality including the UK’s decision to leave the European Union.</p>
2.20	<p>The equality framework is intended to help Councils:</p> <ul style="list-style-type: none"> <li>• Deliver accessible and responsive services to customers and residents in their communities including those from protected characteristics.</li> <li>• Employ a workforce that reflects the diversity of the area they are serving.</li> <li>• Provide equality of opportunity for all staff.</li> <li>• Meet the requirements of the Public Sector Equality Duty.</li> </ul>
2.21	<p>It seeks to do this by:</p> <ul style="list-style-type: none"> <li>• Identifying the areas of activity that Councils need to be address to deliver good equality outcomes.</li> <li>• Helping Councils to understand how they can build equality into processes and practices</li> <li>• Supporting organisations to become inclusive employers.</li> <li>• Enabling Councils to informally self-assess their progress on the equality improvement journey and determine where and how they need to improve.</li> <li>• Providing the framework for an LGA Equality peer challenge.</li> </ul>
2.22	<p>The underlying principles are:</p> <ul style="list-style-type: none"> <li>• The EFLG is part of the LGA’s sector led improvement offer to the local government sector and as such engagement with the Framework is voluntary.</li> </ul>

	<ul style="list-style-type: none"> <li>• The Framework can help with compliance with the Public Sector Equality Duty which is a legal obligation of the Equality Act 2010. • The Framework references the nine legally protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation. It also encourages Councils to consider other issues that might be affecting their staff such as caring responsibilities as well as issues affecting communities such as socio-economic inequality and isolation including rural isolation</li> <li>• The EFLG is supportive of the EHRC's six selected domains of equality measurement which it has identified as the areas of life that are important to people and that enable them to flourish. They are: Education, Work, Living standards, Health, Justice and personal security, and Participation</li> <li>• The modular design of the Framework reflects the fact that Councils come in all shapes and sizes with different resources, communities and priorities. It recognises that action on all equality issues at once is not always possible.</li> </ul>
2.23	<p>The Framework sets out four modules for improvement underpinned by a range of criteria and practical guidance that can help a Council plan, implement and deliver real equality outcomes for employees and the community. The four modules are:</p> <ul style="list-style-type: none"> <li>• Understanding and working with your communities.</li> <li>• Leadership and Organisational Commitment.</li> <li>• Responsive Services and Customer Care.</li> <li>• Diverse and Engaged Workforce.</li> </ul>
2.24	<p>A separate report will detail the full narrative for the future direction of equalities work picking up both learning from COVID and accreditation under the framework, including an indicative timetable through 2020/21.</p>
2.25	<p>Whilst a strand of the equalities programme will engage the whole of the VCS, and be an important part of the "infrastructure" role, in view of the importance of REMA's engagement in that work, it is recommended to work with them separately to the Infrastructure SLA as part of the work on equalities, given that the timescales are different.</p>
	<u>Rotherham Compact</u>
2.26	<p>In its working with the VCS, the Council is committed to follow the processes and procedures agreed as the Rotherham Compact. This involves a co-design process following the appointment of a lead organisation. The co-design will work within the headline scope of the functions being commissioned and the available budget for grant provision.</p>
2.27	<p>Specifically, the Rotherham Compact states "An underlying principle of effective commissioning for outcomes should be the commitment to embed genuine co-production into all commissioning activity. People's energy, skills, interests, knowledge and life experiences should be harnessed to influence</p>

	the support and services they receive. This includes active participation alongside commissioners of services in the shaping of, and design of new service delivery models. Co-production gives a collective sense of ownership and can connect residents to the statutory organisations and voluntary and community organisations with a common purpose.”
2.28	The three-year grant and SLA will be entered into to using the Council’s standard SLA and conditions for VCS organisations.
	<u>Looking ahead – Strategic aspiration</u>
2.29	Entering into a new co-design for VCS infrastructure provision offers the opportunity to review the strategic aspiration for the VCS in Rotherham. The developing policy agendas around devolution; the role of the VCS in partnership working; and supporting the voluntary sector to advance in a post COVID environment, all offer challenges and opportunities for infrastructure provision to bring new aspiration to developing and supporting the independence of the sector. This includes voluntary organisations being innovators in the community not as well as deliverers of services. This approach will raise the bar not only for the VCS generally, but also in the approach to tackling inequalities.
2.30	Overall, the recommended approach to both VCS infrastructure and equalities will help to build a stronger civic society of collaboration across communities and sectors to the benefit of all.
3.	<b>Options considered and recommended proposal</b>
3.1	Whilst there is no statutory requirement to support infrastructure services in the VCS, a do-nothing option would not be aligned to the Council’s vision for Rotherham or strategic priorities. Therefore, a do-nothing option is not recommended.
3.2	Three options have been developed as set out below:
3.3	<u>Option One – Recommission with no changes to service specification or arrangements</u>
3.3.1	This option would seek a minimalistic approach to co-design, possibly seeking a revised set of actions to deliver against the same measures included in the current SLA. It would have little scope to draw on experience gained through delivery of the current SLA or learning from the COVID 19 emergency.
3.4	<u>Option two – Commission based on a review and refinement of the current infrastructure services within context of a refreshed strategic direction</u>
3.4.1	This option would review and refine the range of infrastructure support provided to the VCS. It would build on the experience of the current SLA to move provision on from input / output driven to focus on outcomes whilst still

	collecting base data. This option would also seek to develop aspiration for the VCS in a strategic context of its role in society, high level policy priorities and partnership working. It would draw on the learning from the COVID 19 emergency, research and reports from national, sub-national and local levels. It would also engage in the role of the VCS in the devolution agenda.
3.5	<u>Option three – As option two but to address equalities separately as part of a strategic review of equalities policy and action in Rotherham</u>
3.5.1	This option takes account of the work that now needs to be undertaken on a strategic review of equalities policy and action, drawing on the experience of the COVID 19 emergency, the experiences of tackling inequalities locally and the aim to achieve an “excellent” accreditation for equalities in Rotherham.
3.5.2	The required work for the strategic review of equalities cannot be completed in time for the three-year infrastructure SLA to commence in April 2021. Consequently, this option would afford maximum flexibility to scope and plan forward equalities activity in the VCS by removing the REMA functions from the new SLA and including them with developing the equalities strategic direction. A one-year SLA on the basis of the REMA functions in the current SLA would enable existing provision to continue during the period of review.
3.5.3	The extension of the current SLA provisions for REMA would include agreeing outputs and outcomes covering: <ul style="list-style-type: none"> <li>• Strategic Aim A) Capacity Building for VCS Organisations.</li> <li>• Strategic Aim C) Building Stronger Communities.</li> </ul>
3.5.4	Specific provision by REMA under the current SLA strategic aims include: <p><u>Strategic Aim A</u></p> <ul style="list-style-type: none"> <li>• Delivering capacity building programme to front line organisations including start-up support, Constitutions, writing objectives, management committees, financial planning, risk management, specialist/professional training etc.</li> <li>• Encourage and facilitate collaboration for service delivery including the delivery of public service contracts.</li> <li>• Provide advice and support on engagement and recruitment of people in local VCS groups, activities/events.</li> <li>• Develop new group/new services to meet local needs and demand</li> <li>• Support BME groups with fundraising information &amp; opportunities.</li> <li>• Support BME groups with one to one bid writing.</li> <li>• Support BME groups to undertake funding searches.</li> </ul> <p><u>Strategic Aim C</u></p> <ul style="list-style-type: none"> <li>• Provision of Co-ordinated information, communications and consultation incorporating regular digital information flow via regular email bulletins, newsletters, social media and website. Work with locality co-ordinators to ensure groups are aware of the support given.</li> <li>• Develop and maintain the RECN &amp; Roma For, for BME communities to enable a diversity of views and experiences to be represented and</li> </ul>

	<p>communicated to the neighbourhood structures, the Council and the Rotherham Together Partnership.</p> <ul style="list-style-type: none"> <li>• Promote the involvement of BME Communities in local decision-making arenas.</li> <li>• Collaborative Working with neighbourhood Officers on ward priorities.</li> <li>• Support local partners with community tension monitoring.</li> <li>• Highlight and address cohesion issues between communities and with statutory agencies as they arise; with particular focus on issues relating to hate crime and intercommunity tensions.</li> <li>• Deliver broad range of activities that promote common values to foster greater community cohesion by bringing people together.</li> <li>• Outreach and promotion to emerging communities and broader audiences.</li> </ul>
3.6	Option three is the recommended option because it provides for continued support whilst the strategic review of equalities is undertaken.
4.	<b>Consultation on proposal</b>
4.1	Consultation will be conducted in two stages.
4.2	Stage one involves consultation with the VCS through VAR to finalise the strategic scope of provision that will form the basis of the co-design.
4.3	Stage two will be dynamic consultation, integral to the co-design process. This will involve engagement of VCS organisations in determining priority activity to inform the workstreams of the service specification.
5.	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	All process, co-design and entering into the SLA need to be completed in time for commencement in April 2021.
5.2	Invitations to bid to be the lead VCS organisation will be published at the start of October with the lead organisation having been appointed by the end of that month. The co-design process will be concluded, and a new SLA signed off by mid-February in time for arrangements to commence from April 2021.
5.3	Specific activity including engagement in the broader equalities review will be the subject of discussions and agreement with REMA for the one-year SLA. These will be conducted through co-design in accordance with the provisions of the Rotherham compact. The co-design process will be concluded, and a new SLA signed off by mid-February in time for arrangements to commence from April 2021.
6.	<b>Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)</b>

6.1	The current service level agreement for Voluntary Action Rotherham (VAR) is £0.179m for 2020/21, the final year of the 3-year contract. For 2020/21 this is split as follows, £0.126m for VAR and £0.053m for REMA.
6.2	The budget for the Infrastructure SLA under the recommended option is set at £0.126m for each year 2021/22, 22/23 and 23/24.
6.3	The budget for the one year SLA for REMA under the recommended option is £0.053m.
6.4	As the proposed recommendation in this report is to provide grant funding arrangements, there are no direct procurement implications as grant agreements fall outside the scope of the Public Contracts Regulations 2015. Grant funding arrangements can be used to support activity being undertaken by an organisation but where the nature of the legal relationship created is to spend the money in accordance with the grant rather than a relationship whereby the Council can claim breach of contract for failure to deliver.
7.	<b>Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)</b>
7.1	The Council is required to operate in accordance with the relevant Best Value Statutory Guidance and the requirements of the Rotherham Compact in its relationship with and funding of the VCS.
7.2	The Council has power to fund the VCS through various pieces of legislation including the Health Services and Public Health Act 1968, the Local Government Act 1972, the Local Government (Miscellaneous Provisions) Act 1976, and the Localism Act 2011. This Act provides the General Power of Competence which gives Councils the power to do anything an individual can do provided it is not prohibited by other legislation.
8.	<b>Human Resources Advice and Implications</b>
8.1	There are no direct human resource implications for the Council.
8.2	If there were to be a change of employer for some VCS staff arising from the provisions of the new SLA, this would engage TUPE regulations for those staff and the VCS organisations concerned.
9.	<b>Implications for Children and Young People and Vulnerable Adults</b>
9.1	The Infrastructure SLA is not service specific but encompasses support for the VCS across all areas of activity. This includes VCS organisations that provide services and support for children and young people.
10.	<b>Equalities and Human Rights Advice and Implications</b>

10.1	<p>Equality forms part of the shared principles of the Rotherham Compact that will drive the co-design of future Infrastructure Services. These are:</p> <ul style="list-style-type: none"> <li>• Respect: public and VCS organisations are accountable in different ways, but both need to be open and honest. Effective partnerships are built on mutual understanding and an appreciation of the differences between partners of the Compact.</li> <li>• Honesty: It is only through open communication that strong partnerships can be built and maintained. Full and frank discussions should be the basis for resolving difficulties.</li> <li>• Independence: The independence of the VCS is recognised and supported. This includes the right for voluntary and community organisations to campaign, to comment on and to challenge policy such as a 'critical friend' (whatever funding or other relationship may exist) and to determine and manage their own affairs.</li> <li>• Diversity: The public sector and the VCS value a thriving civil society, which allows different groups to have a voice and bring forward new ideas.</li> <li>• Equality: Fairness for everyone, regardless of their background, is a fundamental goal, and public sector and the VCS will work together to achieve this.</li> <li>• Citizen empowerment: By working together, the public sector and the VCS can help to improve conditions for communities and people, meeting their needs and reflecting their choices.</li> <li>• Volunteering: The energy and commitment of people giving their time for the public good contributes to a vibrant society and should be recognised and appreciated.</li> </ul>
10.2	<p>The Rotherham Compact contains a section on equality. It states that "Equality for everyone, regardless of their background, is a core value shared by the public sector and the VCS. Over the last four decades, discrimination legislation and related policy have played an important role in helping to make Britain a more equal society. As both society itself and equality legislation continue to evolve, it is crucial that the public sector and the VCS work well together to achieve equality and fairness for everyone."</p>
10.3	<p>The proposals to separate the future arrangements with REMA to form part of the broader approach to equalities and tackling inequalities as part of learning from COVID and seeking "Excellent" accreditation under the equalities framework will enhance the future direction for equalities work in Rotherham.</p>
10.4	<p>An Equalities Screening (Form A) has been completed alongside this report. It recognises the requirement to address equalities as part of the co-design for the service provision going forward. An Equalities Analysis (Form B) will be completed as part of that process.</p>
11.	<p><b>Implications for Ward Priorities</b></p>

11.1	The Infrastructure provision is Boroughwide but also works supporting VCS activity in neighbourhoods.
12.	<b>Implications for Partners</b>
12.1	The VCS are key strategic partners in the Rotherham Together Partnership. The recommendation of this report would reinforce the strategic role of the VCS in Rotherham and as part of the devolution agenda, adding value to partnership working
13.	<b>Risks and Mitigation</b>
13.1.	The principal risk is that no organisation comes forward to lead the co-design for future Infrastructure Provision, or to sign up and deliver under a SLA.
13.2	Given that VAR is the umbrella body for the VCS in Rotherham, it is expected that they would want to lead on infrastructure support.
14.	<b>Accountable Officers</b>
	Jackie Mould, Head of Policy Performance & Improvement Assistant Chief Executive's
	Steve Eling Policy Officer Assistant Chief Executive's

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	Click here to enter a date.
Strategic Director of Finance & Customer Services (S.151 Officer)	Named officer	Click here to enter a date.
Head of Legal Services (Monitoring Officer)	Named officer	Click here to enter a date.

Report Author: Jackie Mould,  
Head of Policy Performance & Improvement  
Assistant Chief Executive's

Steve Eling  
Policy Officer  
Assistant Chief Executive's

**found.**

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

## PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

### 1. Title

**Title: Voluntary Sector Infrastructure**

**Directorate: ACX**

**Service area: PPI**

**Lead person: Steve Eling**

**Contact number: 54419**

Is this a:

☐

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

**If other, please specify**

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

This report makes recommendations for the next three year Infrastructure SLA for the period April 2021 to March 2024, taking forward the commitments set out in the Rotherham Compact, building on experience gained through the current SLA and a renewed approach to equalities following the experiences and report findings from the COVID 19 emergency including Public Health England inequalities findings relating to BAME groups.

The report also makes reference to equalities review and seeking “Excellent” accreditation under the Equality Framework for Local Government, which whilst being the subject of a separate report, results in a specific recommendation relating to commissioning VCS infrastructure.

### 3. Relevance to equality and diversity

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

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

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

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

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

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

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

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

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

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

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

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

Infrastructure services are at the core of support for the diversity of the VCS. They are driven by the values of the Rotherham Compact, which in turn has specific commitments around equalities. The co-design will be undertaken under the provisions of the Rotherham Compact. The equalities planning and Equality Analysis will be an integral component of the co-design.

- **Key findings**

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

Addressing equalities will be an integral component of the co-design process leading to the completion of the equalities analysis.

The recommended approach in relation to REMA will strengthen the approach to equalities and tackling inequalities as part of a strategically led process through an accredited framework building on public health and other report findings.

- **Actions**

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

VCS Infrastructure Services are one of the key drivers for equalities in the VCS and community, championing the provisions of the Rotherham Compact.

Specifically, the Rotherham Compact states:

An important way in which the VCS can promote equality effectively is by working with public sector organisations on equality issues. VCS organisations undertake to:

- Take practical action in partnership with the public sector to eliminate discrimination, advance equality of opportunity and build community links.
- Show committed leadership (especially at senior levels) to promote equality and, where necessary, put strategies in place to achieve it.

Date to scope and plan your Equality Analysis:	November 2020
--	---------------

Date to complete your Equality Analysis:	February 2021
--	---------------

Lead person for your Equality Analysis (Include name and job title):	Steve Eling
---	-------------

## 5. Governance, ownership and approval

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

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

## 6. Publishing

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

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

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

<b>Date screening completed</b>	8 <sup>th</sup> July 2020
---------------------------------	---------------------------

<b>Report title and date</b>	Voluntary Sector Infrastructure
------------------------------	---------------------------------

<p><b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b></p>	<p>Cabinet 20<sup>th</sup> September 2020</p>
<p><b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a></p>	

**Committee Name and Date of Committee Meeting**

Cabinet – 21 September 2020

**Report Title**

Advice Review and Advice Services Service Level Agreement

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

Yes

**Strategic Director Approving Submission of the Report**

Sharon Kemp, Chief Executive

**Report Author(s)**

Jackie Mould,  
Head of Policy Performance & Improvement  
Assistant Chief Executive's  
Jackie.mould@rotherham.gov.uk

Steve Eling  
Policy Officer  
Assistant Chief Executive's  
Steve.eling@rotherham.gov.uk

**Ward(s) Affected**

Borough-Wide

**Report Summary**

The provision of advice across a range of topics, and especially in relation to benefits and debt, both through Council services and the voluntary sector, continues to provide essential support to thousands of vulnerable people in Rotherham each year.

Demand for advice services remains high, and is expected to continue to rise, particularly as the economic impact of the COVID emergency and end of furlough create more financial difficulties for people.

Experience from the advice review shows that further improvements can be made, particularly around referrals. This builds on the developments to date in implementing the "single advice model" adopted by Cabinet at its meeting in October 2017. Lessons learnt from operating the Community HUB throughout the COVID emergency are also assisting in improving referral pathways.

This report provides an update on the provision of advice services across Council in-house and Voluntary and Community Sector (VCS) providers. It also sets out a process for a new three-year Service Level Agreement (SLA) through co-design with VCS advice providers for the period 2021/22, 2022/23 and 2023/24. It is proposed that this be done through inviting a lead VCS organisation to work with the Council.

## **Recommendations**

1. That approval be given to progress arrangements for advice services in Rotherham, including:-
  - a) Co-design with voluntary sector organisations for services to be delivered by voluntary sector advice providers for three years commencing from April 2021.
  - b) Invitation to bid and appointment of an advice services VCS organisation to lead on the co-design process.
  - c) That the scope of services to be delivered by the voluntary sector focus on provision in levels two and three of the advice model through core service level agreements to a total value of £240k per annum, with the provision for additional project based arrangements covering specific advice service demands and developments over the medium term.
  - d) That the SLA be a “partnership” SLA with each partner a signatory to the SLA and direct receipt of grant.
2. That improvements to referral processes from other services to create person-centred client pathways be built into the new service specification, in line with the Single Advice Model agreed by Cabinet in October 2017.
3. That progress made since the implementation of the Advice Review phase 2 be received.

## **List of Appendices Included**

Appendix 1 – Initial Equality Screening Assessment

## **Background Papers**

The Rotherham Compact

<https://www.varotherham.org.uk/wp-content/uploads/2017/03/The-Rotherham-Compact-2017.pdf>

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

Name of Committee – Click here to enter a date.

Name of Committee – Click here to enter a date.

## **Council Approval Required**

No

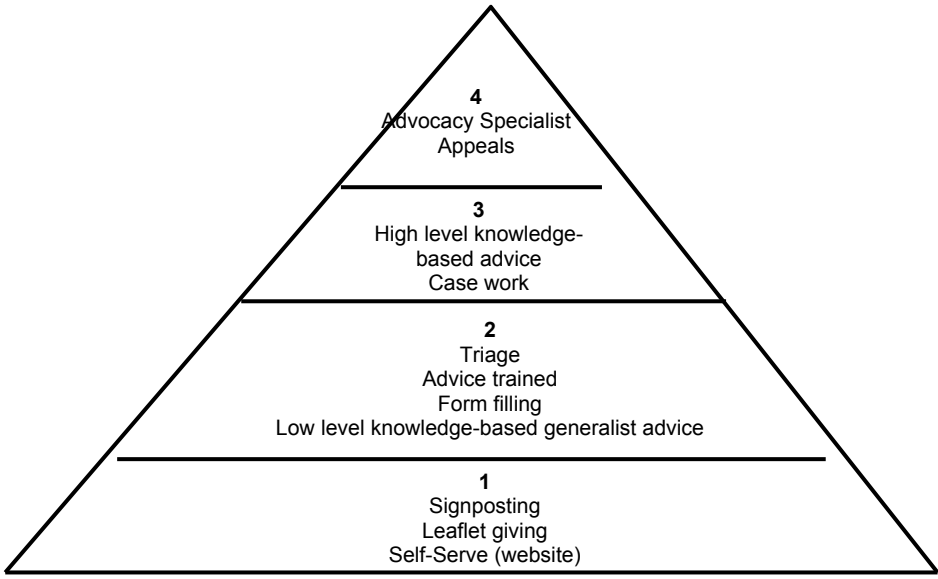
## **Exempt from the Press and Public**

No

## Advice Review and Advice Services SLA

### Advice Review and Advice Services Service Level Agreement

<b>1.</b>	<b>Background</b>
1.1	The provision of advice across a range of topics, and especially in relation to benefits and debt, both through Council services and the voluntary sector, continues to provide essential support to thousands of vulnerable people in Rotherham each year.
1.2	The advent of COVID 19 has brought additional demands for advice services. This increased demand is expected to continue as people incur the economic impacts arising from COVID 19. Overall, the demand for advice continues to be a major contributor to tackling inequalities in Rotherham. The lessons learnt through supporting people through the COVID 19 emergency also demonstrate the linkages made through working across partners, which has enabled a person-centred approach that can be built on in services going forward through improved referral pathways.
1.3	Advice services not only deal with the immediate problem but assist with ensuring where possible that the problem does not reoccur. Debt is a good example of this.
1.4	<p>In October 2017, Cabinet and Commissioners' agreed to progress arrangements for advice services, including:-</p> <ul style="list-style-type: none"> <li>• Adoption of a "Single Advice Model" across Council and VCS advice services.</li> <li>• Co-design with voluntary sector organisations for services to be delivered by voluntary sector advice providers for three years commencing from April 2018.</li> <li>• That the scope of services to be delivered by the voluntary sector focus on provision in levels two and three of the advice model through core service level agreements to a total value of £240k per annum, with the provision for additional project based arrangements covering specific advice service demands and developments over the medium term;</li> <li>• Collaboration to produce an integrated model of advice provision across advice services including in-house provision effective from April 2019.</li> <li>• Commissioning and funding model options that will best provide flexibilities for service development over the medium term through a consortium approach in the voluntary sector; and</li> <li>• Identify as part of the Council's Customer Services and Efficiency Programme, improvements to level one signposting and self-serve provision.</li> </ul>
1.5	This report provides an update on advice service provision including options for future development.
1.6	Further to the October 2017 report, a three-year service level agreement (SLA) was entered into with Citizens Advice Rotherham and District (CARD), working

	in partnership with Kiveton Park Independent Advice Centre. The SLA covers the period 1 April 2018 to 31 March 2021.
1.7	The process leading to a new three-year SLA, commencing on 1 April 2021, in accordance with the provisions of the Rotherham Compact is now required.
1.8	From September 2019 a single in-house advice provision was created by the transfer of the Advocacy and Appeals team into the Housing Service, sitting within the Housing Income and Financial Inclusion team.
<b>2.</b>	<b>Key Issues</b>
2.1	The demand for advice service provision in Rotherham remains at a high level both through internal advice service provision, and those services delivered by VCS organisations working in partnership with the Council.
2.2	Services for Council Tenants are provided by the Financial Inclusion Team within Housing Services and are funded by the Housing Revenue Account (HRA). The team seeks to secure sustainable tenancies, especially in light of the threat to rent income from the roll-out of Universal Credit and increased arrears levels. Part of the support is at pre-tenancy stage where work is done to ensure that people will be able to sustain their tenancy. Increased capacity has also been put in to address income recovery with financial inclusion. The Advocacy and Appeals Service provides specialist debt and welfare benefits advice focusses on level four advice including appeals against Department for Work and Pensions (DWP) decisions to not award benefits. Its services are open to all, although many clients are referred from other services.
2.3	<p>Advice services continue to be delivered under the four levels model previously adopted.</p>  <p>Level four services are provided by the Council's Advocacy and Appeals Services and CARD.</p>

	<p>Levels three and two services are delivered both through the Council and the voluntary sector providing a range of services mainly focussed on:</p> <ul style="list-style-type: none"><li>• Debt;</li><li>• Housing;</li><li>• Employment;</li><li>• Education;</li><li>• Consumer;</li><li>• Immigration;</li><li>• Welfare;</li><li>• Family; and</li><li>• Legal.</li></ul> <p>Level one provision includes signposting and self-service. It also includes referrals from other service providers.</p>																																	
2.4	Levels of demand show an increase overall and especially in relation to benefits and immigration.																																	
2.3	<p>The level of demand for the VCS advice services shows an increase in over the two years 2018/19 and 2019/20 as set out in the table:</p> <table><tr><td></td><td><b>2018/19</b></td><td><b>2019/20</b></td></tr><tr><td>Unique beneficiaries</td><td>8816</td><td>13019</td></tr><tr><td>Benefits</td><td>6191</td><td>8206</td></tr><tr><td>Consumer</td><td>435</td><td>450</td></tr><tr><td>Debt</td><td>13402</td><td>9920</td></tr><tr><td>Employment</td><td>604</td><td>836</td></tr><tr><td>Housing</td><td>734</td><td>774</td></tr><tr><td>Legal</td><td>538</td><td>662</td></tr><tr><td>Immigration</td><td>437</td><td>834</td></tr><tr><td>Other</td><td>4727</td><td>5349</td></tr><tr><td>Money gained</td><td>£2,843,804</td><td>£5,464,243</td></tr></table>		<b>2018/19</b>	<b>2019/20</b>	Unique beneficiaries	8816	13019	Benefits	6191	8206	Consumer	435	450	Debt	13402	9920	Employment	604	836	Housing	734	774	Legal	538	662	Immigration	437	834	Other	4727	5349	Money gained	£2,843,804	£5,464,243
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2.4	<p>In house services cover functions for advocacy and appeals, MacMillian benefits service, and debt.</p> <p>Demand and performance figures for 2019/20, with year on year comparators show the following:</p>																																	
2.4.1	<p><u>Appeals</u></p> <ul style="list-style-type: none"><li>• 459 referrals for appeals, an increase of 65 from previous year.</li><li>• 321 appointments offered.</li><li>• 291 appeals cases taken on.</li><li>• 173 appeals completed.</li><li>• 139 of these successful (with 39 lapsed appeals -the optimum outcome with decision changed in clients favour before hearing).</li><li>• 23 unsuccessful and 9 adjourned.</li></ul>																																	

	<ul style="list-style-type: none"> <li>85% success rate (71% being the national average success rate), similar percentage to previous year.</li> <li>£18,179.94 of weekly income gained – providing an annual income of £945,356.66pa – weekly income reduced by £4,320.44 on previous year.</li> </ul> <p>£829,212.44 lump sum payments gained, an increase of £9,684.45 on previous year.</p>
2.4.2	<p><u>Macmillan</u></p> <ul style="list-style-type: none"> <li>964 referrals for Macmillan, an increase of 69 from previous year.</li> <li>747 appointments delivered.</li> <li>£73,509.63 of weekly income gained – providing an annual income of £3,822,500.70</li> </ul> <p>£491,814.67 lump sum payments gained.</p>
2.4.3	<p><u>Debt</u></p> <ul style="list-style-type: none"> <li>732 referrals for debt advice, a decrease of 41 from previous year.</li> <li>449 appointments offered.</li> <li>411 debts cases taken on, an increase of 85 from previous year.</li> <li>£205,314 RMBC rent arrears managed, a decrease of £52,047 from previous year.</li> <li>£26,169 of other rent arrears managed, a decrease of £35,530.35 from previous year.</li> <li>£22,819 of council tax arrears managed, an increase of £11,300 from previous year.</li> <li>£52,748,858.22 total debt managed, an increase of £51,629,416 from previous year.</li> </ul> <p>£36,036.79 of income gained an increase of £18,482.86 from previous year.</p>
	<u>Current and future SLA</u>
2.5	The current arrangements for Council grant aided VCS advice services are covered by a single SLA with CARD, which in turn funds the provision by Kiveton Park. This followed a co-design where CARD was the lead partner.
2.6	Other “partnership” co-designed SLAs have now included all partners being signatories to the SLA with direct grant to each organisation. It is recommended that this should apply to any further advice provision SLAs where more than one VCS organisation is party to it.
2.7	Experience gained during the COVID emergency suggest that improvements can be made to referral processes from other service providers as part of providing a person-centred client pathway. It is recommended that improving referral pathways and processes should be part of the specification for co-design and for development of in-house services.

	<u>Rotherham Compact</u>
2.8	In its working with the VCS, the Council is committed to follow the processes and procedures agreed as the Rotherham Compact. This involves a co-design process following the appointment of a lead organisation. The co-design will work within the headline scope of the functions being commissioned and the available budget for grant provision.
2.9	Specifically, the Rotherham Compact states “An underlying principle of effective commissioning for outcomes should be the commitment to embed genuine co-production into all commissioning activity. People’s energy, skills, interests, knowledge and life experiences should be harnessed to influence the support and services they receive. This includes active participation alongside commissioners of services in the shaping of, and design of new service delivery models. Co-production gives a collective sense of ownership and can connect residents to the statutory organisations and voluntary and community organisations with a common purpose.”
	<u>Opportunities for service linkages and enhancements</u>
2.10	The previous stages of policy review of advice services have brought significant improvement to linkages and alignment between advice services. This has included referral process to ensure that people get to the right advice provider and do not get lost in the system as part of a single advice model.
2.11	Learning through the COVID emergency with services becoming virtual and many cases and people identified as needing advice through accessing other support services including through the Rotherham Community Hub, demonstrates that more can be done to enshrine working practices and referral processes across services and the Council and VCS in addition to the join up of advice.
2.12	To further the learning from COVID and service users’ experiences, a strategic aim in the co-design of the new SLA will include how service pathways can be improved across a range of services and advice provision. This to include how the advice providers can provide outreach advice with enhanced face to face services, working in neighbourhoods not currently served with advice provision through use of community facilities and neighbourhood-based VCS organisations.
3.	<b>Options considered and recommended proposal</b>
3.1	<b>Option one</b> would be to do nothing. This would result in withdrawal of support for VCS advice services from the end of the current SLA (March 2021).
3.2	Whilst some advice provision would remain in the VCS, the capacity would fall far short of that required to meet demand. The Council’s in-house services would not have the capacity to fill the gap. The withdrawal of support for some of the most vulnerable people, who rely on advice services, would have

	significant equalities implications and be counter the policy priority set out in the Council Plan.
3.3	<b>Option two</b> would involve inviting a VCS advice provider to bring together VCS partners, as appropriate, to engage with the Council on a co-design for a new SLA for the years 2021/22, 2022/23 and 2023/24 building on experience from the current SLA, trends in demands for advice, and projections of demand over the medium term.
3.4	The new SLA would include addressing improved referrals pathways for clients taking forward a person-centred approach across services, building on the principle of the single advice model, and provision of outreach services as set out in 2.12 above.
3.5	Option two is the recommended option.
4.	<b>Consultation on proposal</b>
4.1	Consultation and discussion take place around a range of advice service issues through the Advice in Rotherham Partnership.
4.2	It is intended as part of this co-design to engage and consult with organisations and services that make referrals into advice services, with a view to improving lines of communication and support to people requiring advice.
5.	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	All process, co-design and entering into the SLA need to be completed in time for commencement in April 2021.
5.2	Invitations to bid to be the lead VCS advice organisation will be published at the start of October with the lead organisation having been appointed by the end of that month. The co-design process will be concluded, and a new SLA signed off by mid-February in time for arrangements to commence from April 2021.
5.3	The lead VCS advice organisation will engage with other providers and services in developing the service outcomes around the key themes of:- <ul style="list-style-type: none"> <li>• Benefits</li> <li>• Consumer</li> <li>• Debt</li> <li>• Employment</li> <li>• Housing</li> <li>• Legal</li> <li>• Immigration</li> <li>• Person centred approach</li> <li>• Other advice provision issues identified as part of the co-design process.</li> </ul>

6.	<b>Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)</b>
6.1	The current service level agreement for the provision of advice services across Council in-house and VCS providers is £240,000 per annum.
6.2	The budget for each of the three years 2021/22, 2022/23 and 2023/34 will be maintained at £240,000.
6.3	As the proposed recommendation in this report is to provide grant funding arrangements, there are no direct procurement implications as grant agreements fall outside the scope of the Public Contracts Regulations 2015. Grant funding arrangements can be used to support activity being undertaken by an organisation but where the nature of the legal relationship created is to spend the money in accordance with the grant rather than a relationship whereby the Council can claim breach of contract for failure to deliver.
7.	<b>Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)</b>
7.1	The Council is required to operates in accordance with the relevant Best Value Statutory Guidance and the requirements of the Rotherham Compact in its relationship with and funding of the VCS.
7.2	The Council has power to fund the VCS through various pieces of legislation including the Health Services and Public Health Act 1968, the Local Government Act 1972, the Local Government (Miscellaneous Provisions) Act 1976, and the Localism Act 2011. This Act provides the General Power of Competence which gives Councils the power to do anything an individual can do provided it is not prohibited by other legislation.
8.	<b>Human Resources Advice and Implications</b>
8.1	There are no HR implications arising from this report.
9.	<b>Implications for Children and Young People and Vulnerable Adults</b>
9.1	Many of the users of advice services will be from families with children and vulnerable adults, many with disabilities. Continuation of the advice services is important to safeguarding and is consistent with being a child friendly borough.
10.	<b>Equalities and Human Rights Advice and Implications</b>
10.1	Advice provision supports many of the most vulnerable people including many with protected characteristics.

10.2	<p>Equalities data for service demand from VCS advice providers is set out in the table:</p> <table> <tr> <td></td><td><b>2019/20</b></td></tr> <tr> <td>Under 25</td><td>4.47%</td></tr> <tr> <td>25 - 64</td><td>45.63%</td></tr> <tr> <td>65+</td><td>9.25%</td></tr> <tr> <td>Disabled</td><td>29.45%</td></tr> <tr> <td></td><td></td></tr> <tr> <td>White British</td><td>79.81%</td></tr> <tr> <td>White other</td><td>6.61%</td></tr> <tr> <td>Asian / Asian UK</td><td>4.65%</td></tr> <tr> <td>Black / Black UK</td><td>2.41%</td></tr> <tr> <td>Mixed heritage</td><td>1.60%</td></tr> <tr> <td>Other</td><td>4.91%</td></tr> </table>		<b>2019/20</b>	Under 25	4.47%	25 - 64	45.63%	65+	9.25%	Disabled	29.45%			White British	79.81%	White other	6.61%	Asian / Asian UK	4.65%	Black / Black UK	2.41%	Mixed heritage	1.60%	Other	4.91%
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10.3	<p>Equalities data for in house services shows:</p> <table> <tr> <td></td><td><b>2019/20</b></td></tr> <tr> <td></td><td></td></tr> <tr> <td>White British</td><td>91.7%</td></tr> <tr> <td>White other</td><td>3.75%</td></tr> <tr> <td>Asian / Asian UK</td><td>3.1%</td></tr> <tr> <td>Black / Black UK</td><td>0.75%</td></tr> <tr> <td>Mixed heritage</td><td>0.25%</td></tr> <tr> <td>Other</td><td>0.37%</td></tr> </table>		<b>2019/20</b>			White British	91.7%	White other	3.75%	Asian / Asian UK	3.1%	Black / Black UK	0.75%	Mixed heritage	0.25%	Other	0.37%								
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Other	0.37%																								
10.4	An Equalities Screening (Form A) has been completed alongside this report. It recognises the requirement to address equalities as part of the co-design for the service provision going forward. An Equalities Analysis (Form B) will be completed as part of the co-design.																								
11.	<b>Implications for Ward Priorities</b>																								
11.1	Advice services are person centred through Borough wide services.																								
12.	<b>Implications for Partners</b>																								
12.1	The Council works in Partnership with VCS advice providers through the Advice in Rotherham Partnership.																								
13.	<b>Risks and Mitigation</b>																								
13.1.	There is the risk that the co-production collaborative approach fails through disagreement between the parties. In these circumstances, should the																								

	processes set out in the Compact not produce a resolution, the Council would need to instigate other arrangements to secure continuity of service delivery.
<b>14.</b>	<b>Accountable Officers</b>
	Jackie Mould, Head of Policy Performance & Improvement Assistant Chief Executive's
	Steve Eling Policy Officer Assistant Chief Executive's

Approvals obtained on behalf of Statutory Officers: -

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	Click here to enter a date.
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	25/08/20
Head of Legal Services (Monitoring Officer)	Bal Nahal	26/08/20

Report Authors: Jackie Mould,  
Head of Policy Performance & Improvement  
Assistant Chief Executive's

Steve Eling  
Policy Officer  
Assistant Chief Executive's

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: Advice Review and Advice Services SLA**

**Directorate: ACX**

**Service area: PPI**

**Lead person: Steve Eling**

**Contact number: 54419**

Is this a:

☐

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

**If other, please specify**

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

The screening covers commissioning of VCS advice service for the years 2021/22, 22/23 and 23/24. The services are to be subject to co-design under the provisions of the Rotherham Compact, resulting in entering into a partnership SLA and award of grants.

The report also recommends improvements to referral for advice provision and updates on progress since the Advice Review Phase 2 report to Cabinet.

### 3. Relevance to equality and diversity

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

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

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

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

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

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

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

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

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

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

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

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

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

Equalities data from current service provision is the starting point for the Equality Analysis. The equalities planning and Equality Analysis will be an integral component of the co-design of services in accordance with the Rotherham Compact.

- **Key findings**

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

Advice services are response driven, meeting demand for support, often by the most vulnerable people in society. Much of the advice demand, especially around benefits and immigration are accessed by people with protected characteristics. Planning of the services has full regard to the needs of protected groups.

- **Actions**

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

Advice services are promoted as meeting the needs of the whole community whilst also focussing on specific areas of need. Support for these services within the VCS is regarded as good work, which also engages volunteers from within the community.

Date to scope and plan your Equality Analysis:	November 2020
Date to complete your Equality Analysis:	February 2021
Lead person for your Equality Analysis (Include name and job title):	Steve Eling

#### 5. Governance, ownership and approval

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

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

## 6. Publishing

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

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

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

<b>Date screening completed</b>	8 <sup>th</sup> July 2020
<b>Report title and date</b>	Advice Review and Advice Services SLA
<b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	Cabinet 20 <sup>th</sup> September 2020
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	

Public Report with Exempt Appendices  
Cabinet

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**Committee Name and Date of Committee Meeting**

Cabinet – 21 September 2020

**Report Title**

Annual Housing Development Report – 2020/21

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

Yes

**Strategic Director Approving Submission of the Report**

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

**Report Author(s)**

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

**Ward(s) Affected**

Various – please see Appendices 3a and 3b.

**Report Summary**

The delivery of new housing plays a critical role in both Rotherham's overall economic growth, and the health and wellbeing of Rotherham's residents. The Council has an ambitious Housing Revenue Account (HRA) funded housing growth programme, including the Site Clusters Programme which has delivered 217 new homes across the borough, Bellows Road which has delivered 58 homes in Rawmarsh, Rothwell Grange which will add a further 44 homes in Broom before the end of the financial year, and most recently a commitment to build 171 new homes in Rotherham town centre. This major investment will be transformational to the town, alongside the Forge Island and other key town centre masterplan projects.

The 2020/21 HRA Business Plan, approved by Council in February 2020, includes an additional £65m for housing growth over the next five years using existing reserves and HRA borrowing, bringing the total forecast HRA investment in the development of new homes to around £130m. Each year, a report will be presented to Cabinet that sets out the programme for the year ahead, and this is the first.

Each report will identify the Council-owned sites proposed for inclusion in the annual programme, to be delivered through a combination of direct delivery by the Council, transfer of land to Registered Provider (Housing Association) partners, and sale of land on the open market. While the majority of these sites are small garage and infill sites within existing neighbourhoods and capable of delivering small numbers of homes, they are an important part of the programme. These are often located in more deprived areas and where there is a strong need for affordable housing, and

due to viability issues the market would not deliver without Council intervention. Alongside Council delivery, the strategic acquisition of Section 106 properties from private developers also forms an important part of the programme, as a key route to replacing council stock sold through the Right to Buy.

As well as setting out the sites proposed as priorities for 2020/21, this report also seeks some new delegated authorities with strict parameters. This is to ensure key opportunities are not missed when they arise, including for example, where unforeseen opportunities arise to acquire homes from the private sector (which are often time limited due to competition from other social housing providers), or where there is an opportunity to complement other key corporate projects such as the Towns Deal where the agility is needed to either utilise or levy HRA resources.

Robust governance arrangements are in place, to ensure each individual scheme complies with strategic, legal, procurement and financial requirements. Consultation with Ward Members is key to ensuring the right housing interventions are made in the right areas and this is built into the process.

The strategic pipeline / annual programme approach set out in this report is primarily intended to facilitate the agility and flexibility needed to deliver against the Council's challenging housing delivery ambitions and to meet local strategic housing need. However, separate individual Cabinet reports will be required where, for example, there are specific local challenges, more than ten homes will be delivered on a site, and / or where a completely new approach to delivery is being proposed as transparency and scrutiny is essential to ensuring the wider housing development programme is right for Rotherham's residents.

## **Recommendations**

1. That Cabinet approves the release of the Council owned sites listed in Appendix 3a for early residential development, subject to development being undertaken directly for council stock with the Council retaining ownership of the land and homes, or by a registered social landlord with the Council retaining tenancy nomination rights where this is deemed to offer better value, and subject to written confirmation of agreement by the relevant Ward Members.
2. That Cabinet note that proposals to deliver more than ten homes on any individual site, will continue to require a separate Cabinet report.
3. That Cabinet gives delegated authority to the Assistant Director for Housing, with agreement from the Section 151 Officer, Cabinet Member for Housing and local Ward Members, to substitute or accelerate sites from the list included as Appendix 3b (strategic pipeline), if any of the primary sites in Appendix 3a prove to be unviable or if additional resources are identified to bring forward more housing.
4. That Cabinet approve the programme of strategic acquisition opportunities listed in exempt Appendix 4, and that authority is delegated up to a maximum value of £1.118m, to the Assistant Director for Planning, Regeneration and Transport to purchase homes from private developers or the open market to add to the Council's stock, upon confirmation of support by the Assistant Director for Housing with agreement from the Section 151 Officer and Cabinet

Member for Housing, and subject to the governance processes set out in section 5. This delegation is sought for a period of 12 months and subject to an annual review.

5. That Cabinet agrees to receive a quarterly report to update on progress of delivery and any changes made as a result of these delegations.

**List of Appendices Included**

Appendix 1 Initial Equality Screening (Part A)

Appendix 2 Equality Analysis (Part B)

Appendix 3a Council-owned sites proposed for early development

Appendix 3b Strategic pipeline of Council-owned sites – 2021/22 projected schemes

Appendix 4 (Exempt) Potential early strategic acquisitions

**Background Papers**

Housing Strategy 2019-22

HRA Business Plan 2020-21

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

Informal Cabinet – 24<sup>th</sup> August 2020

**Council Approval Required**

No

**Exempt from the Press and Public**

Yes or No? If yes, use text below.

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

## Annual Housing Development Report – 2020/21

<b>1.</b>	<b>Background</b>
1.1	The provision of affordable, quality homes across the borough directly contributes to a wide range of Council aims and aspirations, as set out in the Council's Housing Strategy 2019-22 which was approved by Cabinet and published in April 2019. The first chapter of the Strategy is 'Creating Homes', which sets out the key activities the Council will undertake to improve and increase housing in Rotherham.
1.2	<p>Over the past three years, the Council has used Housing Revenue Account (HRA) funding and successfully accessed grant from Homes England to commence an ambitious housing growth programme comprising:</p> <ul style="list-style-type: none"> <li>• Site Clusters programme – 217 new homes</li> <li>• Bungalows programme – six new homes</li> <li>• The Bellows – 58 new homes</li> <li>• Broom Hayes – 44 new homes (all due to be completed during 2020)</li> <li>• 37 more homes acquired through the Strategic Acquisitions Programme (37 since April 2017; 137 in total since 2012)</li> <li>• Approval granted for 171 new homes on three sites in Rotherham Town Centre (all due to be completed during 2022)</li> </ul> <p>The Council has also released land for development by housing associations and private developers, including Chesterhill Avenue and Whinney Hill which will see 237 new homes delivered by Engie, and Dalton Allotments on which Gleeson will deliver around 150 new homes.</p>
1.3	The 2020/21 HRA Business Plan, approved by Council in February 2020, includes an additional £65m to support a strategic pipeline of housing growth over the next five years using existing reserves and HRA borrowing, bringing the total forecast HRA investment in the development of new homes to around £130m. This is an ambitious strategic programme which will help to ensure Rotherham's overall affordable housing need is met, and that the Council has sufficient housing stock for people on the Housing Register.
1.4	<p>In developing the strategic pipeline, the Strategic Housing and Development Service has identified a list of Council owned sites (the majority of which are assumed to be HRA-owned) that are potentially suitable for residential development, in addition to a number of strategic acquisition opportunities, which will contribute to the delivery of this ambitious programme.</p> <p>Actual delivery will be commissioned through an annual programme cycle, with a report being submitted to Cabinet each year seeking approval for new projects. This is the first of these annual reports.</p>
1.5	The sites identified within the 2020/21 programme are mainly small garage or 'infill' sites located within existing neighbourhoods, and are distributed across several different wards. These are listed in Appendix 3a, along with the

	proposed delivery route. Initial assessments of their suitability for residential development have been carried out as part of the shortlisting process, and the detailed viability work will be undertaken once approved.
1.6	<p>Some of the sites listed in Appendix 3a may prove to be difficult for development, or additional resources may be identified to extend a scheme if further land can be included. It is therefore proposed that other sites could be substituted for, or added to the 2020/21 list of sites, provided this is agreed with the local Ward Members, Cabinet Member for Housing and Section 151 Officer.</p> <p>Appendix 3b lists projected 2021/22 sites that are planned to be presented to Cabinet in a future annual report and it is from this list that substitutions or additions would be made, if the delegated authorities recommended within this report are granted.</p>
1.7	<p>In general, homes will be delivered in a range of ways:</p> <ul style="list-style-type: none"> <li>• Direct Council delivery - where the Council procures a construction contractor and retains ownership of the land and the homes</li> <li>• Delivery through the Council's repairs and maintenance contracts with Engie and Mears, where again the Council retains ownership of the land and the homes (the new contract allows for small-scale housing development)</li> <li>• Transferring land to a housing association to build homes for which the Council will then have nomination rights, where this offers better value for money</li> </ul> <p>This diverse approach will allow the Council to engage in several different partnership arrangements, thus maximising the number of private sector businesses it can support which will be important to Rotherham's economic growth recovery following the Covid-19 pandemic.</p>
1.8	<p>Strategic acquisitions also form an important part of the housing delivery programme as they typically offer a more efficient and better value for money route to replacing Council homes lost through the Right to Buy, compared to direct build. It is still important, however, that the Council continues to deliver directly (and strategically enable delivery) on its own land, to provide additionality and to ensure homes are built in areas of high need, where the market would not otherwise deliver without intervention due to viability issues.</p>
1.9	<p>Strategic acquisition opportunities are predominantly expected to result from Section 106 affordable housing planning policy which applies to most larger private sector-led developments.</p> <p>This policy currently provides for up to 25% of the new homes to be supplied as affordable housing and these are offered at a discount from market value to providers of social housing. Section 106 acquisitions are entirely dependent on the private developer's own delivery timescales, and bidding</p>

	<p>for the properties takes place in a competitive environment meaning that the Council needs to be able to react to the opportunity to bid, undertake negotiations and sign-off resulting contracts in an efficient and timely manner to have the best chance of acquiring the new homes.</p> <p>Other forms of acquisition opportunities may also arise, such as the ability to purchase 'second hand' homes from the open market, which can contribute to regenerating areas blighted with empty properties, or even to acquire whole 'turn-key' schemes to help unlock stalled sites and support smaller developers. Where such situations arise, a review of the strategic benefits of the opportunity would take place and any resulting decision to re-prioritise acquisitions would be subject to the delegated decision-making governance arrangements further sought as part of this report, which includes consultation with applicable Ward Members.</p> <p>Appendix 4 (exempt) sets out a number of private-sector developments which are considered likely to present strategic acquisition opportunities in the near future.</p>
<b>2.</b>	<b>Key Issues</b>
2.1	<p><u>Recommendation 1: Releasing early sites for housing development</u></p> <p>The specific approvals being sought for 2020/21, focus on sites which have already been subject to a pre-appraisal process. These are listed as Appendix 3a and the first report recommendation is that Cabinet approves the release of these sites for residential development (subject to confirmation of their suitability and agreement under the delegated powers also being sought through this report).</p> <p>Alternative strategies will be pursued for any sites that are found to be unsuitable, following detailed appraisal work.</p> <p>The sites listed in Appendix 3a will all deliver ten or fewer homes. Any sites capable of delivering more than ten units will continue to require a separate Cabinet report, as per recommendation 2.</p>
2.2	<p><u>Recommendation 3: Delegated authority to make substitutions from the 2021/22 pipeline (Appendix 3b) for sites in Appendix 3a, or add to the list of sites where opportunities arise</u></p> <p>None of the sites listed in Appendix 3a are likely to be straightforward to develop, being generally brownfield and size constrained and there is always a risk that one or more sites may ultimately prove unsuitable for development which could lead to a whole scheme being jeopardised; the most likely effects being reduced or at least delayed delivery and abortive costs.</p> <p>As such, learning derived from recent HRA-led development activity has shown that flexibility to be able to substitute sites where such situations arise is essential to maintaining efficient progress, and also to take advantage of opportunities to accelerate sites and enhance existing schemes where</p>

	<p>available. This could, for example, apply where a new external funding stream is identified, meaning that the ability to mobilise quickly with a 'shovel-ready' site or larger scheme could lead to the acquisition of new funds and accelerate delivery.</p> <p>The sites provisionally identified in the 2021/22 strategic pipeline have been listed in Appendix 3b and it is proposed that the Assistant Director for Housing has the authority to include sites from this list, provided this is agreed with local Ward Members, the Cabinet Member for Housing and the Council's Section 151 Officer.</p>
2.4	<p><u>Recommendation 4: Delegated authority to acquire from the private sector</u></p> <p>Direct Council procured housing development is a key contributor to replacing existing stock which is being lost through the Right to Buy with over 18,000 council homes having been sold since the Right to Buy began. Furthermore, much of the existing stock is ageing, with some areas having homes in the region of 100 years old. Failing to address these issues will lead to a managed decline of council housing and the associated rental income stream, meaning the Council is less able to meet demand over time.</p> <p>However, housing construction is expensive and HRA funded development can only achieve so much without jeopardising the long-term financial viability of the HRA, so opportunities to increase the supply of new Council homes through cost-effective acquisitions such as those available under current Section 106 planning policy provisions, as outlined in section 1.9, are crucial to the success of the overall programme.</p> <p>The Council also has the potential to purchase additional homes at, or closer to market value, which can still represent good value for money, including acquiring long term empty properties and buying back former Council homes which have previously been sold under the Right to Buy.</p> <p>However, the Council does not have direct control over the type of properties being built (although it can influence this) or available, the pace / timeline for availability, or the location. As such, flexibility is needed to be able to respond quickly and efficiently to opportunities as and when they arise so that the Council can prioritise those which provide clear strategic benefit and which best complement the Council's direct delivery activity.</p> <p>The fourth recommendation of this report is therefore that authority is delegated to the Assistant Director for Planning, Regeneration and Transport to purchase homes from the private sector to add to the Council's stock, upon confirmation of support by the Assistant Director for Housing and with agreement from the Section 151 Officer and Cabinet Member for Housing, subject to the governance processes set out in section 5. As above, the delegations sought are not permanent, but for a 12-month period following Cabinet approval, and subject to annual review.</p> <p>The maximum budget allowed for acquisitions in 2021/22 is £1.118m.</p>

2.5	<p><u>High demand for good quality, affordable housing</u></p> <p>There are over 6,000 households on the waiting list for Council housing in Rotherham. These households are likely to be in homes unsuitable for their needs in some way, such as homes which are too small, affected by issues such as damp and disrepair, or inappropriate for someone who is elderly or has a disability. The Council's ambitious housing growth plan is critical to supporting these families into high quality and affordable accommodation, thus contributing to the key strategic priorities of:</p> <ul style="list-style-type: none"> <li>• Every child making the best start in life,</li> <li>• Every adult secure, responsible and empowered, and</li> <li>• A strong community in a clean, safe environment</li> </ul>
2.6	<p><u>Benefits for the borough</u></p> <p>Whilst housing growth is needed to address this demand, it also brings significant and wide-ranging benefits for the local area, most notably economic, and social, health and wellbeing.</p> <p>Housing growth can:</p> <ul style="list-style-type: none"> <li>• Increase economic output</li> <li>• Improve infrastructure</li> <li>• Create more jobs</li> <li>• Improve health and wellbeing by improving the standard of housing</li> <li>• Increase local spend</li> </ul> <p>In addition, the emergence of the Covid-19 crisis is likely to bring about an economic slowdown and dampen the housing market, which means that Council investment into housing growth becomes even more important as it will help to support the private sector at a time when confidence, and therefore investment, from other sources may become more restricted.</p>
2.7	<p><u>Financial support for corporate services</u></p> <p>In addition to the wider economic and health benefits of new housing for the borough as a whole, Council-led delivery will generate substantial revenue income for corporate services. These include internal fees for services such as valuations, design, planning and legal support, as well as external income through increased Council Tax revenue from the new homes.</p>
2.8	<p><u>Council Plan objectives – overall new homes</u></p> <p>The Council Plan includes targets for the overall number of new homes built in Rotherham, and the number of homes delivered as a result of Council intervention. The targets are based on the results of the latest Strategic Housing Market Assessment (SHMA). In 2019/20 the overall number of new homes was 553, of which 177 were delivered through Council intervention, meaning the Council was involved in the delivery of approximately 1/3<sup>rd</sup> of all new homes within the borough.</p>

2.9	<u>Council Plan objectives – new homes delivered through Council intervention</u>
	<p>The target for homes delivered as result of Council intervention is 175 for 2020/21, and 250 for 2021/22. Delivery against targets is essential, and approval of this report will help to ensure they are achieved, but it is equally important that quality and sustainability of new housing developments is taken into account, which in some cases may result in fewer units due to viability issues and ensuring adequate gardens and green space. This is becoming increasingly important for the following reasons:</p> <ul style="list-style-type: none"> <li>• The Council has declared a climate change emergency and it is important to ensure new housing incorporates carbon reduction measures</li> <li>• The Covid-19 pandemic has resulted in widespread home-working and gardens / flexibility for home office space and outdoor amenity space are particularly important</li> <li>• Deprivation is increasing in some areas of Rotherham and it is important to maximise the regenerative benefits and social value of housing development in these areas</li> </ul>
2.10	<u>Energy efficiency and climate change</u> <p>Through its own delivery programme, the Council has the ability to ensure that the new homes are high quality, energy efficient and able to meet the challenge of climate change, irrespective of tenure. It also provides the Council with the opportunity to explore emerging construction methods; often referred to as Modern Methods of Construction, or MMC, which have the potential to out-perform traditional construction in these areas. MMC may also help to accelerate delivery and in the longer term could reduce costs.</p>
2.11	<u>Homes for specialist and acute needs</u> <p>HRA-led housing development has a good track record of bringing forward council rented homes for specialist and acute needs, such as bungalows with specific adaptations. Such development is generally commissioned from other Council service areas such as CYPS or Adult Care, and the forward strategic pipeline will continue to provide opportunities to develop or acquire specialist homes in support of corporate service provision.</p>
2.12	<u>Wider social value</u> <p>The Council will also be able to maximise the social value opportunities of its residential development projects, collaborating with services across the Council at the outset of each new scheme to ensure HRA-led development achieves the best possible outcomes for Rotherham.</p>
2.13	<u>Utilisation of garage sites</u>

	<p>A significant proportion of the land proposed to form part of the longer-term development programme comprises brownfield garage sites. The HRA owns approximately 350 garage sites in total and over the next five years, it is proposed that 55 of these (16%) are developed into housing.</p> <p>A review of HRA land in 2018 identified these garages as potential sites for residential development. These had originally been determined by the Housing Service in 2015 as having lower demand, higher void numbers and / or associated antisocial behaviour issues. There are clear benefits to communities of having high quality new homes, rather than problematic garage sites in their neighbourhoods, but it is recognised that this will result in some garage tenants being inconvenienced and displaced. Therefore a clear communication strategy and protocol will be implemented to support garage tenants throughout the process.</p>
<b>3.</b>	<b>Options considered and recommended proposal</b>
3.1	<p><u>Implement the annual delivery programme with delegated powers (Recommended)</u></p> <p>Implementing the annual programme, drawn down from the five-year strategic pipeline, and delegating the decision-making powers will provide the optimal balance of governance and flexibility to support the delivery of new housing schemes as efficiently as possible.</p> <p>Provision of delegated decision-making powers will allow schemes to be designed and adapted according to the prevalent needs, expectations, constraints and financial performance, whilst high-level governance measures, including the annual Cabinet report, will ensure that the programme remains subject to monitoring and scrutiny. This approach also more closely mirrors other Council capital programmes, such as the Housing repair and maintenance schemes.</p> <p>Delegated powers are sought for a 12-month period following Cabinet approval, rather than as permanent permissions. Future annual reports will provide a review of delegated powers exercised in the preceding period and seek re-approval of temporary delegated powers if appropriate.</p> <p>A quarterly report will be presented to Cabinet, updating on progress against delivery of the programme and detailing any changes made under the delegations requested in this report.</p> <p>This option is recommended.</p>
3.2	<p><u>Approve projects on a scheme by scheme basis (business as usual)</u></p> <p>Housing development is not a linear process or formula, and experience shows that scheme amendments are often required at later stages of the design and implementation. This may be to account for specialist accommodation commissions from other internal directorates or other newly identified priorities for example, or post-procurement amendments needed</p>

	<p>due to ground conditions or planning requirements which can't always be reasonably foreseen due to the complex nature of housing construction.</p> <p>Where scheme approvals are sought from Cabinet on a scheme by scheme basis, this could therefore result in additional Cabinet approvals being necessary to agree even relatively minor scheme amendments and this may be considered an inefficient use of Cabinet's time and would lead to scheme progress stalling whilst an updated authorisation is obtained.</p> <p>The bulk of the HRA-led housing delivery to-date has been approved on this basis and the recommendation to move to an annual programme approach has been derived from the experience and learning gained through this process.</p> <p>This option is not recommended.</p>
3.3	<p><u>Implement a five-year delivery programme</u></p> <p>The proposed annual programme is derived from a planned five-year strategic pipeline, directly linked to the HRA business plan financial modelling which forecasts housing delivery expenditure over an extended period. As such, production and approval of a five-year programme is feasible.</p> <p>However, needs, priorities and general circumstances can change significantly over such a time period and this means that a regular refresh of the programme is likely to be needed to keep it relevant and up-to-date. This may add extra complexity both in the delivery of the programme and the associated governance and will therefore reduce overall efficiency.</p> <p>This option is not recommended.</p>
3.4	<p><u>Not to bring forward any new proposed housing development schemes</u></p> <p>This would not achieve any of the benefits provided by supporting housing growth, would make it significantly more difficult for the Council to achieve its corporate and national targets and means that there would be no mitigation against Council's social housing stock being lost as a result of the Right to Buy.</p> <p>This option is not recommended.</p>
<b>4.</b>	<b>Consultation on proposal</b>
4.1	<p>Ward Members will receive specific briefings on potential sites in their wards and their feedback will be taken into account. Where any site substitutions or additions are required, this will only be done by agreement with local Ward Members as well as the Cabinet Member for Housing and Section 151 Officer.</p> <p>Residents will be consulted via the Planning process, but the Strategic Housing and Development Service has also worked with the Neighbourhood</p>

	Service to assist with disseminating information about development in localities, identifying alignment with ward priorities. An article will also be included in the tenants' magazine, Home Matters, later in the year.
<b>5.</b>	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	<p>To help achieve continuous delivery, the programme will be supported by an annual approvals cycle which will ensure that it is subject to high level oversight at all times.</p> <p>This cycle begins with financial modelling of future planned delivery, which is undertaken as part of the preparation for the HRA Business Plan submission to Cabinet at the end of each year, and culminates in the provision of the annual Housing Development Programme report to Cabinet, of which this report is the first. While this report is being presented to Cabinet in September, future reports will be prepared for May / June Cabinet meetings.</p> <p>The annual approvals cycle is shown below:</p> <pre> graph TD     1["1. July HRA Business Plan Modelling"] --&gt; 2["2. October Capital Programme Proposals"]     2 --&gt; 3["3. December HRA Business Plan Approval"]     3 --&gt; 4["4. February Capital Programme Approval"]     4 --&gt; 5["5. May/June Annual Delivery Pipeline Approval"]     5 --&gt; 1     NewSites["New Sites"] --&gt; 1     5 --&gt; Launch["Launch Projects"]     ADP((Annual Delivery Programme))   </pre>
5.2	<p>The Assistant Director for Housing will have responsibility for implementing the programme, and all decisions made under the delegated powers sought by this report will be supported by a business case and subject to robust governance measures to ensure Cabinet can have confidence about how decisions will be made. All decisions will also be recorded on the Officer Decisions Forward Plan and published via decision records.</p> <p>All other housing growth decisions will be taken in the usual way. Proposals for any Council-owned sites capable of delivering more than ten homes will be brought to Cabinet via separate reports.</p>

5.3	A quarterly report will be presented to Cabinet, updating on progress against delivery of the programme and detailing any changes made under the delegations requested in this report.
<b>6.</b>	<b>Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)</b>
6.1	The report does not seek to increase the use of financial resources above that which has already been approved in the capital programme. Each scheme within the capital programme is assessed against affordability within the context of the HRA Business Plan. This includes, for example, assumptions for unit costs, rental income and the application of both internal and external funding. Changes to the individual schemes will be assessed as part of the governance arrangements.
6.2	There are no direct procurement implications arising from the recommendations detailed in this report. The relevant procurement implications for each site will be considered as they are brought forward as part of the governance arrangements.
<b>7.</b>	<b>Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)</b>
7.1	The delegations sought under this report are consistent with the Council's Constitution and as stated in the body of the report allow for quicker and more flexible decisions to be made in respect of potential housing developments.
7.2	Appropriate governance for each scheme will be undertaken and publication of appropriate Decision records will ensure transparency and accountability in decision-making.
<b>8.</b>	<b>Human Resources Advice and Implications</b>
8.1	There are no Human Resources implications arising from this report.
<b>9.</b>	<b>Implications for Children and Young People and Vulnerable Adults</b>
9.1	The development programme includes two, three and four bedroom homes which will allow families with children to access high quality, affordable homes, thus contributing to improving children's health, wellbeing and opportunity.
9.2	Bungalows and, where appropriate, accessible apartments will be delivered which will allow older and disabled people to live in safe, suitable accommodation that meets their needs and allows them to live independently for longer.
<b>10.</b>	<b>Equalities and Human Rights Advice and Implications</b>

10.1	The Council holds a wealth of housing intelligence data which will be used to determine local housing need and prioritise areas for investment. Overall, Rotherham needs more homes for older people, people with disabilities, people seeking affordable home ownership and single person households, and there is a clear need for more affordable housing, in general, across the borough. These needs will be reflected in the range of tenure, types and sizes of homes included in the programme. Delivery of this programme will therefore offer more opportunities for older people, disabled people, families with children and single people to access high quality and affordable homes.
10.2	Surveys will be carried out with the occupants of new homes, and equality and diversity results analysed and compared with other relevant data sets such as the Housing Register. This will allow the Council to understand whether any protected characteristic groups are over or under-represented in new build homes, and take appropriate action if required.
<b>11.</b>	<b>Implications for Ward Priorities</b>
11.1	<p>The 2020/21 delivery cycle affects four wards.</p> <p>The Strategic Housing and Development Service will liaise with Neighbourhoods Team and Ward Members to ensure any social value opportunities are aligned with local priorities.</p>
<b>12.</b>	<b>Implications for Partners</b>
12.1	<p>The 2020/21 delivery cycle and longer-term development programme will provide a number of opportunities for new partnerships to be formed as individual schemes are brought forward.</p> <p>As a blended programme with no 'one size fits all' approach to procurement and delivery, there will be opportunities for both large and small (SME) private sector construction companies and Registered Providers (housing associations) to work with the Council. This will help to both support and diversify the local construction industry.</p>
12.2	The Council has an existing partnership with Engie and Mears through the housing repairs and maintenance contracts and the existing contract terms do allow for some housing development. As such, the development programme may also provide an opportunity for the partners to work with the Council on housing development schemes where this would not be at a detriment to the core repair and maintenance functions.
12.3	Registered Providers of social housing form an important part of the housing market. The Council has a successful track record of working with Registered Provider partners to bring land forward for development and maintains strong relationships with many of the largest and most reputable Registered Providers which operate both locally and nationally.

	The programme makes provision for the transfer of land to Registered Providers for which the Council would receive nomination rights to help address demand from the Council's Housing Register.
12.4	The programme may also provide opportunities to work with community led organisations who wish to develop and manage housing within their community.
<b>13.</b>	<b>Risks and Mitigation</b>
13.1.	<p><u>Coronavirus existing implications</u></p> <p>Successful delivery of the housing delivery programme is heavily dependent on there being capacity within the construction sector and other associated private sector bodies to undertake the work. The national crisis caused by the coronavirus pandemic is expected to have a significant bearing as much of the sector will have been scaled back in response to the crisis and will take time to re-mobilise, affecting the likely timescales for delivery.</p> <p>This may also lead to a situation whereby demand for construction services increases faster than the sector's ability to meet the demand, reducing the effectiveness of market competition. This could manifest as increases to build costs as companies look to work for 'the highest bidder' and unmet demand as some customers are prioritised over others.</p> <p><u>Mitigation</u></p> <p>As a matter of sensible caution, some of the schemes originally planned for delivery in 2020/21 have been deferred until at least 2021/22 to help manage the volume of work the Council will bring to the market in the short to medium term.</p> <p>Furthermore, the delivery programme has been designed to be flexible and is linked to longer term financial modelling within the HRA Business Plan, meaning that there is scope to both defer more schemes if needed, or conversely, if the sector is showing that it is able to meet demand, bring schemes forward to accelerate delivery. This one of the reasons why a list of sites in the 2021/22 strategic pipeline is presented as part of this report.</p> <p>Financial modelling has also made prudent assumptions around build costs meaning that the Council has the ability to cope should industry average build costs increase in the short term, provided the costs remain affordable and still represent fair market value.</p>
13.2	<p><u>Coronavirus 'second wave' or local outbreak</u></p> <p>In addition to the existing effects of the coronavirus pandemic, a further 'second wave' or localised outbreak would cause further complications for the development programme, mostly likely taking the form of a repeat of the issues outlined in 13.1 above.</p> <p><u>Mitigation</u></p> <p>The primary issue would be that of delayed starts, and stalled progress on individual schemes owing to the likelihood of further lockdown measures.</p>

	However the flexibility designed within the programme would allow for this to be adequately managed until such a time as work can recommence.
13.3	<p><u>Site suitability</u></p> <p>Bringing sites forward for new housing is not an exact science as there are many different factors which can affect not just whether a site can be developed at all, but also what type of housing can be delivered and how many homes can be built.</p> <p>Working through all these considerations takes time and the risk is that sites earmarked for new housing can, even at a very late stage in the process, be found to be unsuitable or need to be heavily restricted in terms of the type and numbers of new housing which can ultimately be achieved.</p> <p>It is also recognised that the 2020/21 delivery programme focusses on small 'brownfield' infill and incidental green space sites which are more likely to be constrained from a housing delivery perspective in comparison to larger sites.</p> <p>In addition, whilst the majority of sites are expected to be HRA owned, being generally situated within or adjacent to existing HRA managed estates, it is possible that some sites may be held outside of the HRA.</p> <p><u>Mitigation</u></p> <p>All of the sites proposed for delivery in 2020/21 have been subject to initial appraisals to give confidence as to their suitability for housing development. These appraisals have considered the site layout and above ground conditions, known restrictions and obstructions, and have also taken into account indicative feedback from the Planning service.</p> <p>Recent experience has also shown that 'below ground' conditions, these being issues which only become apparent through digging into the ground, can have a significant impact on planned schemes. Consequently, the 2020/21 programme and subsequent programmes will have a greater emphasis on pre-scheme investigatory works to help identify otherwise unforeseen problems. All sites proposed to be developed in 2020/21 have had external 'phase 1' site investigations (SIs) commissioned and will also have intrusive 'phase 2' SIs prior to taking any site to market. Phase 2 SIs involve drilling bore holes across the site to try and locate any below ground issues.</p> <p>A supporting 'action planning' process has also been implemented which will coordinate actions needed to resolve any known site constraints, where feasible, prior to delivery.</p> <p>However, where sites are ultimately deemed to be unsuitable for new housing, or where an issue has been identified which will take a significant amount of time to resolve, the 2021/22 strategic pipeline list included as part of this report will allow the site to be substituted whilst limiting impact on delivery timescales and costs.</p>

	<p>Otherwise, where sites are found to be held outside of the HRA, internal consultation processes in respect of the scheme being proposed would determine whether the site can be brought forward for development through the HRA, and if not, site substitution would be explored under the delegated powers being sought as part of this report.</p>
13.4	<p><u>Internal staff resources</u></p> <p>Delivery of housing on HRA sites, both through direct delivery build contracts and also when selling a site or transferring to a Registered Provider partner, involves staff resources from a number of service areas, most notably Housing, Asset Management and Planning.</p> <p>As a consequence, resourcing limitations, including short term staffing shortages, could impair the pace of delivery and in a worst-case scenario could lead to increased costs.</p> <p><u>Mitigation</u></p> <p>The 2020/21 delivery programme will be led by the Strategic Housing and Development service and has been developed with internal staff resource availability in mind.</p> <p>Discussions have already taken place with other key service areas to consider both the feasibility and resource needs of the programme for the 2020/21 programme and beyond.</p> <p>Delivery of the programme will be supported by an agreed cross-service resourcing plan which will be overseen by a project oversight group made up of key officers, meeting monthly.</p>
13.5	<p><u>Local resident opposition</u></p> <p>It is not unusual for a housing development to experience opposition from local residents, especially those who will have an immediate border to the site. This can be for a variety of reasons, from just having a preference to maintain what they know and are comfortable with, i.e. the 'status quo', because they feel the new homes will spoil views from their residence, or perhaps because of concerns about the new residents.</p> <p><u>Mitigation</u></p> <p>It is very difficult to entirely mitigate against such concerns, and they can often be restricted to those who immediately border the site, whilst the wider community may be more supportive. Indeed, many communities would welcome development of sites which may be attracting fly-tipping or anti-social behaviour on account of disuse.</p> <p>Early involvement with Ward Members will be key to identifying any local community concerns and briefings have already been issued for Wards which will be affected by the programme. This will allow community feedback to be taken into account where reasonable to do so as part of the process of developing the individual schemes.</p>

	The planning process also allows for consultation in respect of the proposed development, allowing residents the opportunity to make comments and raise objections as part of a formal, nationally recognised process, with subsequent decisions also then being made in-line with national guidance and legislative requirements where applicable.
<b>14.</b>	<b>Accountable Officers</b>
	Tom Bell, Assistant Director for Housing
	Jane Davies, Head of Strategic Housing and Development
	David Bagnall, Housing Development Manager

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	Click here to enter a date.
Strategic Director of Finance & Customer Services (S.151 Officer)	Named officer	Click here to enter a date.
Head of Legal Services (Monitoring Officer)	Named officer	Click here to enter a date.

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

## PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

### 1. Title

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

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

**Service area:** Strategic Housing and Development

**Lead person:** Jane Davies

**Contact number:** 07500102498

Is this a:

☐

**Strategy / Policy**

☒

**Service / Function**

☐

**Other**

**If other, please specify**

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

The annual programme of housing development.

### 3. Relevance to equality and diversity

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- **Key findings**

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

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

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

- **Actions**

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

- Feed into allocations policy review and equalities assessment – Oct 20
- Conduct new build survey and analyse equalities and diversity data – Nov 20
- For each scheme, consult with colleagues in AC and CYPS to identify any particular needs that can be met through the scheme - ongoing
- Review this equalities analysis annually, alongside future annual housing development Cabinet reports - annual

Date to scope and plan your Equality Analysis:	14/08/20
Date to complete your Equality Analysis:	28/08/20
Lead person for your Equality Analysis (Include name and job title):	Lindsey Castle Housing Development Co-ordinator

## 5. Governance, ownership and approval

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

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

## 6. Publishing

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

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

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

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

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

## PART B – Equality Analysis Form

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

This form:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Decisions will be formally recorded and published.

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

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

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

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

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

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

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

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

**How does the Policy/Service meet the needs of different communities and groups?** (Protected characteristics of Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity) - see glossary on page 14 of the Equality Screening and Analysis Guidance)

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

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

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

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

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

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

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

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

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

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

No negative impacts have been identified/are anticipated.

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

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

If the analysis is done at the right time, i.e. early before decisions are made, changes should be built in before the policy or change is signed off. This will remove the need for remedial actions. Where this is achieved, the only action required will be to monitor the impact of the policy/service/change on communities or groups according to their protected characteristic - See page 11 of the Equality Screening and Analysis guidance

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

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

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

## 6. Governance, ownership and approval

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

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

## 7. Publishing

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

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

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

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

### Appendix 3a: Council-owned sites proposed for early development

The following schemes are proposed to form the 2020/21 delivery programme.

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

Scheme	Delivery Method	Site	Locality	Ward	Est. New Homes
SOAHP Small Sites	Council Build (Procured)	Arundel Avenue Braithwell Road	Treeton Ravenfield	Rother Vale Silverwood	7 5
East Herringthorpe Site Assembly	Council Build (Procured)	Greenfield Road	East Herringthorpe	Valley	6
		Hounsfield Crescent	East Herringthorpe	Valley	2
		Hounsfield Road	East Herringthorpe	Valley	2
		Langley Close	East Herringthorpe	Valley	1
		Langley Close	East Herringthorpe	Valley	2
Thrybergh Site Assembly	Council Build (Procured)	St Leonards Ave / Bowen Drive	Thrybergh	Silverwood	4
		Staple Green	Thrybergh	Silverwood	1
Wingfield Site Assembly	Council Enabled (Land Sale/Transfer)	Loy Close 1-12	Wingfield	Wingfield	2
		Loy Close 34-54	Wingfield	Wingfield	3
		Orchard Flatts Crescent	Wingfield	Wingfield	5
		Orchard Flatts Crescent 20-28	Wingfield	Wingfield	1
		Teesdale Road	Wingfield	Wingfield	10

### Appendix 3b: Strategic pipeline of Council-owned sites – 2021/22 projected schemes

The strategic pipeline sets out anticipated HRA-led housing development on Council-owned land for the period 2021/22.

Some sites may ultimately not come forward for development, whilst other sites may be added into the pipeline at a later date, and the pipeline will continue to be refined over time.

2021/22 Projected Schemes					
Scheme	Delivery Method	Site	Locality	Ward	Est. New Homes
Eastwood Development	Council Build (Procured)	Netherfield Court	Eastwood	Rotherham East	25
Kiveton Park Site Assembly	Council Build (Procured)	Littlemoor Avenue (site 1)	Kiveton Park	Wales	2
		Littlemoor Avenue (site 2)	Kiveton Park	Wales	2
		Sycamore Avenue	Kiveton Park	Wales	4
Thurcroft Site Assembly	Council Build (Procured)	Arbour Drive	Thurcroft	Rother Vale	1
		Cedric Crescent	Thurcroft	Rother Vale	3
		St Edmunds Avenue	Thurcroft	Rother Vale	3
		The Crescent End	Thurcroft	Rother Vale	2
West Melton Site Assembly	Council Build (Procured)	Christchurch Road	West Melton	Hoover	2
		Christchurch Road	West Melton	Hoover	1
		Dryden Road (North)	West Melton	Hoover	2
		Dryden Road (South)	West Melton	Hoover	1
		Princess Street	West Melton	Hoover	6
Miscellaneous Sites	Council Build (Procured)	Mill Lane	South Anston	Anston & Woodsetts	4
		Elm Tree Road	Maltby	Hellaby	2
		Wadsworth Road	Bramley	Hellaby	4
		Hill Top Lane	Richmond Park	Rotherham West	12
		Favell Road	East Herringthorpe	Valley	30

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

Document is Restricted

Public Report  
Cabinet

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**Committee Name and Date of Committee Meeting**

Cabinet – 21 September 2020

**Report Title**

Public Space Protection Order Proposals – September 2020

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

Yes

**Strategic Director Approving Submission of the Report**

Paul Woodcock, Strategic Director of Regeneration and Environment

**Report Author(s)**

Sam Barstow

Head of Community Safety and Regulatory Services

Sam.barstow@rotherham.gov.uk

**Ward(s) Affected**

Borough-Wide

**Report Summary**

The current Town Centre Public Spaces Protection Order and the transitioned borough-wide dog fouling Public Spaces Protection Order expire in September and October 2020 respectively. This report details the response to the full public consultation.

The production of the report to Cabinet in July 2020 with proposals for consultation were delayed significantly due to Covid-19 pandemic work taking priority within the service. Given that, a request was made for this decision to be exempt from call-in to prevent a potential gap between the old and any proposed new Order. Any delay caused by the call-in process would seriously prejudice the Council's or the public's interests.

The Chair of Overview and Scrutiny Management Board and the Leader of the Opposition have agreed that a decision to exempt this decision from call-in is reasonable in the circumstances and have agreed to it being dealt with as an urgent matter.

## **Recommendations**

1. The Cabinet approve the two draft Public Space Protection Orders attached as appendix 2 and 3 containing the following restrictions/requirements

### **2. Town Centre and Clifton Park PSPO**

- a) Behaving in such a way or using language that causes, or is likely to cause, harassment, alarm or distress to another person.
- b) Making unsolicited approaches, in the open air, for the purposes of face-to-face fundraising and marketing of commercial products, carried out by organisations without prior written permission from the Council.
- c) Failing to keep a dog on a leash and under control (otherwise than within the designated area within Clifton Park, where dogs may be off leads but must remain under control, see attached maps)
- d) Littering
- e) Urinating or defecating in a public place, other than within designated public toilets.
- f) Spitting saliva or any other product from the mouth
- g) Consuming alcohol other than on licensed premises or at a licensed event

### **3. Borough Wide Dog Fouling PSPO**

- a. If a dog defecates on any land to which this Order applies and the person who is in charge of the dog at the time fails to remove the faeces from the land forthwith, that person shall be guilty of an offence unless:
  - i. That person has reasonable excuse for failing to do so; or
  - ii. The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to that person failing to do so.
- b. This Order does not apply to a person where:
  - i. that person is registered as a blind person in a register compiled under section 29 of the National Assistance Act 1948; or
  - ii. has a disability as defined by the Equality Act 2010 or its successor and who relies upon an accredited assistance dog trained by an accredited member of Assistance Dogs International (ADI) or the International Guide Dog Federation (IGDF) or other prescribed charity.

## **List of Appendices Included**

- Appendix 1 Equality Impact Assessment
- Appendix 2 Draft Order – Town Centre and Clifton Park
- Appendix 3 Draft Order – Borough-wide
- Appendix 4 Policing Responses

**Background Papers**

[Anti-Social Behaviour Crime and Policing Act 2014](#)  
[Statutory Guidance – ASB and Crime Act](#)  
[Report to Cabinet July 2020](#)

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

Name of Committee – Click here to enter a date.

Name of Committee – Click here to enter a date.

**Council Approval Required**

No

**Exempt from the Press and Public**

No

## Public Space Protection Order Proposals – September 2020

<b>1.</b>	<b>Background</b>
1.1	The Anti-Social Behaviour, Crime and Policing Act 2014 created powers to introduce Public Spaces Protection Orders (PSPOs) in order to prevent individuals or groups committing anti-social behaviour in public spaces. The introduction of these powers superseded previous legislation, such as Dog Control Orders, contained within the Clean Neighbourhoods and Environment Act 2005. This allowed that the Council's existing Dog Control Order, which prohibited the fouling of land by dogs, was transitioned into a PSPO. This PSPO will expire on 19th October, 2020.
1.2	On 11 <sup>th</sup> September, 2017, Cabinet and Commissioners' Decision Making Meeting agreed the implementation of a new Public Spaces Protection Order from 1st October, 2017, prohibiting a number of behaviours in the town centre that are considered to be anti-social behaviour. This is effective until the Order expires on 30th September, 2020.
1.3	On 20th July, 2020 approval was given by the Cabinet to undertake a full public consultation in relation to both of the orders listed above, being satisfied that the evidence exists to meet the thresholds set within the Anti-Social Behaviour, Crime and Policing Act 2014 (the Act).
<b>2.</b>	<b>Key Issues</b>
2.1	<p>A full public consultation was launched on 3rd August, 2020 and concluded on 31st August, 2020, running for a period of four weeks. The consultation plan outlined a list of specific individuals who have been directly contacted, alongside the open and publicised consultation:</p> <ul style="list-style-type: none"> <li>• South Yorkshire Police – District Commander</li> <li>• Police Crime Commissioner – Dr Alan Billings</li> <li>• South Yorkshire Fire and Rescue</li> <li>• Communities and Communities of Interest (Dog Walker Group, Business Groups)</li> <li>• Voluntary and Community Sector Organisations</li> <li>• Groups representing protected characteristics and especially visually impaired for conditions related to dogs <ul style="list-style-type: none"> <li>○ Hate Crime Scrutiny Group (who represent all protected characteristics)</li> <li>○ Age UK</li> <li>○ Sense</li> <li>○ Speakup</li> <li>○ Clifton Partnership</li> <li>○ Further organisations were also contacted and the above is not exhaustive</li> </ul> </li> <li>• All Ward Councillors</li> <li>• RMBC departments: <ul style="list-style-type: none"> <li>○ Early Help – Kirsty Woodhead</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Youth Offending Service – Emma Ellis</li> <li>○ Community Protection – Craig Cornwall, Richard Bramall, Chris Stone</li> <li>○ Housing – Paul Walsh</li> <li>○ Homelessness Team – Jill Jones/Kim Firth</li> <li>○ Neighbourhoods – Martin Hughes</li> <li>○ Greenspaces – Andy Lee</li> <li>○ Highways – Colin Knight</li> <li>○ Rotherham Youth Cabinet</li> <li>● Transport <ul style="list-style-type: none"> <li>○ Travel South Yorkshire – Rotherham Interchange</li> <li>○ National Rail – Rotherham Railway Station</li> </ul> </li> <li>● Schools and Colleges <ul style="list-style-type: none"> <li>○ Rotherham College</li> </ul> </li> <li>● Community Organisations <ul style="list-style-type: none"> <li>○ REMA – Emma Sharp</li> <li>○ Friends of Clifton Park Community Group</li> </ul> </li> <li>● Businesses <ul style="list-style-type: none"> <li>○ Rotherham Voice (all town centre businesses) – Simeon Leach</li> <li>○ Barnsley and Rotherham Chamber of Commerce – Simeon Leach</li> <li>○ Rotherham Markets – Dean Thurlow</li> </ul> </li> <li>● Parish and Town Councils <ul style="list-style-type: none"> <li>○ Anston Parish Council</li> <li>○ Aston cum Aughton Parish Council</li> <li>○ Bramley Parish Council</li> <li>○ Brampton Bierlow Parish Council</li> <li>○ Brinsworth Parish Council</li> <li>○ Catcliffe Parish Council</li> <li>○ Dalton Parish Council</li> <li>○ Dinnington St. John's Town Council</li> <li>○ Firbeck Parish Council</li> <li>○ Gildingwells Parish Council</li> <li>○ Harthill with Woodall Parish</li> <li>○ Hellaby Parish Council</li> <li>○ Hooton Levitt Parish Council</li> <li>○ Hooton Roberts Parish Council</li> <li>○ Laughton en le Morthen Parish Council</li> <li>○ Letwell Parish Council</li> <li>○ Maltby Town Council</li> <li>○ Orgreave Parish Council</li> <li>○ Ravenfield Parish Council</li> <li>○ Thorpe Salvin Parish Council</li> <li>○ Thrybergh Parish Council</li> <li>○ Thurcroft Parish Council</li> <li>○ Todwick Parish Council</li> <li>○ Treeton Parish Council</li> <li>○ Ulley Parish Council</li> <li>○ Wales Parish Council</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>○ Waverley Community Council</li> <li>○ Wentworth Parish Council</li> <li>○ Whiston Parish Council</li> <li>○ Wickersley Parish Council</li> <li>○ Woodsetts Parish Council</li> </ul>
2.2	<p>The following communications activity has taken place in order to promote the consultation:</p> <ul style="list-style-type: none"> <li>• Press release distributed to all local and regional media, including the Sheffield Star, Yorkshire Post, Rotherham Advertiser, Radio Sheffield, and local TV stations</li> <li>• Email distributed to all local councillors</li> <li>• Two notices in the external residents COVID newsletter (which goes to around 30-40,000 residents)</li> <li>• Targeted email bulletin on Monday 24<sup>th</sup> August to subscriber topics of Parks News, Rotherham Town Centre News and also the New Consultations and Reviews topic. Total number of email recipients, 10,038 subscribers.</li> <li>• Inclusion in the weekly members newsletters</li> <li>• Inclusion in the neighbourhood bulletin to residents</li> <li>• Regular posts on the Council's social media account (Twitter and Facebook) throughout August, increased to daily postings from the 18<sup>th</sup> August</li> <li>• Postings on the Clifton Park website and Rotherham Town Centre Facebook pages</li> <li>• Regular posting on the Community Safety Facebook pages</li> <li>• Article in the Rotherham Advertiser</li> <li>• Report on local radio station Rother FM</li> <li>• Coverage in the Rotherham Gazette</li> <li>• Article in <a href="#">Rothbiz</a></li> <li>• Article posted on the Council's website with a link from the main home page <a href="https://www.rotherham.gov.uk/news/article/171/consultations-under-way-on-extension-to-public-space-protection-orders">https://www.rotherham.gov.uk/news/article/171/consultations-under-way-on-extension-to-public-space-protection-orders</a></li> <li>• Articles in internal briefing to Council staff</li> </ul>
2.3	<p>In terms of the public consultation, this was primarily delivered via an online survey, however, paper copies were made available and every premise (private or business) within the town centre and Clifton park area received a letter directly. The consultation gathered 373 online responses.</p>
2.4	<p>In terms of the respondents to the online survey themselves:</p> <ul style="list-style-type: none"> <li>• 368 were from individuals with six response from organisations</li> <li>• 55% of respondents were female and 38% male (with the remainder preferring not to answer).</li> <li>• 87% of respondents described their ethnicity as 'White British', with a relatively large proportion of respondents (9%) preferring not to answer.</li> <li>• Only 3% of respondents described their ethnicity as being other than 'White British'.</li> </ul>

	<ul style="list-style-type: none"><li>54% of respondents were over 55 years of age, and only 5% of responses were received from people under the age of 34.</li></ul> <p>Responses to the online consultation have therefore not reflected the diversity of Rotherham, or of the more specific areas of Clifton Park and the Town Centre. This was a concern identified during the development of the consultation and this was a driving factor for contacting a number of representative organisations, as listed in section 2.1.</p>																																				
2.5	<p>Respondents are primarily individuals in relation to the online survey with one organisation responding through this method. Respondents overall were more likely to visit Clifton Park regularly than Rotherham Town Centre. Overall, people strongly agreed with the making of the order on the same terms as those proposed.</p>																																				
2.6	<p>The following Chart and Table details the level of support for each individual condition.</p> <p><b>Chart 1 – Level of Support for Conditions</b></p> <div><p>Opinions on Prohabitation</p><table><thead><tr><th>Condition</th><th>Keep the prohibition as it is</th><th>Change the prohibition</th><th>Remove the prohibition altogether</th></tr></thead><tbody><tr><td>Behaviour</td><td>250</td><td>30</td><td>10</td></tr><tr><td>Dog fouling</td><td>280</td><td>70</td><td>10</td></tr><tr><td>Fundraising and marketing</td><td>250</td><td>20</td><td>10</td></tr><tr><td>Litter</td><td>240</td><td>40</td><td>10</td></tr><tr><td>Dog control</td><td>240</td><td>30</td><td>10</td></tr><tr><td>Urinating or defecating</td><td>260</td><td>20</td><td>10</td></tr><tr><td>Spitting</td><td>260</td><td>20</td><td>10</td></tr><tr><td>Alcohol</td><td>250</td><td>20</td><td>10</td></tr></tbody></table></div>	Condition	Keep the prohibition as it is	Change the prohibition	Remove the prohibition altogether	Behaviour	250	30	10	Dog fouling	280	70	10	Fundraising and marketing	250	20	10	Litter	240	40	10	Dog control	240	30	10	Urinating or defecating	260	20	10	Spitting	260	20	10	Alcohol	250	20	10
Condition	Keep the prohibition as it is	Change the prohibition	Remove the prohibition altogether																																		
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Spitting	260	20	10																																		
Alcohol	250	20	10																																		

<b>Table 1 – Level of Support for Conditions (%)</b>								
	Behavi our	Dog foulin g	Fundr aising and marke ting	Litter	Dog contro l	Urinat ing or defeca ting	Spittin g	Alcoh ol
Keep the prohib ition as it is	87%	80%	90%	86%	84%	92%	92%	91%
Chang e the prohib ition	10%	19%	7%	12%	12%	6%	7%	7%
Remo ve the prohib ition altoge ther	3%	1%	3%	2%	4%	2%	1%	2%
2.7	As can be seen, there is strong support to keep the current prohibitions in place, as they are, for every condition. The written comments have also been analysed, particularly in areas where individuals had selected the option to either change the condition or remove it all together. In the majority of cases additional comments remained supportive of the condition itself but requested further expansion, tougher penalties or a greater geographical area. In respect of tougher penalties, the legal provisions are clear and the £100 fine is the maximum that can be issued under a PSPO however, repeat offenders will likely face further investigation where additional powers could be applied specific to individuals. With respect to the condition covering a greater geographical area, this cannot be addressed within this particular report however the option of a PSPO to address issues in any geographic location are routinely considered.							
2.8	A range of statutory consultees are identified within the guidance and in particular this relates to the Police and Crime Commissioner, District Commander of Police and the fire and rescue service. Written responses have been received from the Police and Crime Commissioner and the District Commander of Police and both provide broad support for the proposals. Both responses are attached as appendix 4.							
2.9	A specific detailed representation was also made in relation to dogs being kept on a lead within the Clifton Park area and was based on a Freedom of Information request which showed no complaints relating to this type of							

	behaviour and therefore expressing the view this should be removed as a prohibition. The details of the Act are clear and are referred to in section 7. As can be noted, the Act allows for conditions to be made relating to behaviours likely to occur in an area and likely to have a detrimental impact. The case for introduction of the order is reinforced by the responses to the consultation overall, as detailed above. The consultation also asked people to identify whether they were dog walkers and when these responses are analysed, the proposal still enjoy broad support overall with 81% of people who identified as dog walkers being in favour of the Town Centre and Clifton Park Proposals (of 73 total respondents), with 88% (of 104 total respondents) agreeing with the borough-wide dog fouling proposal.
3.	<b>Options considered and recommended proposal</b>
3.1	The public consultation sought views as to whether the order should be made on the conditions proposed, whether further changes should be made or whether a further order should be made at all. Overwhelmingly, as can be noted from the analysis above, there is strong support for each individual condition proposed.
3.2	A review of the comments made and written responses has not identified any further conditions that would be appropriate at this stage, though this is subject to constant review.
4.	<b>Consultation on proposal</b>
4.1	The details of the responses to the consultation are discussed within the main body of the report.
5.	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	As can be noted above, implementation of the order must take place before the end of September in order to maintain the current provisions. Subject to approval, both orders would seek to commence on the 1 <sup>st</sup> October 2020 and will last for a period of three years.
6.	<b>Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)</b>
6.1	The costs associated with this consultation have been minimal, as the majority of the consultation has been undertaken on-line. All costs have been contained within the Service's approved revenue budget. In addition, all staff and non-pay costs associated with the on-going enforcement of these PSPOs will be contained within the Service's approved revenue budget.
7.	<b>Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)</b>

7.1	<p>The power to introduce a Public Spaces Protection Order is set out in the Anti-Social Behaviour, Crime and Policing Act 2014. The Act gives the Council the authority to draft and implement a Public Spaces Protection Order in response to particular issues affecting the community, provided it is satisfied on reasonable grounds that two conditions are met.</p> <p>The first condition is that:</p> <p>(a) activities carried on in a public place within the authority's area have had a detrimental effect on the quality of life of those in the locality, or</p> <p>(b) it is likely that activities will be carried on in a public place within that area and that they will have such an effect.</p> <p>The second condition is that the effect, or likely effect, of the activities:</p> <p>(a) is, or is likely to be, of a persistent or continuing nature,</p> <p>(b) is, or is likely to be, such as to make the activities unreasonable, and</p> <p>(c) justifies the restrictions imposed by the notice.</p> <p style="padding-left: 40px;">The Council will need to weigh up all of the evidence and consider the consultation responses, in order to assess whether it is satisfied that the above conditions are met and to assess whether it is satisfied that the Public Spaces Protection Order is necessary and proportionate in the circumstances.</p>
7.2	<p>The Act sets out the ability to challenge the validity of any Order and so it is vital the Council follows the correct process in terms of the implementation of the Order and this includes the requirement to consult. The Council must carry out the necessary consultation, the necessary publicity and the necessary notification (if any), before:</p> <p>(a) making a public spaces protection order,</p> <p>(b) extending the period for which a public spaces protection order has effect, or</p> <p>(c) varying or discharging a public spaces protection order.</p>
7.3	<p>The Council must consult with:</p> <p>(a) the chief officer of police, and the local policing body, for the police area that includes the restricted area;</p> <p>(b) whatever community representatives the local authority thinks it appropriate to consult;</p> <p>(c) the owner or occupier of land within the restricted area (this does not apply to land that is owned and occupied by the local authority and applies only if, or to the extent that, it is reasonably practicable to consult the owner or occupier of the land).</p>

	Proper consideration needs to be given to all consultation responses, when considering the test for the implementation of a Public Spaces Protection Order.
7.4	<p>The Council must also comply with the necessary publicity and notification requirements set out in the Act.</p> <p>The necessary publicity means:</p> <p>(a) in the case of a proposed order or variation, publishing the text of it;  (b) in the case of a proposed extension or discharge, publicising the proposal.</p> <p>The necessary notification requirements means notifying the following authorities of the proposed order, extension, variation or discharge:</p> <p>(a) the parish council or community council (if any) for the area that includes the restricted area;  (b) in the case of a public spaces protection order made or to be made by a district council in England, the county council (if any) for the area that includes the restricted area.</p>
7.5	Any Order can last for a maximum of 3 years, unless extended under the provisions of the Act and any such Order can be varied and/or discharged at any time.
8.	<b>Human Resources Advice and Implications</b>
8.1	No direct HR implications arising from this report. Some Council officers and Police staff are authorised to deal with breaches of the PSPO. There are no additional resources to support this work and in both instances the order currently exist and therefore do not require additional resources.
9.	<b>Implications for Children and Young People and Vulnerable Adults</b>
9.1	This order seeks to both protect the public and address poor behaviour. It is anticipated that implementation of this order will have a positive effect on all within the community by tackling ASB.
10.	<b>Equalities and Human Rights Advice and Implications</b>
10.1	<p>The Council has considered the potential impact of a Public Spaces Protection Order on different sections of the community during implementation. Specific efforts have been made to contact specific groups relating to disability such as sense and speakup. The elements of the order relating to dogs do not apply to individuals registered as having a visual impairment.</p> <p>The draft Order and consultation requirements comply with the requirements of the public sector equality duty under the Equalities Act</p>

	2010. Although not contained within the legislation, the Council has carried out an Equalities Impact Assessment (see Appendix 1) to establish whether any proposed Public Spaces Protection Order will have a disparate impact on groups with protected characteristics.
<b>11.</b>	<b>Implications for Ward Priorities</b>
11.1	The consultation touched on key Ward priorities relating to safe and clean agendas and therefore the proposal is likely to generate interest in most Wards, but in particular Boston Castle and those Wards with Parish or Town Councils.
11.2	Ward Members, Parish and Town Councils, have been consulted in accordance with the requirements of the Anti-Social Behaviour, Crime and Policing Act 2014.
<b>12.</b>	<b>Implications for Partners</b>
12.1	South Yorkshire Police are a key partner in the delivery of the requirements of Public Spaces Protection Orders. PSPOs are enforceable by both Council officers and Police Officers/Police Community Support Officers. Direct consultation has taken place with the Police who are supportive of the order, as noted above.
12.2	Businesses, particularly those within the town centre are likely to have an interest in ensuring that any impacts on the town centre from unacceptable behaviours, are made known to the Council, and in particular where these behaviours might affect the attractiveness of Rotherham as a place to do business or visit.
12.3	South Yorkshire Police, the Police and Crime Commissioner, and Barnsley and Rotherham Chamber of Commerce have been consulted under the provisions of the Anti-Social Behaviour, Crime and Policing Act 2014.
<b>13.</b>	<b>Risks and Mitigation</b>
13.1.	Any proposals must be considered in the context of the staff and resources available to enforce any provisions that are implemented in order to ensure that any measures that may be desired can be included in a meaningful way.
<b>14.</b>	<b>Accountable Officers</b>
	Sam Barstow, Head of Community Safety and Regulatory Services

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	04/09/20
Strategic Director of Finance & Customer Services (S.151 Officer)	Named officer	Click here to enter a date.
Head of Legal Services (Monitoring Officer)	Named officer	Click here to enter a date.

*Report Author: Sam Barstow*  
*Head of Community Safety and Regulatory Services*  
*Sam.barstow@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: Public Space Protection Order Proposals September 2020**

**Directorate:**  
**Regeneration and Environment**

**Service area:**  
**Community Safety**

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

**Contact number:**  
**07748143370**

Is this a:

☐

**Strategy / Policy**

☐

**Service / Function**

☒

**Other**

**If other, please specify: Legal Order**

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

Public Space Protection Orders (PSPOs) are a legal provision which allow Council's to impose restrictions or requirements on individual's behaviour, in specific areas, to tackle anti-social behaviour. PSPOs last for a maximum of three years and at which time must be reviewed and if still required, a further order being made.

There are two orders being proposed, the first covers the whole of the Rotherham Borough area and would make it an offence to fail to clean up after your dog.

The second order covers the Town Centre and Clifton Park areas and contains the following conditions:

- a) Behaving in such a way or using language that causes, or is likely to cause, harassment, alarm or distress to another person.
- b) Making unsolicited approaches, in the open air, for the purposes of face-to-face fundraising and marketing of commercial products, carried out by organisations without prior written permission from the Council.
- c) Failing to keep a dog on a leash and under control (otherwise than within the designated area within Clifton Park, where dogs may be off leads but must remain under control, see attached maps)
- d) Littering
- e) Urinating or defecating in a public place, other than within designated public toilets.
- f) Spitting saliva or any other product from the mouth
- g) Consuming alcohol other than on licensed premises or at a licensed event

### 3. Relevance to equality and diversity

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

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

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

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>		X
Could the proposal affect service users? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i>	X	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? <i>(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)</i>	X	

Have there been or likely to be any public concerns regarding the proposal? <i>(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)</i>	X	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? <i>(If the answer is yes you may wish to seek advice from commissioning or procurement)</i>		X
Could the proposal affect the Council's workforce or employment practices? <i>(If the answer is yes you may wish to seek advice from your HR business partner)</i>		X
If you have answered no to all the questions above, please explain the reason		

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

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

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

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

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

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

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

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

Both proposals will be subject to a full public consultation and the demographics of respondents will be monitored. Throughout the consultation contact will be made specifically with a range of individuals including relevant ward members and the Chair and vice chair of the Independent Hate Crime Scrutiny Panel.

The proposals themselves are developed in a way that seeks to protect all individuals from certain behaviours known to have an impact on the quality of life of people in the areas affected. Victims of anti-social behaviour are often indiscriminate but at times behaviour can amount to hate incidents or crimes, this is particularly relevant when

examining the town centre proposals which seeks to control behaviour such as spitting and foul and abusive language, behaviours often used in committing hate related crimes or incidents. The PSPO should not replace any thorough investigation relating to any crimes but does provide supplementary powers to challenge behaviours early and reinforce positive standards.

- **Key findings**

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

The conditions proposed do not target any groups with protected characteristics but may support the prevention of any such groups becoming victims of anti-social behaviour.

These types of order are used in areas where behaviours or the likely occurrence of such behaviour is likely to impact on the quality of life of others. Enforcement of the orders is consistent across all groups other than young people and it is therefore critical that the order and conditions, if imposed, are understood by all. This means that communication of any order if made will be key and must be done in such a way as to reach all communities.

- **Actions**

Ensure full public consultation  
 Ensure consultation is promoted where possible  
 Monitor and review equalities information  
 Consider equalities within any communications plan for the order if made.

Date to scope and plan your Equality Analysis:	17/08/20
Date to complete your Equality Analysis:	31/08/20
Lead person for your Equality Analysis (Include name and job title):	Sam Barstow Head of Community Safety and Regulatory Services

## 5. Governance, ownership and approval

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

Name	Job title	Date
Steve Parry	Community Safety Officer – Protecting Vulnerable Adults	
Tom Smith	Assistant Director Community Safety and Street Scene	

## 6. Publishing

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

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

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

<b>Date screening completed</b>	17/08/20
<b>Report title and date</b>	Public Space Protection Orders September 2020
<b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	Report date – Cabinet September 2020
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	17/08/20

## 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: Public Space Protection Orders (PSPO) September 2020	
Date of Equality Analysis (EA): 31 <sup>st</sup> August 2020	
Directorate: Regeneration and Environment	Service area: Community Safety
Lead Manager: Sam Barstow	Contact number: 07748143370
Is this a:	
<input type="checkbox"/> Strategy / Policy	<input checked="" type="checkbox"/> Service / Function
<input checked="" type="checkbox"/> Other	
If other, please specify	

**Legal Order****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)
Steve Parry	RMBC	Community Safety Officer – Protecting Vulnerable Adults
Sam Barstow	RMBC	Head of Service
Steve Ealing	RMBC	Policy Officer

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

The policy affects all members of the public using any of the areas defined, particularly for people who live within the defined areas or who use them regularly. As a result, the proposals have been subject to a full public consultation. In the town centre and Clifton Park areas, residents and businesses within the affected areas have been written to directly.

In relation to dog fouling specifically, clearly those using assistance dogs, particularly with a visual impairment could be adversely impacted. This is accounted for within legislation and will be a specific exemption within the PSPO.

It is further recognised that individuals with learning difficulties or mental health issues may find it difficult to comply with conditions relating to behaviour that causes or may causes harassment alarm or distress.

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

In terms of survey respondents, the following provides a breakdown of demographics:

Sexual orientation	
Bisexual	6
Gay/Lesbian	7
Heterosexual	302
Prefer not to say	47
Other	2

Fig 9 – sexual orientation

Gender	
Male	140
Female	199
Prefer not to say	26

Trans?	
Yes	1
No	364
Prefer not to say	30

Fig 10 – gender breakdown

Ethnicity	
White british	318
White other	0
Black	0
Pakistani	2
Mixed heritage	4
Other	6
Prefer not to say	32

Figure 11 - Ethnicity breakdown

Religion	
Christian	159
Muslim	2
Hindu	0
Sikh	0
Atheist	37
Agnostic	27
Atheist	0
Buddhist	2
No religion or belief	72
Prefer not to say	61
Other	5

Figure 12 – Religious breakdown

Age	
24 & Under	0
25 - 34	20
35 - 44	57
45 - 54	62
55 - 64	89

65 - 74	90
75+	19
Prefer not to say	29

Figure 13 – Age breakdown

Contact has also been made with organisation such as Sense, Speakup and Age UK. Representative groups have also been contacted such as the Hate Crime Scrutiny Group who represent all protected characteristics. No substantive written responses have been received but a number of online surveys were completed by organisations. The following comment made direct reference to disabilities within the online survey response *“People with hidden disabilities can cause people alarm, distress, nuisance or annoyance. It is there disability. The current order makes them anxious about going out incase they get into trouble. The current order means people with hidden disabilities cannot go to town or clifton park.”*

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

Whilst there are limited numbers of individuals with protected characteristics stating so within the survey response it is not thought that significant gaps in knowledge exist as a result of these orders being in place for a number of years.

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

In relation to dog fouling, those with a visual impairment are clearly exempted within the PSPO and will not face enforcement action.

The recommendation is to make the PSPOs on the same terms as have existed for the past three years. During this time no adverse impacts in relation to equalities have been identified.

In order to guide enforcement, operational guidance is in place for all officers and has been tested repeatedly over previous years.

Individual uses of the powers will be monitored and particular regard will be given to any protected group that appears to be adversely affected, particularly where this relates to a communication barrier.

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

Full public consultation delivered between the 3<sup>rd</sup> and 31<sup>st</sup> August 2020.

Additional direct contact with the following:

- South Yorkshire Police – District Commander
- Police Crime Commissioner – Dr Alan Billings

	<ul style="list-style-type: none"> <li>• South Yorkshire Fire and Rescue</li> <li>• Communities and Communities of Interest (Dog Walker Group, Business Groups)</li> <li>• Voluntary and Community Sector Organisations</li> <li>• Groups representing protected characteristics and especially visually impaired for conditions related to dogs <ul style="list-style-type: none"> <li>○ Hate Crime Scrutiny Group (who represent all protected characteristics)</li> <li>○ Age UK</li> <li>○ Sense</li> <li>○ Speakup</li> <li>○ Clifton Partnership</li> <li>○ Further organisation were also contacted and the above is not exhaustive</li> </ul> </li> <li>• All Ward Councillors</li> <li>• RMBC departments: <ul style="list-style-type: none"> <li>○ Early Help – Kirsty Woodhead</li> <li>○ Youth Offending Service – Emma Ellis</li> <li>○ Community Protection – Craig Cornwall, Richard Bramall, Chris Stone</li> <li>○ Housing – Paul Walsh</li> <li>○ Homelessness Team – Jill Jones/Kim Firth</li> <li>○ Neighbourhoods – Martin Hughes</li> <li>○ Greenspaces – Andy Lee</li> <li>○ Highways – Colin Knight</li> <li>○ Rotherham Youth Cabinet</li> </ul> </li> <li>• Transport <ul style="list-style-type: none"> <li>○ Travel South Yorkshire – Rotherham Interchange</li> <li>○ National Rail – Rotherham Railway Station</li> </ul> </li> <li>• Schools and Colleges <ul style="list-style-type: none"> <li>○ Rotherham College</li> </ul> </li> <li>• Community Organisations <ul style="list-style-type: none"> <li>○ REMA – Emma Sharp</li> <li>○ Friends of Clifton Park Community Group</li> </ul> </li> <li>• Businesses <ul style="list-style-type: none"> <li>○ Rotherham Voice (all town centre businesses) – Simeon Leach</li> <li>○ Barnsley and Rotherham Chamber of Commerce – Simeon Leach</li> <li>○ Rotherham Markets – Dean Thurlow</li> </ul> </li> <li>• Parish and Town Councils <ul style="list-style-type: none"> <li>○ Anston Parish Council</li> <li>○ Aston cum Aughton Parish Council</li> <li>○ Bramley Parish Council</li> <li>○ Brampton Bierlow Parish Council</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>○ Brinsworth Parish Council</li> <li>○ Catcliffe Parish Council</li> <li>○ Dalton Parish Council</li> <li>○ Dinnington St. John's Town Council</li> <li>○ Firbeck Parish Council</li> <li>○ Gildingwells Parish Council</li> <li>○ Harthill with Woodall Parish</li> <li>○ Hellaby Parish Council</li> <li>○ Hooton Levitt Parish Council</li> <li>○ Hooton Roberts Parish Council</li> <li>○ Laughton en le Morthen Parish Council</li> <li>○ Letwell Parish Council</li> <li>○ Maltby Town Council</li> <li>○ Orgreave Parish Council</li> <li>○ Ravenfield Parish Council</li> <li>○ Thorpe Salvin Parish Council</li> <li>○ Thrybergh Parish Council</li> <li>○ Thurcroft Parish Council</li> <li>○ Todwick Parish Council</li> <li>○ Treeton Parish Council</li> <li>○ Ulley Parish Council</li> <li>○ Wales Parish Council</li> <li>○ Waverley Community Council</li> <li>○ Wentworth Parish Council</li> <li>○ Whiston Parish Council</li> <li>○ Wickersley Parish Council</li> <li>○ Woodsetts Parish Council</li> </ul>
<b>Engagement undertaken with staff (date and group(s) consulted and key findings)</b>	Consultation promoted internally.

#### 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 order seeks to protect all those visiting, living or working within the defined areas from the behaviour outline below:

Borough Wide – Failing to clean up after your Dog

Town Centre and Clifton Park –

Acting in a way that causes or may cause harassment, alarm or distress

Approaching people for marketing or fund-raising purposes, without a license

Dropping litter

Keeping dogs on a lead (other than in the designated dog exercise areas in Clifton Park)

Urinating or defecating in public

Spitting

Drinking alcohol (when not within the boundaries of a licenced premise)

Risks have been identified above in relation to people who are visually impaired or suffer mental health issues or learning difficulties.

In relation to visual impairment, individuals will be specifically exempt within the terms of the order, excluding them from any adverse impact.

Issues relating to mental health are addressed within existing officer guidance.

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

In relation to the town centre and Clifton park order, the range of conditions will need to be carefully communicated to ensure awareness, this is particularly relevant where a language barrier may exist.

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

The policy seeks to provide protection to all groups from anti-social behaviour.

**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)

Through full public consultation and the design of the order intended to tackle negative, anti-social behaviour it is believed the order will have an overall positive affect 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

<b>Title of analysis: PSPO Proposals September 2020</b>
<b>Directorate and service area: Regeneration and Environment, Community Safety and Street Scene</b>
<b>Lead Manager: Sam Barstow</b>
<b>Summary of findings:</b>
<p><b>Broadly the order is designed to support positive community relations by making clear behaviour that is unacceptable and providing the authorities the powers to enforce.</b></p> <p><b>In relation to the town centre, as the order is unique, effective communications must be established in the event the order is made to ensure all communities are informed, particularly those protected by the race/ethnicity characteristic.</b></p>

<b>Action/Target</b>	<b>State Protected Characteristics as listed below</b>	<b>Target date (MM/YY)</b>
<b>Development of a communication plan to support implementation of the order</b>	<b>RE</b>	<b>1<sup>st</sup> October 2020</b>


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

## 6. Governance, ownership and approval

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

Name	Job title	Date
Sam Barstow	Head of Service	31 <sup>st</sup> August 2020
Tom Smith	Assistant Director	31 <sup>st</sup> August 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](mailto:equality@rotherham.gov.uk) For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

<b>Date Equality Analysis completed</b>	31 <sup>st</sup> August 2020
<b>Report title and date</b>	PSPO Proposals September 2020
<b>Date report sent for publication</b>	31 <sup>st</sup> August 2020

<b>Date Equality Analysis sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	Draft – 17 <sup>th</sup> August 2020 Final - 31 <sup>st</sup> August 2020
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**Public Spaces Protection Order**  
**Anti-Social Behaviour, Crime and Policing Act**  
**Part 4 Chapter 2 Section 59**

**The Rotherham Metropolitan Borough Council (Town Centre and Clifton Park)**  
**Public Spaces Protection Order 2020**

1. Rotherham Metropolitan Borough Council has exercised its powers under the Anti-Social Behaviour, Crime and Policing Act 2014 ("the Act") and being satisfied that all the requirements of the Act have been met hereby makes the following Order, known as:

**The Rotherham Metropolitan Borough Council (Town Centre and Clifton Park) Public Spaces Protection Order 2020**

2. This Order shall come into operation on [insert date] and shall have an effect for 3 years thereafter, unless extended, varied or discharged by further order as set out in the Act.
3. The Council is satisfied that the conditions set out in Section 59 (2) of the Act have been met. Namely, that activities carried out in a public place within the authority's area have had or it is likely that they will have a detrimental effect on the quality of life of those in the locality, namely:
  - 3.1 Using loud, foul and abusive language.
  - 3.2 Carrying out promotional or fundraising work, obstructing pavements and approaching people in the street so as to cause them annoyance.
  - 3.3 Dogs approaching strangers whilst off the lead, at times frightening them or their animal who may be on a lead or under proper control.
  - 3.4 The throwing down of any waste.
  - 3.5 Urinating or defecating in public.
  - 3.6 Spitting saliva or any other product from the mouth.
  - 3.7 Acting in a drunken manner, which may include being loud, intimidating or incapable.
4. The Council is also satisfied that the conditions set out in Section 59 (3) of the Act have been met. Namely, that the effect or likely effect of the activities is, or is likely to be, of a persistent or continuing nature and that these activities are unreasonable and justify the restrictions imposed by this Order and that it is in all the circumstances expedient to make this Order for the purpose of reducing crime and/or anti-social behaviour in a public place.
5. The effect of this Order is to prohibit the following activities within the restricted area as shown on the map contained in Schedule 1:

- 5.1 Behaving in such a way or using language that causes, or is likely to cause, harassment, alarm or distress to another person.
  - 5.2 Making unsolicited approaches, in the open air, for the purposes of face-to-face fundraising and marketing of commercial products, carried out by organisations without the prior written permission from the Council.
  - 5.3 Failing to keep a dog on a leash and under control (otherwise than within the designated area within Clifton Park as shown on the map contained in Schedule 2, where dogs may be off leads, but must remain under control.
  - 5.4 Depositing and leaving litter.
  - 5.5 Urinating or defecating in public, other than within designated public toilets.
  - 5.6 Spitting saliva or any other product from the mouth.
  - 5.7 Consuming alcohol other than on licensed premises or at a licensed event.
6. Unless otherwise stated, the prohibitions contained in this Order shall apply to all persons, at all times of the day and all days of the week throughout the calendar year and throughout the entirety of the restricted area.
  7. Any person who carries out acts from which they are prohibited from doing under this Order, within the restricted area, commits an offence under section 67 of the Act and is liable to receive a fixed penalty notice at a maximum of £100 and on summary conviction to a fine not exceeding level 3 on the standard scale (£1,000).
  8. Any person who commits an offence under 5.7 above is also guilty of an offence under section 63 of the Act if they fail to comply with the request of an authorised officer to surrender any sealed or unsealed containers of alcohol in their possession and is liable to receive a fixed penalty notice at a maximum of £100 and on summary conviction to a fine not exceeding level 2 on the standard scale (£500).
  9. An authorised person may issue a fixed penalty notice to anyone he or she believes has committed an offence. The level of the fixed penalty shall be £100. A person committing an offence and failing to pay the fixed penalty may be prosecuted.
10. Additional Information and Definitions for the purpose of the Order:
    - 10.1 “Public place” means any place to which the public or any section of the public has access, on payment or otherwise, as a right or by virtue of express or implied permission.
    - 10.2 “Alcohol” has the meaning given by section 191 of the Licensing Act 2003.

10.3 “Authorised person” means a police officer, an employee of Rotherham Metropolitan Borough Council or other person who is authorised in writing by the Council.

11. In accordance with section 66 of the Act, any interested person who wishes to challenge the validity of this Order on the grounds that the Council did not have the power to make the Order or that a requirement under the Act has not been complied with may apply to the High Court within six weeks from the date upon which the Order is made.

THE COMMON SEAL OF )

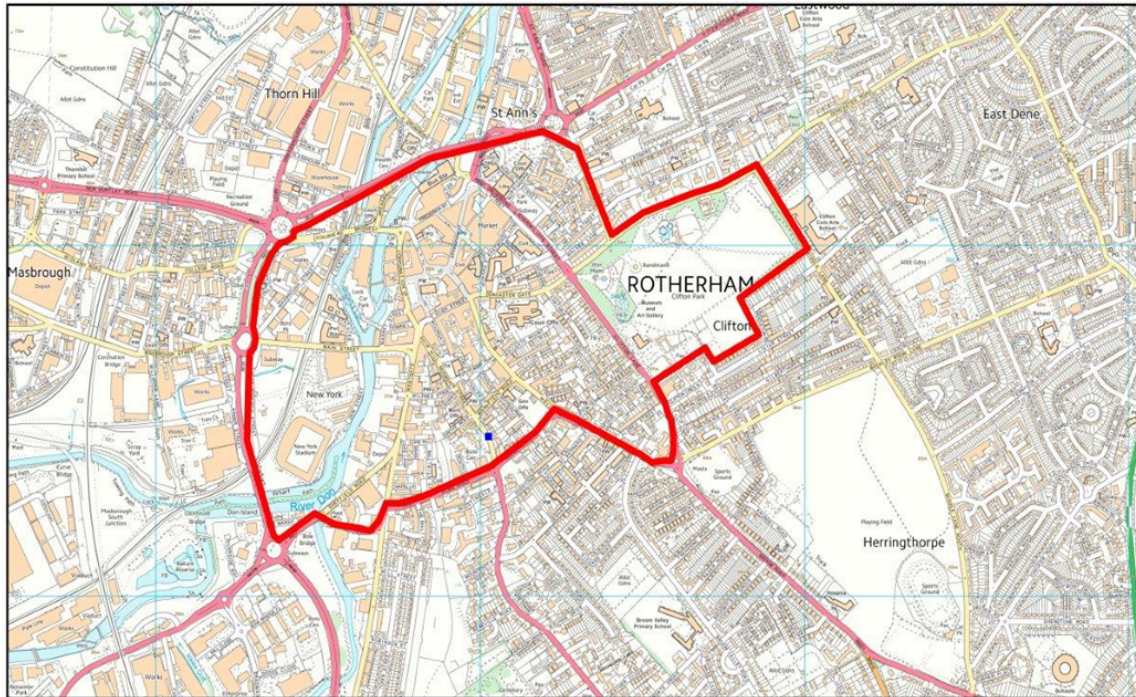
ROTHERHAM METROPOLITAN )

BOROUGH COUNCIL )

was affixed to this Order )

in the presence of )

Duly Authorised Officer



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Scale 1:1250

Proposed PSPO

Rotherham MBC  
Land Terrier, Land, Estates  
Riverside House, Main Street  
ROTHERHAM S60 1AE



Schedule 2 - Clifton Park – Dog Exercise Area (black thatched area)



**Public Spaces Protection Order**  
**Anti-Social Behaviour, Crime and Policing Act**  
**Part 4 Chapter 2 Section 59**

**The Rotherham Metropolitan Borough Council (Dog Fouling) Public Spaces  
Protection Order 2020**

1. Rotherham Metropolitan Borough Council has exercised its powers under the Anti-Social Behaviour, Crime and Policing Act 2014 ("the Act") and hereby makes the following Order, known as:

**The Rotherham Metropolitan Borough Council (Dog Fouling) Public Spaces  
Protection Order 2020**

2. This Order shall come into operation on [insert date] and shall have an effect for 3 years thereafter, unless extended, varied or discharged by further order as set out in the Act.
3. The Council is satisfied that the conditions set out in Section 59 (2) of the Act have been met. Namely, that activities carried out in a public place within the authority's area have had or it is likely that they will have a detrimental effect on the quality of life of those in the locality, namely the failure of persons to remove dog faeces from land.
4. The Council is also satisfied that the conditions set out in Section 59 (3) of the Act have been met. Namely, that the effect or likely effect of the activities is, or is likely to be, of a persistent or continuing nature and that these activities are unreasonable and justify the restrictions imposed by this Order and that it is in all the circumstances expedient to make this Order for the purpose of reducing crime and/or anti-social behaviour in a public place.
5. The terms of the Order are follows:

5.1 If a dog defecates on any land to which this Order applies and the person who is in charge of the dog at the time fails to remove the faeces from the land forthwith, that person shall be guilty of an offence unless:

- i. That person has reasonable excuse for failing to do so; or
- ii. The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to that person failing to do so.

5.2 This Order does not apply to a person where:

- i. that person is registered as a blind person in a register compiled under section 29 of the National Assistance Act 1948; or
  - ii. has a disability as defined by the Equality Act 2010 or its successor and who relies upon an accredited assistance dog trained by an accredited member of Assistance Dogs International (ADI) or the International Guide Dog Federation (IGDF) or other prescribed charity.
6. Unless otherwise stated, the prohibitions contained in this Order shall apply to all persons, at all times of the day and all days of the week throughout the calendar year and throughout the entirety of the restricted area as shown on the map contained in Schedule 1.
7. Any person who fails to comply with the terms of this Order commits an offence under section 67 of the Anti-Social Behaviour, Crime and Policing Act 2014 and is liable to receive a fixed penalty notice at a maximum of £100 and on summary conviction to a fine not exceeding level 3 on the standard scale (£1,000).
8. An authorised person may issue a fixed penalty notice to anyone he or she believes has committed an offence. The level of the fixed penalty shall be £100. A person committing an offence and failing to pay the fixed penalty may be prosecuted.
9. Additional Information and Definitions for the purpose of the Order:
  - 9.1 A person who habitually has a dog in his possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog.
  - 9.2 Placing the faeces in receptacle on the land which is provided for the purpose of, or for the disposal of, dog faeces shall be sufficient removal from the land.
  - 9.3 Being unaware of the defecation (whether by reason of not being in the vicinity or otherwise), or not having a device for or other suitable means of removing the faeces shall not be reasonable excuse for failing to remove the faeces.
  - 9.4 "Public place" means any place to which the public or any section of the public has access, on payment or otherwise, as a right or by virtue of express or implied permission.
  - 9.5 "Land" refers to all land, including access land in the Borough of Rotherham which is open to air (which includes land that is covered but open to the air on at least one side), to which the public are entitled or permitted to have access (with or without payment).

9.6 Each of the following is a “prescribed charity”:

- i. Guide Dogs (Registered Charity Number: 209617).
- ii. Hearing Dogs for Deaf People (Registered Charity Number: 293358).
- iii. Dogs for Good (Registered Charity Number: 1092960).
- iv. Support Dogs (Registered Charity Number: 1088281).
- v. Canine Partners (Registered Charity Number: 803680).
- vi. Dog A.I.D. (Registered Charity Number: 1178719).
- vii. Medical Detection Dogs (Registered Charity Number: 1124533).
- viii. The Seeing Dogs Alliance (Registered Charity Number: 1156790).

9.7 “Authorised person” means a police officer, an employee of Rotherham Metropolitan Borough Council or other person who is authorised in writing by the Council.

10. In accordance with section 66 of the Act, any interested person who wishes to challenge the validity of this Order on the grounds that the Council did not have the power to make the Order or that a requirement under the Act has not been complied with may apply to the High Court within six weeks from the date upon which the Order is made.

THE COMMON SEAL OF )

ROTHERHAM METROPOLITAN )

BOROUGH COUNCIL )

was affixed to this Order )

in the presence of )

Duly Authorised Officer

## Schedule 1 – Map of the Designated Area – The Rotherham Metropolitan Borough Council Area



**Response of the Police District Commander**

Hi Sam,

Supported by South Yorkshire Police:

The proposed extension to the PSPO has been reviewed. In the past three years, 168 fines for breaches of the Town Centre Public Spaces Protection Order have been issued and a further 39 fines have been issued to individuals who have allowed their dogs to foul on land open to the public. The requirement for this order remains current and appropriate. The extension will capture emerging needs and displacement from the original PSPO.

Thanks

Steve

**Stephen Chapman**

**Temp Chief Superintendent 744851**

**Rotherham District Commander**

South Yorkshire Police

Main Street Police Station

Main Street

Rotherham

S60 1QY

T: 01709 832001 (Ext:722001)

M: 07464985282



12 August 2020

Sam Barstow

Community Safety and Street Scene

Regeneration and Environment

Wing B, Floor 2,

Rotherham Metropolitan Borough Council

Riverside House

Main Street

Rotherham, S60 1AE

Dear Sam

Public Space Protection Order Consultation

I write to support the proposal to extend the Public Space Protection Order for Rotherham town centre. I believe the existing PSPO has proved valuable in reducing anti-social behaviour in the centre and given the evidence provided by the police the extension is justified.

All good wishes

A handwritten signature in black ink that reads 'Alan Billings'.

Dr Alan Billings

South Yorkshire Police and Crime Commissioner.