

## OVERVIEW AND SCRUTINY MANAGEMENT BOARD

- Date and Time :-** Wednesday 16 December 2020 at 11.00 a.m.
- Venue:-** Microsoft Teams Meeting
- 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 18 November 2020 (Pages 4 - 14)**

To consider the minutes of the meeting of the Overview and Scrutiny Management Board held on 18 November 2020 and approve to 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 December 2020. Members of the Overview and Scrutiny Management Board are invited to comment and make recommendations on the proposals contained within the report.

**6. Year Ahead Plan - Quarterly Progress Report (Pages 15 - 44)**

Cabinet Portfolio: - Leader

Strategic Directorate: - Assistant Chief Executive

**7. Housing Revenue Account Business Plan 2020-21 (Pages 45 - 75)**

Cabinet Portfolio: - Housing

Strategic Directorate: - Adult Care, Housing and Public Health

**8. Housing Rent and Service Charges 2021-22 (Pages 76 - 97)**

Cabinet Portfolio: - Housing

Strategic Directorate: - Adult Care, Housing and Public Health

**9. Neighbourhood Road Safety Fund Programme (Pages 98 - 114)**

Cabinet Portfolio: - Waste, Roads and Community Safety

Strategic Directorate: - Regeneration and Environment

**For Information/Monitoring:-**

**10. Work Programme (Pages 115 - 136)**

To consider the Board's Work Programme.

**11. Forward Plan of Key Decisions (Pages 137 - 144)**

To review and identify items for pre-decision scrutiny from the Forward Plan of Key Decisions.

**12. Call-in Issues**

To consider any issues referred for call-in from recent Cabinet meetings.

**13. Urgent Business**

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

**14. Date and time of next meeting**

The next meeting of the Overview and Scrutiny Management Board will be held on Wednesday 20 January 2021 as a Microsoft Teams Meeting.

*Sharon Kemp.*

SHARON KEMP,  
Chief Executive.

**OVERVIEW AND SCRUTINY MANAGEMENT BOARD**  
**Wednesday, 18th November, 2020**

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

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

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

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

**244.       DECLARATIONS OF INTEREST**

There were no declarations of interest.

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

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

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

**Resolved: -**

That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for agenda item 8, SEND Sufficiency Development Phase 3, if reference is made to the exempt appendences attached to the report on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 3 (financial and business affairs) of Part 1 of Schedule 12A of the Act.

**247.       MEDIUM TERM FINANCIAL STRATEGY**

Consideration was given to a report that was submitted for pre-decision scrutiny ahead of the Cabinet meeting scheduled for 23 November 2020 in respect of the Medium-Term Financial Strategy. The Cabinet Member for Finance and Corporate Services, the Strategic Director for Finance and Customer Services and the Assistant Director - Financial Services attended the meeting to present the report.

The Cabinet Member for Finance and Corporate Services advised that the report provided a review and update of the Council's Medium-Term Financial Strategy up to 2022/23. It was noted that the report provided an interim review and that it would be revised further in advance of the Council Budget setting meeting in March 202 in order to take account of the Local Government Finance Settlement for 2021/22 and budget policy proposals on council tax, fees and charges and any budget investment.

The Cabinet Member advised that the review of the Medium-Term Financial Strategy, along with the latest Financial Monitoring report were

predicting that there would be a balanced financial outturn position achieved for 2020/21. The Cabinet Member also noted that the current position would enable £4.3m top-up to reserves, as detailed in the Budget and Medium-Term Financial Strategy to be made, as well as preserving the £4million budget contingency and savings that had arisen in 2020/21 to be used to support the 2021/22 budget.

The Strategic Director for Finance and Customer Services noted the challenges that the Council continued to face with regards to the financial impact and ongoing uncertainty related to the pandemic and noted that the review of the Medium-Term Financial Strategy had incorporated adjustments to the assumptions previously made as a response to the ongoing uncertainty. The Strategic Director advised however that the improved position relating to the Council's reserves, the level of which had increased from £11million to £25million over the last few years put the Council's finances in a much stronger position than would have been the case had the level of reserves not increased.

Members welcomed the report and the assurances that the Council was predicting a balanced budget 2020/21 and 2021/22. Members also noted with approval that the Council was also in a position to increase its levels of reserves held at this difficult time. Members also noted the difficult financial situation that faced the country after the pandemic and their concerns on the impact of a prolonged recession and the return of austerity on the Council's finances.

The Chair asked for further information on the confidence levels regarding the assumptions that had been included in the report that were predicting a balanced budget for 2020/21. The Strategic Director advised that the assumptions that had been included in the Medium-Term Financial Strategy had high confidence levels, having been based on the current challenging financial situation. The Strategic Director advised however that there were risks surrounding increased social care costs and around savings targets not being met, emphasising the importance of these savings being made in order to support the ability of the Council to deliver balanced budgets into the future.

Members asked whether the initial announcement regarding the Local Government Financial Settlement from the Government, as scheduled in mid-December was being expected to be made as scheduled. The Strategic Director advised that there had been no information received to indicate that the details of the settlement would not be announced as scheduled.

Members asked for further information on how the budget for Children's Services in areas of spending that were greatly demand led, were being managed and how work was being carried out to deliver the required savings in these areas was progressing. The Strategic Director assured members that officers in Children and Young People's Services were confident that a balanced budget could be delivered and advised that

despite the challenges of dealing with the pandemic that the directorate had still managed to deliver some of its required savings. The Strategic Director noted however that this budget area and its need to deliver on savings targets was a significant area of budgetary risk.

Members asked for further information and assurances about the budget contingencies that had been included in the strategy. The Strategic Director assured members that contingencies to safeguard the outturn of the budget had been included in the preparation of the Medium-Term Financial Strategy. The Strategic Director advised that it was possible that the budget outturn position for the current year would end up being more positive than was currently being predicted with the more positive outturn being used to support the budget in future more challenging years. The Strategic Director advised that it would become increasingly difficult into the future for new areas of savings to be found, and advised that if more savings were to be found that the time and related costs involved in identifying and delivering some of these savings could outweigh their eventual financial benefit.

The Chair thanked the Cabinet Member for Finance and Corporate Services, the Strategic Director for Finance and Customer Services and Assistant Director - Assistant Director – Financial Services for attending the meeting and for answering members' questions.

**Resolved: -**

1. That Cabinet be advised that the recommendations be supported.
2. That if the assumptions that have been used in the development of the Medium-Term Financial Strategy change substantially before the Overview and Scrutiny Management Board is consulted on the Council's Budget proposals, then a further report be presented to the Overview and Scrutiny Management Board.

**248. SEPTEMBER 2020/21 FINANCIAL MONITORING**

Consideration was given to a report that was submitted for pre-decision scrutiny ahead of the Cabinet meeting scheduled for 23 November 2020 in respect of September Financial Monitoring 2020/21. The Cabinet Member for Finance and Corporate Services, the Strategic Director for Finance and Customer Services and the Assistant Director – Financial Services attended the meeting to present the report.

The Cabinet Member for Finance and Corporate Services advised that the report was the latest in a series of financial monitoring reports and noted that the current report detailed the Council's the financial position as at the end of September 2020. The Cabinet Member stated that as at September 2020, the Council had a forecast year-end overspend of

£23.7m on the General Fund, this however was mitigated in part by the Governments provision of COVID-19 emergency support grant and a Sales, Fees and Charges Income Compensation scheme that meant that the net forecast budget outturn was showing a £2.3m overspend was being forecast.

The report provided a full and detailed analysis on the current budget position (as at September 2020) for each of the Council's directorates as well as current information regarding the Council's Housing Revenue Account and Capital Programme.

Members asked for further information on how changes to how the NHS funded discharge packages would impact the Adult Care budget. The Assistant Director – Financial Services noted that changes to how care packages were funded made earlier during the pandemic, where care packages that in normal times would have been funded by the Council had been funded by the NHS had created savings in the Adult Care budget. The Assistant Director advised that with the change of how care packages had been funded, taken alongside the additional support being provided by the Government to support essential Council services throughout the winter period, it was anticipated that any changes to how the NHS funded care packages would not have a significant impact on the Adult Care budget.

Members asked for assurances that the Council had the procedures in place to continue to manage the significant financial impacts of the pandemic. The Strategic Director for Finance and Customer Services noted that a significant challenge surrounding budget management was managing changes to processes and funding made as a result of frequent changes of Government policy. The Strategic Director advised that the rigorous financial control, reporting and oversight procedures that had been implemented at the start of the pandemic had been hugely beneficial in enabling effective budget management and control at the Council during a very challenging period. The Strategic Director assured members that the learning from pandemic would be analysed and reviewed in order to take forward improved ways of working.

Members asked for the further information on the projected overspend of £9.4million in the Regeneration and Environment budget and whether an increased use of agency staff had contributed to the overspend. The Strategic Director assured members that the use of agency staff was reducing across the Council and advised that the majority of the overspend in the Regeneration and Environment budget had been created by the significant loss of its income streams during the pandemic, rather than from increased expenditure.

The Chair asked for further information on how far the income loss scheme that had been introduced by the Government would be able to cover the income losses incurred by Council during the pandemic. The Assistant Director provided further information on the income loss scheme

and advised that of the £8million of lost income incurred by Regeneration and Environment that the Council would be able to make a claim for £5million. The Assistant Director also noted that the scheme would also enable the Council to claim for the compensation that it would need to pay to the provider of the leisure facilities in the Borough for their loss of income during the pandemic.

The Chair asked the Cabinet Member how confident he felt on the current budget projections given the uncertainty that had been caused by the pandemic. The Cabinet Member assured the Chair that he had full confidence in the budget management procedures and in the budget projections.

The Chair thanked the Cabinet Member for Finance and Corporate Services, the Strategic Director for Finance and Customer Services and Assistant Director - Assistant Director – Financial Services for attending the meeting and for answering members' questions.

**Resolved: -**

1. That Cabinet be advised that the recommendations be supported.
2. That if the financial monitoring situation worsens before the next scheduled Financial Monitoring Report is scheduled to be received, then a further report be presented to the Overview and Scrutiny Management Board.

**249. EQUALITIES REVIEW - GOING FOR EXCELLENT ACCREDITATION**

Consideration was given to a report that was submitted for pre-decision scrutiny ahead of the Cabinet meeting scheduled for 23 November 2020 in respect of the report Equalities Review – going for “Excellent” accreditation. The Cabinet Member for Finance and Corporate Services and the Head of Policy, Performance and Improvement attended the meeting to present the report.

In introducing the report, the Cabinet Member for Finance and Corporate Services reaffirmed the Council's commitment to reducing inequality and in creating a Borough that was based on equality and social justice where all residents had a good quality of life and were able to achieve their potential.

The Cabinet Member stated that the report being submitted for consideration brought forward a comprehensive and wide-ranging programme of action that had been structured around achieving a nationally accredited status for equalities. The Cabinet Member advised that the proposed activities would be closely aligned with a range of measures to tackle inequalities, discrimination and prejudice in Rotherham, and that these would be carried out in partnership with other organisations and communities across the Borough as set out in the



Council's Year Ahead Plan.

The Head of Policy, Performance and Intelligence advised that in order to work towards achieving the "Excellent" accreditation under the "Equality Framework for Local Government" that a multi-faceted programmed approach would be employed. It was noted that the work that would be carried out to obtain the accreditation would move the Council away from a process driven approach to managing equalities and towards a fresh approach that was based on outcomes.

The Head of Policy, Performance and Intelligence advised that the work that would be carried out in order to work towards the accreditation would look at what the Council already did well with regard to equalities as well as where it could improve. It also noted that the review would seek to ensure that considerations surrounding equality issues were central to everything that the Council did by creating a wider understanding of equality issues right across the Council. An action plan and full details of the activities that would be undertaken in order to achieve the "Excellent" accreditation were included in the officer's report.

The Head of Policy, Performance and Intelligence noted that a wide consultation process would be conducted as part of the planned activities that would enable different groups from across the communities of Rotherham to contribute to the co-design of the processes that improve equality and social justice across the Borough.

Members welcomed the proposed review and the central role that community groups and voluntary organisations across the Borough would have in the proposed activities. Members asked for further information on the Council's relationship with different voluntary and community groups through Voluntary Action Rotherham. The Head of Policy, Performance and Intelligence advised that the Council had an excellent working relationship with voluntary organisations, noting that this relationship had been strengthened by the work of the Council's Community Hub throughout the pandemic that had demonstrated the effectiveness and value of the Council's relationships with both large and small voluntary organisations. It was noted that the results of the evaluation of the operation of the Community Hub throughout the pandemic would be fed into the work surrounding the equalities review.

Members asked for further information on the data sources that would be used to inform the activities that made up the work that would be carried out in order to obtain the "Excellent" accreditation. The Head of Policy, Performance and Intelligence provided information on the data sources that would be used and assured members that thorough data reporting and intelligence procedures would be followed when conducting the review.

The Chair noted that a report that detailed the activities and recommendations from the sub-group of the Overview and Scrutiny

Management Board on equalities was included at a later point on the meeting agenda. The Chair proposed that the Board should make its recommendations regarding the Cabinet report on the Equalities Review – going for “Excellent” accreditation after consideration had been given to that report.

**Resolved: -**

That the Board make its recommendations regarding the Cabinet report on the Equalities Review – going for “Excellent” accreditation after consideration had been given to the report of the sub-group of the Overview and Scrutiny Management Board on equalities.

**250. SEN SUFFICIENCY DEVELOPMENT PHASE 3**

Consideration was given to a report that was submitted for pre-decision scrutiny ahead of the Cabinet meeting scheduled for 23 November 2020 in respect of the SEND Sufficiency Development Phase 3. The Deputy Leader and Cabinet Member for Children’s Services and Neighbourhood Working, the Strategic Director for Children and Young People’s Services and the Joint Assistant Director - Commissioning, Performance and Inclusion attended the meeting to present the report.

The Deputy Leader and Cabinet Member for Children’s Services and Neighbourhood Working in introducing the report noted the report and recommendations would address two key issues that were faced in Rotherham in relation to sufficiency of education for children with special education needs and disabilities that were:

- The lack of designated social, emotional and mental health (SEMH) educational provision in the Borough.
- The Newman Special School building being in need of extensive work in order to bring it to the required standard to effectively deliver education for children and young people with disabilities.

The Joint Assistant Director - Commissioning, Performance and Inclusion noted that the current proposals were the part of the Council’s ongoing SEND Sufficiency Development Strategy, and advised that Phase 3 and subsequent phases would continue to deliver on the Council’s commitment to improve outcomes for children and young people across the Borough while also ensuring the provision of services were financially sustainable into the future.

The Joint Assistant Director noted the current challenges of increased demand for services, the lack of suitable specialist educational provision in the Borough and the physical limitations of current facilities created for the effective provision of education for children with special education needs and disabilities. The Assistant Director advised that following an in-depth analysis of the current situation, four different options had been identified as potential ways forward to address the need to develop and

improve specialist educational provision in the Borough. The Joint Assistant Director summarised the strategic appraisal of the different options that had been considered. The full strategic options appraisal was included in the officer's report. Members were assured that the appraisal process had been robust and thorough in its execution.

The Joint Assistant Director advised that following the options appraisal it was proposed that the option that would best support children and young people with special education needs and disabilities to achieve improved outcomes was through the development of new, modern, and well-designed provision on the former Dinnington College site, noting that the site had sufficient space and resources to meet the needs of the children who would attend there. The Joint Assistant Director advised that the former college buildings would provide the opportunity to open a new special school that was dedicated to educating children and young people with social, emotional and mental health needs, and would also provide safe, modern and well-planned new buildings for children and young people who attended Newman Special School to receive their education in. It was also proposed that the upper school at the Newman School would also move to the Dinnington site enabling the creation of the space required for the essential capital works on the main school site to take place.

The Joint Assistant Director advised that while the proposals would not increase the overall number of places that were available in the Borough, they would ensure that places that were available matched more closely the current needs of children and young people with special education needs and disabilities in Rotherham. The Joint Assistant Director noted that an extensive consultation and engagement process would take place with all stakeholders on the proposals.

The Joint Assistant Director advised that the new school that would be created at the Dinnington site would be developed under the Department for Education free school presumption process and assured members that the Council had recent experience of this process with the opening of Waverley Junior Academy. The Joint Assistant Director noted that Newman School would remain as a local authority maintained school.

The Strategic Director for Children and Young People's Services noted the great opportunity that the proposals presented to reform specialist educational provision in the Borough in order to effectively support the needs of children with social, emotional and mental health needs.

Members welcomed the proposals and how they would further progress the Council's work to support children and young people with special education needs and disabilities to achieve improved outcomes. Members also noted their support for the proposals that would ensure that the former college building at Dinnington continued to be used for the provision of education and also enable children and young people to access the education they needed in the Borough.

Members noted the increased numbers of children in mainstream schools with additional needs and asked how they would be supported with their needs in a mainstream school setting. The Joint Assistant Director advised that alternative provision, that had been co-produced with head teachers across the Borough would provide alternative support pathways for children and young people with additional educational needs in mainstream schools. The Joint Assistant added that the development of better aligned specialist educational provision enabled by the SEND Sufficiency Strategy would also enable the development of increased levels of support in mainstream schools for children and young people with additional needs.

Members asked for assurances that officers were confident that the provision that was being proposed would be sufficient to not only meet current needs, but would also meet the level of need for specialist provision in the Borough into the future. The Joint Assistant Director advised that the thorough data analysis that had taken place in the development of the proposals meant that officers were as confident as they could be that the proposals would meet future needs. The Joint Assistant Director also noted that the increased development of support regarding additional needs would enable more for children and young people with these needs to receive the support that they needed in a mainstream school. Members welcomed the ambition to keep as many children and young people with additional needs as possible in mainstream education.

Members asked for further information on the proposed consultation and engagement activities. The Joint Assistant Director provided details of the proposed activities, noting the involvement of the Parent and Carer Forum and headteachers.

**At this point it was moved, seconded and resolved:**

“That by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 the public and press be excluded from the meeting due to the likely disclosure of information relating to financial or business affairs.”

Members asked for further information on how the valuation of the Dinnington College site that was included in an exempt appendix to the report had been obtained, given the limited number of similar sites that valuers could use for comparison. The Deputy Leader advised that given the rigorous processes that had been followed regarding the valuation that he was confident that the valuation that had been provided for the site was accurate. The Deputy Leader noted that as the building had, until earlier in the year been in full use as a college and was in a well-maintained condition, that there should not be any unexpected problems encountered at later point regarding the condition of the site.

As there were no further questions regarding the exempt appendix to the report, the public and press were readmitted to the meeting.

The Chair thanked the Deputy Leader and Cabinet Member for Children's Services and Neighbourhood Working, the Strategic Director for Children and Young People's Services and the Joint Assistant Director - Commissioning, Performance for attending the meeting and answering members' questions.

**Resolved: -**

1. That Cabinet be advised that the recommendations be supported.
2. That the Improving Lives Select Commission continues to monitor the implementation of the SEND Sufficiency Strategy.

**251. REPORT ON THE OUTCOMES OF THE OVERVIEW AND SCRUTINY MANAGEMENT BOARD SUB-GROUP ON EQUALITIES**

The Chair introduced a report that detailed the outcomes of a meeting of a sub-group of the Overview and Scrutiny Management Board on the Council's approach to equalities.

After considering the report members agreed that report "Equalities Review – going for "Excellent" accreditation" that had been considered earlier in the meeting in advance on the Cabinet meeting on 23 November, be supported.

**Resolved: -**

1. That Cabinet be advised that the recommendations be supported.
2. That an agenda item pertaining to Equalities be added to the Overview and Scrutiny Management Board agenda on a two-monthly basis.
3. That a fact-finding Equalities sub-group convene on a monthly or as-needed basis to discuss Equalities workstreams and lines of inquiry with a view to bringing outcomes to present at Overview and Scrutiny Management Board for further scrutiny.
4. That the Equalities sub-group be comprised of a core group of Members with at least one member representing each of the scrutiny commissions, and that Members be invited to submit to this sub-group their questions or topics for discussion related to Equalities.

**252. WORK PROGRAMME**

The Board considered its Work Programme.

**Resolved: -**

1. That the Work Programme be approved.
2. That an item on Radicalisation of young people and extremism be added to the Work Programme.

**253. FORWARD PLAN OF KEY DECISIONS**

The Board considered the Forward Plan of Key Decisions 1 November 2020 – 31 January 2021.

**Resolved: -**

That the Forward Plan be noted.

**254. CALL-IN ISSUES**

There were no call-in issues.

**255. URGENT BUSINESS**

There were no items of urgent business.

**256. 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 2 December 2020 as Microsoft Teams meeting.

**Committee Name and Date of Committee Meeting**

Cabinet – 21 December 2020

**Report Title**

The Year Ahead Plan – progress report

**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  
Chief Executive's  
[Jackie.mould@rotherham.gov.uk](mailto:Jackie.mould@rotherham.gov.uk)

**Ward(s) Affected**

Borough-Wide

**Report Summary**

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

This report provides an update on progress in delivering the key activities in the plan.

**Recommendations**

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

**List of Appendices Included**

The Year Ahead Progress tracker

**Background Papers**

The Year Ahead Plan

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

N/A

**Council Approval Required**

No

**Exempt from the Press and Public**

No



**The Year Ahead Plan – progress update December 2020**  
The Year Ahead Plan – progress report

<b>1.</b>	<b>Background</b>
1.1	The Year Ahead Plan is the Council's plan for operating in and recovering from the COVID-19 pandemic. The purpose of the plan is to support residents, communities and businesses through the challenges and uncertainty of the pandemic, helping to build resilience whilst also continuing to drive our ambitious plans for Rotherham. It sets out the headline themes and corresponding outcomes and key actions for September 2020 through to May 2021.
1.2	<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>
1.3	The Year Ahead Plan replaces the Council Plan for 2020/21 and was approved by Cabinet on 21 <sup>st</sup> September 2020.
1.4	<p>The Year Ahead Plan is framed around 5 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>• Hope and Confidence in Rotherham</li> </ul> <p>The plan also includes the following cross-cutting strands, which are integral to each theme:</p> <ul style="list-style-type: none"> <li>• Equalities and Social Justice</li> <li>• Climate Impact</li> </ul>
1.5	In delivery of these themes, the plan outlines a total of 77 actions.
<b>2.</b>	<b>Key Issues</b>
2.1	<b>Progress update</b>
2.2	The Year Ahead Plan milestone tracker (appendix 1) outlines progress against all the actions within the Year Ahead Plan. Each action has been rated as follows:

	<table border="1"> <tr> <td>Action completed.</td> </tr> <tr> <td>Action started and on track to deliver to deadline.</td> </tr> <tr> <td>Action is behind schedule/there is some delay to delivery.</td> </tr> <tr> <td>Action is off track - will not be met within timeframe.</td> </tr> <tr> <td>Action not scheduled to start until subsequent quarters.</td> </tr> </table>	Action completed.	Action started and on track to deliver to deadline.	Action is behind schedule/there is some delay to delivery.	Action is off track - will not be met within timeframe.	Action not scheduled to start until subsequent quarters.
Action completed.						
Action started and on track to deliver to deadline.						
Action is behind schedule/there is some delay to delivery.						
Action is off track - will not be met within timeframe.						
Action not scheduled to start until subsequent quarters.						
2.3	<p>As at 25<sup>th</sup> November 2020:</p> <ul style="list-style-type: none"> <li>• As planned, 18% (14) of the activities outlined within the Year Ahead Plan have been completed</li> <li>• 70% (54) are on track</li> <li>• 4% (3) have been delayed</li> <li>• 0% (0) are off-track</li> <li>• 8% (6) of activities are not scheduled to start yet.</li> </ul>					
2.4	<p>Whilst no activities are significantly off track, a small number of activities have been delayed. This has been in the context of lockdown regulations in November and further announcements by national government regarding the COVID-19 Winter Plan.</p>					
2.5	<p><b>Thriving Neighbourhoods</b></p>					
2.6	<p>The Thriving Neighbourhoods theme is focussed on building and supporting community resilience. This includes working with local people and the voluntary and community sector to deliver the Thriving Neighbourhoods Strategy and provide effective support to those affected by COVID-19, particularly the most vulnerable residents.</p>					
2.7	<p>Within this theme, the Council is focussed on the following outcomes:</p> <ul style="list-style-type: none"> <li>• Putting communities at the heart of everything we do</li> <li>• Democratic arrangements are open, transparent and accountable</li> <li>• Vulnerable residents affected by COVID-19 are supported by the Council</li> <li>• Rotherham residents, VCS organisations and businesses use their skills and assets to help others</li> </ul> <p>Key areas of progress to deliver on these outcomes are outlined below.</p>					
2.8	<p>Under the national lockdown commencing from 5<sup>th</sup> November, local authorities were required to make proactive contact with those on the Clinically Extremely Vulnerable (CEV) list. In Rotherham, 11,326 residents are considered to be CEV.</p>					

	<p>Phone calls to CEV residents commenced on 11<sup>th</sup> November and have been made on a priority basis as follows:</p> <ol style="list-style-type: none"> <li>1. Those who have registered for support</li> <li>2. New residents on the CEV list</li> <li>3. Those people who received support last time and still appear on the CEV list</li> <li>4. Those people who received support previously but are no longer on the list</li> </ol> <p>In total, these cohorts consist of 1,817 residents.</p>
2.9	<p>As at 25<sup>th</sup> November, 1,311 residents have been called, including all residents who have registered that they require support during wave 2. These calls have generated 93 referrals to the Rotherham Community Hub.</p>
2.10	<p>In cases where the Council is unable to get in contact with CEV residents, 'safe and well' visits are being arranged.</p>
2.11	<p>Of those contacted, many are experiencing loneliness and isolation, and some do not have family or friendship networks they can call on. The Council is working with VCS partners and the Rotherham Heroes volunteers to provide befriending calls and ensure support is in place for these residents.</p>
2.12	<p>The Rotherham Community Hub has continued to operate throughout the pandemic and has stepped up capacity to support vulnerable residents through the second lockdown period. From 26 March to 25 November 2020, a total of 4,749 residents have contacted the hub. With some residents having multiple issues, this has seen 5,935 separate support requests. Since the second lockdown began, 361 residents have contacted the hub for support, which is an average of 16 per day, compared with the pre-lockdown average of 11 per day.</p> <p>Despite the rise in numbers, cases continue to be responded to quickly with around 59% being completed within 24 hours and the remaining 41% allocated to the appropriate Neighbourhood or Housing team within the same time period ready for resolution. A significant proportion of cases in the second lockdown are from residents suffering financial hardship as a result of the pandemic. This accounts for approximately a third of cases each day. The hub also continues to provide support for those needing to self-isolate, including help with food shopping, prescription collections, support with loneliness and help with pet care or dog walking.</p>
2.13	<p>To continue to build on the Rotherham Heroes volunteer programme, volunteer co-ordinators for the north, south and central area have been recruited and will be in post in December 2020. Volunteer coordinators will work with partners to develop and support new volunteering opportunities, coordinate the placement of volunteers, and implement a Council staff volunteering programme.</p>

2.14	Neighbourhood working remains crucial in this time of national crisis. All 21 ward plans and budgets have been agreed and published, including allocation of ward budgets. Zonal managers within Streetpride are also working with neighbourhood officers and are starting to attend ward briefings to discuss priorities and how these can be supported. Additionally, the refreshed Your Neighbourhood webpages are now live.
2.15	The Libraries Strategy was approved by Cabinet in October and Council in November. Key aspects of this strategy include improvements to library buildings in neighbourhoods, making libraries more accessible and increasing community involvement in the delivery of library services.
2.16	Despite the challenges of face to face sessions and the access to buildings, the additional investment we committed to young people across the borough was delivered safely through a range of outdoor sessions and activities.
2.17	<p>The Rough Sleeper Initiative team is now in post. The newly formed team is responsible for providing intense support and resettlement to all non-priority customers placed in emergency accommodation and those at risk of rough sleeping. The focus of the team is to support people to find suitable and safe move-on accommodation, ensuring that they have the appropriate support to manage their needs to move to their own accommodation, giving them the best chance of being successful and reducing the risk of repeat homelessness and rough sleeping.</p> <p>The Rough Sleeper Initiative team also help to manage a new seven-bed emergency accommodation and assessment hub in a joint venture with target housing, offering short-term temporary accommodation and intensive support to people who are at risk of rough sleeping. Since the team have been in post, 303 people have been supported into temporary accommodation and prevented from sleeping rough.</p>
2.18	<b>Better health and wellbeing</b>
2.19	The better health and wellbeing theme is about taking steps to address the health impacts of the pandemic, including managing any future outbreaks, assessing the effect the pandemic has had on health inequalities and building on positive behavioural changes such as increased physical activity.
2.20	<p>Within this theme, the Council is focussed on the following outcomes:</p> <ul style="list-style-type: none"> <li>• Local incidents and outbreaks are managed effectively</li> <li>• Health inequalities are understood and responded to</li> <li>• Vulnerable adults are protected and adult social care is able to adapt to the changing conditions</li> <li>• Children and young people are protected, safeguarded and able to achieve their potential</li> <li>• Rotherham is a place where active travel is accessible, and local people reap the associated health and environmental benefits</li> </ul>

	Key areas of progress to deliver on these outcomes are outlined below.
2.21	The Outbreak Control Plan was agreed by the Local Outbreak Engagement Board and published online in June. The plan covers interventions across the main themes as directed nationally. An addendum to the plan has also been produced, which makes reference to the COVID-19 Contain framework, new local data and revisions to the governance arrangements.
2.22	Four testing sites are currently operating, including two central sites at Midland Road and Forge Island and two new local testing sites in Dinnington and Maltby. Testing capacity has increased, and this is having a positive impact on turnaround. All testing site locations have been checked against gritting routes to ensure they remain accessible throughout the winter season. Work has begun on a programme for lateral flow testing to enable implementation once the tests and associated ICT equipment is received. An expression of interest has been submitted to participate in the Government's recently announced community testing programme. Feedback is awaited as to which Council's in Tier 3 will participate in the first tranche.
2.23	Delivery of the Communications Strategy is integral to the work around outbreak control. In line with the objective to reach all audiences, including those who are digitally excluded, printed information such as leaflets continue to be produced and distributed throughout the community. This has included a targeted leaflet for older people to signpost them to support services and helplines. The Council also continues to use a grassroots approach to community engagement and trusted community networks to share key messages. Additionally, social media activity has seen positive engagement from audiences. This has included sharing local people's lived experiences of COVID-19 through the 'COVID stories' series. Innovative work has also taken place in the form of a video campaign displayed on the side of an LED display truck that has toured the borough.
2.24	Communications are taking place in culturally appropriate ways recognising that, in some communities, English is not the first language. This has included utilising local community groups and faith leaders. Key messages have been provided through community influencers such as specific messages by Imams at Friday prayers and messaging in advance of Eid. A toolkit of resources that has been translated into six languages is available for free by placing a request with the communications team. Uptake from stakeholders, including community groups and health colleagues, has been strong. This toolkit is now being refreshed to ensure that it is up to date. Local mosques also created a short video for sharing through their own social media networks to amplify key messaging.
2.25	Children returned to school in September in accordance with government guidelines and all 122 schools reopened. Provision in respect of transport, cleaning, catering, school crossing patrols etc. was put in place to support the reopening of schools.
2.26	The Adult Social Care Recovery and Reset Plan commenced in September

	2020. All statutory and critical services continued to be delivered during the pandemic and the services stood down (day care and internal respite) have now been reinstated.
2.27	The Winter Plan has now been agreed with health partners, including the allocation of funding. This plan sets out winter planning arrangements for health and social care in Rotherham, including resources and capacity put in place to manage the impact of winter pressures.
2.28	Following a development session with support from the Local Government Association, the Health and Wellbeing Board's priorities have been refreshed, with particular consideration of health inequalities and the impact of COVID-19. The board is overseeing further work to understand the longer-term effects of COVID-19 on the health of Rotherham people.
2.29	<b>Economic recovery</b>
2.30	Within this theme, the Council is taking action to provide immediate help to local people and businesses affected by the pandemic, whilst maintaining progress on longer-term priority regeneration schemes. This combined focus on recovery and renewal is critical and the Council is working with local partners, Sheffield city region and national government to ensure that Rotherham gets the investment it needs to support and build its economy for the future.
2.31	<p>This theme is focussed on the following outcomes:</p> <ul style="list-style-type: none"> <li>• The Rotherham economy can adapt and start to recover from the pandemic</li> <li>• The vision for the regeneration of the borough rejuvenates communities and businesses</li> <li>• Social value is maximised to create more local jobs, apprenticeships and benefits in communities</li> </ul> <p>Progress updates are set out below.</p>
2.32	<p>Support to local businesses affected by the pandemic continues. Under the new Local Restrictions Support Grant schemes, 1,487 businesses have been supported so far, with a total value of £2.277m.</p> <p>To help support local people whose jobs have been affected, officers are in discussion with the government's Department for Work and Pensions (DWP) to secure a commitment for work coaches, currently being recruited by the DWP, to be based in local libraries.</p>
2.33	Major regeneration schemes are continuing, with the demolition of Millfold House having been completed, paving the way for the construction of 31 apartments for rent and 14 houses for sale. Remediation work at all three sites in the town centre housing development programme is progressing well.

2.34	On the Forge Island site, flood gates to the north entrance have been installed, work has begun on the canal barrier, and amphitheatre works are complete. A contractor for the demolition of Riverside Precinct will be appointed in December.
2.35	Work is progressing well on Bridgegate as part of a series of public realm schemes improving the look of the town centre. On Rotherham High Street, funding secured from government as part of the Towns Fund accelerator programme, has been used to purchase the key Primark site. Subject to planning approval, an attractive “pocket park” will now be developed in the new year.
2.36	Further priority projects to support economic recovery have been identified and are seeking funding via the city region.
2.37	<b>New ways of working</b>
2.38	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 staff and improve outcomes for local residents; utilising technology, acting on feedback and continuing to evolve to meet current and future challenges.
2.39	<p>Within this theme, the Council is focussed on the following outcomes:</p> <ul style="list-style-type: none"> <li>• High quality customer services which are efficient and accessible</li> <li>• Staff are supported to work flexibly, building on recent experiences of home working</li> <li>• An empowered and agile workforce, feeling valued and embracing new ways of working</li> </ul> <p>Progress updates are set out below.</p>
2.40	New online processes have been developed, which will make it easier for customers and businesses to contact the Council to get the help that they need during the pandemic.
2.41	Taxi drivers are now able to apply for their vehicle licence online. A YouTube video tutorial is also available which provides a walkthrough of the application process so that customers are aware of the information they will need to provide before starting to complete the online form.
2.42	Work is also underway on an appointment system for face to face enquiries, offering easier access and convenience for customers who choose not to use online services. This will be implemented as soon as it is safe to do so, taking into account COVID-related restrictions and precautions.
2.43	Proposals around the return to Council buildings have been agreed in principle, but again will not be implemented until it is safe to do so. Proposals were informed by a pilot trialled within Children and Young People Services and the findings of the Council’s ‘Pulse’ staff survey. Throughout the

	pandemic, the Council has continued to operate through home working and adapting working arrangements to operate in a COVID-safe way to deliver critical services.
2.44	<b>Hope and confidence in Rotherham</b>
2.45	Through this theme, the Council aims to foster a sense of optimism within Rotherham. This will be achieved by delivering on the commitments set out across the themes in this plan, by engaging with local people and seeking feedback, by keeping our streets and public places clean and welcoming, and by providing a range of activities that aim to inspire joy and hope.
2.46	<p>Within this theme, the Council is focussed on the following outcomes:</p> <ul style="list-style-type: none"> <li>• People trust the Council to deliver on its commitments</li> <li>• Communication messages are clear along with opportunities to engage and provide feedback</li> <li>• Local people feel more connected to their community by engaging in positive activities: getting active, creative and outdoors more often</li> <li>• Places are clean, welcoming and well-maintained</li> </ul> <p>Key areas of progress to deliver on these outcomes are outlined below.</p>
2.47	A communication strategy was put in place at the start of the COVID-19 crisis. Its aim is to provide a reliable source of information to all audiences, including residents, businesses, elected members, staff and all partners. This has been achieved by delivering coordinated, frequent and clear public messaging in weekly electronic briefings, COVID-19 specific web pages, printed leaflets for members and leaflets sent to households and targeted groups.
2.48	Daily neighbourhood e-bulletins also continue to go out, reporting on some of the good work which is happening at a local level. There has been a 16% increase in subscriptions (from 5,090 to 5,909) since September.
2.49	<p>The Rotherham Together programme is a new creative programme of events, activities and workshops which was launched on 4 September. The programme is built around three core themes of Joy, Gratitude and Hope and designed to:</p> <ul style="list-style-type: none"> <li>• Celebrate the contribution of key workers and volunteers</li> <li>• Create memorials for those who have lost their lives, both private and public</li> <li>• Support health and wellbeing, enabling people to manage their grief, extending clinical support and building on 5 Ways to Wellbeing</li> <li>• Bring communities back together safely, to reconnect and strengthen community cohesion</li> </ul>
2.50	Approximately 10,000 people have engaged in 36 online activities and targeted events to date. Additionally, over 3,500 people enjoyed the Life in Lockdown exhibition at Clifton Park Museum (over a three-week period).



2.51	£220k of grant funding has been secured from the Cultural Recovery Fund to enable Rotherham Music and the Civic Theatre to test new ways of working, with a view to ensuring high quality, safe and financially sustainable operations in the future.								
2.52	The Council has worked with Voluntary Action Rotherham through the Rotherham Together Partnership to produce a film celebrating the achievements and contributions of local volunteers and the voluntary and community sector.								
2.53	Progress is underway to carry out a range of environmental improvements around the borough. Highway repair schemes have commenced to deliver £6m of improvement works in 2020/21. Household waste sites are also now open seven days a week (since 1 November 2020).								
2.54	<b>Cross-cutting strands</b>								
2.55	The Year Ahead Plan also includes the following cross-cutting strands which are integral to all the themes: <ul style="list-style-type: none"> <li>• Equalities and Social Justice</li> <li>• Climate Impact</li> </ul>								
2.56	In delivery of the equalities and social justice strand, Cabinet approved proposals in November to refresh the Council's approach to equalities and to seek excellence accreditation against the Local Government Association equalities framework. In addition, work has begun to update the carbon reduction action plan. Climate champions will be working across the council to identify and deliver activities to contribute to the Council's carbon reduction targets.								
2.57	<b>Measuring our impact</b>								
2.58	Continuing to measure our impact against the Year Ahead Plan will be crucial to ensure that the Council is focussed on the right things for Rotherham people. This will include monitoring the Resident Satisfaction Survey, as well as other key indicators, such as the total funding dispersed to businesses affected by COVID restrictions and the increased social value from Council spend.								
2.59	The key indicators that the Council will focus on are outlined in the table below. <table border="1" data-bbox="268 1789 1370 2018"> <thead> <tr> <th>Themes</th> <th>Measures</th> </tr> </thead> <tbody> <tr> <td>Thriving neighbourhoods</td> <td>Satisfaction with local area (Resident Satisfaction Survey)</td> </tr> <tr> <td>Better health and wellbeing</td> <td>Council's response to the Coronavirus crisis (Resident Satisfaction Survey)</td> </tr> <tr> <td>Economic recovery</td> <td>Number of grants and total funding dispersed</td> </tr> </tbody> </table>	Themes	Measures	Thriving neighbourhoods	Satisfaction with local area (Resident Satisfaction Survey)	Better health and wellbeing	Council's response to the Coronavirus crisis (Resident Satisfaction Survey)	Economic recovery	Number of grants and total funding dispersed
Themes	Measures								
Thriving neighbourhoods	Satisfaction with local area (Resident Satisfaction Survey)								
Better health and wellbeing	Council's response to the Coronavirus crisis (Resident Satisfaction Survey)								
Economic recovery	Number of grants and total funding dispersed								

		to businesses affected by COVID restrictions
	New ways of working	Increased social value from Council spend Satisfaction of how the Council runs things (Resident Satisfaction Survey)
	Hope and confidence	Trust in the Council (Resident Satisfaction Survey)
<b>3.</b>	<b>Options considered and recommended proposal</b>	
3.1	The recommendation of this report is for Cabinet:  1. To note the progress made with the Year Ahead activities	
<b>4.</b>	<b>Consultation on proposal</b>	
4.1	A series of workshop sessions took place in August with elected members around the themes within the Year Ahead Plan. Through these seminars, councillors have had the opportunity to influence the development of the plan.	
4.2	The Year Ahead Plan was approved by Cabinet on 21 <sup>st</sup> September 2020.	
4.3	Partners were also engaged as part of the development of the Plan. The themes were presented and discussed at the Rotherham Together Partnership and several actions identified within the Plan will involve close working with partners.	
4.4	As part of the delivery of the Year Ahead Plan, engagement with the public will be an ongoing and key priority.	
4.5	Each of the action leads have been involved in providing the progress updates included within Appendix A and these have been shared and discussed with assistant and strategic directors and cabinet members.	
<b>5.</b>	<b>Timetable and Accountability for Implementing this Decision</b>	
5.1	This is the first quarterly performance report relating to The Year Ahead Plan. Subsequent performance reports will be considered by SLT and Informal Cabinet on a quarterly basis.	
<b>6.</b>	<b>Financial and Procurement Advice and Implications</b>	
6.1	As indicated in the latest financial monitoring report for 2020/21 to 23 November Cabinet, the Council's current forecast overspend is £2.3m after taking account of the emergency COVID funding provided to date by government.	
6.2	Further funding will be provided as continued compensation for lost income	

	from sales and fees and charges due to the impact of COVID. 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	Whilst there are no direct procurement implications as a result of this report, any identified need to procure goods, services or works in relation to achieving the Year Ahead Plan objectives should be referred to the Corporate Procurement Service. This will ensure all projects are procured in line with both the relevant internal financial and procurement procedure rules and the Public Contract Regulations 2015, and that social value commitments are secured.
<b>7.</b>	<b>Legal Advice and Implications</b>
7.1	There are no direct legal implications arising out of the plan itself; however the delivery of the plan in achieving the identified outcomes will require ongoing legal input to assess the legal implications relevant to each theme and support 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.
<b>8.</b>	<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 the Council will work in the future.
<b>9.</b>	<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, including children and young people and vulnerable adults.
9.2	The Better Health and Wellbeing theme has a focus on supporting children and young people and vulnerable adults. Specific outcomes include ensuring that vulnerable adults are protected and adult social care is able to adapt to the changing conditions, and that children and young people are protected, safeguarded and able to achieve their potential.
9.3	Protecting the most vulnerable residents is also a key component of the Thriving Neighbourhoods theme.
<b>10.</b>	<b>Equalities and Human Rights Advice and Implications</b>
10.1	COVID-19 impacts on everyone in 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.
<b>11.</b>	<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.
<b>12.</b>	<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 plan's development.
12.2	A complementary partnership year ahead plan has been developed and was agreed by Rotherham Together Partnership in September. This focuses on key milestones relating to the five "game changers" within the Rotherham

	<p>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>
<b>13.</b>	<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 and Tactical groups.
13.2	The risks and issues flagged in Appendix A have been shared at the risk management meeting to ensure directorate risk registers are updated/amended where required.
<b>14.</b>	<b>Accountable Officers</b>
	<p>Jackie Mould, Head of Policy Performance &amp; Intelligence Chief Executive's Directorate <a href="mailto:Jackie.mould@rotherham.gov.uk">Jackie.mould@rotherham.gov.uk</a></p> <p>Simon Dennis, Corporate Improvement and Risk Manager, Chief Executive's Directorate Tel: 01709 822114 Email: <a href="mailto:simon.dennis@rotherham.gov.uk">simon.dennis@rotherham.gov.uk</a></p> <p>Tanya Lound, Corporate Improvement and Risk Officer, Chief Executive's Directorate Tel: 01709 249982 Email: <a href="mailto:tanya.lound@rotherham.gov.uk">tanya.lound@rotherham.gov.uk</a></p> <p>Becky Woolley, Policy Officer Chief Executive's Directorate Tel: 01709 254020 Email: <a href="mailto:rebecca.woolley@rotherham.gov.uk">rebecca.woolley@rotherham.gov.uk</a></p>

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	07/12/20
Strategic Director of Finance & Customer Services (S.151 Officer)	Graham Saxton	07/12/20
Head of Legal Services (Monitoring Officer)	Bal Nahal	07/12/20

Report Author:

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

Thriving Neighbourhoods						
Outcomes	Activity	Status	Q2	Q3	Q4	Q1
Communities are at the heart of everything we do	<ul style="list-style-type: none"> <li>Members drive local activity through revised ward plans</li> </ul>					
	<ul style="list-style-type: none"> <li>Revised ward plans and budgets agreed.</li> </ul>	Completed				
	<ul style="list-style-type: none"> <li>Ward budgets, Community Leadership Funds, and Ward Housing Hub funds allocated in every ward.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>All ward members to meet virtually with Streetpride locality staff and jointly agree local priorities.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Deliver additional youth work in every community in the borough, as committed in our 2020/21 budget.</li> </ul>	On track				
Democratic arrangements are open, transparent and accountable	<ul style="list-style-type: none"> <li>Agree the finalised Rotherham Library Strategy and deliver the capital investment set out in the 2020/21 budget, to improve these facilities across Rotherham.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>2020/21 member development programme</li> </ul>					
	<ul style="list-style-type: none"> <li>Review working arrangements to ensure members are able to carry out their roles effectively and safely and deliver the member development programme.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Further develop the “Your Neighbourhood” section of the council website</li> </ul>					
Vulnerable residents affected by Covid-19 are supported by the Council	<ul style="list-style-type: none"> <li>Continue to enhance content and develop separate web page for each ward.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Continue to work with partners to provide crisis food and other essentials for vulnerable residents</li> </ul>					
	<ul style="list-style-type: none"> <li>Government hardship funding utilised to increase crisis resources.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Help those who are at risk of homelessness</li> </ul>					
	<ul style="list-style-type: none"> <li>Rough Sleeper initiative team in post.</li> </ul>	Completed				
	<ul style="list-style-type: none"> <li>Recommission financial advice services to support the single advice model.</li> </ul>	Not yet due to				

Thriving Neighbourhoods						
Outcomes	Activity	Status	Q2	Q3	Q4	Q1
		start				
	○ Recommission domestic abuse support services.	Not yet due to start				
	○ Commission new services to prevent financial exploitation.	Not yet due to start				
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.	On track				
	○ Approve the staff volunteering policy.	On track				
	• Strengthen and adapt existing strategic relationships with the voluntary and community sector (VCS)					
	○ A new service level agreement is in place for VCS infrastructure support.	On track				



Better Health and Wellbeing						
Outcomes	Activity	Status	Q2	Q3	Q4	Q1
Local incidents and outbreaks are managed effectively	<ul style="list-style-type: none"> <li>Deliver the Local Outbreak Control Plan (LOCP)</li> </ul>					
	<ul style="list-style-type: none"> <li>Deliver the LOCP's Communications and Engagement Plan, taking action based on the equality analysis to ensure messages are reaching all of our communities</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Delivering the national testing strategy</li> </ul>	On track				
Vulnerable adults are protected and adult social care is able to adapt to the changing conditions	<ul style="list-style-type: none"> <li>Ensure that adult social care is able to adapt to the changing conditions</li> </ul>					
	<ul style="list-style-type: none"> <li>Deliver the Adult Social Care Recovery and Reset Plan – giving priority to My Front Door activity and statutory social care services</li> </ul>	Completed				
	<ul style="list-style-type: none"> <li>Work with health partners to make best use of available funding to support the Winter Plan</li> </ul>	Completed				
	<ul style="list-style-type: none"> <li>Ensure support is in place for carers</li> </ul>					
Children and young people are protected, safeguarded and able to achieve their potential	<ul style="list-style-type: none"> <li>Refresh and co-produce the Carers Strategy</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Protect vulnerable families and empower all children and young people to fulfil their potential</li> </ul>					
	<ul style="list-style-type: none"> <li>Work closely with education providers to ensure the safe return of children to education settings</li> </ul>	Completed				
	<ul style="list-style-type: none"> <li>Ensure plans are in place for school reopening regarding transport, cleaning, catering, school crossing patrols etc.</li> </ul>	Completed				
	<ul style="list-style-type: none"> <li>Agree actions to support the emotional health and wellbeing of children and young people based on a borough-wide survey</li> </ul>	On track				
Health inequalities are understood and responded to	<ul style="list-style-type: none"> <li>Continue implementation of the residential strategy, with additional emergency accommodation operational by March 2021</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Review health inequalities led by the Health and Wellbeing Board</li> </ul>					
	<ul style="list-style-type: none"> <li>Refreshing the Health and Wellbeing Board priorities with support from the LGA</li> </ul>	Completed				
Rotherham is a place	<ul style="list-style-type: none"> <li>Assess the impact of Covid-19 on different communities and take appropriate action.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Deliver a range of active travel schemes</li> </ul>					

Better Health and Wellbeing						
Outcomes	Activity	Status	Q2	Q3	Q4	Q1
where active travel is accessible, and local people reap the associated health and environmental benefits	○ Clean air zone: start construction of highway works scheme.	Behind schedule				
	○ Complete phase 1 of Sheffield Road cycleways.	On track				
	○ Moor Road, Manvers cycleway construction.	Not yet due to start				
	○ Provide online mapping of the borough's cycle routes and agree a cycling strategy.	On track				
	○ Deliver £250k investment in Herringthorpe Stadium.	Behind schedule				

Economic Recovery						
Outcomes	Activity	Status	Q2	Q3	Q4	Q1
The Rotherham economy can adapt and recover from the pandemic	<ul style="list-style-type: none"> <li>Work proactively with the Sheffield City Region to ensure that the Economic Recovery Plan addresses local skills and business priorities</li> </ul>					
	<ul style="list-style-type: none"> <li>Agree the Sheffield City Region Renewal Action Plan, and secure Rotherham's share of additional devolution and associated funding to support the local economy.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Work with partners including DWP, colleges and providers to deploy new job coaches into local communities.</li> </ul>	Behind schedule				
	<ul style="list-style-type: none"> <li>Start construction of new Century business centre at Manvers.</li> </ul>	Not yet due to start				
	<ul style="list-style-type: none"> <li>£425k of investment in the borough's other business centres.</li> </ul>	On track				
The vision for the regeneration of the borough rejuvenates communities and businesses	<ul style="list-style-type: none"> <li>Plans are underway for economic regeneration within the borough, including Forge Island development, Town Deal and Future High Streets programme</li> </ul>					
	<ul style="list-style-type: none"> <li>Complete essential infrastructure and enabling works on Forge Island, including the demolition of Riverside Precinct.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Secure agreements to allow the construction phase of the Forge Island scheme to begin.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Co-design Towns Fund proposals with local businesses and communities, and submit to government a vision and strategy for the town.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Develop a business case, secure funding and commence construction of a Towns Fund accelerated delivery scheme in the town centre.</li> </ul>	The submission of the bid is on track. There is a tight deadline for delivering the				

Economic Recovery						
Outcomes	Activity	Status	Q2	Q3	Q4	Q1
		accelerated delivery scheme by 31/3/2021.				
	○ Secure funding to support redevelopment of the markets and central library.	On track				
	○ Work begins on College Street.	On track				
	○ Work begins on Frederick Street.	On track				
	○ Work completed on Bridgegate.	On track				
	• Breathe new life into the town centre by progressing construction of 171 homes across three sites, with a variety of property types					
	○ Millfold House demolition.	Completed				
	○ Ground remediation complete on all three Council led town centre residential sites.	On track				
	• Deliver additional key schemes across the borough					
	○ Greasbrough roundabout upgrade.	On track				
	○ Parkway widening scheme begins.	On track				
Social value is maximised throughout	• Continue to implement the social value policy, delivering tangible benefits to local people					

Economic Recovery						
Outcomes	Activity	Status	Q2	Q3	Q4	Q1
the council's procurement and commissioning activity.	<ul style="list-style-type: none"> <li>Launch the partnership social value charter, encouraging anchor organisations to build social value into their commissioning and procurement activity.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Identify opportunities for social value through procurement and regeneration programmes to ensure additional local jobs and apprenticeships are secured, and monitor progress.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Centre for Local Economic Strategies report on supply chains and market analysis completed.</li> </ul>	Completed				

New Ways of Working						
Outcomes	Activity	Status	Q2	Q3	Q4	Q1
High quality customer services which are efficient and accessible	<ul style="list-style-type: none"> <li>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</li> </ul>					
	<ul style="list-style-type: none"> <li>Increase the number of services available through online, including reporting housing repairs and booking and paying for bulky waste collection.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Introduce more online videos to visually help, guide and inform our customers about the things they need to know.</li> </ul>	Not yet due to start				
	<ul style="list-style-type: none"> <li>Explore provision of more face to face customer services provision on an appointment basis in local libraries.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Review and refresh the flexible working strategy to improve work-life balance and productivity</li> </ul>					
	<ul style="list-style-type: none"> <li>Continue to develop and implement effective flexible working practices.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Bring forward proposals relating to the return to and use of Council buildings.</li> </ul>	Completed				
An empowered and agile workforce, feeling valued and embracing new ways of working	<ul style="list-style-type: none"> <li>Learning from the Covid-19 response is used to shape organisational development</li> </ul>					
	<ul style="list-style-type: none"> <li>Informed by staff feedback, implement initiatives relating to workforce engagement, support and development.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>A sustainable well-being programme is established and accessible to the whole workforce.</li> </ul>	On track				

Hope and Confidence

Agenda Item 06 – Appendix 1

Outcomes	Activity	Status	Q2	Q3	Q4	Q1
People trust the Council to deliver on its commitments	<ul style="list-style-type: none"> <li>Initiatives and activities across all themes are on track.</li> </ul>	On track				
Communication messages are clear along with opportunities to engage and provide feedback	<ul style="list-style-type: none"> <li>Continue to broaden the reach of communications messages and engage with local people</li> </ul>					
	<ul style="list-style-type: none"> <li>Produce short monthly videos on key themes for social media channels.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Expand the council's email subscription base and develop a campaign strategy to maximise it.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Develop content for all channels, but primarily digital, which celebrates Rotherham as a place, in support of the Year Ahead themes and strands.</li> </ul>	On track				
Local people are engaged in creative activities and feel connected to their community: getting active, creative and outdoors more often	<ul style="list-style-type: none"> <li>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)</li> </ul>					
	<ul style="list-style-type: none"> <li>Sustain online activities and deliver targeted events such as, No Leotard Required and Sparks of Joy.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Roll out the safe re-opening of libraries, cultural and leisure centres.</li> </ul>	On track*				
		*reopening will take place at the point when regulations state it is safe to do so				
	<ul style="list-style-type: none"> <li>Creating a memorial garden at Thrybergh country park.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Deliver Land Artwork in Clifton Park and Life in Lockdown exhibition at Clifton Park Museum.</li> </ul>	Completed				
	<ul style="list-style-type: none"> <li>Launch the Rotherham Recovery Toolkit – a downloadable pack of crowd-sourced ideas for creative and active ways to encourage good mental health.</li> </ul>	On track				
	<ul style="list-style-type: none"> <li>Promote a series of videos as part of a virtual Community Achievement awards celebration.</li> </ul>	Completed				
Places are clean,	<ul style="list-style-type: none"> <li>Carry out a range of environmental improvements around the Borough</li> </ul>					

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



## PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
<b>Title:</b> Year Ahead Plan Quarterly Progress Report (to 30th September 2020)	
<b>Directorate:</b> Chief Executive	<b>Service area:</b> Policy, Performance and Intelligence
<b>Lead person:</b> Jackie Mould Head of Policy, Performance & Intelligence	<b>Contact number:</b> 01709 823618
Is this a:	
<input checked="" type="checkbox"/> <b>Strategy / Policy</b>	<input type="checkbox"/> <b>Service / Function</b>
	<input checked="" type="checkbox"/> <b>Other</b>
<b>If other, please specify</b>	
Progress update on delivery.	

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

September 2020 through to May 2021.

Formal quarterly performance reports will be produced and presented to SLT and Cabinet Members. This report is the first relating to The Year Ahead Plan and covers activities undertaken up to 30<sup>th</sup> September.

### 3. Relevance to equality and diversity

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

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

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

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

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

The Year Ahead Plan is a strategic plan for the whole organisation to support the Council in responding to the COVID-19 pandemic. The actions within the plan are being delivered through various strategies, policies and programmes of work. Therefore, as each activity is progressed it will be the responsibility of the specified lead to ensure that an equality analysis is completed where this is applicable.

In recognition of the COVID-19 impacts on the whole population and particularly older people, those with pre-existing health conditions and from BAME communities, equalities and social justice has been included as a cross-cutting strand within the Plan. This means that issues relating to equalities and social justice feeds into every theme and will be considered throughout the duration of the delivery of the Plan.

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?**

- **Key findings**

- **Actions**

Date to scope and plan your Equality Analysis:

Date to complete your Equality Analysis:

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

**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>	19 <sup>th</sup> November 2020
<b>Report title and date</b>	Year Ahead Plan Quarterly Progress Report (to 30th 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>	
<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 December 2020

**Report Title**

HRA Business Plan 2021-22

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

Yes

**Strategic Director Approving Submission of the Report**

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

**Report Author(s)**

Paul Elliott, Business and Commercial Programme Manager  
01709 822494

**Ward(s) Affected**

Borough-Wide – all wards

**Report Summary**

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

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

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

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

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

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

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

### **Recommendations**

That Cabinet recommends to Council to:-

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

### **List of Appendices Included**

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

### **Background Papers**

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

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

N/A.

### **Council Approval Required**

Yes

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

No

## HRA Business Plan 2021-22

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

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



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

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

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

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

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

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

## 2.5 **Supporting Housing Growth**

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

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

The key achievements of the housing growth programme include:-

	<ul style="list-style-type: none"> <li>• Site Clusters Programme – mixed tenure homes across seven sites, bringing major regeneration and social value as well as meeting housing need</li> <li>• The Bellows – 58 homes for council rent and shared ownership</li> <li>• Started the town centre housing scheme and on track to build 171 homes by 2022</li> <li>• Introduced shared ownership – a new tenure helping people get onto the property ladder</li> </ul>										
2.6	<p>Three scenarios have been modelled in arriving at the recommended base case.</p> <p><b>2021-22 Base Option 1 (recommended)</b></p> <p>This assumes:</p> <ul style="list-style-type: none"> <li>- Social rent will increase by 1.5% for 2021-22 and then increase by CPI + 1% for a further three years (in line with Government rent formula) then CPI only for the remainder of the plan.</li> <li>- Service charges will increase by 2% in 2021-22 and then CPI for the rest of the plan.</li> <li>- CPI has been refreshed to the latest forecasts by the Office for Budgetary Responsibility.</li> <li>- £114m will be invested in housing growth, this will create c.957 new homes.</li> <li>- There is a borrowing requirement of £34.5m over the life of the plan.</li> <li>- Right to Buy sales reduce over the life of the plan. These reductions are staged as below:</li> </ul> <table border="1" data-bbox="288 1227 821 1541"> <thead> <tr> <th>Year</th> <th>Number of Right to Buy's</th> </tr> </thead> <tbody> <tr> <td>1 to 2</td> <td>150</td> </tr> <tr> <td>3</td> <td>175</td> </tr> <tr> <td>4</td> <td>180</td> </tr> <tr> <td>5 onwards</td> <td>50</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>- To accommodate the reduction in income as a result of RTB forecasts there will be a reduction of expenditure in proportion to RTB sales. This will be done by reducing expenditure in supervision and management by 50% and repairs and maintenance by 75% for each property taken out of the asset data base through RTB sales.</li> <li>- Repairs and maintenance revenue expenditure will remain as in the 2020-21 HRA Business Plan.</li> <li>- Investment in Capital works (excluding housing growth) will be relatively unchanged at £1,045m (including inflation) following an increase of £157m over the life of the plan in 2019-20.</li> </ul>	Year	Number of Right to Buy's	1 to 2	150	3	175	4	180	5 onwards	50
Year	Number of Right to Buy's										
1 to 2	150										
3	175										
4	180										
5 onwards	50										

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

2.9

**Impact on the Housing Growth agenda**

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

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

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

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

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

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

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

2.10

**Impact on Revenue Repairs and Maintenance**

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

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

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

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



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

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

Approvals obtained on behalf of Statutory Officers: -

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

*Report Author: Paul Elliott, Business and Commercial Programme Manager*

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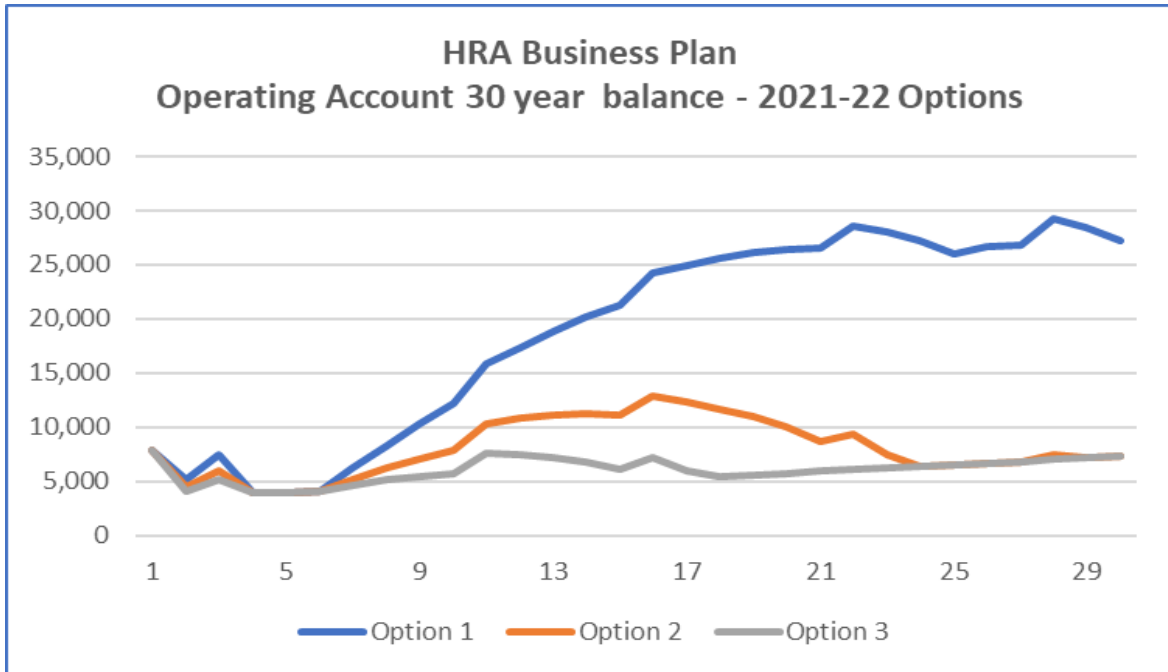
This report is published on the Council's [website](#).

**Appendix 1 - HRA Operating Statement**

Rotherham MBC  
HRA Business Plan  
Operating Account  
(expressed in money terms)

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

**Appendix 2 – Summary of modelled Business Plan Scenarios**



## PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

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

Proposals are designed to ensure:

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

### 3. Relevance to equality and diversity

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- **Key findings**

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

Circa 264,000 people live in Rotherham Borough, about half living in and around the main urban area of Rotherham. The remainder live in smaller towns such as Wath, Dinnington and Maltby, and in numerous large villages and rural communities, all of which have their own distinct identities.

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

45,259 children attend 117 Rotherham schools.

Rotherham has a similar age profile to the national average and in common with the national trends, the population is ageing. Central Rotherham has a younger population than average whilst the more suburban and rural areas, mainly in the south of the borough, have older age profiles.

One in four residents (25.2%) are aged 60 years or over and 22,500 people (8.5%) are aged 75 years or over. Rotherham has 56,900 children aged 0-17 (21.6% of the population).

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

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

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

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



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

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

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

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

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

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

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

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

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

• **Actions**

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

Date to scope and plan your Equality Analysis:	3/11/20	
Date to complete your Equality Analysis:	29/11/19	
Lead person for your Equality Analysis (Include name and job title):	Paul Elliott Head of Service - Business and Commercial Programme Manager	
<b>5. Governance, ownership and approval</b>		
Please state here who has approved the actions and outcomes of the screening:		
<b>Name</b>	<b>Job title</b>	<b>Date</b>
Tom Bell	Assistant Director of Housing	
<b>6. Publishing</b>		
<p>This screening document will act as evidence that due regard to equality and diversity has been given.</p> <p>If this screening relates to a <b>Cabinet, key delegated officer decision, Council, other committee or a significant operational decision</b> a copy of the completed document should be attached as an appendix and published alongside the relevant report.</p> <p>A copy of <b>all</b> screenings should also be sent to <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a> For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.</p>		
<b>Date screening completed</b>	3 November 2020	
<b>Report title and date</b>	HRA Business Plan 2021-22	
<b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	21 December 2020	
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	20 November 2020	

## PART B – Equality Analysis Form

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

This form:

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

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

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

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

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

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

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

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

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

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

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

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

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

Proposals are designed to ensure:

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

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

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

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

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

No early repayment of debt is made.

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

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

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

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- 48% of tenants were satisfied that their views were listened to and acted upon
- Satisfaction with grounds maintenance and estate services were varied across the borough

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

State Protected

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

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

#### 6. Governance, ownership and approval

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

Name	Job title	Date
Tom Bell	Assistant Director of Housing	20 November 2020

#### 7. Publishing

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

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

A copy should also be sent to [equality@rotherham.gov.uk](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>	20 November 2020
<b>Report title and date</b>	HRA Business Plan 2021-22
<b>Date report sent for publication</b>	TBC
<b>Date Equality Analysis sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	20 November 2020

**Committee Name and Date of Committee Meeting**

Cabinet – 21 December 2020

**Report Title**

Housing Revenue Account Rents and Service Charges 2021/22

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

Yes

**Strategic Director Approving Submission of the Report**

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

**Report Author(s)**

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

**Ward(s) Affected**

Borough-Wide

**Report Summary**

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

**Recommendations**

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

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

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

**List of Appendices Included**

Appendix 1 Part A - Initial Equality Screening Assessment form

Appendix 2 – Part B – Equality Analysis form

Appendix 3 Draft Housing Revenue Account Budget 2021/22

**Background Papers**

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

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

Overview and Scrutiny Management Board – 16 December 2020

Council – 13 January 2021

**Council Approval Required**

Yes

**Exempt from the Press and Public**

No

## Housing Revenue Account Rents and Service Charges 2021/22

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

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

is self-financing, the rental income stream makes up the majority of the funding available to the HRA. Option 1 provides the maximum amount of funding to support the ongoing maintenance and management services for Council dwellings

**Option 2: CPI only (+0.5%) - not recommended**

This option would increase rents by 0.5% and would result in an average rent increase of £0.37 per week from £74.21 to £74.58 per week.

For properties under shared ownership, which are subject to a different formula, if rents were increased by RPI only (+1.1%), this would result in an average rent increase of £0.51 per week from £46.64 to £47.15.

Overall, rent income would increase by approximately £390k if this option was approved.

**Option 3 – No Increase - not recommended**

This option would see rents maintained at current levels and no further increase in 2020/21. Therefore, the current average dwelling rent would remain at £74.21 per week when aggregated over 52 weeks. In respect of shared ownership properties this would remain at an average of £46.64 per week. This option would also result in a potential loss of rent income of £1.1m in 2021/22.

**3.2 Non-Dwelling Rents**

**Option 1 – Increase in line with CPI (+0.5%)**

This proposal would increase non-dwelling charges in line with the increase in CPI (as at September 2020) of 0.5% for 2021/22. This option is not recommended.

**Option 2 – Increase by 2% - recommended**

This option would increase non-dwelling charges in line with the recommended increase being applied across the Council for fees and charges of 2% for 2021/22. This option provides for a higher increase which will continue to support the cost of supplying and managing these services.

**Option 3 – No increase**

This option would maintain charges at current 2020/21 levels. This option is not recommended.

The table below outlines the proposed charges and increases for all three options: -

	Non-Dwelling Rents	Current Charge 2020/21	Option 1 (+0.5%)		Option 2 (+2%)	
			Charge 2021/22	Increase	Charge 2021/22	Increase



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

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

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

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

Approvals obtained on behalf of Statutory Officers: -

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

*Report Author: Mark Scarrott* Mark Scarrott, Finance Manager (Adult Care, Housing and Public Health)

*mark.scarrott@rotherham.gov.uk* This report is published on the Council's [website](#).

## PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

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

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

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### 3. Relevance to equality and diversity

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

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

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

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

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

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

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

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

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

Considering equality and diversity will help to eliminate unlawful discrimination,

## APPENDIX 1

harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

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

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

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

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

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

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

- **Key findings**

Circa 264,000 people live in Rotherham Borough, about half living in and around the main urban area of Rotherham. Rotherham has a similar age profile to the national average and in common with the national trends, the population is ageing.

Central Rotherham has a younger population than average whilst the more suburban and rural areas, mainly in the south of the borough, have older age profiles. One in four residents (25.2%) are aged 60 years or over and 22,500 people (8.5%) are aged 75 years or over. Rotherham has 56,900 children aged 0-17 (21.6% of the population). Rotherham's Black and minority ethnic (BME) population was 8.1% in 2011 and is now estimated at around 11%. The central area of Rotherham is far more ethnically diverse than the rest of the Borough.

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

## APPENDIX 1

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

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

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

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

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

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

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

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

#### • **Actions**

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

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



## APPENDIX 1

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

### 5. Governance, ownership and approval

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

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

### 6. Publishing

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

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

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

<b>Date screening completed</b>	12/11/2020
<b>Report title and date</b>	Housing Revenue Account Rent and Service Charges 2021/22
<b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	21 December 2020
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	27/11/2020

## PART B – Equality Analysis Form

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

This form:

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

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

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

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

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

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

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

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

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

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

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

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

#### **The report recommends the following proposals: -**

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

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

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

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

Circa 264,000 people live in Rotherham Borough, about half living in and around the main urban area of Rotherham. Rotherham has a similar age profile to the national average and in common with the national trends, the population is ageing.

Central Rotherham has a younger population than average whilst the more suburban and rural areas, mainly in the south of the borough, have older age profiles. One in four residents (25.2%) are aged 60 years or over and 22,500 people (8.5%) are aged 75 years or over. Rotherham has 56,900 children aged 0-17 (21.6% of the population).

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

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

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

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

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

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

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

## APPENDIX 2

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

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

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

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

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

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

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

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

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

Vulnerable people are offered and provided with tenancy support which is tailored to individual needs to help them sustain their tenancy and live in the community. A key priority is the ongoing work mitigating the impact of welfare reform and general financial pressures tenants face. The Council is committed to minimising any effects of welfare reform on tenants and to do this through continuing early intervention and arrears prevention.

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

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

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

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

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

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

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

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

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

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

6. Governance, ownership and approval		
Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.		
Name	Job title	Date
Tom Bell	Assistant Director of Housing	27 November 2020

7. Publishing	
The Equality Analysis will act as evidence that due regard to equality and diversity has been given.	
If this Equality Analysis relates to a <b>Cabinet, key delegated officer decision, Council, other committee or a significant operational decision</b> a copy of the completed document should be attached as an appendix and published alongside the relevant report.	
A copy should also be sent to <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a> For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.	
<b>Date Equality Analysis completed</b>	27 November 2020
<b>Report title and date</b>	Housing Revenue Account Rents and Services Charges Report 2021-22
<b>Date report sent for publication</b>	tbc
<b>Date Equality Analysis sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	27 November 2020



## APPENDIX 3

## HRA - Draft Budget Operating Statement 2021/22

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

**Committee Name and Date of Committee Meeting**

Cabinet – 21 December 2020

**Report Title**

Neighbourhood Road Safety Fund Programme

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

Yes

**Strategic Director Approving Submission of the Report**

Paul Woodcock, Strategic Director of Regeneration and Environment

**Report Author(s)**

Andrew Lee, Senior Engineer  
01709 254489 or [andrew.lee@rotherham.gov.uk](mailto:andrew.lee@rotherham.gov.uk)

Ian Shelton, Road Safety Engineer  
01709 254404 or [ian.shelton@rotherham.gov.uk](mailto:ian.shelton@rotherham.gov.uk)

**Ward(s) Affected**

Borough-Wide

**Report Summary**

This report provides an update on the Neighbourhood Road Safety Fund Programme that was approved in 2019/20 and seeks approval for the second tranche of the programme for delivery in 2020/21 and 2021/22.

**Recommendations**

1. That Cabinet approve the delivery of 20 schemes identified following the latest round of consultation in July 2020 as detailed in Appendix 3 section A.

**List of Appendices Included**

- Appendix 1: *Impact Assessment Screening Form*  
Appendix 2: *Neighbourhood Road Safety Fund Programme – Tranche 1 Progress Update*  
Appendix 3: *Neighbourhood Road Safety Fund Programme – Tranche 2 Proposed Schemes for Delivery in 2020/21 and 2021/22*

**Background Papers**

None

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

None

**Council Approval Required**

No

**Exempt from the Press and Public**

No

**Neighbourhood Road Safety Fund Programme**  
**Neighbourhood Road Safety Fund Programme**

<b>1.</b>	<b>Background</b>
1.1	In February 2019, Council approved capital funding to support the delivery of locally defined road safety schemes with a budget of £150,000 per year for three years to March 2022.
1.2	Following approval of the funding a Councillor engagement seminar took place in July 2019 to establish a programme of work for Tranche 1, which was approved by Cabinet on 23 <sup>rd</sup> December 2019. Schemes identified for delivery from that process are detailed in Appendix 2.
1.3	On the 7 <sup>th</sup> July 2020, a second Councillor seminar was held to invite submissions for Tranche 2 of the programme. Additionally, officers have been invited and taken part in several individual online Ward meetings to discuss and advise on potential scheme options. Councillors were informed that the funding represented an opportunity for road safety concerns in their area to be raised for consideration of suitable interventions. A period of consultation then commenced during which time Councillors could submit, via email, up to three schemes. This consultation closed on the 31 <sup>st</sup> August 2020.
<b>2.</b>	<b>Key Issues</b>
2.1	From the Tranche 1 consultation in 2019/20, a total of 42 potential schemes were identified by Ward Councillors. Of the original schemes submitted, 19 are complete detailed in Appendix 2 (section A). A further 3 schemes are currently in delivery (section B) and investigations are still ongoing at 11 of the sites (section C) prior to delivery. No further action is currently proposed on the remaining 9 due to site constraints, non-compliance with standards, or where requests conflict with other projects.
2.2	For the Tranche 2 programme, local Ward Councillor engagement took place on 7 <sup>th</sup> July 2020, following which 52 neighbourhood concerns were put forward for consideration. Of these schemes, 28 are now at the stage where approval is required for delivery during 2020/21 and into 2021/22. Details of these are outlined in Appendix 3. Once completed and together with schemes from Tranche 1 above this represents around two thirds of the programme.
2.3	Remaining schemes from Tranche 2 will continue to be investigated and once ready for implementation a further report will be brought to Cabinet to seek approval to deliver. It is anticipated that this process will provide sufficient schemes for development and delivery in 2020/21 and 2021/22, completing the remainder of the three-year funding programme.
2.4	Any further submissions for the programme will be assessed in accordance within the terms of the Neighbourhood Road Safety Programme and, should

	any further budget remain, they will be included in the report referred to in 2.3 above.
<b>3.</b>	<b>Options considered and recommended proposal</b>
3.1	The Neighbourhood Road Safety Fund budget was established to enable small scale road safety improvements to be carried out within local Wards and communities. Options are considered as part of the Ward Councillor engagement process detailed in section 2 above and section 4 below.
3.2	Once concerns have been identified through this engagement process, evaluation takes place to consider the feasibility of schemes. Once a scheme is prioritised for delivery, site assessment and investigation work is then carried out to identify the most feasible technical options to achieve scheme aims. These are consulted on with the Cabinet Member for Waste, Roads and Community Safety and with Ward Councillors prior to commissioning of works.
3.3	Recommendation is for Cabinet to approve the delivery of 20 schemes identified following the latest round of consultation in July 2020 as detailed in Appendix 3 section A.
<b>4.</b>	<b>Consultation on proposal</b>
4.1	Ward Councillor engagement takes place at the outset of each year's programme as detailed above.
4.2	As specific schemes move towards the delivery phase then formal consultation is undertaken where required with key stakeholders, such as Ward Councillors and members of the public through the usual Council and statutory consultation processes.
<b>5.</b>	<b>Timetable and Accountability for Implementing this Decision</b>
5.1	Subject to Cabinet approval, work will start to deliver the feasible schemes immediately. Subject to any required legal processes, specialist signing/equipment procurement and approval for programme delivery, it is expected that projects will start to be delivered during the current financial year and into 2021/22.
<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	Council agreed in February 2019 to support the delivery of locally defined safety schemes with a capital budget allocation of £450,000, providing £150,000 in each of the three years.
6.2	Assessment and analysis of the schemes including viability tests will result in a final programme of schemes set out in the Strategic Outline Case up to the

	value of the capital allocation.
6.3	For each project the Transportation and Design Team will work with the Procurement Service to carry out route to market options appraisals to ensure schemes deliver value for money through chosen contractors, and where required will develop full procurement business cases to identify, measure and maximise required outcomes and deliverables.
6.4	All Procurement activity will be carried out in line with the Council's Financial and Procurement Procedure Rules and UK Public Contract Regulations.
7.	<b>Legal Advice and Implications (to be written by Legal Officer on behalf of Assistant Director Legal Services)</b>
7.1	Projects within the programme have various legal requirements for which the assistance of Legal Services may be required, for example the acquisition of land in third party ownership, and the development of Traffic Regulation Orders (TROs).
8.	<b>Human Resources Advice and Implications</b>
8.1	The schemes identified in Appendices 2 and 3 will be delivered through existing staff resources within the Transportation and Highways Design Service within Planning, Regeneration and Transportation. Specialist consultants will be used where required.
9.	<b>Implications for Children and Young People and Vulnerable Adults</b>
9.1	Some of the schemes are designed to specifically benefit young pedestrians such as 20mph speed limits outside schools.
9.2	People with disabilities, including physical mobility and sensory problems, as well as learning difficulties, can experience problems in using the transport network, with issues such as inaccessible bus stops and difficulties crossing roads. The small-scale nature of the proposed schemes will tend not to impact on or address these issues but will follow national design guidance which includes consideration of all road users.
10.	<b>Equalities and Human Rights Advice and Implications</b>
10.1	Several of these schemes assist the visually impaired and those with mobility issues in crossing the road and accessing public transport by the proposed addition of Tactile paving, pedestrian refuges and the introduction of lower speed limits.
11.	<b>Implications for Ward Priorities</b>
11.1	The proposals have been developed through engagement with Ward Councillors and seeking to address local Ward Priorities. As stated in section 1.3, Councillors were asked for proposals in order to develop schemes for

	assessment.
<b>12.</b>	<b>Implications for Partners</b>
12.1	As the proposals are small in scale and generally respond to community concerns rather than arising directly from recorded collision data, the implications for emergency services and the Road Safety Partnership are limited. Any implications that may arise through specific measures would be addressed as part of a Traffic Regulation Order process.
<b>13.</b>	<b>Risks and Mitigation</b>
13.1.	The projects identified in Appendix 3 are at the very early stages of development. Through the feasibility and design process, elements of the design can change, or projects can become out of scope and undeliverable from a cost and engineering perspective. However, these risks will be managed through good project and programme management processes to continually monitor design and delivery to ensure available funding is not exceeded.
<b>14.</b>	<b>Accountable Officers</b>
	Andrew Lee Senior Engineer, Transportation Infrastructure Service Ext 54489 Email: <a href="mailto:Andrew.lee@rotherham.gov.uk">Andrew.lee@rotherham.gov.uk</a>
	Andrew Moss Head of Planning and Transport, Regeneration and Environment, Planning and Transport Service Ext: 22382 Email: <a href="mailto:Andrew.moss@rotherham.gov.uk">Andrew.moss@rotherham.gov.uk</a>

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	07/12/20
Strategic Director of Finance & Customer Services (S.151 Officer)	Graham Saxton	09/09/20
Head of Legal Services (Monitoring Officer)	Bal Nahal	14/09/20

*Report Author:* Andrew Lee, Senior Engineer  
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Ian Shelton, Road Safety Engineer  
01709 254404 or [ian.shelton@rotherham.gov.uk](mailto:ian.shelton@rotherham.gov.uk)

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





**APPENDIX 1****PART A - Initial Equality Screening Assessment**

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
<b>Title:</b> Neighbourhood Road Safety Schemes	
<b>Directorate:</b> Regeneration and Environment	<b>Service area:</b> Transportation Infrastructure
<b>Lead person:</b> Andrew Lee	<b>Contact number:</b> 01709 254489
Is this a:	
<input type="checkbox"/> <b>Strategy / Policy</b>	<input checked="" type="checkbox"/> <b>Service / Function</b>
<input type="checkbox"/> <b>Other</b>	
<b>If other, please specify</b>	

2. Please provide a brief description of what you are screening
Approval of Road Safety Schemes to be funded from the Neighbourhood Road Safety Schemes in 2020-21 to deliver the Council's statutory duties and priorities with regard to highways road safety improvements.

### 3. Relevance to equality and diversity

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

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

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

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

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

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

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

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

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

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

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

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

The report details a programme of work, it is proposed that an Equality Analysis is carried out on larger schemes where required. Specifically, this refers to the Council's "Equality Analysis; A Guide and Methodology" document, with particular need to accord with Step 3; Engagement. This will ensure that through consultation, schemes will be designed to meet the individual requirements of different people and different communities, considering barriers in relation to protected characteristics.

In addition, the key characteristics identified within the Equality Act have been broadly assessed below in key findings.

- **Key findings**

##### **Age (older people)**

Older people can encounter physical barriers, such as trip hazards from uneven surfaces, crossing busy roads, and difficulties boarding and alighting buses and using steps at railway stations.

Population forecasts indicate that the number of older people in the Borough is set to increase in the future.

##### **Age (younger people)**

Access to school and appropriate crossing points on busy roads may have a higher impact on younger people.

##### **Disability**

Both national and local data acknowledges that transport issues have a significant impact on the lives of people with disabilities. Disabled people tend to travel and drive cars less often than the rest of the population. In fact, the most common mode of travel for people with disabilities is as a car passenger. People with disabilities can also experience problems in using public transport, with issues such as inaccessible bus stops, stations, and vehicles.

The term 'disabilities' covers a multitude of issues, such as physical mobility and sensory problems, as well as learning difficulties. Therefore, the transport needs of people with disabilities are wide-ranging and require numerous solutions when planning and developing accessible road safety schemes.

### **Race/Ethnicity**

The Race Relations (Amendment) Act 2000 places a general duty on public authorities to actively promote race equality. The Council's own practices recognise that there is a need for equality of access to information and services.

### **Gender**

Evidence from national surveys indicates that women in general have less access to cars than men and are more likely to use public transport. Women also undertake more supervising journeys than men, whether this is with young children or as a carer.

The Equality Act places a legal duty on local authorities to eliminate unlawful harassment or discrimination, and to promote equality between men and women. In terms of road safety, this includes considering the needs of escort journeys with young children.

### **Sexual Orientation**

There is no evidence available to suggest that there are specific transport access needs with regards to sexual orientation.

- **Actions**

Undertake Equality Impact Assessments on larger schemes as they are developed.

Date to scope and plan your Equality Analysis:	July 2020
Date to complete your Equality Analysis:	August 2020
Lead person for your Equality Analysis (Include name and job title):	Andrew Lee – Senior Road Safety officer

## **5. Governance, ownership and approval**

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

<b>Name</b>	<b>Job title</b>	<b>Date</b>
Andrew Moss	Interim Head of Transport Infrastructure	04/09/2020

## 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>	8 <sup>th</sup> September 2020
<b>Report title and date</b>	Neighbourhood Road Safety Fund Programme
<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>	19 <sup>th</sup> October 2020
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	4 <sup>th</sup> September 2020

**APPENDIX 2:****Neighbourhood Road Safety Fund Programme – Tranche 1 Progress Update****A. Completed Year 1 Schemes (2019-20)**

<b>Location</b>	<b>Scheme</b>	<b>Ward</b>
Dinnington Road/Worksop Road/Gildingwells Road, Woodsetts	Vehicle Activated Sign (VAS) speed signs - Completed	Anston & Woodsetts
Sheffield Road, South Anston	VAS speed signs - Completed	Anston & Woodsetts
Worksop Road (Between Grange Avenue & Warren Close)	Priority Give Way System – Investigated and road layout precludes scheme. 30mph VAS substituted for suggested measures	Anston & Woodsetts
Wellgate, Rotherham Town Centre	Bollards around car park entrance - Completed	Boston Castle
Lordens Hill, Dinnington	VAS speed signs - Completed	Dinnington
New Road, Firbeck	VAS speed signs - Completed	Dinnington
Laughton Road, Dinnington	Supplementary Bollards - Completed	Dinnington
Masefield Road & Stokewell Road	School 20mph Zone - Completed	Hoover
Main Street/Barrow Hill, Wentworth	30mph Roundels not possible therefore VAS sign installed - Completed	Hoover
Rotherham Road, Brampton Bierlow	30mph Roundels not possible therefore VAS sign installed - Completed	Hoover
A634 Blyth Road near junction with Woodlea Lane	Warning Signs - Completed	Maltby
Broom Lane, Sitwell School	School 20mph Zone signing at Grange Road – Completed.	Sitwell
Wentworth Road/ Fitzwilliam Street/ Piccadilly Road/Church Street & Highthorn Road, Swinton Ward	Portable Vehicle Activated Sign (VAS) - Completed	Swinton
Wentworth Road & Fitzwilliam Street/Milton St near Highfield Court	Red Surfacing & SLOW markings - Completed	Swinton
Station Road, Wales (at the shops)	Lowered Kerb crossing completed	Wales
Newhill Road, Quarry Hill Road, Racecourse Road & Doncaster Road, Wath	Portable Vehicle Activated Sign (VAS) - Completed	Wath
St Johns Avenue	Tactile surface & Road Markings. This is now complete.	Wickersley

Fleming Way	Red surfacing and SLOW markings - Completed	Wickersley
Bassingthorpe & Ginhouse Lane	Warning Signs - Completed	Wingfield

### **Nearing completion or where assessments are ongoing from Tranche 1**

These schemes are subject to there being no objections to consultations, successful completion of Traffic Regulation Order processes, on site investigations/analysis, and in the case of controlled crossings the site must meet the required standards and associated criteria.

#### **B. Schemes approved in 2019 now in delivery**

<b>Location</b>	<b>Scheme request</b>	<b>Ward</b>
Monkwood Road nr Monkwood School	School 20mph speed limit, additional bollards and alterations to lining	Rawmarsh
Coach Road, Greasbrough	Zebra Improvements – Lining completed & Signing will be completed when the new signing and equipment can be programmed for installation	Wingfield
Main Street, Greasbrough	Zebra Improvements – Illuminated post and beacon improvements to be completed when the new signing and equipment can be programmed for installation	Wingfield

#### **C. Schemes approved in 2019 which are still being developed prior to delivery**

<b>Location</b>	<b>Scheme request</b>	<b>Ward</b>
Welham Drive	Waiting Restrictions (To be combined with another Traffic Regulation Order)	Boston Castle
Millard Lane junction with Muglet Lane	Waiting Restrictions request – Traffic Regulation Order is to be combined with another in the vicinity to introduce restrictions here.	Maltby
Blyth Avenue at junction with Dale Road	Junction Widening, under review. Any alteration would require other works nearby – this will be considered should that work be completed.	Rawmarsh
Broad Street, Rawmarsh	Controlled Pedestrian Crossing – To be assessed as part of another scheme in the vicinity	Rawmarsh
Bradgate	20mph speed limit – assessed and awaiting approval.	Rotherham West
Kilnhurst Road outside Sandhill School	Traffic Calming – To be considered as part of a recent housing application to avoid abortive works.	Silverwood

Spinneyfields	Waiting Restrictions (To be combined with another Traffic Regulation Order)	Sitwell
Worrygoose Island/Broom Lane	Pedestrian refuge request – This is subject to a larger scheme study which will include such features. No further action is proposed as part of this funding.	Sitwell
Kiveton Lane, Hard Lane & Station Rd	Traffic Signals – Traffic signalisation is cost prohibitive (circa £200,000). An alternative scheme may be possible making modest adjustments to alignment and road markings, this is under investigation.	Wales
Colliery Road, Kiveton Park	Traffic Calming – Traffic survey, completed investigation of potential interventions will continue.	Wales
Listerdale & Black Carr Road, Wickersley	20mph Zone. Traffic survey completed Report to be prepared for Assistant Director to approve full formal consultation Investigations into the request for preventing through traffic between Northfield Lane and Bawtry Road, including “no right turn” out of Black Carr Road onto Bawtry are to take place.	Wickersley



**APPENDIX 3****Neighbourhood Road Safety Fund Programme - Tranche 2 Proposed for Scheme Development****Schemes identified for 2020/2021**

These schemes are subject to there being no objections to consultations, successful completion of Traffic Regulation Order processes, on site investigations/analysis, and in the case of controlled crossings the site must meet the required standards and associated criteria.

**Schemes requiring approval for delivery during 2020/21 and into 2021/22.**

<b>Location</b>	<b>Scheme request</b>	<b>Ward</b>
Woodsetts Road, Lakeland Drive, Main Street, Penny Piece Lane, Crowgate, West Street and Sheffield Road (from 3 submissions)	Portable Vehicle Activated Sign / Speed indicator sign for Crowgate	Anston and Woodsetts Ward
Swinston Hill Road, Monksbridge Road, Todwick Road (from 2 submissions)	Portable Vehicle Activated Sign	Dinnington
School Road, Laughton-en-le-Morthen	Minor scheme to include road marking alterations, introduction of a splitter island and red carriageway surfacing (measures to address speeding concerns)	Dinnington
Addison Road	Portable Vehicle Activated Sign and footway link / footway improvement to shops	Hellaby
A631 Bawtry Road	Signing and / or lining improvements to address motorists going against the one-way system. Travellers Inn to Bentley Road	Hellaby
Aughton Mews	Anti-verge parking measures, such as wooden posts	Holderness
Pontefract Road, Packman Road and Rotherham Road (from 3 submissions)	Portable Vehicle Activated Sign	Hooper
Oaks Lane / A629 Wortley Road	Red surfacing, Vehicle Activated Sign, lining and signing improvements	Keppel
A631 Tickhill Road	Signing and lining improvements	Maltby
Meadowbank Road outside Jet Station	Wooden posts in verge outside Jet filling station	Rotherham West

Long Lane, Treeton	Signing and lining improvements	Rother Vale
Middle Lane South, Doncaster Road at Mushroom Roundabout) and Western Avenue (from 3 submissions)	Measures to address speeding (exact details to be determined)	Rotherham East
Whiston Junior and Infant School	Billy and Belinda Bollards	Sitwell
Whiston Worrygoose School	Billy and Belinda Bollards	Sitwell
Prior Mede, Carver Close, Woodall Lane, Union Street, Sycamore Avenue and Walesmoor Avenue (from 3 submissions)	Pedestrian dropped crossing	Wales
Campsall Field Road	Dropped Kerbs, Frail and disabled pedestrian signing/ slow markings and portable Vehicle Activated Sign	Wath
Sycamore Avenue	Signage warning drivers of a school ahead. Road Markings and tactile surface.	Wickersley
Fleming Way	School ahead warning signage in addition to measures introduced	Wickersley
Roughwood Road (Between Wingfield Road & School)	Measures to address speeding	Wingfield

Work programme – Overview and Scrutiny Management Board UPDATED: 2 December 2020

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
7 May	<b>Financial Support for Older People's Residential Care Homes During the Covid-19 Pandemic</b>	Pre-decision scrutiny in advance of Cabinet meeting on 11 May.	1. That Cabinet be advised that the recommendations be supported.
	<b>Financial Support for Learning Disability Day Opportunity Providers During the Covid-19 Pandemic</b>	Pre-decision scrutiny in advance of Cabinet meeting on 11 May.	1. That Cabinet be advised that the recommendations be supported.  2. That the thanks of the Overview and Scrutiny Management Board be conveyed to the outgoing Assistant Chief Executive, Shokat Lal, for his support the scrutiny function at Rotherham since 2016.

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
11 June	<b>Autism Strategy</b>	Pre-decision scrutiny in advance of Cabinet meeting on 15 June.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That a report on the implementation of the Rotherham All Age Autism Strategy and Implementation Plan 2020 -2023 be submitted to the Health Select Commission in due course.</li> </ol>
	<b>Support Services for Adult Survivors of Child Sexual Exploitation: Commissioning and Procurement Approach</b>	Pre-decision scrutiny in advance of Cabinet meeting on 15 June.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That, subject to Cabinet approving the recommendations set out in the report, the benchmarking exercise by Members of Improving Lives Select Commission be continued, with interviews with Members from other authorities being prioritised to better inform the approach to the procurement process.</li> <li>3. That, in view of the individual personal circumstances of victims and survivors, the specification for the contract ensure that the rereferral process be expedited swiftly to ensure that service users receive timely support.</li> </ol>
	<b>Finance Update and Budget Monitoring Report</b>	Pre-decision scrutiny in advance of Cabinet meeting on 15 June.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That the Leader of the Council write to all three Members of Parliament for the borough seeking their support to lobby the Government to ensure the Council is fairly funded to respond to the impact of the Covid19 pandemic.</li> <li>3. That, at an appropriate time later in the year, the</li> </ol>

			Leader of the Council hold an all Member Seminar on the proposals for the authority's recovery from the Covid19 pandemic and the likely financial impact of proposed changes.
	<b>Covid-19 Discretionary Business Grants Scheme</b>	Pre-decision scrutiny in advance of Cabinet meeting on 15 June.	1. That Cabinet be advised that the recommendations be supported.
	<b>Children's Commissioner Takeover Challenge - Hate Crime</b>	Consideration was given to a report that had been submitted to advise the Overview and Scrutiny Management Board on the findings and recommendations that had come from the Children's Commissioner's Takeover Challenge spotlight review undertaken by Rotherham Youth Cabinet in March 2020 on Hate Crime.	<ol style="list-style-type: none"> <li>1. That the report and the conclusions and recommendations as outlined at Appendix 1 of the officer's report, be noted.</li> <li>2. That the report be forwarded to Cabinet and partners for their consideration and to Council for information.</li> <li>3. That a detailed response to the recommendations be presented to the Overview and Scrutiny Management Board and Rotherham Youth Cabinet in October 2020.</li> </ol>
<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Purpose/ Outcomes</b>	<b>Recommendations</b>

<b>15 July</b>	<b>Financial Outturn 2019-20</b>	Pre-decision scrutiny in advance of Cabinet meeting on 20 July.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That the Overview and Scrutiny Management Board hold a dedicated workshop to consider the financial and service implications of the Covid-19 pandemic.</li> </ol>
	<b>Community Energy Switching Scheme</b>	Pre-decision scrutiny in advance of Cabinet meeting on 20 July.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That a report on further developments in respect of the Community Energy Switching Scheme be submitted to the Improving Places Select Commission in due course.</li> </ol>
	<b>Consultation on Public Spaces Protection Orders - Town Centre and Borough Wide Dog Fouling</b>	Pre-decision scrutiny in advance of Cabinet meeting on 20 July.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> </ol>
	<b>Overview and Scrutiny Annual Report 2019-20</b>	To approve the annual report.	<ol style="list-style-type: none"> <li>1. That the Overview and Scrutiny Management Board receive and approve the draft Annual Report 2019-20.</li> <li>2. That it be noted that membership details for 2020-21 may be subject to change following the Council meeting on the 22 July 2020 and will be reflected in the final published version.</li> <li>3. That the draft outline work programme be updated following the discussion by the Overview and Scrutiny Management Board.</li> </ol>
	<b>Update on Work</b>	To approve the work programme	<ol style="list-style-type: none"> <li>1. That scrutiny of the response to and recovery</li> </ol>

	<p><b>Programme For 2020-21</b></p>		<p>from the Covid-19 pandemic be the overarching priority for 2020-21.</p> <ol style="list-style-type: none"> <li>2. That the initial items scheduled in the work programme for 2020-21 be approved.</li> <li>3. That the Overview and Scrutiny Management Board determine which items in Appendix 2 should be retained in the work programme.</li> <li>4. That the indicative headline work programme for the Select Commissions be endorsed.</li> <li>5. To note that should any urgent items emerge during the year this may necessitate a review and re-prioritisation of the work programme.</li> <li>6. That Scrutiny Chairs and Vice Chairs meet with Cabinet to discuss scheduling major initiatives for scrutiny during 2020-21 to inform the final work programme.</li> <li>7. That discussion take place between the Chair of the Overview and Scrutiny Management Board and the Leader on pre-decision scrutiny and the role of Scrutiny in policy development in the recovery and restart from Covid-19.</li> </ol>
<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Purpose/ Outcomes</b>	<b>Recommendations</b>

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
2 September	<b>Response to recommendations from the sickness absence workshop</b>	To updates OSMB on the outcomes of the sickness absence workshop	1. That the report be noted.
	<b>Children's Placement Projections</b>	To receive 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.	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>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.</li> </ol>
	<b>Adult Care: Budget Forecast and Savings Update</b>	To receive an update on the forecast budget position for Adult Care, the Housing General Fund and Public Health.	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That a further report on the Adult Care Budget position be brought to the Overview and Scrutiny Management Board in November 2020.</li> </ol>



<b>16 September</b>	<b>The Year Ahead</b>	Pre-decision scrutiny in advance of Cabinet meeting on 21 September.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That the sub-group of the Improving Places Select Commission be established to in order to feed into the planned review relating to the return to, and use of Council buildings, and that the Chair of the Overview and Scrutiny Management Board be invited to be a member of the sub-group.</li> <li>3. That the sub-group of the Overview and Scrutiny Management Board on Communications be re-established in order to review how customers access council services.</li> <li>4. That a sub-group of the Overview and Scrutiny Management Board be established to feed into the Council's review of its approach to Equalities.</li> </ol>
	<b>Voluntary Sector Infrastructure</b>	Pre-decision scrutiny in advance of Cabinet meeting on 21 September.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> </ol>
	<b>Advice Review and Advice Services SLA</b>	Pre-decision scrutiny in advance of Cabinet meeting on 21 September.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> </ol>
	<b>Annual Housing Development Report</b>	Pre-decision scrutiny in advance of Cabinet meeting on 21 September.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> </ol>
	<b>Town Centre Public Spaces Protection Order, and A Dog Control Public Spaces Protection Order</b>	Pre-decision scrutiny in advance of Cabinet meeting on 21 September.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> </ol>

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
14 October	Libraries Strategy	Pre-decision scrutiny in advance of Cabinet meeting on 19 October.	1. That Cabinet be advised that the recommendations be supported.

	<b>Towns Fund – Town Investment Plan</b>	Pre-decision scrutiny in advance of Cabinet meeting on 19 October.	1. That Cabinet be advised that the recommendations be supported.
<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Purpose/ Outcomes</b>	<b>Recommendations</b>
<b>4 November 2020</b>	<b>SRP Annual Report</b>	To receive the SRP Annual Report. Agreed in 2019 to invite Shakoor Adalat from the Independent Hate Crime Panel to the meeting for this item.	<ol style="list-style-type: none"> <li>1. That the Safer Rotherham Partnership Annual Report be noted.</li> <li>2. That future reports to the Overview and Scrutiny Management Board contain historical, as well as current data for all areas of performance monitored to enable members to clearly see</li> </ol>

			<p>changes and trends in performance.</p> <ol style="list-style-type: none"> <li>3. That historical data on key areas of activity be circulated to members of the Overview and Scrutiny Management Board to enable members to clearly see changes and trends in performance.</li> <li>4. That future reports to the Overview and Scrutiny Management Board contain information on performance on key areas of performance in other local authority areas in order to enable members to assess how performance in Rotherham compares to performance in other local authority areas.</li> <li>5. That a meeting be arranged for the Chair and Vice-Chair of the Overview and Scrutiny Management Board to meet with the Chairs of the Select Commissions to review the report further in order to highlight any further areas of concern and to consider the role of scrutiny in addressing these issues.</li> </ol>
	<b>Adult Care - Budget Update</b>	Resolved at meeting on 2 September to receive a further update.	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That the Chair be given the discretion to request a further update to be brought to the January 2021 meeting of the Overview and Scrutiny Management Board, subject to the budget situation at that time.</li> </ol>
	<b>Customer and Digital Programme</b>	To receive a progress report.	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That the Minutes of the discussion on the report be fed into the considerations of the sub-group of the Overview and Scrutiny Management Board on Communications, with the recommendations of the group being</li> </ol>

			subsequently reported at a future meeting of the Overview and Scrutiny Management Board.
<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Purpose/ Outcomes</b>	<b>Recommendations</b>
<b>18 November</b>	Medium Term Financial Strategy Sufficiency Development Phase	Pre-decision scrutiny	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That if the assumptions that have been used in the development of the Medium-Term Financial Strategy change substantially before the Overview and Scrutiny Management Board is</li> </ol>

			consulted on the Council's Budget proposals, then a further report be presented to the Overview and Scrutiny Management Board.
	September Financial Monitoring	Pre-decision scrutiny	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That if the financial monitoring situation worsens before the next scheduled Financial Monitoring Report is scheduled to be received, then a further report be presented to the Overview and Scrutiny Management Board.</li> </ol>
	Equalities Review - going for "Excellent" accreditation	Pre-decision scrutiny	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That an agenda item pertaining to Equalities be added to the Overview and Scrutiny Management Board agenda on a two-monthly basis.</li> <li>3. That a fact-finding Equalities sub-group convene on a monthly or as-needed basis to discuss Equalities workstreams and lines of inquiry with a view to bringing outcomes to present at Overview and Scrutiny Management Board for further scrutiny.</li> <li>4. That the Equalities sub-group be comprised of a core group of Members with at least one member representing each of the scrutiny commissions, and that Members be invited to submit to this sub-group their questions or topics for discussion related to Equalities.</li> </ol>
	SEND Sufficiency Development Phase 3	Pre-decision scrutiny	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> </ol>

			2. That the Improving Lives Select Commission continues to monitor the implementation of the SEND Sufficiency Strategy
<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Purpose/ Outcomes</b>	<b>Recommendations</b>
2 December	Implementation of Recommendations from the Scrutiny Review of Agency, Consultancy and Interim Staff	Further monitoring update from previous scrutiny review was requested for Nov 2020.	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That a progress report on the use of agency staff be brought to the Overview and Scrutiny Management Board in 12 months' time, or sooner if the costs involved in employing agency staff increase substantially.</li> </ol>

	<b>Adult Care - restructure and pathway development</b>	To cover implementation of the Target Operating Model and new pathways in Adult Care.	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That the results of the Peer Challenge be circulated to members of the Overview and Scrutiny Management Board.</li> <li>3. That the timeline and action plan detailing the required actions to address areas in need of improvement in the Adult Care Service be circulated to members of the Overview and Scrutiny Management Board.</li> <li>4. That a progress report on the Adult Care - restructure and pathway development programme and the action being taken to address areas that require improvement be presented to the Overview and Scrutiny Management Board in six months' time.</li> </ol>
	<b>Covid Winter Grant Scheme</b>	Pre-decision scrutiny	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That a consideration be given to the creation of a single point of contact in order to enable all residents that are eligible for support to be able access that support easily.</li> <li>3. That all members be kept updated and informed on how they can support the Council's efforts to ensure that all residents eligible for support are able to access that support.</li> </ol>
	Business Support Grants funded via Additional Restrictions Grant	Pre-decision scrutiny	That Cabinet be advised that the recommendations be supported.



Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations

<b>16 December</b>	TBC	Pre-decision scrutiny in advance of Cabinet meeting on 21 December.	
<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Purpose/ Outcomes</b>	<b>Recommendations</b>

20 January	TBC	Pre-decision scrutiny in advance of Cabinet meeting on 25 January.	
	Adult Care Budget update	Resolved November 2020 to consider to look again in January.	
<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Purpose/ Outcomes</b>	<b>Recommendations</b>

<b>10 February</b>	Budget, Council Tax and Medium-Term Financial Strategy proposals for 2021-22	Annual consultation with Overview and Scrutiny Management Board	
	TBC	Pre-decision scrutiny in advance of Cabinet meeting on 15 February.	
<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Purpose/ Outcomes</b>	<b>Recommendations</b>

<b>24 February</b>	Social Value Policy	Progress report	
	Complaints and Compliments Annual Report	Annual item.	
	Equalities Report	Standing bi-monthly item	
<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Purpose/ Outcomes</b>	<b>Recommendations</b>

**17 March**

TBC

Pre-decision scrutiny in advance of Cabinet meeting on 22 March.

**Items pending schedule or removal**

<b>Item</b>	<b>Details</b>	<b>Status</b>	<b>Officer</b>
Children's Commissioner Take Over Challenge	Annual Item.	Topic to be determined and meeting scheduled for March 2021.	Governance Advisor
Hate Crime Strategy	Further update on steps taken to address hate crime and agreed to be involved in any pre-scrutiny work on the Hate Crime Strategy and its development.	Timescale TBC as work paused due to Covid-19.	Assistant Director, Community Safety and Street Scene/ Head of Community Safety, Resilience and Emergency Planning
New HR and Payroll System	Report on the new HR and Payroll System once implemented in phases from June 2019 which will rationalise information on the staffing establishment as at present data is held in HR and Finance.	To be subject to a one-off sub-group review. Assistant Director of Human Resources and Organisational Development contacted re request.	Assistant Director of Human Resources and Organisational Development
Budget Consultation	Annual item.	Process to determined and to be scheduled.	Chief Executive/Strategic Director Finance and Customer Services
Forge Island	To monitor exception reporting.	To be scheduled.	Strategic Director Regeneration and Environment
CYPS - High Needs Block Update and Recovery Plan	Scrutiny acknowledged that it was early days in the recovery plan process with steps outlined to reduce the deficit. Overall position.  OSMB had other updates on this particular issue and other services within CYPS, but Chair confirmed continuation at work planning meeting on 27 May 2020.	To be scheduled.	Strategic Director Children's and Young Peoples Services
Council Plan Performance Indicators	Regular monitoring	To be scheduled (outcome of discussion)	Head of Performance,

		on Year Ahead Report on 16 December to inform this)	Intelligence and Improvement
Response to Covid-19 pandemic and plans for post-pandemic recovery	Ongoing monitoring and reporting.	Overarching item	Chief Executive and Strategic Directors
Rothercard		To be scheduled	
Equalities Report	Standing bi-monthly item	To be scheduled bi-monthly as required	
Radicalisation of young people and extremism		To be scheduled	
Adult Care - restructure and pathway development	Resolved December 2020 to request an update in 6 months	To schedule June 2021	Strategic Director Adult Care
Progress Report on the recommendations made by the Overview and Scrutiny Management Board on the use of agency staff	Resolved December 2020 to request an update in 12 months	To schedule December 2021	Assistant Director Human Resources and Organisational Development



**FORWARD PLAN OF KEY DECISIONS**  
**1 December 2020 – 28 February 2021**

This is formal notice under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of Key Decisions due to be taken by the Authority and of those parts of the Cabinet meeting identified in this Forward Plan will be held in private because the agenda and reports for the meeting will contain confidential or exempt information as defined in the Local Government Act 1972.

Contact Information:-

Democratic Services  
Riverside House  
Main Street  
Rotherham  
S60 1AE

Email: [governance@rotherham.gov.uk](mailto:governance@rotherham.gov.uk)  
Tel: 01709 822477

### What is the Forward Plan?

The Forward Plan contains all the key decisions the Council expects to take over the next three months. It will be refreshed monthly and will give at least 28 days' notice of any Key Decisions and, if applicable, the Cabinet's intention to discuss an item in private. This gives you the opportunity to submit relevant documents to the decision maker concerning any individual Key Decisions and draws to your attention any relevant constitution process.

### What is a Key Decision?

A Key Decision is one which is likely to:-

- relate to the capital or revenue budget framework that is reserved to the Council, or
- result in income, expenditure or savings of £400,000 or greater, or
- have a significant effect on two or more wards

A Key Decision can be made by the Cabinet. The Forward Plan also includes some matters which are not Key Decisions under the heading "Decisions which are not Key Decisions".

### What does the Forward Plan tell me?

The plan gives information about:

- what key decisions are to be made in the next three months;
- the matter in respect of which the decision is to be made;
- who will make the key decisions;
- when those key decisions are likely to be made;
- what documents will be considered;
- who you can contact for further information

### Who takes Key Decisions?

Under the Authority's Constitution, Key Decisions are taken by the Cabinet.

Key Decisions are taken at public meetings of the Cabinet. The Cabinet meets once a month on a Monday at 10.00am at the Town Hall, Rotherham.

### Further information and Representations about items proposed to be heard in Private

Names of contact officers are included in the Plan.

If you wish to make representations that a decision which is proposed to be heard in private should instead be dealt with in public, you should contact Democratic Services by no later than five clear working days before the meeting. At the end of this document are extracts from the Local Government Act 1972 setting out the descriptions of information which may be classed as "exempt", and the definition of confidential information.

### The members of the Cabinet and their areas of responsibility are:-

Councillor Chris Read	Leader of the Council
Councillor Gordon Watson	Deputy Leader of the Council and Cabinet Member for Children's Services and Neighbourhood Working
Councillor Saghir Alam	Cabinet Member for Corporate Services and Finance
Councillor Sarah Allen	Cabinet Member for Cleaner, Greener Communities
Councillor Dominic Beck	Cabinet Member for Housing
Councillor Emma Hoddinott	Cabinet Member for Waste, Roads and Community Safety
Councillor Denise Lelliott	Cabinet Member for Jobs and Local Economy
Councillor David Roche	Cabinet Member for Adult Social Care and Health

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
<b>KEY DECISIONS TO BE TAKEN W/C 7 DECEMBER 2020</b>								
<b>ASSISTANT CHIEF EXECUTIVE</b>								
Covid Winter Grant Scheme	November 2020	To agree how the Council should utilise this grant fund to provide support to vulnerable households with food, energy and essentials over the winter period.	Leader of the Council	Relevant officers, members and stakeholders.	Report	All Wards	Open	Jackie Mould Tel: 01709 823618 jackie.mould@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
Business Support Grants funded via Additional Restrictions Grant (ARG)	November 2020	To approve the planned use of the Councils allocation from the Additional Restrictions Grant (£30m pot awarded to SCR for entering Tier 3).  To approve the details of the Councils discretionary scheme as part of this package of support.	Cabinet Member - Corporate Services and Finance	Relevant officers, members and stakeholders.	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
<b>KEY DECISIONS TO BE TAKEN ON 21 DECEMBER 2020</b>								
<b>ADULT CARE, HOUSING AND PUBLIC HEALTH</b>								
HRA Business Plan 2020-21	September 2020	To approve the 2020 – 21 HRA Business Plan.	Cabinet Member - Housing	Cabinet Member for Housing and relevant ward members.	Report	All Wards	Open	Anne Marie Lubanski Tel: 01709 822397 annemarie.lubanski@rotherham.gov.uk
Housing Rent and Service Charges	September 2020	To approve rent and service level charges for 2021-21.	Cabinet Member - Housing	Cabinet Member for Housing, and relevant ward members.	Report	All Wards	Open	Anne Marie Lubanski Tel: 01709 822397 annemarie.lubanski@rotherham.gov.uk
<b>REGENERATION AND ENVIRONMENT</b>								

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
Neighbourhood Road Safety Fund Programme	November 2020	Approval of the programme following Ward Member engagement.	Cabinet Member for Waste, Roads and Community Safety	Cabinet member and Ward members	Report and appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
<b>NON-KEY DECISIONS TO BE TAKEN ON 21 DECEMBER 2020</b>								
<b>ASSISTANT CHIEF EXECUTIVE</b>								
Year Ahead Plan - Quarterly Progress Report	September 2020	To report on the Council's progress against the Year Ahead Plan in Quarter 2 (July – September 2020).	Leader of the Council	Appropriate officers, members and stakeholders.	Report and appendices	All Wards	Open	Jackie Mould Tel: 01709 823618 jackie.mould@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
New Applications for Business Rates Relief	September 2020	To consider the recommendation for a new application for Business Rates discretionary relief.	Cabinet Member - Corporate Services and Finance	Relevant officers, members and stakeholders.	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
<b>REGENERATION AND ENVIRONMENT</b>								
Domestic Abuse Support Services Re-commissioning	September 2020	To approve the approach and key outcomes relating to the re-commissioning of domestic abuse support services and refuge.	Cabinet Member for Waste, Roads and Community Safety	Relevant officers, members and stakeholders	Report and appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
Hackney Carriage / Private Hire Licensing Policy - update report	November 2020	To provide an update in relation to the implementation of the Council's revised Hackney Carriage and Private Hire Licensing Policy.	Cabinet Member for Waste, Roads and Community Safety	Relevant officers, stakeholders and members.	Report and appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
<b>KEY DECISIONS TO BE TAKEN ON 25 JANUARY</b>								
<b>ADULT CARE HOUSING AND PUBLIC HEALTH</b>								

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
Quarterly Housing Development Update	November 2020	To note progress with the Housing Development programme.	Cabinet Member - Housing	Cabinet Member for Housing and relevant ward members	Report	All Wards	Open	Anne Marie Lubanski Tel: 01709 822397 annemarie.lubanski@rotherham.gov.uk
<b>CHILDREN AND YOUNG PEOPLE'S SERVICES</b>								
Re-commissioning the 0-19 Integrated Public Health Nursing (IPHN) Service	November 2020	The current contract to deliver the 0-19 Health Visiting and School Nurse Service is due to end on 31 March 2022. This report asks Cabinet to approve the recommissioning of the Service.	Deputy Leader of the Council and Cabinet Member for Children's Services & Neighbourhood Working	Appropriate officers, members and stakeholders.	Report	All Wards	Open	Suzanne Joyner Tel: 01709 247617 suzanne.joyner@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
November Financial Monitoring	November 2020	To note the current revenue and capital monitoring position and agree any required actions.	Cabinet Member - Corporate Services and Finance	Relevant officers, members and stakeholders	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
<b>REGENERATION AND ENVIRONMENT</b>								
Community Energy Switching Scheme	November 2020	To report on the procurement results and recommendation to develop an internal community energy switching scheme.	Cabinet Member - Jobs and the Local Economy	Relevant officers, stakeholders and members	Report and appendices	All Wards	Open	David Rhodes Tel: 01709 822306 david.rhodes@rotherham.gov.uk
<b>NON-KEY DECISIONS TO BE TAKEN ON 25 JANUARY</b>								
<b>FINANCE AND CUSTOMER SERVICES</b>								
New Applications for Business Rates Relief	August 2020	To consider the recommendation for a new application for Business Rates discretionary relief.	Cabinet Member - Corporate Services and Finance	Relevant Members, officers and stakeholders	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
<b>REGENERATION AND ENVIRONMENT</b>								

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
BT proposals to permanently remove the public phone box at Boston Castle Grove, Moorgate and 42 phone boxes across the borough	November 2020	To note the Officer delegated decisions regarding the request from BT to close the phone boxes.	Cabinet Member - Jobs and the Local Economy	Public consultation on Council website	Report and appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
Modern Slavery Transparency Statement - Annual Refresh	November 2020	To approve the 2020-21 Modern Slavery transparency statement on behalf of the Council.	Cabinet Member for Waste, Roads and Community Safety	Trade Unions, various colleagues	Report and appendix	All Wards	Open	Sam Barstow sam.barstow@rotherham.gov.uk
<b>KEY DECISIONS TO BE TAKEN ON 15 FEBRUARY OR LATER</b>								
<b>ADULT CARE, HOUSING AND PUBLIC HEALTH</b>								
Revisions to the Housing Allocation Policy and the Strategic Tenancy Policy	November 2020	To approve policy changes.	Cabinet Member - Housing	Cabinet Member for Housing	Report	All Wards	Open	Anne Marie Lubanski Tel: 01709 822397 annemarie.lubanski@rotherham.gov.uk
<b>ASSISTANT CHIEF EXECUTIVE</b>								
Social Value Developments	November 2020	To provide an update on social value progress including procurement and forward policy options, working with partners around community wealth building and developing anchor networks.	Leader of the Council	Relevant officers, members and partner organisations.	Report and appendices	All Wards	Open	Jackie Mould, Jo Brown, Steve Eling, Karen Middlebrook Tel: 01709 823618, , , jackie.mould@rotherham.gov.uk, jo.brown@rotherham.gov.uk, steve.eling@rotherham.gov.uk, karen.middlebrook@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
December Financial Monitoring	November 2020	To note the current revenue and capital monitoring position and agree any required actions	Cabinet Member - Corporate Services and Finance	Relevant officers, members and stakeholders	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
Budget & Council Tax 2021-22 and Medium-Term Financial Strategy Update	November 2020	To recommend to Council the Budget and Council Tax for 2021-22 and the Updated Medium-Term Financial Strategy to 2022/23.	Cabinet Member - Corporate Services and Finance	Relevant officers, members and stakeholders	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk

Decision title	Date added to the Forward Plan	What is the decision?	Cabinet Portfolio	Who will be consulted	Documents to be considered	Wards affected	Is the decision to be made in private	Directorate and contact for further information
<b>REGENERATION AND ENVIRONMENT</b>								
Amendment to the Hackney Carriage and Private Hire Licensing Policy (vehicle licence plates)	November 2020	To approve an amendment to the Council's Hackney Carriage / Private Hire Licensing Policy in relation to the frequency that vehicle licence plates are issued to licensed vehicles in Rotherham.	Cabinet Member for Waste, Roads and Community Safety	Relevant officers, stakeholders and members	Report and appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
<b>NON-KEY DECISIONS TO BE TAKEN ON 15 FEBRUARY 2020 OR LATER</b>								
<b>FINANCE AND CUSTOMER SERVICES</b>								
New Applications for Business Rates Relief	August 2020	To consider the recommendation for a new application for Business Rates discretionary relief.	Cabinet Member - Corporate Services and Finance	Relevant Members, officers and stakeholders	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk

**LOCAL GOVERNMENT ACT 1972 SCHEDULE 12A  
ACCESS TO INFORMATION: EXEMPT INFORMATION  
PART 1  
DESCRIPTIONS OF EXEMPT INFORMATION: ENGLAND**

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes –
  - a. to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - b. to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

**PART 2  
QUALIFICATIONS: ENGLAND**

***Paragraphs 1-8 repealed.***

- 9 Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.
- 10 Information which –
  - a. falls within any of paragraphs 1 to 7 above; and
  - b. is not prevented from being exempt by virtue of paragraph 8 or 9 above, is exempt information if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information

**LOCAL GOVERNMENT ACT 1972  
SECTION 100A(3) – DEFINITION OF CONFIDENTIAL INFORMATION**

- Confidential information means –
- a. information furnished to the council by a Government department upon terms (however expressed) which forbid the disclosure of the information to the public; and
  - b. information the disclosure of which to the public is prohibited by or under any enactment or by the order of a court;
- and, in either case, the reference to the obligation of confidence is to be construed accordingly.