

IMPROVING PLACES SELECT COMMISSION

Date and Time :- Tuesday, 9 June 2020 at 1.30 p.m.

Venue:- Virtual Meeting
https://rotherham.public-i.tv/core/portal/webcast_interactive/489509

Membership:- Councillors Atkin, Buckley, B. Cutts, Elliot, Jepson, Jones, Khan, Mallinder (Chair), McNeely, Reeder, Rushforth, Sansome, Sheppard, Taylor, Tweed (Vice-Chair), Julie Turner, Whysall and Wyatt.

Co-opted Member:- Mrs. W. Birch. Mrs. M. Jacques.

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 5 March 2020 (Pages 1 - 9)

To consider and approve the minutes of the previous meeting held on 5 March 2020 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.

6. Communications

To receive communications from the Chair in respect of matters within the Commission's remit and work programme.

7. Housing Strategy 2019 - 2022 Progress Update (Pages 10 - 16)

To consider an update in respect of the Housing Strategy 2019 – 2022.

8. Initial Work Programme 2020-21 Municipal Year (Pages 17 - 21)

To consider a briefing paper in respect of the Commission's work programme for the 2020-21 municipal year.

9. Urgent Business

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

10. Date and time of the next meeting

The next meeting of the Improving Places Select Commission will take place on Tuesday 14 July 2020 at 1.30pm.

IMPROVING PLACES SELECT COMMISSION
Thursday, 5th March, 2020

Present:- Councillor Mallinder (in the Chair); Councillors Atkin, Birch, Buckley, Elliot, Jepson, Jones, Khan, McNeely, Reeder, Rushforth, Sansome, Sheppard and Wyatt.

Apologies for absence were received from Councillors B. Cutts, Jacques, Taylor and Whysall.

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

54. MINUTES OF THE PREVIOUS MEETING HELD ON 6 FEBRUARY 2020

Resolved:-

That the minutes of the previous meeting held on 6 February 2020 be approved as a true and correct record of the proceedings.

55. COMMUNICATIONS

The Chair made the following communications to Members of the Commission:-

- Members planning to attend the visit to Gulliver's were requested to speak to the Governance Advisor immediately following the meeting to receive information about travel arrangements.
- Members' planned visit to Herringthorpe Cemetery would be rescheduled for another date

Through the Chair, Councillor Wyatt briefed the Commission regarding a meeting that took place in accordance with the recent recommendation to discuss with the Assistant Director of Community Safety and Streetscene some further ways in which the review of the Major Incident Plan might usefully inform future flooding response by the Council.

56. DECLARATIONS OF INTEREST

There were no declarations of interest.

57. EXCLUSION OF THE PRESS AND PUBLIC

There were no items of business for which it was concluded that the press or public needed to be excluded.

58. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

There were no questions from the public or press.

59. IMMOBILISATION / REMOVAL OF PERSISTENT EVADERS' VEHICLES

Consideration was given to a report providing an update following a Cabinet decision taken in December 2018 to adopt a policy to facilitate the immobilisation of vehicles. Approval of the proposals allowed vehicles that were the subject of multiple unpaid parking penalty charge notices (PCNs) to be immobilised (clamped).

Improving Places Select Commission had previously recommended that the number of outstanding PCNs for a vehicle to qualify for persistent evader status, be reduced from 6 to 4. Subsequently, in April 2019, the Assistant Director for Community Safety and Streetscene took a delegated decision to reduce the number of outstanding penalty charge notices (PCNs) for a vehicle to qualify for persistent evader status, from 6 to 4. The Commission had requested an update on the situation following a reasonable period of time, during which the procedures had become embedded.

It was reported that the rationale for reducing the number was that most offenders pay their fines after three citations. Explanation was provided as to how the Council safely impounded vehicles and the process for retrieving vehicles. It was further noted that many clamping instances are resolved on site.

In discussion, Members sought to understand the processes that were employed in respect of untaxed vehicles. In response, officers gave an undertaking to provide Members with a detailed written response after the meeting.

Members sought assurances in respect of the procedures in place and were advised that officers were confident that these were robust, particularly with regard to any vehicle displaying a blue badge, which should not be clamped.

Furthermore, Members also sought to understand where the details of costs and income cleared from the process and those monies ended up. With regard to costs, it was explained that these related to contractors impounding vehicle and any income after the scrapping of a vehicle would also be retained by a contractor. The Council was able to recover damage witnessed as it occurs, such as where a grass verge had been badly damaged and it had been witnessed, then costs could be pursued.

Clarification was sought as to timescales and traveling distances for the clamping and removals process. In response, it was explained that the company that the Council currently used for removals was located next to Maltby police station. However, Members were further advised that such contractors could work anywhere in the Borough on a day to day basis. Once the persistent evader's vehicle was clamped, it was not going to go anywhere, so that part of the process was complete.

The Chair thanked officers for attending the meeting and it was

Resolved:-

1. That the report and accompanying statistics be noted
2. That the continuation of the immobilisation procedures be endorsed.

60. REVIEW OF RE-DEPLOYABLE CCTV

Consideration was given to a report which provided an update on the purchase and deployment of CCTV units as a result of additional funding of £60,000 made available in 2018. All the units other than one, which was awaiting the identification of an appropriate location, had been deployed, however it was reported that two currently had faults and were awaiting repair.

Members were asked to note that CCTV alone was not the solution in many cases. The installation of CCTV was therefore often accompanied by a range of activities, including increased patrols, intelligence gathering, identification of offenders and the issuing of warnings or further sanctions as appropriate. Resolutions to issues would also explore wider problem-solving opportunities, such as designing out crime, engaging with youth provision or working with schools in the area.

All but one of the cameras have now been deployed. These are re-deployable units. They are on a seven-day loop. In the main, they are overt cameras, providing a deterrent in the areas in which they have been deployed.

In discussion, Members wished to have more information about whether consideration has been given to funding the sustainment of the camera units through repair and maintenance plans. Officers provided clarification that the capital investment was for the procurement of new systems rather than a revenue stream to provide for the servicing and maintenance of the systems. Revenue funding would be required to provide for a service agreement in the longer term. Officers provided assurance that the suggestion was noted and will be explored during the upcoming full review of the CCTV use in the Borough.

Members enquired about the investment in covert cameras which have been effective to help deter fly-tipping and prosecute fly-tippers. The response from Officers provided assurance that covert camera use will be covered in the upcoming review of fixed, redeployable, overt, and covert CCTV systems.

IMPROVING PLACES SELECT COMMISSION - 05/03/20

Members also sought clarification about the court awards. Officers provided details around the reasons for varied costs for offences that the Council carried through to court prosecution. Occasionally for a repeat offender or a serious offense, it is sometimes determined best to prosecute in court rather than with a typical Fixed Penalty Notice. Officers noted that the costs for a court prosecution are often under-representative of the amount of effort that is expended. The Cabinet member elaborated that some fines have been disappointingly low—a number have actually amounted to less than a Fixed Penalty Notice. While some court awards have been very small, on the opposite end of the spectrum, and unusually, prison sentences have been seen for this kind of crime.

Members posed further inquiries about the limits of the deterrent effect of cameras. In response, officers emphasized the importance of generating results and of publishing those results.

Members also sought clarification on how irresponsible disposal can encourage profiteering. Officers encouraged citizens to be wary of individuals who advertise waste disposal and to use the government website to obtain information about registered waste carriers. Officers encouraged citizens to do checks to ensure that their waste is disposed of in a responsible manner. We see on a number of occasions the responsibility for fly-tipping on private land, and we are keen to pursue ways to deter all offences, whether on private or public land.

Members inquired about ways of ensuring that all the CCTV units are active and operational. Officers tour the Borough each week. It is resource intensive, but it mitigates the instances in which a unit might not be working and we might not know about that system failure. Now each week, an officer has to go and sit under the camera unit in order to do all the necessary checks. In order to mitigate that, we ensure all those units are regularly checked. We want to make identifying offences, dealing with offences, and identifying faults as efficient as possible using modern technology to help us leverage all of those assets and get them working together efficiently. Officers noted that an allocation that has been made to allow us to move forward with providing that platform.

Members inquired as to the number of overt and covert cameras and the quality of the images produced by the systems. Officers responded that covert CCTV has greater effectiveness than overt CCTV at helping us catch fly-tippers and that the quality and capability of the cameras is set by law.

Based on this information, Members suggested the incorporation of more CCTV use in the Borough. The Cabinet member noted that recent years have seen more money allocated for CCTV because we see it working.

Resolved:-

1. That the report be noted.

IMPROVING PLACES SELECT COMMISSION- 05/03/20

2. That the results of the full-system review of CCTV, planned to commence in April 2020, be submitted to the Commission when completed.
3. That consideration be given to the review addressing provision for maintenance and repairs.
4. That consideration be given to expanding coordinated overt and covert camera use, on the grounds that results had been positive.

61. 'TIME FOR ACTION' REVIEW

Consideration was given to a report which provided an updated position in respect of service delivery and performance in respect of the 'Time for Action' Initiative, which provided for a mechanism to deliver enhanced enforcement around enviro-crime, particularly littering offences, and parking offences.

It was reported that joint arrangements with Doncaster Council had been operational since mobilisation in September 2018 and had delivered enhanced enforcement across a range of locations in Rotherham. Members noted that the Council had achieved its annual target relating to FPNs for 2019/20, which had been set at 2,000. The current number of Fixed Penalty Notices (FPNs) issued was 2,513 (as of the end of January 2020). The report indicated that performance had improved by 18% since the commencement of the partnership.

Despite the improving picture, it was reported that the target within the SLA (5,000) would not be achieved and the number at the end of the year was expected to be closer to 3,500 FPNs issued. In order to achieve the target within the SLA the quarterly number needed to be around 1,250, which would represent a further increase in excess of 50% on the previous and best performing quarter, where 859 FPNs were issued.

The report acknowledged that improvements had yet to be made in relation to the sharing of information with ward Councillors, both in relation to patrols and fines issued. A review was underway of partnership data that supported processes, such as tasking and the Community Action Partnerships (CAPs), which were Ward-based meetings between officers and Ward Councillors. The service would aim to provide regular updates through the CAPs process to capture such information. These would also provide a forum to ensure that councillors could raise areas of concern in order to target enforcement patrols.

In discussion, Members requested more precise information, as has been available in the past, for example, a map displaying the location of every citation issued within the ward. Members recommended that information be made available to people at regular CAP meetings, so that they might be as useful as possible.

In response, the Cabinet Member noted that the complaints around CAPs meetings have been passed on to the police, happy to take that as a recommendation to provide the information at the CAP meetings. Officers elaborated that there are some data limitations because of the service-level agreement with Doncaster. Time limitations also come into play in translating the monthly data officers receive into something that would be useable at a ward level—even though officers recognise the importance of doing so. Officers are aware of the CAP process and the challenges involved, although some are working really well. A report is due back to the Safer Rotherham Partnership which will include a light-touch review of CAP processes. Officers further stated the data would be refreshed and made available to Members.

Members sought further information as to availability of individual officers or patrols in various areas of the Borough. The response averred that shift information can be shared with Members as well as information about where patrols have taken place.

Members also showed interest in leveraging how Parish Councils might help inform our targeted patrols. The response noted that information to target patrols, councillors and citizens are in regular contact with services and officers so that patrols can be targeted. Parish Councils might handle as to ward-level information differently but officers would be pleased to accept intelligence from any source and would take direction.

Members also requested clarification around when and how Members would be informed of the outcomes of the scheduled improvement plan effort. Officers provided assurance that they will be working with Members to keep them informed of the forthcoming improvements. Although a set date has not been scheduled, officers are looking into the next financial year, working towards April to finalise the plan.

Members also wished to know more about strategies for reporting witnessed events so that, as we foster public awareness, we might explain more clearly the system we have in place. The officer response asserted that, with regards to parishes, information has been distributed and to Parish Councillors as well. Discussions have been held around reporting hotspots to the point person, because with the local information, under the enforcement contracts, the local authority could deploy the enforcement resource that is already there. It is the choice of Parish Councils, but we have had these conversations.

IMPROVING PLACES SELECT COMMISSION- 05/03/20

Members wished to establish more clearly how outcomes desired by residents may not always involve repressive enforcement actions that produce fines. In response, the officer affirmed the priority of raising a variety of interventions that work together to prevent the undesirable behaviours. Whilst the enforcement numbers are very low, what those numbers represent are a higher number of patrols in those areas. Generally, when people are in sight of other individuals, they are less likely to do those behaviours, but when they perceive that no one is watching, they are more likely.

The Cabinet Member expounded on the point that in regard to the issue of dog fouling, officers have considered a number of solutions, but none offer a more sophisticated solution than the current practice, which requires enforcers personally to witness a dog owner not clean up after their dog. And, unfortunately, enforcement officers' presence in the area is only a deterrent while the officers are physically there.

A point of clarification was also requested around a chart depicting an apparent spikes and dips in the number of issued tickets. Members were informed that the spike reflects the availability of staff during those times.

Resolved:-

1. That the report be noted.
2. That statistics be brought to the CAP meetings on a regular basis and delineated by ward if possible.
3. That a clear improvement plan be submitted to the Improving Places Select Commission for pre-decision scrutiny.

62. REVIEW OF THE FITZWILLIAM ROAD AND TOWN CENTRE PUBLIC SPACE PROTECTION ORDERS

Consideration was given to a report which provided an overview of the Public Space Protection Orders (PSPOs) within the Rotherham Borough and reviewed enforcement activity. Whilst the report provided a basic level of information, it was noted that a more detailed analysis of the Town Centre PSPO would take place in the summer of 2020, to comply with statutory requirements. The report set out the method by which such a review would be conducted. Furthermore, the report also provided a brief overview of enforcement against the new PSPO within the Fitzwilliam Road area, which was introduced at the end of 2019.

Members sought to understand if the data suggested an identified cause of the infractions, and would the occurrence of offenses perhaps be lower if more public toilets were provided in the Town Centre. The Cabinet member responded that the Town Centre public toilets are and have been operational. Officers elaborated that without regard to the provision of toilets, the behaviours are unacceptable and have to be discouraged.

Members also asked for further explanation around the discrepancy between the number of tickets issued in the first four months. There is a higher enforcement presence to match the higher level of The PSPO is not the only means of enforcement in that area because of its residential and selective licensing Members wished to know the rationale for selecting the Fitzwilliam Road area for a PSPO.

Clarification was sought around the interactions between the PSPO and selective licensing. The response emphasised that PSPO covered infractions that happen outside of building spaces, while selective licensing covered activities inside properties. By having both, even if an event happened on the street just outside, that is where the PSPO would take effect to give the Council some power to address the behaviour.

The data had shown that in regard to individuals who perpetrated persistent breaches, officers were able to identify individuals who were causing problems repeatedly. That had allowed enforcement to make those individuals the focus of stronger attention in order to control the problems.

A point of clarification was sought around which authority issued the numbers of tickets. Officers offered to refresh the data with numbers for each issuer.

Members requested further detail about the relative prevalence of the offences that represented a small percentage of the total figure. In response, officers clarified why percentages were employed to visualise the data, emphasising that in the case of urinating in public, eight offences was still considered to be too many and the number of tickets issued represented a small number of the total number of offences. Some of the offences were covered by a number of enforcement efforts in addition to PSPOs and FPNs.

Members requested assurance that the enforcement of the PSPOs would not penalise citizens who may have an illness or a disability that created extenuating circumstances. In response, officers provided assurance that these protection orders were designed not to penalise citizens with disabilities or illness that was responsible for an apparent infraction.

Finally, Members offered thanks for the enforcement efforts in the Fitzwilliam Road area because, anecdotally, those efforts were working for the residents in the relevant ward.

Resolved:-

1. That the report be noted.

IMPROVING PLACES SELECT COMMISSION- 05/03/20

2. That the results of the upcoming analysis in summer 2020 be submitted to Improving Places Select Commission for scrutiny with the goal of making recommendations about a possible further order in the Town Centre.

63. TOWN CENTRE UPDATE

The Commission received a slide presentation by the Strategic Director of Regeneration and Environment, providing information around the progressing developments in the Town Centre area. The Cabinet Member for Jobs and the Local Economy also provided an overview of the redevelopment of the public realm, which was critical to securing improvements to the town centre.

Members welcomed the proposed developments, recognising that Rotherham would be well set for the 21st century as a place to live and to spend leisure time. It was noted that Ward Members had been heavily involved and consulted throughout the development of the proposals for the town centre.

Concerns were expressed in respect of fire damaged premises on Corporation Street and assurances were sought in respect of the future plans as they would be critical to the perception of the town centre. In response, the Cabinet Member for Jobs and the Local Economy referred to a previous decision of the Cabinet to use compulsory purchase powers, however the owner of the properties had been granted planning permission for a hotel to be built on site. Officers would continue to keep a close eye on the site, as the Planning Board had placed a condition for building work to be concluded by August 2020.

Resolved:-

1. That the update in respect of Rotherham Town Centre be welcomed and noted.

64. URGENT BUSINESS

There were no items of business which in the opinion of the Chair needed to be considered as a matter of urgency.

65. DATE AND TIME OF THE NEXT MEETING

Resolved:-

That, subject to any membership changes agreed at the Annual Meeting of the Council, the next meeting of the Improving Places Select Commission be held on Tuesday 9 June 2020, commencing at 1.30 p.m.

BRIEFING	TO:	Improving Places Select Commission
	DATE:	9 June 2020
	LEAD OFFICER:	Sarah Watts Strategic Housing Manager Adult Care, Housing and Public Health 01709 336476 sarah.watts@rotherham.gov.uk
	TITLE:	Housing Strategy 2019-22 Progress Update

1. Background

- 1.1** The Housing Strategy 2019-22 was approved by Cabinet and published in April 2019.
- The Strategy sets out four key areas of focus;
- Creating Homes
 - Strengthening Communities
 - Improving Health
 - Working Together
- Monthly monitoring is carried out by the Strategic Housing Team and twice-yearly update reports will be provided to forum members and Rotherham Together Partnership boards, which is shared with the Improving Places Select Commission.

2. Key Issues

2.1 Performance Measures:

Measure	Measure 2019/20	Progress
Net new homes	Target: 550 new homes 2019/20 performance = 551	The Council's target was met due to actions taken including: <ul style="list-style-type: none"> • Continuing excellent performance by the Planning Service on processing applications • Joint working between planning and housing to ensure a collaborative approach and focus on delivery

		<ul style="list-style-type: none"> • Strategic three-way meetings with Homes England and the Sheffield City Region to understand viability challenges • Housing developer summit to stimulate development activity • Publication of Rotherham's Housing Delivery Test Action Plan August 2019
Number of new homes delivered as a result of Council intervention	Target 20/21 = 175 2019/20 performance = 177	This shows that the Council contributed to approximately one third of all home completed last year.
New Council Homes delivered via modern methods of construction (MMC)	Target: 22	The MMC scheme is to be included in a Housing Delivery Programme report to Cabinet in September 2020.
% properties in Selective Licensing areas which are compliant	Target: 95% 2015/20 schemes: 98%	2015/20 scheme completed and final report to be produced by CPU. Target achieved. Commencement of six schemes 1 st May 2020 to 2025. The current four areas have been revised and two new areas created, Parkgate and Thurcroft.
Long term empties brought back into use with Council intervention	Current position, long-term empties; Oct 2018 – 0.93% Oct 2019 – 1.03% Based on est.118,035 addresses. Source: RMBC Council Tax / BRE	Empty Homes plan produced, and recruitment to new Empty Homes Officer post to commence June / July 2020.

	Target to be agreed following appointment of new officer.	
Council Homes average re-let times	Target: 21 days March 22.03 days	Slightly above target, however the Housing Service is currently focusing on increasing tenancy sustainment.
% of people living in fuel poverty in the private rented sector	2017 National data: Rotherham All tenure: 10.1% Private Rented Sector: 17.2% PRS national average: 35.1% Next update due: Oct 2020 for 2018. Projected (BRE Feb 20): All tenure: 11.9% Private Rented: 18.60% All private: 6.56%	Target to be agreed. The completion of a new Private Sector Stock Condition Survey has provided us with more accurate baseline data. Affordable Warmth Strategy currently under development.
No. of people prevented from becoming homeless	Included in separate briefing on homelessness	Included in separate briefing on homelessness
Percentage of Council stock that is; <ul style="list-style-type: none"> • Decent • Gas safety compliant 	March 20; Target: 99.5% Actual: 100% Target: 100% Actual:99.93%	Above target Excellent performance although slightly below target due to Covid-19 – vulnerable people self-isolating and refusals - unable to apply to courts.

Action plan commitments:	
Action	Progress
Deliver the current £57m housing development programme	<p>Progress is well under way on a number of sites in the borough.</p> <ul style="list-style-type: none"> • The Bellows – following a suspension of work during the Covid-19 pandemic the site has re-opened and all homes will be completed by summer 2020. • Clusters programme – Four of the seven sites are fully completed, Braithwell Road will complete during June, and the final homes on Rother View Road, Canklow will be complete by the end of August 2020. • Broom Hayes – started on site April 2019, to be completed during 2020/21. • Town Centre: work commenced in Feb 2020; estimated completion across the 3 sites 2022.
Develop pipeline of small sites to deliver more new homes	Housing development programme to be reported to Cabinet in September 2020 which sets out delivery routes for a range of HRA small sites, including direct delivery by the Council and sale to housing associations and small / local builders.
Work with Homes England and across the SCR to secure additional funds to accelerate and increase delivery	Contributing to the development of a SCR housing pipeline through direct engagement with SCR and Homes England.
Develop the Rother Living brand through a marketing plan for new products	The Rother Living web site has been launched, and the rate of sales and reservations continues to be healthy for homes for sale and shared ownership homes. The Council is currently working on a revised and enhanced sales strategy with its sales / marketing partners.

<p>Increase the number of new homes in the Town Centre</p>	<p>In October 2019 Cabinet approved proposals to build 171 homes on 3 Council-owned town centre sites, funded from the HRA with support from Homes England and the Sheffield City Region, and work commenced in Feb 20. All homes will be completed by the end of 2022. The Council is working with Homes England, SCR and private land owners / potential developers to explore further town centre housing opportunities.</p>
<p>Completion of MMC pilot and assess potential to deliver at scale</p>	<p>The MMC project will be included in the September 2020 Cabinet report.</p>
<p>Review the potential to increase the number of areas of Selective Licensing</p>	<p>2015/20 scheme completed and final report to be produced by CPU. Target exceeded but further analysis to be undertaken which considers wider outcomes.</p> <p>Commencement of six schemes 1st May 2020 to 2025. The current four areas have been revised and two new areas created, Parkgate and Thurcroft.</p>
<p>Develop a suite of tools to enable empty homes to be brought back into use</p>	<p>Empty Homes plan produced, and recruitment to new Empty Homes Officer post to commence June / July 2020.</p>
<p>Appoint partners as part of the new repairs and maintenance contract</p>	<p>After a rigorous tender process, the new R&M contract commenced in April 2020 with Mears and Engie.</p>
<p>Increase the overall number of care and support ready housing available for Council rent</p>	<p>The focus is on understanding care and support needs, in order to feed into the current development programme;</p> <ul style="list-style-type: none"> • Commissioned the Care and Support Accommodation Report • Development of an Adult Care and Housing Market Position Statement - Autumn 2020 • Needs assessment of homelessness / rough sleeper requirements • Needs assessment of families with complex needs • Secured funding through the LGA Housing Advisors programme to lead a regional project to develop a strategic needs

	<p>assessment of the accommodation needs of people with a learning disability, autism and mental health needs</p> <p>Strategic Housing to ensure the needs of all cohorts are fully understood so opportunities through the development programme can be explored.</p>
Publication of the Homelessness Prevention and Rough Sleeper Strategy	<p>The Strategy was published in May 2019.</p> <p>Progress reports are produced every six months.</p>
Develop a clear programme of care and support ready homes to help address pressures on social care budgets	Housing continue to work closely with Adult Social Care Commissioning to understand the housing requirements of the Market Position Statement.
Development of a model to monitor the economic, social and environmental value of new homes	A corporate Social Value Policy was adopted in November 2019.
Work with local housing providers and seek partnerships in the private sector to help address key issues such as homelessness and specific care and support needs	Strategic Housing and Housing Options are currently working in partnership to explore how to engage private landlords and empty property owners to offer up their properties to meet the borough's housing needs, including the potential for a local leasing scheme.
Hold the annual developer summit and build on relationships with SME	Due to the election in December the Developers Summit was held 21 st January 2020. After a fourth successful event, the Developers Summit will be held again in December 2020.

Other headlines:

- Soft market testing of various Council-owned sites has been completed and a range of sites will be released during 2020/21.
- Additional resources and realignment to improve neighbourhood working arrangements
- Tenant Engagement Framework refreshed
- The Bellows awarded Inside Housing's 'Best Shared Ownership Development – Urban'
- Award for Financial Inclusion support services

3. Key Actions and Timelines	
3.1	<p>Key areas of focus for the next six months:</p> <ul style="list-style-type: none"> • Approval of the Annual Housing Development Programme (September Cabinet meeting) • Implementation of Empty Homes Plan (from July 2020) • Housing Service Covid-19 recovery plan
4. Recommendations	
4.1	The Improving Places Select Commission continues to receive twice yearly update reports.

<h1>BRIEFING</h1>	TO:	Improving Places Select Commission
	DATE:	9 June 2020
	LEAD OFFICER:	Katherine Harclerode Governance Advisor 01709 254532
	TITLE:	Initial Work Programme 2020-21 Municipal Year
1. Background		
1.1	<p>The remit of the Improving Places Select Commission (IPSC) is to undertake scrutiny activity in respect of all matters pertaining to the borough of Rotherham as a place. In broad terms, this remit relates to business and economic development, employment, emergency planning, environment, housing, climate change, leisure, culture and tourism, transport and highways, as well as regulatory services such as trading standards and environmental health. The breadth of functions and services that fall within the Commission's remit is significant. The way in which the Commission discharges its scrutiny activity is a matter for itself, having regard to the provisions of the Constitution and any direction from the Overview and Scrutiny Management Board.</p>	
1.2	<p>Members are required to determine their work programme for the 2020/21 municipal year to give focus and structure to scrutiny activity to ensure that it effectively and efficiently supports and challenges the decision-making processes of the Council, and partner organisations, for the benefit of the people of the borough.</p>	
1.3	<p>The IPSC may choose to scrutinise a range of issues through a combination of pre-decision scrutiny items, policy development, performance monitoring, information updates and follow up to previous scrutiny work.</p>	
1.4	<p>The IPSC has six scheduled meetings over the course of 2020/21, representing a maximum of 18 hours of scrutiny per year – assuming 3 hours per meeting. Members will therefore need to be selective in their choice of items for the work programme. The following key principles of effective scrutiny should be considered when the Panel determines its work programme:</p> <ul style="list-style-type: none"> • Be selective – There is a need to prioritise so that high priority issues are scrutinised given the limited number of scheduled meetings and time available. Members should consider what can realistically and properly be reviewed at each meeting, taking into account the time needed to scrutinise each item and what the session is intended to achieve. • Add value with scrutiny – Items should have the potential to 'add value' to the work of the council and its partners. If it is not clear what the intended outcomes or impact of a review will be then Members should consider if there are issues of a higher priority that could be scrutinised instead. • Be ambitious – the IPSC should not shy away from carrying out scrutiny of issues that are of local concern, whether or not they are the primary responsibility of the council. The Local Government Act 2000 gave local authorities the power to do 	

anything to promote economic, social and environmental well being of local communities. Subsequent Acts have conferred specific powers to scrutinise health services, crime and disorder issues and to hold partner organisations to account.

- Be flexible – Members are reminded that there needs to be a degree of flexibility in their work programme to respond to unforeseen issues/items for consideration/comment during the year and accommodate any developmental or additional work that falls within the remit of this Commission. For example, Members may wish to question officers regarding the declining performance of a service
- Think about the timing – Members should ensure that the scrutiny activity is timely and that, where appropriate, their findings and recommendations inform wider corporate developments or policy development cycles at a time when they can have most impact. Members should seek to avoid duplication of work carried out elsewhere.

1.5

There are a number of ways in which the IPSC can deliver its work programme. Members should consider which of the following options is most appropriate to undertake each of the items they have selected for inclusion in the work programme:

<p>Item on a scheduled meeting agenda/ hold an extra meeting</p>	<ul style="list-style-type: none"> • IPSC can agree to add an item to the agenda for a meeting and call Cabinet Members/ Officers/Partners to the meeting to respond to questioning on the matter • A variation of this model could be a one-day spotlight session - scrutiny of issues that, although important, do not merit setting up a 'task-and-finish' group.
<p>Task Group</p>	<ul style="list-style-type: none"> • A small group of Members meet outside of the scheduled meetings to gather information on the subject area, visit other local authorities/sites, and speak to service users, expert witnesses and/or Officers/Partners. The Task Group can then report back to the Commission with their findings to endorse the submission of their recommendations to Cabinet • This is the method usually used to carry out policy reviews
<p>The Panel asks for a report then takes a view on action</p>	<ul style="list-style-type: none"> • IPSC may need more information before taking a view on whether to carry out a full review so asks for a report – either from the service department or from the Governance Unit – to give it more details

	Meeting with service Officer/Partners	<ul style="list-style-type: none"> • A Member (or small group of Members) has a meeting with service officers/ Partners to discuss concerns or raise queries. • If the Member is not satisfied with the outcome or believes that the IPSC needs to have a more in-depth review of the matter they take it back to the IPSC for discussion
<p>1.6</p> <p>1.7</p> <p>1.8</p>	<p>In order to keep agendas to a manageable size, and to focus on items to which the Panel can make a direct contribution, the IPSC may choose to take some “information only” items outside of formal Commission meetings, for example by email.</p> <p>The Programme does need to maintain flexibility to accommodate additional or urgent items that may emerge during the year, and, if items are added, this may necessitate a review and re-prioritisation of the Work Programme. Furthermore, the scheduling of items may require some flexibility to take in to account the constraints on the capacity of officers and services currently responding to the active Covid-19 Crisis.</p> <p>With the postponed Whole Council election now scheduled to be held in May 2021, no meetings will be held in April 2021 during the pre-election period. The work of the Commission is therefore going to need to be completed by the meeting planned to be held in March 2021 before a new Council is elected for the 2021-22 municipal year.</p>	
2. Key Issues		
<p>2.1</p> <p>2.2</p> <p>2.3</p> <p>2.4</p>	<p>Some areas of recent scrutiny work that the Commission has previously completed may need to be re-examined in view of Covid-19, such as the implementation of changes by Dignity in respect of bereavement services. Other topics must be considered keeping in mind additional complexities that attend the pandemic, such as a cost/benefit analysis of Council buildings whose uses have diminished with the advent of working from home. Furthermore, the coming year is expected to see significant progress made on the Forge Island development and broader town centre public realm and housing improvements. These will continue to be matters of great interest to Members.</p> <p>The work programme from 2019-20 has a number of items remaining which should form the foundation of the 2020-21 work programme. These items are detailed in Appendix 1 to this report.</p> <p>The IPSC is free to determine its work programme as it sees fit. Whilst not yet sourced, good practice in respect of scrutiny work planning would involve seeking a range of suggestions from the public, partner organisations, officers and Members for inclusion in the scrutiny work programme.</p> <p>Whilst formal conversations with Cabinet Members and officers have not yet taken place, Members should be clear about expected outcomes, how realistic expectations are and the impact of their decision on their wider work programme and support time. Members are free to incorporate into their work programme any other issues they think should be subject to scrutiny over the course of the year, with the same considerations in mind.</p>	

3. Key Actions and Timelines	
3.1	Following the discussion at this meeting of the Improving Places Select Commission, formal discussions will take place with the relevant Cabinet Members and Link Officers in respect of a revised draft Work Programme for 2020-21. Following these discussions, the work programme will be developed and presented at the next meeting in July 2020 for endorsement.
4. Recommendations	
4.1	That the Improving Places Select Commission give consideration to an outline Work Programme, using the draft set out in Appendix 1 as a basis for discussion.
4.2	That the Chair and Governance Advisor meet with the relevant Cabinet Members and Link Officer for IPSC to receive feedback on proposed areas of work.
4.3	That a final report proposing the formal work programme for 2020-21 be submitted to the meeting in July 2020 in order for Members to agree a clear set of priorities for the 2020-21 municipal year.

**Appendix 1 Outline Work Programme
Improving Places Select Commission**

Meeting Date	Agenda Items
9 June 2020	Housing Strategy Progress Update
	Initial Work Programme 2020-21
14 July 2020	Homelessness and Rough Sleeper Prevention Strategy
	Housing Revenue Account Rents and Service
	Housing Maintenance and Repairs
8 September 2020	Clean Air Zone
	Dignity, Ltd. Update
	Town Centre Master Plan Update
20 October 2020	Employment Skills Strategy
	RIDO
8 December 2020	Allotments Self Management
	Update on CCTV Review
2 February 2021	Rotherham MBC Code of Practice for Highway Inspection and Assessment
	Aids and Adaptations Tenant Scrutiny Review
	Council Plan Performance Measures - Exception Reporting
16 March 2021	Culture, Sport and Tourism - satisfaction surveys