

## OVERVIEW AND SCRUTINY MANAGEMENT BOARD

<b>Date and Time :-</b>	<b>Wednesday 23 March 2022 at 11.00 a.m.</b>
<b>Venue:-</b>	<b>Rotherham Town Hall, Moorgate Street, Rotherham.</b>
<b>Membership:-</b>	<b>Councillors Clark (Chair), T Collingham (Vice-Chair), Baker-Rogers, Baum-Dixon, Burnett, A Carter, Cooksey, Cowen, Elliott, Pitchley, Wyatt and Yasseen.</b>

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 (Pages 5 - 20)**

To consider the minutes of the previous meeting of the Overview and Scrutiny Management Board held on 9 February 2022 and to approve them as a true and correct record of the proceedings.

**3. Declarations of Interest**

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

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

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

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

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

### Items for Pre-Decision Scrutiny

In accordance with the outcome of the Governance Review in 2016, the following items are submitted for pre-scrutiny ahead of the Cabinet meeting on 28 March 2022. Members of the Overview and Scrutiny Management Board are invited to comment

and make recommendations on the proposals contained within the report.

**6. Covid Recovery Fund (Pages 21 - 35)**

Cabinet Portfolio: - Leader

Strategic Directorate: Finance and Customer Services

**7. Social Value Annual Report (Pages 37 - 61)**

Cabinet Portfolio: Leader

Strategic Directorate: Chief Executive

**For Decision/Discussion**

**8. Digital Strategy - progress report (Pages 63 - 70)**

To update members of progress on the delivery of the Digital Strategy, which was approved by Cabinet on 15<sup>th</sup> February 2021.

**For Information/Monitoring:-**

**9. Work Programme (Pages 71 - 92)**

To consider the Board's Work Programme.

**10. Work in Progress - Select Commissions**

To receive updates from the Chairs of the Select Commission on work undertaken and planned for the future.

**11. Forward Plan of Key Decisions - 1 March 2022 - 31 May 2022 (Pages 93 - 100)**

To review and identify items for pre-decision scrutiny from the Forward Plan of Key Decisions covering the period from 1 March 2022 to 31 May 2022

**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 20 April 2022 at 11.00am at Rotherham Town Hall.

*Sharon Kemp.*

**SHARON KEMP,  
Chief Executive.**

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**OVERVIEW AND SCRUTINY MANAGEMENT BOARD**  
**Wednesday 9 February 2022**

Present:- Councillor Clark (in the Chair); Councillors Baker-Rogers, Baum-Dixon, A Carter, Cooksey, Elliott, Hoddinott, Pitchley, Wyatt and Yasseen.

Apologies for absence: - Apologies were received from Councillors Barley and Burnett.

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

**107. MINUTES OF THE PREVIOUS MEETING HELD ON 19 JANUARY 2022**

**Resolved:** - That the Minutes of the meeting of the Overview and Scrutiny Management Board held on 19 January 2022 be approved as a true record.

**108. DECLARATIONS OF INTEREST**

There were no declarations of interest.

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

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

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

There were no items that required the exclusion of the press or public.

**111. DECEMBER 2021/22 FINANCIAL MONITORING**

Consideration was given to a report that was submitted for pre-decision scrutiny ahead of the Cabinet meeting scheduled for 14 February 2022 that detailed the Council's financial position as at the end of December 2021 based on actual cost and income figures for the first nine months of 2021/22. It was noted that the report was the fifth of a series of financial monitoring reports for the current financial year. The Cabinet Member for Corporate Services, Community Safety and Finance, the Strategic Director – Finance and Customer Services, the Assistant Director - Financial Services and the Head of Corporate Finance attended the meeting to present the report.

The report stated that as of November 2021 the Council was expecting to deliver the overall outturn within budget for the financial year 2021/22. It was noted that while the Directorates had a current forecast year end overspend of £8.2m on General Fund expenditure that this should be mitigated by the Government's provision of COVID-19 emergency support grant and Sales, Fees and Charges Income Compensation. It was noted

that the longer-term impacts of Covid-19, public health measures and the pace at which services could return to normal was unknown and that was situation was being further exacerbated by current uncertainties that had been brought about by the Omicron Covid-19 variant that had the potential to create further financial implications for the Council.

The report also provided a detailed narrative for the budget position of each directorate. The report also provided information on the delivery of previously agreed savings, the position of the Housing Revenue Account and the delivery of the Capital Programme.

Members noted the projected overspend and the delayed delivery of savings in the Children and Young People's Services directorate and asked whether in this context that the directorate's budget was realistic. The Cabinet Member for Corporate Services, Community Safety and Finance advised that the budget was realistic but noted the pressures that the budget was under due to the high cost of placements for looked after children. The Cabinet Member noted that the challenges presented by high costs of placements was not unique to Rotherham as this was an issue facing local authorities across the country. The Strategic Director for Children and Young People's Services, who was in attendance at the meeting advised that the transformation activity that was being carried out in the directorate aimed to reduce slowly and safely the number of children who required to be placed into care as the high cost of some placements was a key area of budget pressure. The Strategic Director for Children and Young People's Services advised that activity around commissioning and working collaboratively with regional partners would aim to get better value and drive the costs of placements down. The Strategic Director for Children and Young People's Services also advised that increased spending on Early Help Services would also help to reduce demand for more costly interventions by supporting families at early stage and reducing the number of children that required being taken into care at a later stage.

Members sought further information on the Children and Young People's Services budget and asked whether the budget was realistic given that the budget had been overspent for a number of years. The Strategic Director for Finance and Customer Services noted the pressure that the cost of placements had been placing on the Children and Young People's Services budget for a number of years. The Strategic Director for Finance and Customer Services assured members that that all budgets across the Council were set after having given consideration to challenging but realistic assumptions. The Strategic Director for Finance and Customer Services advised further that with regard to the cost of placements that a single placement for a child with a number of complex needs could have a significant impact on the budget. The Strategic Director for Finance and Customer Services assured members that whilst reducing the cost of placements was a key objective for the Council that the activity required to do so would take time. The Strategic Director for Finance and Customer Services also noted the impact of the pandemic and the pressure that it

had placed on budgets across the Council.

Members asked whether the pandemic related pressures that had been experienced by children and families, including safeguarding issues had impacted on the Children and Young People's Services budget and on the level of overspend. The Strategic Director for Children and Young People's Services assured members that significant work was being carried out in the directorate to look at the impact of the pandemic on children and families. The Strategic Director for Children and Young People's Services noted the work of the Education Recovery Cell that was looking to establish the impact of children being away from school and to determine the required actions that may be needed to be implemented in order to mitigate the impact. The Strategic Director for Children and Young People's Services also noted the work that had been carried out across the Rotherham Safeguarding Partnership in in order to keep children safe throughout the pandemic. The Strategic Director for Children and Young People's Services advised that demand for services throughout the pandemic had fluctuated, and that whilst the number of children coming into care had not increased, that due to other factors such as court delays it had meant that children had spent longer in the care of the Council than had been the case previously that had resulted in an increase in the cost of placements overall.

Members asked for further information on the predicted outturns for the directorate budgets across the Council and how confident officers were that balanced budgets would be able to be delivered when the Covid related grants that had been received from the Government were no longer available. The Strategic Director for Finance and Customer Services advised that due to the huge uncertainties that had been created by the pandemic that it was very difficult to assess its ongoing impact into the future on Council budgets. The Strategic Director for Finance and Customer Services also noted that the Government had not provided support for all lost income that had been experienced by the Council and the redirection of resources within the Council had also had an impact on budgets. The Strategic Director for Finance and Customer Services noted that as not all the funding from reserves that had been allocated to support budgets in the current year had been fully utilised then these would be available to support budgets in future years.

Members noted the pressure on Adult Care services and asked for further information on how in this context the service had been able to deliver £3million of budget savings. The Acting Strategic Director for Adult Care, Housing and Public Health, who was in attendance at the meeting advised that during the pandemic many services that would have previously been funded by the Council had been funded by health partners. The Acting Strategic Director for Adult Care, Housing and Public Health also noted the impact of some services not being accessed as they normally would have been and by lower numbers of people in residential care during the pandemic on the Adult Care budget and underspend.

Members asked for further information on the factors that had enabled the Assistant Chief Executive's directorate to achieve a predicted underspend of £400,000. The Assistant Chief Executive, who was in attendance at the meeting advised that the underspend had been created by a review of the structure of the HR Service and a resulting period where several posts were vacant. The Assistant Chief Executive advised that as these posts had now been filled the underspend would not be repeated in future years.

Members asked for further information on the reasons for the projected overspends on the transport for children budget. The Strategic Director for Regeneration and Environment, who was in attendance at the meeting advised that much of the pressure on the budget was related to home to school transport and factors such as increased demand and the increased costs being faced by the transport providers. Members were assured that a working group had been established that was looking how to the pressures that were being faced could be mitigated.

Members noted the current cost pressures being faced by the Children and Young People's Services budget and asked how much of this pressure would move to adult services budgets as young people transitioned to adult services. The Strategic Director for Children and Young People's Services advised that joint working between the two directorates to plan these transitions would always take place at the point where a young person was moving to adult services. The Strategic Director for Finance and Customer Services noted that a financial assessment would also always be carried out at the point of transition between services.

Members noted the significant impact that the restrictions that had been imposed during the pandemic had had on the budget for culture, sport and tourism and asked for information on how audiences were being encouraged to return to the Civic Theatre. The Strategic Director for Regeneration and Environment noted that after taking the opportunity provided by the enforced closure of the theatre during the pandemic to carry out maintenance and improvements, that the theatre had reopened in September 2021. The Strategic Director for Regeneration and Environment advised further that audiences had been returning to the venue and noted that work was being carried out with partners and in the service in order to encourage more people to return to the theatre.

The Chair thanked the Cabinet Member for Corporate Services, Community Safety and Finance, the Strategic Director – Finance and Customer Services, the Assistant Director - Financial Services and the Head of Corporate Finance and the other Strategic Directors for attending the meeting and answering member questions.

**Resolved: -**

That Cabinet be advised that the recommendations be supported.

**112. BUDGET AND COUNCIL TAX 2022-23**

Consideration was given to a report that was submitted for pre-decision scrutiny ahead of the Cabinet meeting scheduled for 14 February 2020 in respect of the Budget and Council Tax 2022/23 and Medium-Term Financial Strategy. The Leader of the Council, the Cabinet Member - Corporate Services, Community Safety and Finance - the Chief Executive, the Strategic Director – Finance and Customer Services, the Assistant Director - Financial Services and the Head of Corporate Finance attended the meeting to present the report.

The Assistant Chief Executive, the Acting Strategic Director – Adult Care, Housing and Public Health, the Strategic Director – Children and Young People's Services and the Strategic Director – Regeneration and Environment, were also in attendance at the meeting.

The report provided information on the Council's Budget and Council Tax for 2022/23 based on the Council's Provisional Local Government Finance Settlement for 2022/23, budget consultation and the consideration of Directorate budget proposals through the Council's formal Budget process, alongside a review of the financial planning assumptions contained within the Council's Medium Term Financial Strategy.

In setting the proposed 2022/23 budget increases of 1.5% in the Rotherham MBC element of Council Tax and of 3% in the Adult Social Care precept were being recommended. The report also detailed the proposed revenue budget for 2022/23, an updated capital programme to 2025/26 and the updated Medium-Term Financial Strategy to 2025/26.

The report stated that the Council had continued to face considerable challenges during 2021/22 in its response to the global pandemic, and that whilst the financial impact of COVID-19 had reduced, it had still seen a change in how the Council had been able to provide services to residents. The report noted that the Council had worked at a national, regional and local level to continue to respond to the COVID-19 emergency and that it had continued to ensure that critical services had been delivered so that the most vulnerable residents had continued to be supported. The report noted that the impact of the COVID-19 emergency had continued to create significant financial pressures for the Council due to additional expenditure, lost income and further delays to the delivery of planned savings and cost reductions. The report stated that these financial pressures were being covered in the current year by financial support grants from Government and Covid-19 funding provided.

The report also noted that whilst some uncertainties remained with regard

to the ongoing impact of the pandemic that the Council would continue to manage these and that the Council's priorities for future service delivery had been set out within the Council Plan 2022- 2025 and the Year Ahead Delivery Plan.

In introducing the report, the Leader noted the unprecedented levels of uncertainty that had surrounded the budget setting process that had included issues related to the ongoing impact of austerity measures, the impact of pandemic in relation to lost income, increased costs and challenges in relation to the delivery of services. The Leader also noted that uncertainty around the long-term impacts of the pandemic on people's behaviour had created additional uncertainty around the budget setting process. The Leader also noted the challenges that had been created by the impact of inflation and the increase in National Insurance contributions in April 2022.

The Leader noted that the Council still needed to deliver £11million of the required savings that had been agreed in the 2019 budget and reaffirmed his commitment to not only safely reducing the number of children in the Council's care, but to also reducing the cost of placements for looked after children. The Leader advised however that the most significant budget challenge that the Council faced was around the increasing costs of providing Adult Care Services, noting that the proposed budget for Adult Care Services for 2022/23 was £94million. The Leader welcomed the additional funding that had been provided by the Government to support the challenges of providing Adult Care Services but noted the ongoing challenges that would remain in the delivery of Adult Care Services that remained due to the funding not increasing in future years. The Leader advised that unfortunately due to these circumstances that the Adult Social Care element of the Council Tax was being proposed to increase by 3% in 2022/23 to bridge the gap between the available funding and the budget required to deliver services.

The Leader noted that for the majority of residents in the Borough that the proposed increases in the basic element of Council Tax of 1.5% and of 3% for the Adult Social Care element would mean an increase in their bills of 90p per week. The Leader advised that the proposed Budget and Council Tax for 2022/23 ensured that the Council could maintain a sustainable financial position moving forward that would enable services to be delivered and for adequate financial reserves maintained.

The Leader advised that despite the challenges that the Council faced he was pleased to announce that the budget contained proposals for reinvesting in services that focussed on the priorities of residents that included:

- Being able to pay personal care assistants the Real Living Wage.
- Maintaining the funding that had been allocated in the 2021/22 budget for:

- the library book fund
- Planning Enforcement
- Youth work
- Environmental improvements, including tree planting and wildflowers.

The Leader also advised that eight seasonal Streetpride operative positions would now become permanent, creating extra capacity to enable a real difference to be seen in the local environments of communities across the Borough. The Leader also noted that there would be extra funding made available to deliver improvements to road safety and for delivering more services for children with additional needs. The Leader also noted with concern the increase of Child Criminal Exploitation and how extra funding for the Youth Offending Service would create a change of focus to enable children involved in criminal exploitation to be supported, rather than being treated as someone who purely needed to be guided away from criminal activity.

The Leader advised that whilst the proposed budget would not undo all of the damage created by austerity since 2010, that it would enable the Council to start investing again in some of the vital services that had been subject to budget cuts in the past.

The Leader noted and detailed the proposed Capital Programme up to 2025/26.

The Leader concluded by noting that while it was regrettable that it was being proposed that Council Tax should increase, that with the proposed continuation and expansion of the Additional Council Tax Support Scheme, extra support would be made available to help those households on the lowest incomes with their cost-of-living pressures over the next two years.

Members noted with concern the proposed £7million cut to the Children and Young People's Service budget and asked whether it could be guaranteed this reduction would not negatively impact on the welfare of children across the Borough. The Leader confirmed that the proposed reduction would not negatively impact on the welfare of children across the Borough noting that the proposed budget contained a cash increase of £3million for Children and Young People's Services. The Leader reaffirmed the commitment to deliver savings across Children and Young People's Services and the ambition to safely reduce the number of children in the Council's care that would not only deliver budget savings but would also ensure better outcomes for children and young people. Members sought assurance that the budget for therapeutic services would be protected from any potential budget cuts. The Leader stated that he could guarantee that the budget for therapeutic services would not be reduced. The Strategic Director – Finance and Customer Services assured members that the savings that needed to be made in the Children and Young People's Services budget would be achieved by

providing the same services in a more cost-effective way and not by cutting service provision.

Members welcomed the proposed budget and noted their approval regarding the proposal to support the most disadvantaged and vulnerable residents across the Borough with additional support with their Council Tax. Members asked for further information on how the budget would work to support residents as they faced a cost-of-living crisis. The Leader advised that whilst it had been a difficult decision to propose an increase in Council Tax that the increase would prevent cuts to services having to be made that would disproportionately impact the poorest and most vulnerable residents. The Leader noted the financial support that was available to the poorest households provided by the Local Council Tax Support Scheme and the Additional Council Tax Support Scheme and stated that it was the right thing to do to concentrate support on those residents who were the most in need.

Members asked how the £150 Council Tax rebate that had been announced by the Government would be paid to the residents across the Borough who would not be paying any Council Tax as they would be entitled to support from the Additional Council Tax Support Scheme. The Leader advised that the Council had not yet been provided with the full details of the scheme and the exact requirements with regard to how it would be administered. The Leader noted that the Government Scheme was somewhat misleadingly named as eligibility was not related to how much Council Tax an individual actually paid, but rather that they lived in a property rated in Council Tax Bands A – D. The Leader assured members that whilst the scheme could be logistically difficult to deliver due to the vast majority of households in Rotherham being entitled to the payment, that he was confident of the Council's ability to ensure everyone who was entitled received their payment.

Members asked how residents who lived in Houses of Multiple Occupation (HMO's), who did not receive a Council Tax bill would be able to receive the payment. The Leader advised that the payment would be made to whoever was the bill payer at a property, and that in the case of HMO's that this would be the landlord. The Strategic Director – Finance and Customer Services advised that many questions regarding entitlement to, and the administration of the scheme had been submitted to the Government and that responses to these would be received in due course. The Strategic Director – Finance and Customer Services noted that in the addition to the main scheme that there would also be a discretionary scheme to support those in financial hardship who lived in properties in Council Tax bands E and above.

Members noted their thanks to all of those who had been involved in the budget preparation processes. Members again expressed their concerns regarding the cost-of-living crisis and how the proposed increase in National Insurance contributions would reduce the incomes of households across the Borough. Members also noted with concern that the proposed

increase in National Insurance contributions would also not provide the additional financial support for adult care services that the Government had said the increase would do. Members welcomed the many investments that were being proposed to services that would make a positive impact on residents lives and communities.

Members in particular welcomed the proposal to increase the number of staff who would be available to deal with telephone enquires as members noted that it was important to residents that they could contact the Council easily when they needed to access services. The Leader noted his concern that the “social care levy” that would be collected by increased National Insurance contributions was more focussed on protecting the properties and inheritances of the wealthy and not on providing the much needed funding for adult care services.

Members expressed further concern regarding the overspends in the Children and Young People’s Services budget and asked how the overspends could be managed in a way that did not undermine the proposed, as well as future budgets. Members also noted the information that been provided regarding the pressure that the high cost of some placements for looked after children and asked why Rotherham had a higher proportion of looked after children than in neighbouring authorities. The Leader noted his agreement that the number of looked after children in Rotherham was too high. The Leader advised that other areas where local Children and Young People’s services had been high performing for a sustained period of time would have had a history of being able to provide the type of interventions that were successful at keeping children out of the care system, and as such would have fewer looked after children in their areas. The Leader assured members that the number of looked after children in Rotherham would decrease in the future as the significant improvements that had been delivered across Children and Young People’s Services over recent years would have meant that the right interventions to keep children out of the care system would have been able to be delivered. The Leader advised that the budget for Children and Young People’s Services had not been increased to cover the overspends as this would have hidden the significant activity that was being carried out to reduce costs and to reduce safely the number of children in the Council’s care. The Strategic Director – Children and Young People’s Services noted that type of interventions required to keep children out of the care system could take a considerable amount of time to be seen in the number of children entering the care system.

Members noted the assurances that had been given regarding the Children and Young People’s Services budget and how the overspends would be brought down by reducing safely the number of children in the Council’s care. Members advised that they would continue to monitor the Children and Young People’s Services budget closely to give themselves assurance that the overspends were reducing over time.

Members sought further information and assurances regarding the levels

of borrowing and debt and asked how Rotherham compared to other similar local authorities on this issue. The Head of Corporate Finance advised that information on how Rotherham compared to other similar local authorities could be circulated to members outside of the meeting. The Head of Corporate Finance advised that the Council's position with regard to borrowing and debt was sustainable and that it was also comparable to other similar metropolitan authorities. The Head of Corporate Finance advised that the Council had been able to take advantage of borrowing money at very preferential rates over the long term that had enabled the Council to utilise other short-term borrowing opportunities.

Members noted that in the proposed budget that there was no allocated budget for the provision of additional bin storage facilities at Council properties. Members asked that as there were still properties that had not had the storage facilities installed, what plans there were to provide bin storage facilities at these properties. The Leader advised whilst the planned programme of installing bin stores had ended that any residents at properties that needed the installation or adaptation of a bin store would be able to have the required work completed.

Members noted the commitments that were detailed in the proposed Capital Programme around roads and road safety and asked that given these commitments why that there appeared to be no allocated budget for the forthcoming year for the potholes fund and also why the budget for roads appeared to be reducing in future years. The Leader assured members that there was a four-year roads programme that had an allocated budget of £24million. The Leader noted that due to the different types of projects included in the programme that the amount spent each year could vary, but assured members that £24million would be invested in the Borough's roads over the full four-year period. The Head of Corporate Finance noted that the pothole fund was a government grant for which the details for 2022/23 had not yet been received. The Head of Corporate Finance advised that the allocated funding would be added to the Capital Programme as soon as confirmation from the Government on the amount of the grant had been received.

Members asked for further information on how the Council planned to ensure that there was sufficient funding to ensure the sustainable funding for the provision of services for children with Special Educational Needs and Disabilities (SEND). The Strategic Director – Children and Young People's Services advised that the budget that had been allocated would enable the Council to work more closely with parents and carers so as to enable an improved and more timely approach to be taken when working with children and young people with SEND. The Strategic Director – Children and Young People's Services advised that the Council's SEND Sufficiency Strategy would also enable the Council to look ahead and plan for demand for SEND services across the Borough in the future. The Strategic Director – Children and Young People's Services also noted the opening of the Newman School at Dinnington that would provide support

with the social, emotional and mental health needs of children and young people as well as the close working with health partners with regard to developing the Council's SEND provision that was taking place. The Strategic Director – Children and Young People's Services advised that the additional funding that had been proposed for SEND provision would ensure excellent and sustainable SEND provision for children and young people and support for their families across the Borough.

Members noted the Council's commitment to decarbonisation and its commitment to net zero emissions for the Council by 2030, and for the Borough by 2040. Members asked what consideration had been given to rationalising the number of Council buildings to help support its decarbonisation ambitions. The Strategic Director – Regeneration and Environment noted that the Council had reduced the number of its operational buildings over a number of years and advised that the proposed budget aimed to address how the carbon impact of the remaining buildings could be reduced and support the Council's Climate Change commitments. Members asked whether the Council's office space could be reduced following the introduction of the hybrid working policy and increased numbers of staff working at home. The Chief Executive advised that the Council had very few buildings that were solely office buildings for Council use and noted that Riverside House also housed office space for many partner organisations with this type of use being expected to increase in the future. The Chief Executive advised that new hybrid ways of working would ease pressure on office space at Riverside House as pre-pandemic the available space in the building had not been quite sufficient to meet the demands at that time for office space.

Members noted the proposed increase in Council Tax for 2022/23 and sought assurances that residents would not be subjected to future larger Council Tax increases should the Council's borrowing commitments and debt become unsustainable in the future. The Strategic Director – Finance and Customer Services assured members that the Council's borrowing commitments were sustainable in the long term and advised that a set of robust and strict budget setting and treasury management policies were in place that ensured the Council and residents were not exposed to the risks caused by any unsustainable borrowing commitments.

Members welcomed the proposed freezing of various fees and charges in areas such as market rents and town centre car parking and noted that this showed that the Borough's residents and their needs had been listened to in the creation of the budget.

Members asked how they could be assured that the equalities implications of the budget proposals had been fully considered when the Equalities Impact Assessment attached to the budget report lacked specific information on how these had been considered. The Chief Executive advised that as the proposals detailed in the budget were developed, then further detailed consideration of equalities issues would be considered at an individual service level. The Chief Executive assured

members that the budget had been developed with detailed consideration of how the proposals would affect those residents who would be most impacted by budget. The Chief Executive advised that the budget had been designed to protect the most vulnerable by providing extra support in areas such as additional Council Tax support and assistance with school uniforms.

Members noted with approval that approximately 10,500 households across the Borough would not have to pay any Council Tax in 2022/23 because of the Additional Council Tax Support Scheme but asked what support would be available for those households who just missed out on being eligible for support. The Leader advised that the Council's Council Tax Support schemes were provided on a sliding scale that ensured support was provided to those households who required it. The Leader also noted that households could also be assisted in other ways, such as flexible payment plans and the provision of free financial advice, so that their Council Tax bills were affordable and manageable for them. The Leader advised that once further details of the funding that was being made available from the Government became available that additional discretionary support may be able to be provided for residents with their Council Tax. The Leader noted however that as some households that may be entitled to support may not claim from a discretionary scheme that it was preferable to distribute support via existing support schemes that would ensure all of those entitled to support would receive it. The Strategic Director – Finance and Customer Services noted that the Additional Council Tax Support Scheme would support approximately 14,000 households with their Council Tax bills, with approximately 10,500 households paying no Council Tax at all.

Members asked for further information on how the proposed budget would support members with their ward working and community leadership roles. The Leader advised that the Council would continue to provide £10,000 a year to each ward for capital projects and that the Community Leadership Fund allocation would return to £1,000 for each member to utilise after being increased for one year during 2021/22. The Leader also noted the funding that would become available via the local element of the Community Infrastructure levy to deliver locally led improvement projects.

Members noted with concern the low level of public response to the consultation that had been carried out regarding the proposed budget and asked how the Council could improve the response rate to consultations. The Leader noted that numerous methods of engagement regarding the budget had been tried over the years but advised that engaging residents over something, that to them was quite abstract was not always easy. The Leader advised that responses to consultations on specific proposals always attracted a higher response rate as residents could see how such proposals may impact on them, and as such found these consultations easier to engage with.

The Chair thanked the Leader, the Cabinet Member - Corporate Services,

Community Safety and Finance - the Chief Executive, the Strategic Director – Finance and Customer Services, the Assistant Director - Financial Services, the Head of Corporate Finance, the Assistant Chief Executive and the Strategic Directors for attending the meeting and answering member questions.

**Resolved: -**

That Cabinet be advised that the recommendations be supported.

Councillor A Carter requested that his vote against supporting the recommendations be recorded.

### **113. YEAR AHEAD PLAN FINAL PROGRESS REPORT**

Consideration was given to a report that was submitted for pre-decision scrutiny ahead of the Cabinet meeting scheduled for 14 February 2022 that provided information on the on progress made in delivering the key activities as set out in the Council's Year Ahead Plan in the plan. The Leader of the Council, the Chief Executive, the Assistant Chief Executive and the Acting Head of Policy, Performance and Intelligence attended the meeting to present the report.

The report noted that the Year Ahead Plan was the Council's plan for operating in and recovering from the COVID-19 pandemic and that it had originally set out key activities for the Council for the period September 2020 to May 2021. It was noted that following an extension to the Plan that the plan had been put in place until the new Council Plan for 2022 onwards had been produced and approved.

The report stated that the original plan had set out headline themes and their corresponding outcomes and key actions for the period September 2020 to June 2021. It was further noted that an extension to the plan had been agreed by Cabinet on 21 June 2021 that had enabled the plan to remain in place until a new Council Plan came into effect from the start of 2022. The report noted that following regular progress reports to Cabinet, that this fifth and final progress report detailed Council activity up to the end of the plan in November 2021. The report also provided an overview of the progress made since the plan had commenced in September 2020.

The Leader noted that of all the activities contained in the Year Ahead Plan:

- 70% (52) had been completed for the purposes of the plan, even if activity was continuing
- 15% (11) were on track
- 9% (7) were behind schedule
- 5% (4) were off track.

The Leader also noted that in addition to the activities noted above, that

six actions from the original version of the plan had still been in progress and as such and were still being reported on. The Leader noted that the status of these were:

- 50% (3) have been completed for the purposes of the plan, even if activity was continuing
- 17% (1) was on track
- 17% (1) was behind schedule
- 17% (1) was off track.

Members welcomed the report and noted with approval that 85% of the activities that had been detailed the plan had either been completed or were on track to be completed on schedule. Members noted that this achievement was particularly commendable as this had been achieved against the background and challenges of the pandemic. Members expressed their thanks to all of the staff across the Council who had contributed to the achievement of the objectives of the plan.

Members asked whether there was a key performance indicator that related to the number of plan items completed on time. The Chief Executive noted the significant achievement of 85% of activities in the plan having been already completed or being on track. The Chief Executive advised that for the new plan that there would be a target of between 80 and 90% activities being completed on time. The Chief Executive also thanked members for their comments regarding the hard work of staff across the Council on delivering on the plan's priorities.

Members asked whether a greater involvement of the Parish and Town Councils in the delivery of the tree planning strategy would have enabled the objectives of the strategy to be delivered more quickly. The Leader advised that greater partnership working with the Parish and Town Councils would be looked at by the service in the future delivery of the tree planting strategy.

Members noted the success of the clean-up days that had been delivered by the Streetpride teams across the Borough with local communities and sought assurance that these would continue. Members also noted the benefits of having more than one Streetpride worker allocated to each ward and asked whether there were any plans to make Streetpride teams ward based so that they could be more responsive to local needs as the current areas covered by teams were often quite large. The Leader advised that there were no plans currently to make Streetpride teams ward based. The Leader noted his agreement with members that the current areas covered by the Streetpride teams were too large and that advised that once the recent restructure of the service had settled in that the service's ways of working needed to be further developed to ensure that ward members could have meaningful and regular contact with their local Streetpride team.

Members noted the success that the Council had had in accessing

various funding streams to enable improvements to be made across the Borough. Members noted that even more funding could be secured locally if the Council was able to offer greater support to local voluntary and community groups in making bids for funding. The Leader noted his agreement that the Council had been very successful in securing funding and expressed his thanks to the teams who had worked so successfully to secure the additional funding that had enabled improvements to be made in communities across the Borough. The Chief Executive noted that as part of the Council's funding given to Voluntary Action Rotherham that there was a commitment from them to support voluntary and community organisations write and submit funding bids.

Members noted the success of how the Council had worked with local business to drive forward its Social Value Policy and asked how the Council planned to work with the voluntary and community sector in future in this area. The Chief Executive noted that as part of the Council's work regarding Social Value that it engaged with Voluntary Action Rotherham as well as many public sector organisations in order drive forward the Council's Social Value aspirations for the Borough.

The Chair thanked the Leader of the Council, the Chief Executive and the Assistant Chief Executive and the Acting Head of Policy, Performance and Intelligence for attending the meeting and answering member questions.

**Resolved: -**

That Cabinet be advised that the recommendations be supported.

**114. WORK PROGRAMME**

The Board considered its Work Programme.

**Resolved: -** That the Work Programme be approved.

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

The Chairs of the Improving Places Select Commission and the Health Select Commission provided an update of the work of their commissions.

**Resolved: -**

That the updates be noted.

16D

**116. FORWARD PLAN OF KEY DECISIONS - 1 FEBRUARY - 30 APRIL 2022**

The Board considered the Forward Plan of Key Decisions 1 February to 30 April 2022.

**Resolved:** - That the Forward Plan be noted.

**117. CALL-IN ISSUES**

There were no call-in issues.

**118. URGENT BUSINESS**

The Chair requested that members consider moving the start time of meetings of the Overview and Scrutiny Management Board to 10am from the first meeting of the Municipal Year 2022/23.

**Resolved:** -

That from the first meeting of the Municipal Year 2022/23 that meetings of the Overview and Scrutiny Management Board commence at 10am.

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

**Resolved:** -

- 1) That the Children's Commissioner Takeover Challenge meeting of the Overview and Scrutiny Management Board will be held at 5pm on Wednesday 16 March 2022 at Rotherham Town Hall.
- 2) That the next ordinary meeting of the Overview and Scrutiny Management Board will be held at 11am on Wednesday 23 March 2022 at Rotherham Town Hall.

**Committee Name and Date of Committee Meeting**

Cabinet – 28 March 2022

**Report Title**

Covid Recovery Fund

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

Yes

**Strategic Director Approving Submission of the Report**

Judith Badger, Strategic Director of Finance and Customer Services

**Report Author(s)**

Rob Mahon, Head of Corporate Finance  
01709 254518 or rob.mahon@rotherham.gov.uk

**Ward(s) Affected**

Borough-Wide

**Report Summary**

The Councils Financial Outturn Report 2020/21 to Cabinet on 19 July 2021 earmarked £2m for a Covid Recovery Fund from the £6.1m underspend position, delegating to Cabinet the authority to approve its use. The fund was created to take proactive steps in order to support local residents as they emerge from the pandemic. The funding is being brought forward to support residents now, to help residents against the backdrop of growing concerns around the cost of living due to inflation and significant increases in energy and fuel bills in particular. The Citizens Advice Bureau reported a 50% increase in the use of their services for financial support, with Advocacy and Appeals reporting a 66% increase in residents seeking support in the across the year from January 2021. In addition, the relaxation of Covid rules allows the Council to consider how best it can help people back into the community.

The Council's Budget and Council Tax Report 2022/23, approved at Council on 2 March 2022 set out the first use of the Covid Recovery Fund, allocating £371k of the fund towards 3 one off revenue budget investments for 2022/23, these were.

- Women's Euro 2022
- Additional Customer Call Handling
- Customer and Digital Developments

This report sets out further proposals for use of the Covid Recovery Fund across the following areas;

- £500k Cash grant scheme to provide support for households with the rising cost of energy bills.
- £300k additional funding to top up the Councils Discretionary Housing Payments fund.
- £100k to support cultural recovery events and opportunities that will enable people to reconnect.
- £50k to facilitate the administration of these proposals.

The remaining funding of £679k will be retained within the Covid Recovery Fund so that further support can be targeted at issues that arise as the course of the borough's recovery from Covid continues.

### **Recommendations**

1. Approve the Council's proposed use of the Covid Recovery Fund for the following purposes:
  - £500k Cash grant scheme to provide support for households with the rising cost of energy bills.
  - £300k additional funding to top up the Councils Discretionary Housing Payments fund.
  - £100k to support cultural recovery events.
  - £50k to facilitate the administration of these proposals.
2. Note that a report will be presented to a future meeting regarding the remaining funding of £679k.

### **List of Appendices Included**

*Appendix 1 Equalities Impact Assessment*

*Appendix 2 Carbon Impact Assessment*

### **Background Papers**

Financial Outturn Report 2020/21

Budget and Council Tax 2022/23 and Medium Term Financial Strategy

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

No.

### **Council Approval Required**

No

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

No

## **Covid Recovery Fund**

### **1. Background**

- 1.1 The Council's Financial Outturn Report 2020/21 to Cabinet on 19 July 2021 earmarked £2m for a Covid Recovery Fund from the £6.1m underspend position, delegating to Cabinet the authority to approve its use. The funding is being brought forward to support residents now, to help residents against the backdrop of growing concerns around the cost of living due to inflation and significant increases in energy and fuel bills in particular. The Citizens Advice Bureau reported a 50% increase in the use of their services for financial support, with Advocacy and Appeals reporting a 66% increase in residents seeking support in the across the year from January 2021. In addition, the relaxation of Covid rules allows the Council to consider how best it can help people back into the community.
- 1.2 The Council's Budget and Council Tax Report 2022/23, approved at Council on 2 March 2022 set out the first use of the Covid Recovery Fund, allocating £371k of the fund towards 3 one off revenue budget investments for 2022/23, these were.
- Women's Euro 2022 – Investment to support the Partnership Agreement with UEFA, enabling the Council to deliver its role well and deliver a lasting legacy from the tournament
  - Additional Call Handling – Continued investment in resources to have a positive impact to the number and speed of calls answered, allowing digital engagement to further increase and the need for assisted access to fall. This aims to improve the customer service and support to residents.
  - Customer and Digital - To support the delivery of the Customer & Digital programme objectives and increase the pace with which service redesign activities can be completed and digital solutions implemented. This aims to improve the customer service and support to residents.

### **2. Key Issues**

- 2.1 The fund was created to take proactive steps in order to support local residents as they emerge from the pandemic. However, although the impacts of the pandemic are subsiding, there are now new significant economic pressures placing a new and significant strain on the borough's residents. The issue of rising household costs has continued to spiral, with energy bill increases continuing to increase above expectations, fuel prices continually rising and now there is also a war in Ukraine that is likely to generate further economic pressure that increases the strain on household costs. As such, it is considered that the focus of the Covid Recovery Fund should be adapted to a degree. This report sets out further proposals for use of the Covid Recovery Fund, factoring in the current economic climate that residents are facing, with support targeted across the following areas;

- £500k Cash grant scheme to provide support for households with the rising cost of energy bills.
- £300k additional funding to top up the Councils Discretionary Housing Payments fund.
- £100k to support cultural recovery events and opportunities that will enable people to reconnect
- £50k to facilitate the administration of these proposals.

2.2 The remaining funding of £679k will be retained within the Covid Recovery Fund so that further support can be targeted at issues that arise as the course of the borough's recovery from Covid continues. Further details on each proposal are provided below.

### **Cash Grants for Utility Bills**

2.3 Utility costs and debt are a major factor for many households, as household costs continue to rise above expectations and with the war in Ukraine placing further economic pressures onto household bills. The Council's existing debt management advice both within the Council through the Advocacy & Appeals Services (A & A) and in the VCS through Citizens Advice (CARD) have noted an increase in utility related debt and hardship problems since the beginning of the COVID emergency and this has been exacerbated further as energy bills in particular have increased above expectations. As such it is proposed that a cash grant is provided to households to support them with the rising costs of energy bills, where they are unable to pay their bill. The support will provide up to £250, as a one off grant, where possible paid directly to the energy provider. Households will not be entitled to multiple payments. The support will also be available to those who currently pay their bills through pre-payment meters, where the Council is assured that they are unable to pre-pay for their energy.

2.4 Access to the support would be via an online claims process supported via referrals from the Councils debt support packages, provided to people accessing normal debt advice provision through A & A or CARD. Support would then be provided by direct payment by the Council to the energy supplier or where not possible, to the individual. This would help people with arrears and in particular those who have found themselves in difficulty due to the most recent spikes in energy prices, to help them over what is hopefully, a shorter term financial pressure. It is not proposed to make any allocation in relation to water bills as there are existing arrangements with Yorkshire Water to help vulnerable families / people with water utility debt.

2.5 It is recommended that an allocation of £500k is provided to enable cash grants of up to £250 per household that submit a claim and is able to demonstrate that their rising energy bills have placed them in a financially vulnerable situation and that this support would enable them to ease that burden at a time of wider financial pressures from other rising household costs.

2.6 The Council will need to design a suitable online claim form to allow claimants to come forward, along with a process for residents unable to utilise the online claim form. It is proposed that the form will be made available in the early part of the 2022/23 financial year.

### **Additional Discretionary Housing Payments**

- 2.7 It is proposed that £300k of the Covid Recovery Fund be used to top up the Council's allocation from government for 2022/23 for providing Discretionary Housing Payments. Discretionary Housing Payments are extra payments to help pay rent. They can be awarded to residents if they are already receiving Housing Benefit or get the housing element of Universal Credit but need more help with meeting housing costs. Given the wider impact of rising household costs, support with housing costs to help people to continue to live in their homes is a vital area for additional support.
- 2.8 Applicants are already able to apply for support from the Council's Government allocation of DHP via the Council's website. Applicants can potentially get support to cover costs for a rent shortfall, rent deposits or rent in advance if they need to move home. However, if the Council is able to top up the available funding it will allow more residents facing financial difficulties meeting their household costs to be supported.

### **Cultural Events Programme**

- 2.9 A further £100k of the Covid Recovery Fund will be directed towards support for cultural recovery events and opportunities that will enable people to reconnect. The support will aim to encourage and support people to come back into the community. Some of the proposed benefits are outlined below with this fund working alongside the revenue budget investment to support the Partnership Agreement with UEFA, enabling the Council to deliver its role well and deliver a lasting legacy from the Womens Euro 2022 tournament.
- Enable participation in national programmes including beacon lighting
  - Support community groups to host their own local celebrations
  - Create a Town Centre celebration on Saturday 4th June celebrating diverse communities across the Commonwealth
  - Create a Garden Party at Clifton Park on Sunday 5th June as part of the national 'Big Lunch' programme
  - Further funding support to enhance the Queens Jubilee celebrations

The remaining funding of £679k will be retained within the Covid Recovery Fund so that further support can be targeted at issues that arise as the course of the borough's recovery from Covid continues.

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

- 3.1 The Council did consider other routes for utilising the Covid Recovery Fund, however with the recent dramatic increases in household living costs, led by the dramatic increase in energy bills for all residents, it is felt that this is where the majority of the Recovery Fund should be targeted at present along with support for housing costs. To keep in line with the original plans for the fund, the Council is also proposing events and pieces of work that promote the boroughs recovery out of Covid.

**4. Consultation on proposal**

4.1 The Council has consulted with officers across the Council to ensure that the proposals are feasible and can be delivered at pace.

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

5.1 Cabinet approval is required to deliver the proposed schemes. Should Cabinet approve these proposals, the Council implement the schemes during the 2022/23 financial year.

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

6.1 The Council's earmarked the £2m Covid Recovery Fund within the Councils reserves. This reserve was created as part of the Financial Outturn position for 2020/21 and was delegated to Council to set how the fund would be utilised. As such the proposals within this report are affordable and can be contained within the available resources held within the Councils reserves.

6.2 There are no direct procurement implications arising from the proposals in this report.

**7. Legal Advice and Implications**

7.1 The different types of expenditure referred to within the report are all lawful, reasonable and rational means of distributing the money within the Covid Recovery Fund.

**8. Human Resources Advice and Implications**

8.1 No direct implications.

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

9.1 The proposals will present financial support to families and vulnerable adults.

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

10.1 No direct implications.

**11 Implications for CO2 Emissions and Climate Change**

11.1 No direct implications.

**12. Implications for Partners**

12.1 No direct implications.

**13. Accountable Officers**

Graham Saxton, Assistant Director – Financial Services  
 Rob Mahon, Head of Corporate Finance

Approvals obtained on behalf of Statutory Officers:-

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	14/03/22
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	11/03/22
Head of Legal Services (Monitoring Officer)	Phillip Horsfield	11/03/22

*Report Author: Rob Mahon, Head of Corporate Finance*

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

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## Initial Equality Screening Assessment (Part A)

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.

<b>Directorate: Finance and Customer Services</b>	<b>Service area: Finance</b>
<b>Lead person: Rob Mahon</b>	<b>Contact number: 01709 254518</b>

### 1. Title:

Is this a:

**Strategy / Policy**

**Service / Function**

**Other**

**If other, please specify**

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

The Councils Financial Outturn Report 2020/21 to Cabinet on 19 July 2021 earmarked £2m for a Covid Recovery Fund from the £6.1m underspend position, delegating to Cabinet the authority to approve its use. The fund was created to take proactive steps in order to support local residents as they emerge from the pandemic. The funding is being brought forward to support residents now, to help residents against the backdrop of growing concerns around the cost of living due to inflation and significant increases in energy and fuel bills in particular. The Citizens Advice Bureau reported a 50% increase in the use of their services for financial support, with Advocacy and Appeals reporting a 66% increase in residents seeking support in the across the year from January 2021. In addition, the relaxation of Covid rules allows the Council to consider how best it can help people back into the community

The Council's Budget and Council Tax Report 2022/23, approved at Council on 2 March 2022 set out the first use of the Covid Recovery Fund, allocating £371k of the

fund towards 3 one off revenue budget investments for 2022/23, these were.

- Women’s Euro 2022
- Additional Call Handling
- Customer and Digital

This report sets out further proposals for use of the Covid Recovery Fund across the following areas;

- £500k Cash grant scheme to provide support for households with the rising cost of energy bills.
- £300k additional funding to top up the Councils Discretionary Housing Payments fund.
- £100k to support cultural recovery events and opportunities that will enable people to reconnect.
- £50k to facilitate the administration of these proposals.

The remaining funding of £0.679m will be retained within the Covid Recovery Fund so that further support can be targeted at issues that arise as the course of the boroughs recovery from Covid continues.

The Councils approach to the utility proposal will be open to all, so non-discriminatory, allowing people to apply online or over the phone, assisted if necessary. The DHP payments system is already a service that the Councils offers and is merely being topped up, this will just make support more accessible as the service will have more resources to allocate. However, both the Utility proposal and the DHP are most likely to support those people who are on lower incomes. The plans for the Events and CCOC will need to be drawn up at a later date when greater detail can be applied and any equality impacts reviewed in greater detail.

### 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, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

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 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 prior to carrying out an **Equality Analysis**.

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 and use the prompts for guidance.

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

n/a

- **Key findings**

n/a

- **Actions**

n/a

Date to scope and plan your Equality Analysis:	n/a
--	-----

Date to complete your Equality Analysis:	n/a
--	-----

Lead person for your Equality Analysis (Include name and job title):	n/a
---	-----

#### 5. Governance, ownership and approval

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

Name	Job title	Date
Judith Badger	Strategic Director – Finance and Customer Services	11/03/2022

## 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>	11/03/2022
<b>If relates to a Key Delegated Decision, Executive Board, Council 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>	

#### User guidance:

- The first section of this form guides users through considering major areas where emissions are likely to occur. If emissions are impacted in a way not covered by these categories, please identify this at the bottom of the section
- The first section should be filled as such:
  - **Impact.** identify, in relation to each area, whether the decision of the proposal does the following: *reduces emissions, increases emissions, or has no impact on emissions*. If it is uncertain this section can be labelled *impact unknown*
  - If **no impact on emissions** is identified: no further detail is needed for this area, but can be added if relevant (e.g. if efforts have been made to mitigate emissions in this area.)
  - **Describe impacts or potential impacts on emissions:** two sections deal respectively with emissions from the Council (including those of contractors), and emissions across Rotherham as a whole. In both sections please explain any factors that are likely to reduce or increase emissions. If **impact unknown** has been selected, then identify the area of uncertainty and outline known variables that may affect impacts.
  - In most cases there is no need to quantify the emission impact of an area after outlining the factors that may reduce or increase emissions. In some cases, however, this may be desirable if factors can be reduced to a small number of known variables (e.g. if an emission impact is attached to a known or estimated quantity of fuel consumed).
  - **Describe any measures to mitigate emission impact:** regardless of the emission impact, in many cases steps should be taken in order to reduce mitigate all emissions associated with each area as far as possible; these steps can be outlined here (For example: if a proposal is likely to increase emissions but practices or materials have been adopted in order to reduce this overall impact, this would be described here).
  - **Outline any monitoring of emission impacts that will be carried out:** in this section outline any steps taken to monitor emission levels, or steps taken to monitor the factors that are expected to increase or reduce emission levels (for example, if waste or transport levels are being monitored this would be described here)
- A **summary paragraph** outlining the likely overall impacts of the proposal/decision on emissions should then be completed - this is not required if the proposal/decision has no impact across all areas.
- The supporting information section should be filled as followed:
  - Author/completing officer
  - **Research, data, or information** may refer to datasets, background documents, literature, consultations, or other data-gathering exercise. These should also be added to the **supporting documents** section of the cabinet report

- 
- Carbon Impact Assessments are to be appended to the associated cabinet reports
  - Prior to publishing reports, Carbon Impact Assessments should be sent to [climate@rotherham.gov.uk](mailto:climate@rotherham.gov.uk) for feedback
  - Report authors may also use the above email address to direct any further queries or to access further support regarding completing the assessment

Will the decision/proposal impact...	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	<i>no impact on emissions</i>				
Emissions from transport?	<i>no impact on emissions</i>				
Emissions from waste, or the quantity of waste itself?	<i>no impact on emissions</i>				
Emissions from housing and domestic buildings?	<i>no impact on emissions</i>				
Emissions from construction and/or development?	<i>no impact on emissions</i>				
Carbon capture (e.g. through trees)?	<i>no impact</i>				

Identify any emission impacts associated with this decision that have not been covered by the above fields:

Please provide a summary of all impacts and mitigation/monitoring measures:

This report seeks approval for the Councils use of the Covid Recovery Fund, there are no direct Carbon impacts as a result of this report.

Supporting information:

Completed by:  
(Name, title, and service area/directorate).

Rob Mahon, Head of Corporate Finance, Finance and Customer Services.

Please outline any research, data, or information used to complete this [form].

If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.

Tracking [to be completed by Policy Support / Climate Champions]

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**Committee Name and Date of Committee Meeting**

Cabinet – 28 March 2022

**Report Title**

Social Value Annual 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 Authors**

Steve Eling

Policy and Equalities Manager

Assistant Chief Executive's

[Steve.eling@rotherham.gov.uk](mailto:Steve.eling@rotherham.gov.uk)

Karen Middlebrook

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Corporate Procurement Service

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**Ward(s) Affected**

Borough-Wide

**Report Summary**

Since the Council adopted the Social Value Policy in 2019, significant progress has been made to secure social value commitments as part of the Council's contracts alongside having achieved accreditation as a "Living Wage Employer" by the Living Wage Foundation.

This 2022 annual report sets out the key achievements over the year to end of November 2021 and identifies priority areas of work for 2022. These priorities will further embed social value to secure the best possible outcomes and returns for the people of Rotherham.

## Recommendations

1. That the annual report is received noting the increased social value commitments along with outcomes achieved.
2. That the key priorities for 2022 include:
  - a. Launch of the Social Value Commissioning Toolkit to be held in May.
  - b. Further embedding Social Value across the Council.
  - c. Focus on increasing social value commitments for skills and employment.
  - d. Engagement with the South Yorkshire Mayoral Combined Authority in development and delivery of social value in the sub-region.
  - e. Building on anchor network development as part of the Rotherham Together Partnership Social Value Charter.
  - f. Further research to build local market intelligence.

## List of Appendices Included

Appendix 1 Initial Equality Screening Assessment

Appendix 2 Carbon Impact Assessments

## Background Papers

Cabinet Report – Social Value Policy, 21st October 2019

<http://modgov-p-db/documents/s123000/Social%20Value%20Policy.pdf>

Cabinet Report – Social Value Annual Report, 15th February 2021

<http://modgov-p-db/documents/s129696/Social%20Value%20Annual%20Report.pdf>

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

No

## Council Approval Required

No

## Exempt from the Press and Public

No

## Social Value Annual Report

### 1. Background

- 1.1 At its meeting on 15 February 2021 Cabinet received the first social value annual report since adoption of the Social Value Policy in 2019. The report set out the achievement to date, which at that time was securing social value commitments through contract procurement at just over 10% of the contract values let.
- 1.2 As part of the report, Cabinet agreed commitments for the coming year to advance the social value agenda. These were:
- The strategic approach to “Social Value by Design” to embed existing best practice within the Council including the production of a Social Value Commissioning Toolkit.
  - Support the approach to Community Wealth Building with priority actions for the year ahead taking forward:
    - Real Living Wage accreditation.
    - Achieving Social Value aligned to working towards “Excellent” under the Equality Framework for Local Government.
    - Progressing the Rotherham Together Partnership Social Value Charter into the development of Anchor Networks.
  - Work with the Mayoral Combined Authority to promote and develop Social Value for the Sheffield City Region.
  - Holding a workshop event in the summer of 2021 to explore further Community Wealth Building options.
  - Engagement in the CLES Community Wealth Building Centre of Excellence.
- 1.3 This report provides an update on progress made towards realising social value and sets out direction for priority actions and action over the coming year.

### 2. Key Issues

- 2.1 To further Social Value in Rotherham, the Council resolved in October 2019 to adopt a Social Value Policy together with a toolkit for its delivery.
- 2.2 The aim of the Social Value Policy is to maximise the local impact of the Council’s spend, with key elements taking forward:
- Raising the living standards of Rotherham residents and commitment to working towards the Living Wage Foundation Living Wage.
  - Increasing the proportion of the Council’s expenditure which goes to local businesses and providers.
  - Building social value into all council contracts and maximise the impact gained from every pound spent, through the introduction of a rigorous system for assessing and measuring social value.
  - Commit to the principle of co-designing services wherever possible.

2.3 Major achievements

- 2.4 The Council has either achieved or made progress against all of the commitments agreed in February 2021. Significantly, these include:
- The Social Value Commissioning Toolkit is in the final stages of development and about to be rolled out.
  - Accreditation as a “Living Wage Employer” was awarded in September.
  - Anchor networks development is underway with key partners building on the commitments from the partnership Social Value Charter.
  - The Council is positively engaged in the development of social value policy and practice in the MCA
  - A workshop was held to explore further community wealth building opportunities.
  - An event has been held to engage with suppliers. This provided real examples of good practice in social value. The event will be repeated on an annual basis.

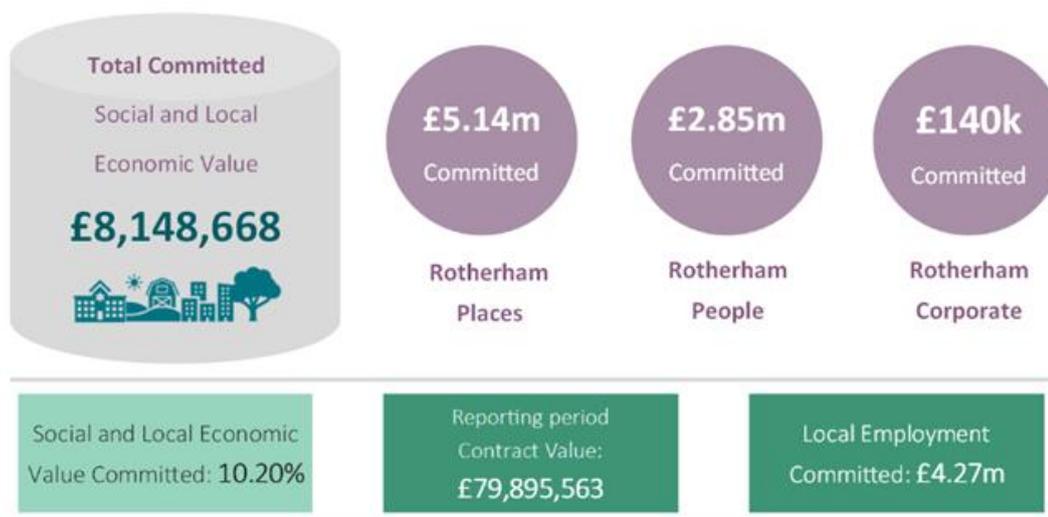
2.5 Procurement update – Social Value Portal

Under the Council’s adopted policy, social value is determined and measured using the national “themes outcomes measures” (TOMS) framework. This enables a monetary calculation of how much social value has been secured in contracts, with the delivery of this closely monitored throughout the life of the contract. This approach ensures that where contracts are multi-year that social value is delivered over the lifetime of the contract, rather than in single action or contribution.

- 2.6 The National TOMs Framework (2021) is a measurement framework that was developed by the National Social Value Task Force, a cross-sector organisation combining both public and private sector organisations. Rotherham Metropolitan Borough Council has developed its own bespoke measurement framework comprising 36 measures, across 5 themes, derived from the National TOMs (2021), designed to have a positive impact on the economic, social and environmental wellbeing of the Rotherham community:
- Jobs: Promote Local Skills and Employment.
  - Growth: Supporting Growth of Local and Small Business.
  - Social: Healthier, Safer and more Resilient Communities.
  - Environment: Protecting and Improving Our Environment.
  - Innovation: Promoting Social Innovation.

- 2.7 The table below sets out the key KPI measures that the Council’s suppliers have committed and delivered against on contracts that have been procured and awarded since the implementation of the Social Value Policy up to 30th November 2021. Most current contracts were awarded prior the implementation of the Policy, so are not reflected in the table. Consequently, the values should not be considered to be exhaustive.

Ref	Measure	Committed & Delivered Social and Local Economic Value					
		Unit	Proxy Value	Committed Number	Committed £SLEV	Delivered Number	Delivered £SLEV
NT1 / NT1a / NT1c	No. of local employees hired or retained	No. People FTE	Localised by project	158.58	£4,279,573	31.01	£814,725
NT3	No. of employees hired who are long term unemployed.	No. People FTE	£19,145.88	5	£96,720	1.5	£28,447
NT4	No. of employees who are NEETs	No. People FTE	£13,889.49	1.5	£20,454	3	£40,908
NT4a	No. of 16-25 y.o. care leavers	No. People FTE	£13,956.88	0.99	£13,499	0	£0
NT5a	No. of 18-24 y.o. rehabilitating young offenders	No. People FTE	£22,480.36	2.37	£52,523	0	£0
NT6	No. of disabled employees	No. People FTE	£15,387.93	1.01	£15,317	0	£0
NT7	No. of hours dedicated to support people into work (over 24 y.o.)	No. hrs (total session duration)*no. attendees	£118.87	576	£70,738	36	£4,552
NT9	No. of weeks training opportunities	No. weeks	£265.17	397	£105,508	20	£5,168
NT10	No. of weeks of apprenticeships	No. weeks	£210.07	424	£89,438	43	£8,917
NT11	No. of hours dedicated to support people into work (under 24 y.o.)	No. hrs (total session duration)*no. attendees	£118.87	3,595	£410,145	221.75	£27,856
NT12	No. of weeks spent on meaning work placements or pre-employment course	No. weeks	£160.47	135	£21,605	69.6	£11,012
NT13	Meaningful work placements that pay Minimum or National Living Wage	No. weeks	£160.47	106	£16,771	36	£5,696
NT15	Provision of expert business advice to VCSE's or MSME's	No. staff expert hours	£97.03	177	£16,548	10	£961
NT16	Equipment or resources donated to VCSEs	£	£1	63,396	£63,396	5,268	£5,268
NT18	Total amount (£) spent in LOCAL supply chain	£	£0.46	5,054,048	£2,662,862	982,756	£518,895
NT28	Monetary donation or equipment/resource in lieu to VCSEs	£	£1	14,000	£14,000	0	£0
NT58	No. of employees FTE to have a pay raise to Real living wage or higher	No. People FTE	£1,396	1.15	£1,605	0	£0
NT31	Savings in Co2 emissions through decarbonisation	tCo2e	£69.50	2,558.04	£178,263	883.8	£61,291
		<b>Total</b>	<b>*2021 TOMS</b>		<b>£8,148,668</b>		<b>£1,533,671</b>



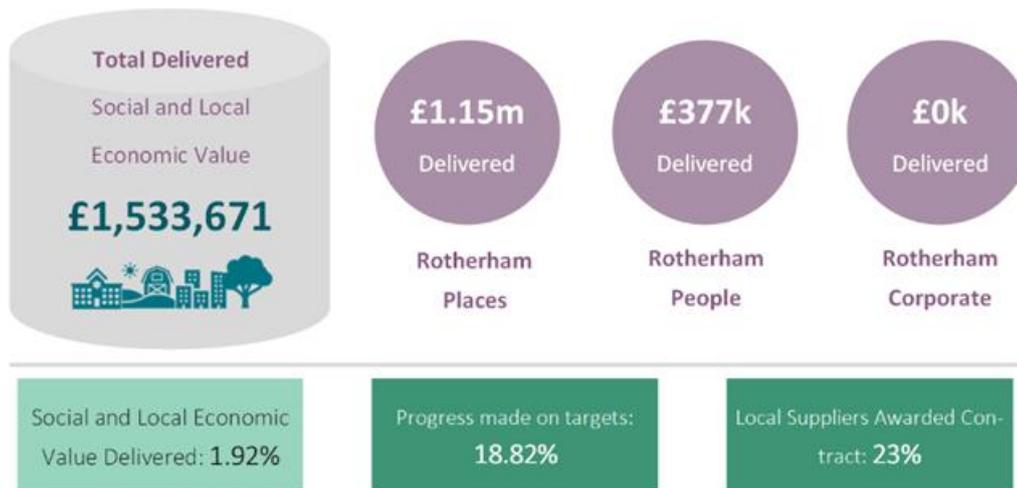
- 2.8 The total Social and Local Economic Value (SLEV) committed shows an increase from £1.4 million in the first year to £8.14 million in year two, a net increase of £6.74 million over the year. The total contract value attracting social value shows an increase from £14.10 million in the first year to £79.89m in year two, a net increase of £65.79 million over the first year. This continues to represent 10.2% social value outcomes committed.
- 2.9 Of the three categories, “places” has seen the largest increase of £4.5 million over the year with “people” achieving £2.04 million increase and the “corporate” increase at £107k.



- 2.10 Key commitments for “promoting local skills and employment” include training weeks committed increasing from 53 to 397 and supporting young people increasing from £40k to £410k. It should be noted that the five “long term unemployed” is a specific commitment under the TOMs and not the number of “local employees” which is included in commitment NT1.
- 2.11 Tonnes of CO2e saved have increased from 4.04 to 2,558 marking a significant improvement in moving towards the Council’s “net zero” commitments and target.



2.12 Increases in support and value for local VCSE and community groups has seen increases in equipment and resources from £28.5k to £63.3k and local economic value from the supply chain increasing from £239k to £2.6m. The latter is driven by the increased value of contracts awarded in the last year.



2.13 The November 2021 report from the Social Value Portal is the first to include outcomes and outputs delivered. Whilst reported as percentages of the overall commitments, the outcomes will relate more to the first-year commitments than the second. Reflecting the value of commitments, “places has delivered the largest outcomes at £1.15 million. “Corporate” is yet to achieve any returns, however, this is against a small commitment of £140k, of which only £33k was committed through contracts awarded in the first year. Delivery against commitments in the “Corporate” category will commence in the coming year.

2.14 Progress on commitments up to November 2021 shows 18.82% of total targets delivered and that local suppliers have been awarded 23% of contracts.

### Promote Local Skills and Employment



**£814k** of local economic value delivered on contracts through local employment in Rotherham



**43 weeks** of apprenticeships delivered on contracts Level 2,3, or 4+



**£4.5k** delivered in social value for support to assist unemployed individuals (over 24 y.o.) into work.

### Protecting and Improving our environment

**£61k** of social value generated by saving tonnes of CO2e on contracts.



- 2.15 Achievements of note in “promoting local skills and employment” are the local economic value of contracts through local employment; apprenticeships; and support to young people. This includes £814k value through contracts with 43 weeks of apprenticeships and £4.5k of social value supporting unemployed into work.

### Supporting VCSE’s & Community Groups



### Local Spend in Rotherham

**£518k** of local economic value has been delivered as a result of local supply chain on contracts.



### 2.16 Case Studies

- 2.17 Case studies have also been produced to demonstrate social value outcomes against contract commitments. Whilst the reporting of social value using the TOMS demonstrates calculated contract percentage values, these case studies seek to demonstrate the outcomes in tangible terms of benefit to numbers of local people etc.

### 2.18 Repairs and Maintenance Contractor Mears’ Social Value Highlights since Contract Commencement

- 2.19 Apprentices - a total of eleven apprentices have been recruited between Mears and regular subcontractors. These include two electricians, two joiners and a multi-trade working directly for Mears; together with two Quantity Surveyors, three Roofers and an electrician working for two major subcontractors. There are two Quantity Surveyor trainees employed by Mears who are continuing with their studies and undertaking a degree qualification in this field. They are also in the process of recruiting on a Traineeship for a Commercial Assistant role with a view to progressing to an apprenticeship vacancy. Plans are in the early stages for hosting an

Apprentice Open Day in March 2022 in preparation for a new intake in Sep 2022.

2.20 New Job Opportunities - since the start of the contract, Mears have provided eighteen new permanent opportunities with two current live vacancies. They have also recruited two people on the Kickstart programme who it is hoped to progress to permanent roles.

2.21 Schools Engagement - a number of virtual mock interview sessions have been hosted with both St Pius and St Bernard's schools. Overall, a total of 115 students have undertaken a mock virtual interview which supports their development in the Careers & Enterprise arena. Mears have also carried out careers events with RNN Group, RUCST, Wales High School.

2.22 Mears Foundation – Mears have been fortunate to secure funding for Age UK Rotherham for two projects in 2021, an autumn garden party for local elderly residents held at Clifton Park, the annual Christmas Lunch for Age UK service users and the gifts for delivery to those unable to attend the lunch, and also funding to enable them to secure Cold Weather Packs for a second year for vulnerable local tenants. Mears Foundation have also provided a bench which was recently installed at Swinburne Place and a quantity of unbranded clothing from our supplier which was recently donated to Shiloh.

2.23 Repairs and Maintenance Contractor Engie's Social Value Highlights since Contract Commencement

2.24 Overview:

- £1.3 million of Social Value delivered from the commencement of the Engie contract in April 2020. £955k of this being delivered January '21 – October 2021 following the significant easing of lockdown.
- 18 individuals progressed into employment.
- 20 new apprenticeships.
- 11 safeguarded apprenticeships.
- 6 Site Visits.
- 56 School / College workshops.
- 12 Work Experience placements.
- 2497 Short Courses undertaken.

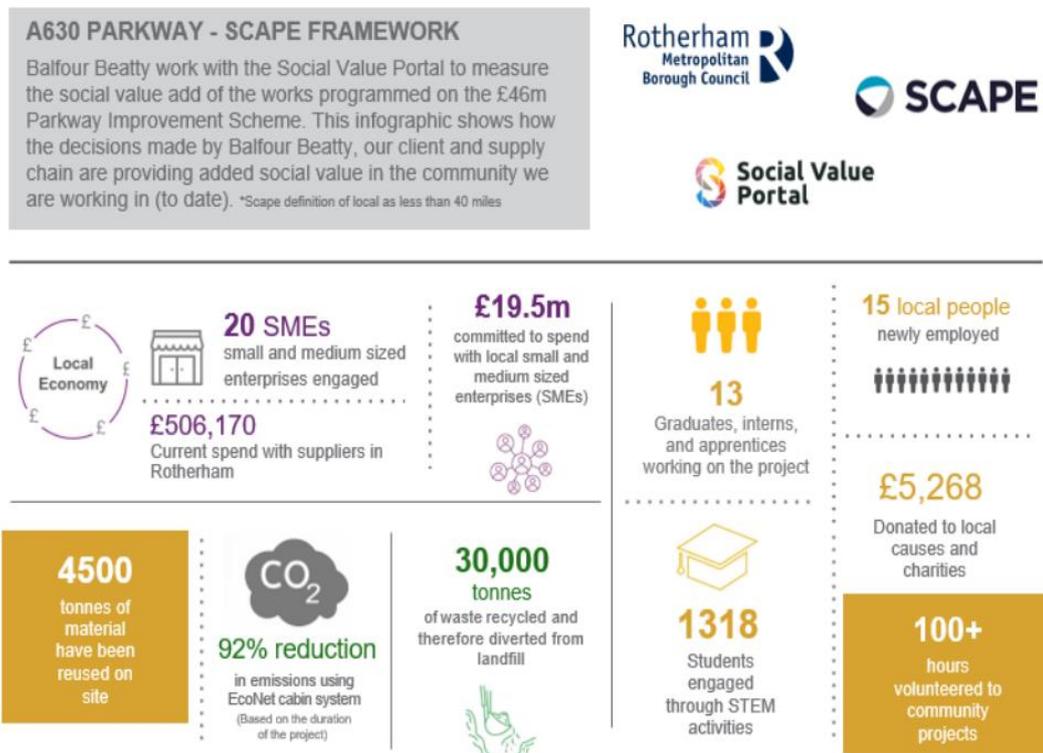
2.25 Investing in the future:

- 11 Apprenticeships Safeguarded following TUPE transfer.
- 12 Apprentices recruited to work directly for ENGIE since April 2020.
- Trade Based apprentices recruited following a 2-day recruitment event held in conjunction with RNN College.
- An apprentice Gas Engineer awarded both the Rotherham Apprentice of the Year as well as the G4C Yorkshire Apprentice of the Year award
- Commitment remains to providing ten apprenticeship opportunities for each year of the contract.
- Planning to take place in early 2022 for next year's Apprentice Recruitment event.

2.26 The A630 upgrade is also reporting significant social value:

### SOCIAL VALUE ADD | FEBRUARY 2022 UPDATE

**Balfour Beatty**



2.27 Target Housing Rough Sleeper Initiative funded Queen Street service

2.28 The contracted provision is an eight unit accommodation service, comprising of a seven bed emergency accommodation and assessment hub with scope to provide one additional bed space as an interim emergency night bed, for single people experiencing homelessness and rough sleeping, provided by Target Housing.

2.29 The number of local direct employees (FTE) hired or retained is currently at 66.67% of target and all staff are paid above living wage. When setting up the service the provider advertised through local channels, including Voluntary Action Rotherham, and a team of three people were appointed, who were residents of Rotherham. One team member had been long-term unemployed and had experienced a period of homelessness prior to being appointed by Target Housing. Following their experience and support they received working on the team, they have since been successful in applying for another role within the organisation, supporting the Housing First provision (which is also commissioned by the Council).

2.30 Although there have been limitations in the ability to source meaningful work placements and pre-employment courses throughout the pandemic, the provider has engaged all service users with weekly dedicated sessions to look at work aspirations and options and has achieved 90% of this target. This client group includes people who are furthest from the jobs market, with

complex needs and a history of rough sleeping. By dedicating time to deliver this support, the provider is able to give them the tools and resources to take their first steps into employment. Where applicable some service users have enrolled onto ESOL courses and one service user had also been appointed on a voluntary basis as a cleaner for the hostel, widening his experience for his CV and future employment opportunities.

### 2.31 **Other learning from experience**

2.32 The Council is also seeking to learn from its own experiences across Directorates. This year, each Directorate has been asked to provide a brief update on its activities. Key learning experience gained and learning points include:

- The council's first social value event celebrating the achievements from the council and its partners. This event showcased how social value helps our local economy thrive by creating employment opportunities for local people and championing local businesses.
- Collaboration with CLES in 2020 helped produce a report breaking down 3rd party spend before and after our social policy was active. The Council having a social value policy grew local 3rd party spend in 2019/20 with further growth expected in 2020/21 showcasing the positive effect social value has in our borough.
- The approach has brought additional value to the core contract requirements and supported the Council's strategic ambitions in delivering the Year Ahead Plan in a range of areas.
- Through the social value portal, there are three housing contracts in place where circa £590k of social value has been committed as targets, with £229k achieved so far. These include the organisation having worked with the Council's own Pathways Rotherham scheme and employed 3 individuals who had previously been NEET. In addition, through the same Pathways Rotherham, the organisation spent 9 hours interviewing candidates at Riverside House, Rotherham and coaching them afterwards on their technique. Including full feedback in written form on their performance.
- Although the Housing Repairs and Maintenance contracts were procured prior to the Social Value Policy being adopted social value is still captured.
- For transport spend, many of the mechanisms for Social Value are designed by supply chain partners either regionally or nationally. The Council has begun work with suppliers to encourage them to deliver outcomes in the Rotherham area. Although this does pose challenges, there has generally been a positive response and work continues to increase local social value.

### 2.33 **Key actions / developments going forward**

#### 2.34 Social Value Commissioning Toolkit

2.35 The Social Value Commissioning Toolkit is in the final stages of development and it will support the economic, environmental, and social benefits to be considered throughout the commissioning and procurement process.

- 2.36 The toolkit will encourage commissioners to be creative and discover how benefits can be realised when a new commissioning activity/need is identified. It aims to drive the ethos of “social value by design” which is emphasised in service plans throughout the organisation.
- 2.37 The Social Value Commissioning Toolkit has a particular focus when commissioners consider:
- Business Case - Establish the business case in line with wider strategic priorities where social value outcomes can be achieved.
  - Equality Analysis to support commissioning and procurement to evidence meeting the needs of Rotherham’s citizens and identify areas where Social Value can be added.
  - Resources - The use of resources by targeting by securing the best possible outcomes within the resources available.
  - Mechanism - Choose the right mechanism to procure – to best achieve Social Value traditional procurement, grants, service level agreements, etc.
  - Partnering opportunities i.e., the Public Sector and VCS or collaborative commissioning and procurement.
  - Outcomes-based commissioning including engaging people accessing services.
  - Techniques of co-production and resource mobilisation.
  - Optimising social capital.
  - Market supplier development and capacity building.
- 2.38 The Social Value Commissioning Toolkit will be presented in a digital format available on the website to allow easy revision and to ensure it remains contemporary. It is planned to be live by April 2022.
- 2.39 Support and guidance will be produced to assist commissioners in their role and build expertise in the Council as part of the roll-out of the toolkit.
- 2.40 Further embedding Social Value across the Council
- 2.41 As the approach to delivering social value moves forward, there is the need to further embed the processes into management and reporting on contracts to give confidence in securing the social value outcomes. Support for further embedding will be a priority for the coming year.
- 2.42 Anchor networks
- 2.43 During the last year, a procurement anchor network has been developed with representation from the Council, The Rotherham NHS Foundation Trust, the Yorkshire & Humber Police Forces, Voluntary Action Rotherham (VAR) and the Mayoral Combined Authority Executive. The group has spent much of this year sharing knowledge and best practice with an aim to ensure a common approach and understanding of Social Value is achieved across the borough. Work is actively ongoing to baseline spend information across all

partners so that there is a common metric to measure impact of future work and activity the group seeks to take forward.

2.44 Living wage

2.45 Following award of accreditation as a Living Wage Employer, the Council now needs to ensure that all contracts are and remain compliant. To progress this further, work is now being undertaken to assess the level of compliance within current contracts. A survey of contractors is being undertaken. This will provide the necessary information to identify where forward action is required to secure compliance.

2.46 The Council is able to promote its living wage accreditation and use “Living Wage” branded materials. A plaque has been unveiled to publicise the Council’s Living Wage status.

2.47 Social Value communications and webpage

2.48 A dedicated Social Value webpage has been created and continues to develop as the Council’s knowledge, understanding and application of Social Value grows. The content provides a range of information to support organisations in submitting social value proposals through the tender process. As such much of the website is heavily procurement focussed therefore inclusion of the content from the commissioning toolkit will be a positive addition.

2.49 Subregional including MCA

2.50 The Social value ‘contract’ for South Yorkshire is being developed as part of a wider work programme around inclusion; the contract being the first practical element of this work to be brought forward (most recently discussed at the November Local Enterprise Partnership (LEP) board).

2.51 The contract would require any organisation seeking funds from the MCA to make a number of social value commitments.

2.52 The draft contract builds on work carried out by the Centre for Decent Work at Sheffield Management School. It groups potential commitments into eight focus areas:

- Local supply chains.
- Community.
- Rewards and contracts.
- Environment.
- Health and wellbeing.
- Employee voice and participation.
- Inclusion and diversity.
- Education, training and progression.

2.53 Following discussion at the LEP board, further work is being undertaken to refine the proposals. When completed, approval will be sought from the Mayoral Combined Authority. No date has yet been provided.

2.54 Business engagement - suppliers

2.55 The Council's procurement team is engaged with Business Support and Mayoral Combined Authority to connect opportunities with local businesses. A sub-regional "supplying the public sector event" has been undertaken with representatives from each of the local authorities in attendance, alongside the Social Value Portal to demonstrate the importance Social Value now plays in procurement activity.

2.56 Further business engagement and supplier events will be held alongside ongoing research into local markets and where spend is lost to the Rotherham economy.

2.57 Employment and Skills

2.58 The Council is keen to ensure it maximises the opportunity for local employment and skills. With the increase in procurement activity related to Capital projects there will be an increased focus on the thematic outcome measures predominantly local employment, new employment for disadvantaged individuals and apprenticeships. For these town centre projects, progression will be made within the Themes Outcomes Measures (TOMs) framework to prioritise measures for commitments and delivery against, predominantly:

- Local employment
- New employment for disadvantaged individuals; and
- Apprenticeships.

**3. Options considered and recommended proposal**

3.1 The options available are those set out as "key actions and developments going forward".

3.2 Whilst it would be possible to prioritise a smaller number of actions, this is not recommended because the actions form an integral overall programme of activity to deliver the strategic outcomes of the social value policy.

**4. Consultation on proposal**

4.1 Consultation was conducted both internally and externally as part of developing the Social Value policy and framework.

4.2 The next stages focus on engagement, this will continue to include public service partners, VCS and business.

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

- 5.1 This report presents “work in progress”, a point in time along a developmental journey. It sets out what has been achieved since adoption of the policy but also the “what next” on a number of potential options for development, each of which will have their own timescales. Timescales of detailed options and recommendations will be set out in relevant reports as appropriate.
- 5.2 The Council maintains a detailed action plan for social value development and delivery.

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

- 6.1 There are no financial implications as a direct result of this report, as such this report does not have a direct financial impact on the Councils revenue or capital budgets. The report provides an update on the progress and impact of the Social Value Policy that the Council has adopted into the Councils procurement procedures. The impact that this policy has on any current or future procurement exercises will need to be factored into the decision-making process on those specific procurements.
- 6.2 All associated procurement implications are contained in the main body of this report.

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

- 7.1 The Public Services (Social Value Act) 2012 allows for the consideration of added value, such as social, economic and environmental benefits, that may be secured in addition to the normal delivery of a contract. The policy, including the Social Value Toolkit, must comply with procurement law, particularly the Public Contracts Regulations 2015. The Council must ensure its contractual and procurement documentation reflects the requirements described in this report.

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

- 8.1 A key component of the policy will be ensuring that officers have the necessary training and knowledge to successfully implement it. Training, including workshops, will be required. The approach for embedding social value meets this requirement. For 2022 this will primarily relate to introduction of the Social Value Toolkit.

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

- 9.1 The outcomes within the Social Value Framework support the Council’s priorities: “Every child able to fulfil their potential” and “People are safe, healthy, and live well” by including support for education and employment for these groups as key Social Value outcomes.

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

- 10.1 The Social Value Policy, approved in October 2019, received an Initial Equalities Screening Assessment. This is still relevant to this report and is attached as an appendix
- 10.2 The Social Value Framework allows for annual reporting on several key equalities' issues such as the number of people with disabilities that have gained employment. The policy has a positive impact with each individual procurement and commissioning activity including assessment of the impact on equality outcomes.
- 10.3 Further equalities screening and assessment will be undertaken on specific developments, especially when options for community wealth building are considered.

## **11. Implications for CO2 Emissions and Climate Change**

- 11.1 NT 31 provides a social value outcome through savings in CO2 emissions on contracts achieved through decarbonisation, measured in tonnes of CO2.

## **12. Implications for Partners**

- 12.1 Partners have already signed up to and made commitments to take forward social value in Rotherham. Partners are engaged in direct development and delivery of social value outcomes, especially in relation to Community Wealth Building and Anchor networks.

The Council is promoting social value through its engagement with the MCA, seeking to gain added value through the Devo Deal and levelling up agenda.

## **13. Risks and Mitigation**

- 13.1 In the summer of 2021, a sample audit was undertaken to ensure the Council was complying with Social Value Policy requirements for the procurement of contracts valued at £25,000 and above. As part of the audit there was a specific focus on those contracts £100,000 and above to ensure social value commitments were secured as part of the award of the contract. The results of the audit found that the requirement has been successfully applied and provided substantial assurance that the controls in place to manage this activity are operating effectively.

## **14. Accountable Officers**

Steve Eling  
Policy and Equalities Manager  
Assistant Chief Executive's  
[Steve.eling@rotherham.gov.uk](mailto:Steve.eling@rotherham.gov.uk)

Karen Middlebrook  
 Head of Procurement  
 Corporate Procurement Service  
 Finance and Customer Services  
[Karen.Middlebrook@rotherham.gov.uk](mailto:Karen.Middlebrook@rotherham.gov.uk)

Approvals obtained on behalf of Statutory Officers: -

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	Sharon Kemp	14/03/22
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	10/03/22
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	09/03/22

*Report Author: Steve Eling  
 Policy and Equalities Manager  
 Assistant Chief Executive's  
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This report is published on the Council's [website](#).

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## PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
<b>Title:</b> Social Value Policy	
<b>Directorate:</b> Assistant Chief Executive's	<b>Service area:</b> Performance, Intelligence and Improvement
<b>Lead person:</b> Steve Eling	<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 type="checkbox"/> <b>Other</b>
<b>If other, please specify</b>	

2. Please provide a brief description of what you are screening
The Policy sets out how the council measures the added Social Value secured through the council's procurement and commission activity. As part of the development of the policy a set of Social Value outcomes were identified based on the Council Plan and 6 Social Value objectives. The Policy introduces a mandatory 10% consideration for Social Value for all contracts with a total value above £100,000.

### 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>		No
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>		No
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>		No
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>	Yes	
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

The Social Value Framework allows for annual reporting on several key equalities issues such as the number of people with disabilities that have gained employment. The Framework has identified several key disadvantaged groups that should be supported through Social Value outcomes. As such the policy is having a positive impact regarding equalities. For each individual procurement and commissioning activity there is full consideration of the impact on equality outcomes. This is carried out by the officers involved in the procurement and commissioning activities.

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?**

A consideration of equality and diversity was a key element in the development of the Social Value Policy. The policy's central aim is to support the employment (and education and training) of several disadvantaged groups including disabled people who are currently disadvantaged in the labour market.

- **Key findings**

Supporting these groups is central to the Social Value outcomes that have been identified – these include a wide range of groups who will be supported through increased training, school visits, employment, apprenticeships, and other training opportunities. In addition, the policy is also about changing the way the council commissions – adopting new principles will place new emphasis on co-designing services and involving service users throughout the process. This will increase the role and voice and seldom heard groups.

- **Actions**

The policy is being monitored on an annual basis. Individual officers will be responsible for considering the impacts and outcomes of each individual procurement or commissioning process. Further actions are being developed to embed Social Value in the working of the Council and develop forward looking actions. For 2021/22, specific actions have been including taken:

- Real Living Wage accreditation.
- Social Value aligned to working towards “Excellent” under the Equality Framework for Local Government.
- Progressing the Rotherham Together Partnership Social Value Charter into the development of Anchor Networks.
- Working with the Mayoral Combined Authority to promote and develop Social Value for the Sheffield City Region.

The actions are further developed in 2022/23 to build on progress to date including community wealth building that will work towards reducing inequalities through neighbourhood working.

The social value toolkit, being introduced in 2022/23 provides for “Social Value by Design” through commissioning and linked directly to services which now include specific equalities detail.

Date to scope and plan your Equality Analysis:	The Social Value Policy is being reviewed and monitored on an annual basis. This will capture the impacts of the policy.
Date to complete your Equality Analysis:	To be completed by officers for individual procurement and commissioning processes.
Lead person for your Equality Analysis (Include name and job title):	Individual officers are responsible for each procurement and relevant priority developments. The officer responsible for the overall analysis of the impact of Social Value will be Steve Eling, Policy and Equalities Manager.

### 5. Governance, ownership and approval

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

Name	Job title	Date
Steve Eling	Policy and Equalities Manager	7 <sup>th</sup> January 2022
Karen Middlebrook	Head of Procurement	7 <sup>th</sup> January 2022

### 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>	7 <sup>th</sup> January 2022
<b>Report title and date</b>	Social Value Annual Report
<b>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</b>	Cabinet
<b>Date screening sent to Performance, Intelligence and Improvement</b> <a href="mailto:equality@rotherham.gov.uk">equality@rotherham.gov.uk</a>	7 <sup>th</sup> January 2022

#### User guidance:

- The first section of this form guides users through considering major areas where emissions are likely to occur. If emissions are impacted in a way not covered by these categories, please identify this at the bottom of the section
- The first section should be filled as such:
  - **Impact.** identify, in relation to each area, whether the decision of the proposal does the following: *reduces emissions, increases emissions, or has no impact on emissions*. If it is uncertain this section can be labelled *impact unknown*
  - If **no impact on emissions** is identified: no further detail is needed for this area, but can be added if relevant (e.g. if efforts have been made to mitigate emissions in this area.)
  - **Describe impacts or potential impacts on emissions:** two sections deal respectively with emissions from the Council (including those of contractors), and emissions across Rotherham as a whole. In both sections please explain any factors that are likely to reduce or increase emissions. If **impact unknown** has been selected, then identify the area of uncertainty and outline known variables that may affect impacts.
  - In most cases there is no need to quantify the emission impact of an area after outlining the factors that may reduce or increase emissions. In some cases, however, this may be desirable if factors can be reduced to a small number of known variables (e.g. if an emission impact is attached to a known or estimated quantity of fuel consumed).
  - **Describe any measures to mitigate emission impact:** regardless of the emission impact, in many cases steps should be taken in order to reduce mitigate all emissions associated with each area as far as possible; these steps can be outlined here (For example: if a proposal is likely to increase emissions but practices or materials have been adopted in order to reduce this overall impact, this would be described here).
  - **Outline any monitoring of emission impacts that will be carried out:** in this section outline any steps taken to monitor emission levels, or steps taken to monitor the factors that are expected to increase or reduce emission levels (for example, if waste or transport levels are being monitored this would be described here)
- A **summary paragraph** outlining the likely overall impacts of the proposal/decision on emissions should then be completed - this is not required if the proposal/decision has no impact across all areas.
- The supporting information section should be filled as followed:
  - Author/completing officer
  - **Research, data, or information** may refer to datasets, background documents, literature, consultations, or other data-gathering exercise. These should also be added to the **supporting documents** section of the cabinet report

- 
- Carbon Impact Assessments are to be appended to the associated cabinet reports
  - Prior to publishing reports, Carbon Impact Assessments should be sent to [climate@rotherham.gov.uk](mailto:climate@rotherham.gov.uk) for feedback
  - Report authors may also use the above email address to direct any further queries or to access further support regarding completing the assessment

Will the decision/proposal impact...	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	N/A				
Emissions from transport?	N/A				
Emissions from waste, or the quantity of waste itself?	N/A				
Emissions from housing and domestic buildings?	N/A				
Emissions from construction and/or development?	N/A				
Carbon capture (e.g. through trees)?	N/A				

Identify any emission impacts associated with this decision that have not been covered by the above fields:

Whilst the report does not address specific emissions / CO2 impacts actions directly, the TOMs framework at TM31 does identify savings in CO2 emissions on contracts as a social value outcome. This is measured in tonnes CO2e and given a proxy value of £69.50. Committed to date is shown as £178,263 with delivery to date at £61,291.

The report shows figures from the Social Value Portal including 2558 tonnes of CO2e committed to be saved on contracts.

Please provide a summary of all impacts and mitigation/monitoring measures:

N/A

Supporting information:

Completed by:  
(Name, title, and service area/directorate).

Steve Eling  
Policy and Equalities Manager  
Assistant Chief Executive's Directorate

Please outline any research, data, or information used to complete this [form].

Data provided by the Social Value Portal.

If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.

N/A

Tracking [to be completed by Policy Support / Climate Champions]

Sam Blakeborough  
Policy Officer  
Assistant Chief Executive's Directorate

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Public Report  
Overview and Scrutiny Management Board

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**Committee Name and Date of Committee Meeting**

Overview and Scrutiny Management Board – 23 March 2022

**Report Title**

Digital Strategy – progress report

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

No

**Strategic Director Approving Submission of the Report**

Judith Badger, Strategic Director of Finance and Customer Services

**Report Author(s)**

Steve Langrick, Head of Digital Services

[steve.langrick@rotherham.gov.uk](mailto:steve.langrick@rotherham.gov.uk)

**Ward(s) Affected**

Borough-Wide

**Report Summary**

The purpose of this report is to update Overview and Scrutiny Board members with progress on the delivery of the Digital Strategy, which was approved by Cabinet on 15<sup>th</sup> February 2021.

**Recommendations**

1. For Overview and Scrutiny Management Board members to note the current progress on the delivery of the Digital Strategy.

**List of Appendices Included**

Appendix 1 Digital Strategy - Activity Delivery Plan (as at Feb 2022)

**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

## Digital Strategy – progress report

### 1. Background

- 1.1 Overview and Scrutiny Management Board discussed the Digital Council Strategy on 13<sup>th</sup> February 2021, in advance of it being considered by Cabinet on 15<sup>th</sup> February 2021. Cabinet agreed with the recommendations set out in the report, namely:
1. To approve the Council's Digital Strategy.
  2. To note the investment already approved towards its delivery.
  3. To endorse the management and governance arrangements.
- 1.2 Overview and Scrutiny Management Board requested a progress report to be presented at a subsequent meeting approximately 12 months later.

### 2. Key Issues

- 2.1 Following approval of the Digital Strategy a plan of key activities for 2021/22 was developed and agreed at a meeting of the Strategic Leadership Team and Assistant Directors on 9<sup>th</sup> March 2021. The Digital Council Board was tasked with providing the necessary governance and oversight for its delivery and for the wider Digital Strategy.
- 2.2 The plan of key activities, attached at Appendix 1, was broken down against the four strands of the Digital Strategy and has been the focus of delivery for the last 12 months. However, the effect of and continued response to the pandemic has impacted on what has been possible to achieve, competing alongside other pressures and priorities. This continues to be the case.
- 2.3 The attached plan also highlights the delivery against each of the themes and projects. However, of particular note are the following deliverables:
- a) Full upgrade of the 'People's Network' which has seen the installation of new public access computers in all libraries, along with a replacement library management system.
  - b) Establishment of a digital inclusion programme and recruitment of a Digital Inclusion Manager to drive this programme, working alongside the voluntary and community sector and other partners, including Health.
  - c) Development of telephony automation to better direct calls made to the general enquiries number to reduce the double-handling of calls.
  - d) Facilitated the commercial investment and delivery of full fibre connectivity which will see a significant increase in availability across large areas of the Rotherham district over the next two years.
  - e) Extension of Microsoft Teams to support collaborative working with external partners, other local authorities and suppliers.
  - f) An agreed installation programme of 'hybrid meeting' technology across the Council's accommodation portfolio, which will support staff and others to participate in meetings regardless of whether they are in a physical meeting room or joining remotely.

- g) A complete upgrade to the Council's servers and databases to ensure they are secure, compliant and remain fully supported.

2.4 In addition to these deliverables, it is also worth highlighting that a key overarching principle of the Digital Strategy is to be 'secure by design'. As a result of a significant amount of work over the last two/three years the Council was awarded with a Public Service Network (PSN) connection compliance certificate in January 2022 by the Cabinet Office. This certification acts as a measure of confidence in the way the Council manages and protects its systems and networking infrastructure.

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

3.1 This is a progress report and therefore there are no options being presented for consideration. Overview and Scrutiny Management Board are asked to note the progress made against the delivery of the Digital Strategy.

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

4.1 There are no proposals being put forward in this report.

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

5.1 The Digital Council Board will continue to provide governance and oversight for the delivery of the activities and will also be considering the plan of activity for 2022/23.

### **6. Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)**

6.1 There are no direct financial implications as a result of this report. The Digital Strategy work will be funded from existing revenue and capital budget provision and as such has no additional impact on the Councils budgets.

6.2 There are no direct procurement implications arising from this report.

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

7.1 There are no legal implications arising from the recommendation in this report

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

8.1 There are no direct HR implications arising from the recommendation in this report.

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

9.1 There are no specific implications arising from this report. However, the views and experiences of young people are being captured as part of the digital inclusion baseline research, currently underway.

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

10.1 There are no specific implications arising from this report. Members may be interested in the baseline analysis which is currently being undertaken to understand the extent of digital inclusion in the Rotherham district, compared with the national picture. A range of voluntary and community groups, resident groups and individual citizens will also be invited to take part in a survey, which will explore barriers and attitudes to using digital technologies.

**11. Implications for CO2 Emissions and Climate Change**

11.1 There are no specific implications arising from this report

**12. Implications for Partners**

12.1. Partners within the Voluntary and Community sector are specifically engaged in the Digital Inclusion programme of works. Many of which are represented on the board overseeing this work.

12.2 Officers from the Council’s IT department and their equivalents in Health are engaged in regular discussions about the opportunities for closer working. This is of relevance in relation to integrated health and care services and the co-location of staff.

**13. Risks and Mitigation**

13.1 The impact of the pandemic on the overall IT and Digital delivery programmes has resulted in slippage and a need to re-prioritise certain activity. This is not limited to the Council side of delivery but also with our supplier base. Inevitably this will see some projects delivered later than anticipated, which will need to be reflected in the delivery plan for 2022/23.

**14. Accountable Officers**

Steve Langrick, Head of Digital Services  
 Luke Sayers, Assistant Director of Customer, Information and Digital Services

Approvals obtained on behalf of Statutory Officers: -

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

Head of Legal Services (Monitoring Officer)	Named officer	Click here to enter a date.
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*Report Author: Steve Langrick, Head of Digital Services*

*steve.langrick@rotherham.gov.uk*

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

## Digital Strategy - Key Activities 2021/22

Theme	Initiative
Digital Collaboration	Expansion of the Rotherham Health Record and Health App
	Use of Microsoft Teams to support partnership working
	Support delivery of the Integrated Care Partnership Digital Strategy
Digital Customer Services	Speech enabled services (e.g. automated switchboard)
	Customer & Digital programme
	Extend 'assisted digital' capability (e.g. web chat, email handling)
	Process Automation (Phase 1)
	Upgrade to the 'People's Network' in libraries
	Open+ self-service library pilot
Digital Borough	Digital Inclusion programme (in conjunction with Health, VCS and Neighbourhoods)
	Support Super-Fast South Yorkshire broadband delivery within Rotherham
	Feasibility & options appraisal for town centre wifi
	Expansion of fibre connectivity within Rotherham
Digital Workforce	Upgrades of our computing platform (Vmware and Citrix)
	Upgrades to the core network (Phase 1)
	Extension of Microsoft 365 capabilities (e.g. OneDrive, Sharepoint Online)
	Refreshed Intranet
	Hybrid meetings (in person and virtual)

<b>Status as at February 2022</b>
Various teams across the Council including intermediate care & reablement, social workers and community occupational therapists now have access to information within the Rotherham Health Record.
Completed December 2021 - external guest access can now be granted to facilitate collaboration, communication and document sharing.
A review of opportunities to better support co-location, joint working and technology adoption has been commissioned by the CCG.
Introduction of call distribution for 'general enquiries' line implemented in Dec 2021. To review voice response opportunities in 2022/23.
Ongoing - activity feeds into Customer and Digital programme updates
To be reviewed in 2022/23
Process Automation technology has been procured. Initial proof of concept process (within IT) currently being designed
Completed in line with the phased re-opening of Libraries during 2021.
Currently evaluating the deployment approach and information security considerations
Appointment made to the role of Digital Inclusion Manager. Stakeholder Board established. Research phase currently being undertaken
As at Jan 2022 - 122,674 premises have been supported with super-fast broadband (>24 Mbps) capability, of which there has been a take-up of 71.68%. In overall terms 99.08% of premises have superfast capability.
Options paper developed for consideration by Cabinet in March 2022.
CityFibre have begun their programme of works within Rotherham. This will be a 2-3 year programme. Virgin Media has recently announced its intentions to provision fibre within Rotherham. Details are being obtained.
Completed in May 2021
Network services have been procured and an upgrade plan agreed with the supplier. Equipment supply problems are impacting the implementation - this is a global issue.
Implementation approach and migration plans being developed
Staff/user engagement phase is complete (Sept/Oct 2021). Project scope and team being finalised.
Pilot in Riverside House complete. Following the successful pilot further installs planned: additional rooms in Riverside House scheduled for early March 2022; The Council Chamber in the Town Hall in February 2022. Maltby JSC and Hellaby depot complete. Other agreed sites to be rolled-out over the next 3 months.

Work programme – Overview and Scrutiny Management Board UPDATED: 9 February 2022

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
16 June	Year Ahead Plan	Pre-decision scrutiny in advance of Cabinet meeting on 21 June.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That Overview and Scrutiny Management Board members are consulted and involved in the development of both the format and the contents of the new medium-term Council Plan.</li> <li>3. That Overview and Scrutiny Management Board members receive regular updates, at a frequency and in a format to be determined, on performance against the objectives contained in the new medium-term Council Plan.</li> </ol>
	Equality Annual Report	Pre-decision scrutiny in advance of Cabinet meeting on 21 June.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That Overview and Scrutiny Management Board members are provided with the training and information to enable them to provide effective scrutiny and oversight of the equalities agenda at the Council in order to ensure the best equalities outcomes are obtained for both residents and Council employees.</li> </ol>
	Finance Update	Pre-decision scrutiny in advance of Cabinet meeting on 21 June.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> </ol>

			<ol style="list-style-type: none"> <li>2. That a further report be brought to the October 2021 meeting of the Overview and Scrutiny Management Board regarding the allocation of Covid related business support grants.</li> </ol>
	Town Centre Master plan Implementation	Pre-decision scrutiny in advance of Cabinet meeting on 21 June.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That Overview and Scrutiny Management Board members are further consulted on the number, location and design of the public seating areas contained in the Town Centre Masterplan.</li> <li>3. That in addition to protecting established trees and replacing any unhealthy or dying trees, that consideration be given to increasing the overall number of trees in the Town Centre.</li> </ol>

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
14 July	Financial Outturn 2020/21	Pre-decision scrutiny in advance of Cabinet meeting on 19 July.	1. That Cabinet be advised that the recommendations be supported.
	May 2021/22 Financial Monitoring	Pre-decision scrutiny in advance of Cabinet meeting on 19 July.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That a report be presented at a future meeting of the Overview and Scrutiny Management Board that details how the changes that have been made to how the Council operates and provides services as a result of the pandemic have informed budget management procedures, and whether these changes to how the Council operates have highlighted any new opportunities where future budget savings could potentially be made.</li> <li>3. That further information on the budget processes and on the assumptions used to determine staffing budgets across all directorates be circulated to members of the Overview and Scrutiny Management Board.</li> </ol>
	Local Plan: Adoption of Heritage at Risk Strategy and Register	Pre-decision scrutiny in advance of Cabinet meeting on 19 July.	1. That Cabinet be advised that the recommendations be supported.

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
28 July	Grange Landfill	Resolved on 18 March that a further report on the latest situation surrounding the Grange Landfill be presented to the Overview and Scrutiny Management Board in three months' time.	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That a further report on the current situation regarding the Grange Landfill site be brought to the January 2022 meeting of the Overview and Scrutiny Management Board, or sooner if there are any significant changes regarding the issues relating to the sites operation.</li> <li>3. That the Assistant Director, Community Safety and Streetscene liaises with the Leader of the Council, the Opposition Group Leaders and the Chief Executive on the potential to write a further letter to the Secretary of State for Housing, Communities and Local Government requesting that they use their discretionary powers to either revoke the planning permission granted in 1958 for the Grange Landfill Site or to make a discontinuance order.</li> </ol>
	Adult Care - restructure and pathway development	Resolved December 2020 to request an update in 6 months.	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That the Chair and Vice-Chair of the Overview and Scrutiny Management Board liaise with the Strategic Director – Adult Care, Housing and Public Health and the Assistant Director - Adult Social Care and Integration on the focus of a future report to the Overview and Scrutiny Management Board on how the Adult Social Care service goes over and above statutory levels of service provision.</li> </ol>

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
15 September	Year Ahead Plan – Progress Report	Pre-decision scrutiny in advance of Cabinet meeting on 20 September.	That Cabinet be advised that the recommendations be supported.
	July Financial Monitoring 2021/22	Pre-decision scrutiny in advance of Cabinet meeting on 20 September.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That a report be circulated to members of the Overview and Scrutiny Management Board in order to provide members with information and assurance on the specific activities that are being carried out with, and by directorates in order to ensure the timely delivery of previously agreed budgetary savings.</li> </ol>
	Community Infrastructure Levy Spending Protocol	Pre-decision scrutiny in advance of Cabinet meeting on 20 September.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That further consideration be given to how all elected members can be consulted and engaged with regarding the allocation and prioritisation of Strategic Community Infrastructure Levy funds.</li> <li>3. That an all-member seminar be delivered in order to provide members with information on the Community Infrastructure Levy, Section106 agreements and on the new processes and protocols for the spending of both Strategic and Local Community Infrastructure Levy funds in their wards.</li> </ol>

<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Purpose/ Outcomes</b>	<b>Recommendations</b>
13 October	TBC	<b>MEETING CANCELLED</b>	

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
3 November 2021	Safer Rotherham Partnership Annual Report.	Annual item for the Board to receive the Safer Rotherham Annual Report in its role as the Council's Statutory Crime and Disorder Committee, as defined by the Crime and Disorder (Overview and Scrutiny) Regulations 2009.	<ol style="list-style-type: none"> <li>1. That the Safer Rotherham Partnership Annual Report 2020/21 be received and noted.</li> <li>2. That members of the Overview and Scrutiny Management Board receive a briefing on the specific data in relation to the information regarding the priority areas for the Safer Rotherham Partnership in order gain further assurance around the activities being carried across the Safer Rotherham Partnership.</li> <li>3. That the issues of Domestic Abuse and Modern Slavery be added to the Board's Work Programme.</li> </ol>
	Covid Business Support Grants	Resolved 16 June that a further report be brought to the October 2021 meeting of the Overview and Scrutiny Management Board regarding the allocation of Covid related business support grants.	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That the Strategic Director – Finance and Customer Services, the Assistant Director - Financial Services, the Head of Corporate Finance and all staff who have been involved in the administration of business support grants be thanked and commended for their work in supporting businesses across the Borough during the pandemic.</li> </ol>

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
17 November	November 2021/22 Financial Monitoring	Pre-decision scrutiny in advance of Cabinet meeting on 22 November.	1. That Cabinet be advised that the recommendations be supported.
	Mid-year Housing Development Update Report	Pre-decision scrutiny in advance of Cabinet meeting on 22 November.	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That members be consulted and invited to feed into the new local design guide with a view to ensuring new developments are better integrated aesthetically into the surrounding community.</li> <li>3. That newcomers to the housing market be proactively invited to the housing developer summits.</li> </ol>

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
15 December	HRA Business Plan	Pre-decision scrutiny in advance of Cabinet meeting on 20 December	That Cabinet be advised that the recommendations be supported.
	Housing Rents	Pre-decision scrutiny in advance of Cabinet meeting on 20 December	That Cabinet be advised that the recommendations be supported.
	Medium-Term Financial Strategy	Pre-decision scrutiny in advance of Cabinet meeting on 20 December	That Cabinet be advised that the recommendations be supported.
	New Council Plan	Pre-decision scrutiny in advance of Cabinet meeting on 20 December	<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 continue to monitor performance against the objectives contained in the new Council Plan by receiving the quarterly performance reports produced for Cabinet as part of its pre-decision scrutiny role.</li> </ol>
	Annual Complaints Report	Annual item	<ol style="list-style-type: none"> <li>1) That the report be noted.</li> <li>2) That officers give consideration to how the processes involved in how the Council deals with complaints and compliments be further improved in order to drive further improvements to the service for both residents and the Council.</li> <li>3) That officers give consideration to amending the target for the numbers of complaints responded to within the target number of days in order make it more challenging and to drive further improvements to the service that residents receive.</li> </ol>

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
19 January	November Financial Monitoring	Pre-decision scrutiny in advance of Cabinet meeting 24 January	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> </ol>
	Cycling Strategy	Pre-decision scrutiny in advance of Cabinet meeting 24 January	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That further consideration be given to how all residents across the Borough can be encouraged to start cycling and to cycle safely by providing facilities that enable residents to hire cycling equipment including cycles, cycle helmets and child seats.</li> <li>3. That further consideration be given to how all residents across the Borough, and in particular families, can better access green spaces by cycle in order to enable them to be able to cycle in a safe and traffic free environment.</li> <li>4. That Cabinet be advised that whilst the Overview and Scrutiny Management Board supports the draft Cycling Strategy and notes the limitations of the funding that has been accessed that will enable the upgrade and expansion of cycling infrastructure, that consideration be given to how the Cycling Strategy can be developed further in order</li> </ol>

			to make cycling accessible and appealing to all residents across the Borough.
	Town and Villages Fund	Pre-decision scrutiny in advance of Cabinet meeting 24 January	<ol style="list-style-type: none"> <li>1. That Cabinet be advised that the recommendations be supported.</li> <li>2. That an all-member seminar be delivered on the Towns and Villages Fund.</li> </ol>
	Health Select Commission Report - -Findings from Spotlight Review on Rotherham Community Hub	To consider the report and recommendations	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That the following recommendations be forwarded to Cabinet for consideration and response: - <ol style="list-style-type: none"> <li>a) That the excellent work of Rotherham Community Hub be commended, especially in respect of the befriending service which helped relieve loneliness and isolation throughout the pandemic.</li> <li>b) That Members be encouraged to add the Community Hub to their ward priorities and e-bulletins to better support vulnerable residents and families.</li> <li>c) Whereas the current Community Hub model is due to end in March 2022, should there be a further evolution of the Community Hub model, that an update be brought in 12 months' time.</li> </ol> </li> </ol>

	<p>Health Select Commission Report -Findings from Spotlight Review on Young Carers</p>	<p>To consider the report and recommendations</p>	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That the following recommendations be submitted to Cabinet for consideration and response: - <ol style="list-style-type: none"> <li>a) That action plans and performance matrix be supplied as part of the next update in 12 months' time.</li> <li>b) That a plan be developed to address the current data gap in respect of young carers who mature into adult carers, with a view to providing the best preparation possible and making this transition as seamless as possible for young carers who may continue to have caring responsibilities into adulthood.</li> <li>c) That consideration be given to how best to provide additional support to young carers seeking to access employment skills, education and training.</li> </ol> </li> </ol>
	<p>Improving Places Select Commission -Findings from Spotlight Review</p>	<p>To consider the report and recommendations</p>	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That the following recommendations be submitted to Cabinet for consideration and response: -</li> </ol>

	<p>on External Funding Sources</p>		<ul style="list-style-type: none"> <li>a) That the ambition of the service in submitting bids be commended.</li> <li>b) That the feedback from the government regarding the Dinnington and Wath bids for Levelling Up Funds be circulated when available.</li> <li>c) That the Governance Advisor liaise with the Regeneration Strategy team to coordinate upcoming scrutiny work on markets with a view to feeding into future bids involving markets.</li> <li>d) That efforts to ensure Rotherham receives its fair portion of gainshare or “single pot” funds from the Mayoral Combined Authority be noted.</li> </ul>
	<p>Improving Lives Select Commission -Findings from the review of post-CSE support</p>	<p>To consider the report and recommendations</p>	<p>1. That the report be noted, and the following recommendations be submitted to Cabinet for consideration: -</p> <ul style="list-style-type: none"> <li>a) <i>That post-CSE services are transferred to the Adult Social Care, Housing and Public Health directorate to enable the greater integration and coordination of support pathways that are available to adult victims of trauma as children.</i></li> <li>b) <i>That further work is undertaken with relevant partners and survivors to improve the ways in which survivors’ voices are captured to inform future reviews of post-abuse services (for</i></li> </ul>

*example drawing on the research from Sheffield Hallam University, the development of voice and influence groups or other survivor's forums).*

*c) That consideration is given to appropriate governance arrangements to enable elected members to provide a steer on the activity that is taking place within the Borough to stop CSE/CCE and support survivors.*

*d) That the Improving Lives Select Commission continue to monitor the provision of post-abuse support to survivors of CSE.*

*e) In relation to recommendations c) and d), that consideration is given how survivors' voices to inform these processes.*

*f) To emphasise the shared responsibility of all elected members, that an annual training event/workshop is delivered. This is to ensure that all elected members are kept up to date with the activity within the Borough to protect young people from being at risk of harm from CSE/CCE and support adult survivors to move forwards in their lives.*

*g) That the relevant Strategic Directors explore options for sharing best practice with other local authorities in the Yorkshire and Humber Region.*

*h) Drawing on the good practice from Durham*

*County Council, that consideration is given is given to the language used in the provision of post-CSE support to ensure that it is positive and inclusive of the needs of those accessing services.*

- 2 That the response of Cabinet to the recommendations be reported back to Council within two calendar months of its submission.

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
27 January	Grange Landfill	<p><b>Resolved on 28 July:</b> That a further report on the current situation regarding the Grange Landfill site be brought to the January 2022 meeting of the Overview and Scrutiny Management Board, or sooner if there are any significant changes regarding the issues relating to the sites operation.</p>	<ol style="list-style-type: none"> <li>1. That the report be noted.</li> <li>2. That further update reports on the Grange Landfill site be brought to the Overview and Scrutiny Management Board as and when there is a substantial change in the situation regarding the operation of the site or to any related issue.</li> <li>3. That the Assistant Director, Community Safety and Streetscene liaises with Environment Agency to organise a site visit for all elected members to the Grange Landfill Site.</li> <li>4. That the Assistant Director, Community Safety and Streetscene liaises with Environment Agency to discuss the possibility of holding a public meeting regarding the operation of the Grange Landfill site.</li> <li>5. That the Assistant Director, Community Safety and Streetscene contacts the Environment Agency regarding the potential development of an “Improvement Plan” to be included within the Environmental Permit for the operation of the Grange Landfill Site regarding communication and engagement with local communities.</li> </ol>

	Adult Care Service Provision	Resolved 28 July: That the Chair and Vice-Chair of the Overview and Scrutiny Management Board liaise with the Strategic Director – Adult Care, Housing and Public Health and the Assistant Director - Adult Social Care and Integration on the focus of a future report to the Overview and Scrutiny Management Board on how the Adult Social Care service goes over and above statutory levels of service provision.	<ol style="list-style-type: none"><li>1. That the report be noted.</li><li>2. That the presentation “Adult Social Care – our model of delivery” be circulated to all elected members.</li><li>3. That consideration be given by the Acting Strategic Director Adult Care, Housing and Public Health and the Head of Democratic Services to delivering an all-member seminar on the model of delivery of Adult Social Care delivery in Rotherham.</li></ol>
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Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
9 February	Budget and Council Tax 2022/23	Pre-decision scrutiny in advance of Cabinet meeting 14 February.	That Cabinet be advised that the recommendations be supported.
	December 2021 Financial Monitoring	Pre-decision scrutiny in advance of Cabinet meeting 14 February	That Cabinet be advised that the recommendations be supported.
	Year Ahead Plan - Final Progress Report	Pre-decision scrutiny in advance of Cabinet meeting 14 February.	That Cabinet be advised that the recommendations be supported.

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
23 February	CANCELLED		
Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
16 March 2022	Children's Commissioner Take Over Challenge	Annual Item	
Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
23 March	Covid Recovery Fund	Pre-decision scrutiny in advance of Cabinet meeting 28 March.	
	Social Value Annual Report	Review the impact of the policy to date	
	Digital Strategy	Resolved February 2021 to bring an update in 12 months.	

Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
6 April	TBC	Pre-decision scrutiny in advance of Cabinet meeting 25 April.	
	Climate Change Annual Report	Review the impact of the policy to date	
	Progress on implementation of IOPC report	To scrutinise South Yorkshire Police's progress in implementing the recommendations made by the Independent Office of Police Conduct in its report: <i>Operation Linden – Learning and Recommendations</i>	
Meeting Date	Agenda Item	Purpose/ Outcomes	Recommendations
11 May	TBC	Pre-decision scrutiny in advance of Cabinet meeting 16 May.	

## Items pending schedule or removal

Item	Details	Status	Officer
Rothercard		One off briefing to be scheduled	
Finance/Budget Setting	<p>Resolved at the 14 July meeting:</p> <p>That a report be presented at a future meeting of the Overview and Scrutiny Management Board that details how the changes that have been made to how the Council operates and provides services as a result of the pandemic have informed budget management procedures, and whether these changes to how the Council operates have highlighted any new opportunities where future budget savings could potentially be made.</p>	To request a briefing note	
Domestic Abuse	Resolved at the 3 November meeting to add to Work Programme.	To be scheduled as a one-off session Combined session with Modern Slavery	
Modern Slavery	Resolved at the 3 November meeting to add to Work Programme.	To be scheduled a one-off session Combined session with Domestic Abuse	
CYPS Performance monitoring	Workshop session on CYPS Performance monitoring	To be scheduled – Meetings with CYPS have taken place. To be delivered April 2022. Joint activity with ILSC	

CYPS Invest to Save	To scrutinise the impact of “Invest to Save” initiatives across CYPS	To be scheduled.	
Foodbank Provision	To scrutinise foodbank services across the Borough. Requested at the 9 February meeting.	To be scheduled.	
Adult Care Services Commissioning	To look in further detail the commissioning process for adult care services. Requested at the 9 February meeting.	Scope of work to be considered by Chair and Vice-Chair.	
Operation Linden	Recommendation from Council (7 January 2022)	Scheduled for April 20, 2020	

**FORWARD PLAN OF KEY DECISIONS**  
**1 March 2022 – 31 May 2022**

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 Rotherham Town Hall. Meeting dates for 2021/22 are:

21 June 2021	20 September 2021	22 November 2021	24 January 2022	28 March 2022	16 May 2022
19 July 2021	18 October 2021	20 December 2021	14 February 2022	25 April 2022	

### 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 Sarah Allen	Deputy Leader and Cabinet Member for Neighbourhood Working
Councillor Saghir Alam	Cabinet Member for Corporate Services, Community Safety and Finance
Councillor Dominic Beck	Cabinet Member for Transport and Environment
Councillor Amy Brookes	Cabinet Member for Housing
Councillor Victoria Cusworth	Cabinet Member for Children and Young People
Councillor Denise Lelliott	Cabinet Member for Jobs and Local Economy
Councillor David Roche	Cabinet Member for Adult Social Care and Health
Councillor David Sheppard	Cabinet Member for Social Inclusion

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 ON 28 MARCH 2022</b>								
<b>FINANCE AND CUSTOMER SERVICES</b>								
Covid 19 Recovery Fund	December 2021	To consider proposals for the use of the Council's Covid Recovery Fund.	Leader	Relevant Members, Officers and Stakeholders.	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
Town Centre Wi-Fi	December 2021	To provide an update on the planned delivery of Town Centre Wi-Fi.	Cabinet Member for Corporate Services, Community Safety and Finance	Relevant Members, Officers and Stakeholders.	Report	Boston Castle	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
Government's Council Tax Rebate Scheme 2022/23	February 2022	To agree the implementation of the Government's Council Tax Rebate Scheme for 2022/23, including the criteria to be applied to the Council's discretionary element of the Scheme.	Cabinet Member for Corporate Services, Community Safety 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>								
Forge Island Update	February 2022	Update on the delivery of the Forge Island development and to consider proposals to enable the scheme to progress to the next stage.	Cabinet Member for Jobs and the Local Economy	Relevant Members and Officers.	Report and Appendices	Boston Castle	Part exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Paul Woodcock Tel: 01709 822971 paul.woodcock@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
Regeneration Programme: Strategic Acquisitions	November 2021	To seek delegation to negotiate and agree terms for strategic acquisitions supporting delivery of the regeneration programme.	Cabinet Member for Jobs and the Local Economy	Relevant Officers and Stakeholders.	Report	All Wards	Part exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
<b>NON-KEY DECISIONS TO BE TAKEN ON 28 MARCH 2022</b>								
<b>ASSISTANT CHIEF EXECUTIVE</b>								
Social Value Annual Report	November 2021	To receive the Annual Report including the real living wage accreditation.	Leader of the Council	Directorates, Stakeholders and Partners.	Report	All Wards	Open	Sharon Kemp Tel: 01709 822770 sharon.kemp@rotherham.gov.uk
Outcomes from the Health Select Commission sub-group on Community Hubs	February 2022	To receive and respond to the report and recommendations of the Health Select Commission Sub-Group on Community Hubs.	Chair, Overview and Scrutiny Management Board	Relevant Officers, Members and Stakeholders.	Report	All Wards	Open	Jo Brown Tel: 01709 255269 jo.brown@rotherham.gov.uk
Outcomes from the Health Select Commission sub-group on Young Carers	February 2022	To receive and respond to the report and recommendations the Health Select Commission sub-group on Young Carers.	Chair, Overview and Scrutiny Management Board	Relevant Officers, Members and Stakeholders.	Report	All Wards	Open	Jo Brown Tel: 01709 255269 jo.brown@rotherham.gov.uk
Outcomes from the Improving Places Select Commission sub-group on External Funding	February 2022	To receive and respond to the recommendations of the Improving Places sub-group on External Funding.	Chair, Overview and Scrutiny Management Board	Relevant Officers, Members and Stakeholders.	Report	All Wards	Open	Jo Brown Tel: 01709 255269 jo.brown@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>FINANCE AND CUSTOMER SERVICES</b>								
New Application for Business Rates Hardship Relief	February 2022	To consider the recommendation for a new application for Business Rates Hardship Relief.	Cabinet Member for Corporate Services, Community Safety and Finance	Relevant Members, Officers and Stakeholders.	Report and Exempt Appendices	All Wards	Part exempt Information relating to the financial or business affairs of any particular person (including the authority holding that information)	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
New Applications for Business Rates Discretionary Relief for The Parochial Church Council of The Ecclesiastical Parish of All Saints Rotherham and Treeton Community Centre	February 2022	To consider the recommendations for new applications for Business Rates Discretionary Relief.	Cabinet Member for Corporate Services, Community Safety and Finance	Relevant Members, Officers and Stakeholders.	Report	All Wards	Open	Judith Badger Tel: 01709 822046 judith.badger@rotherham.gov.uk
<b>KEY DECISIONS TO BE TAKEN ON 25 APRIL 2022</b>								
<b>ADULT CARE, HOUSING AND PUBLIC HEALTH</b>								
Annual Housing Development Report 2022-23	March 2022	To approve the 2022/23 annual housing development programme.	Cabinet Member for Housing	Relevant Members, Officers and Stakeholders.	Report	All Wards	Open	Ian Spicer Tel: 01709 255992 ian.spicer@rotherham.gov.uk
<b>ASSISTANT CHIEF EXECUTIVE</b>								
Equality, Diversity and Inclusion Strategy	July 2021	Approval of the Council's new Equality, Diversity and Inclusion Strategy, underpinning the new Council Plan. Also includes approval of new statutory Equality Objectives.	Cabinet Member for Corporate Services, Community Safety and Finance	Members, partner organisations, VCS and faith organisations through targeted consultation and the general public through open consultation.	Report and appendix	All Wards	Open	Jo Brown Tel: 01709 255269 jo.brown@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>								
First Homes: Interim Planning Statement	February 2022	To approve an Interim Planning Statement that applies local eligibility criteria to First Homes.	Cabinet Member for Jobs and the Local Economy	Relevant Members, Officers and Stakeholders.	Report and Appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
Transport Capital Report 2022-23	February 2022	Approval of the Transport Capital Programme for 2022/23.	Cabinet Member for Transport and Environment	Relevant Members, Officers and Stakeholders.	Report and Appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
Hackney Carriage Fare Increase	March 2022	To agree to the requested increase in fares charged by Hackney Carriages licensed by the Council.	Cabinet Member for Jobs and the Local Economy	Members of the public and relevant Stakeholders.	Report and Appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
<b>NON-KEY DECISIONS TO BE TAKEN ON 25 APRIL 2022</b>								
<b>CHILDREN AND YOUNG PEOPLE SERVICE</b>								
Dedicated Schools Grant High Needs Block Safety Valve Programme	March 2022	To report the outcomes from the Government's National Safety Valve Programme.	Cabinet Member for Children and Young People	Relevant Members, Officers and Stakeholders.	Report	All Wards	Open	Suzanne Joyner Tel: 01709 247617 suzanne.joyner@rotherham.gov.uk
<b>FINANCE AND CUSTOMER SERVICES</b>								
New Applications for Business Rates Relief	November 2021	To consider the recommendation for a new application for Business Rates discretionary relief.	Cabinet Member for Corporate Services, Community Safety and Finance	Relevant Members, Officers 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>								
Rotherham Council managed Electric Vehicles Charging Infrastructure expansion	March 2022	To note progress on EV Charging Infrastructure expansion.	Cabinet Member for Jobs and the Local Economy	Relevant Members, Officers and Stakeholders.	Report	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
Housing Act - Banning Order	March 2022	To agree a new Policy for use of Banning Order Powers contained within the Housing Act.	Cabinet Member for Housing	Relevant Members, Officers and Stakeholders.	Report and Appendices	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
Rotherham Climate Emergency Annual Report	February 2022	To note the progress made during 2021/22 against the Climate Change Action Plan.	Cabinet Member for Jobs and the Local Economy	Relevant Members, Officers and Stakeholders. Full Council.	Report	All Wards	Open	Paul Woodcock Tel: 01709 822971 paul.woodcock@rotherham.gov.uk
<b>KEY DECISIONS TO BE TAKEN ON 16 MAY 2022 OR LATER</b>								
<b>ADULT CARE, HOUSING AND PUBLIC HEALTH</b>								
Housing Strategy	March 2022	To approve the new Housing Strategy.	Cabinet Member for Housing	Cabinet Member, Members, residents, partners, staff.	Report	All Wards	Open	Ian Spicer Tel: 01709 255992 ian.spicer@rotherham.gov.uk
Public Health, Healthy Lifestyle Services Pathway	March 2022	To agree the future model for healthy lifestyle service delivery and the NHS health checks programme.	Cabinet Member for Adult Social Care and Health	Public and potential service users on the offer and Primary Care and other NHS Providers on the pathway.	Report	All Wards	Open	Ian Spicer Tel: 01709 255992 ian.spicer@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.