

**IMPROVING PLACES SELECT COMMISSION
Tuesday 29 June 2021**

Present:- Councillor Wyatt (in the Chair); Councillors Atkin, Barley, Burnett, Cowen, Ellis, Havard, Jones, Keenan, Khan, McNeely, Mills, Pitchley, Reynolds, Sansome and Tinsley.

Apologies for absence were received from Councillors Bacon and Whomersley.

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

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

1. MINUTES OF THE PREVIOUS MEETING HELD ON 16 MARCH 2021

Resolved:-

1. That the minutes of the previous meeting held on 16 March 2021 be approved as a true and correct record of the proceedings.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

The Chair advised that there were no members of the public or representatives of media organisations present at the meeting and there were no questions in respect of matters on the agenda.

4. EXCLUSION OF THE PRESS AND PUBLIC

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

5. AIDS AND ADAPTATIONS - TENANT SCRUTINY REVIEW

Consideration was given to a report in respect of a completed review of the Aids and Adaptations Service which was undertaken by the Tenant Scrutiny Panel as part of a continuous programme of service reviews. The work of the Panel was facilitated and supported by Rotherfed, the Council's Tenant Federation provider. The aim of the Panel was to investigate the customer journey for those using the Aids and Adaptations service in terms of accessibility, clarity and fairness. The Tenant Scrutiny Panel completed its review and submitted a report detailing the Panel's findings, together with recommendations for service improvement. The action plan associated with each recommendation were summarised.

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In discussion, Members requested and were provided assurances regarding contractor work flow and capacity as it relates to users being able to access the service. Officers noted that work stopped during the COVID lockdowns; therefore, these jobs have rolled forward. Contractors have agreed to work with as much resource as possible to resolve the 480 jobs, and if there is a need to increase capacity further, there is the option to go out to secondary contractors.

Members requested further information about budgeting and forecasting demand. The response from officers described how forecasting is an integral part of the budget-setting process.

Clarification was requested as to the timeliness of jobs. The target 98% had not been reached; however, 96% were completed on time, an improvement on the previous rate of 94%.

Clarification was also requested regarding the use of occupational therapists for assessments. The response from officers noted that the service was currently being reviewed by the Hospitals, as it was acknowledged that there is work to do to better utilise this skills sector.

Resolved:-

1. That the Tenant Scrutiny Panel be thanked on behalf of the Chair for their contribution to the Aids and Adaptations Service Review.
2. That the progress against the action plan be noted.
3. That a further update be brought in 12 months' time, and that this update include, as part of the forthcoming policy review, assurances that residents in greatest need are served first.

6. INITIAL WORK PROGRAMME

Consideration was given to an initial scrutiny work programme draft. The Chair invited Members to contribute possible areas of work which can be added to the draft on the basis of three criteria: priorities of the Council's, potential value added by scrutiny, and importance to residents of the Borough. A further draft would be compiled and submitted to the next meeting for endorsement.

Resolved:-

1. That the report be noted.
2. That the Chair and Governance Advisor meet with the relevant Cabinet Members and link officer for IPSC to receive feedback on these proposed areas of work.

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3. A revised report proposing the formal work programme for 2021/22 will be submitted to the meeting in July of 2021 in order for Members to agree a clear set of priorities for this municipal year.

7. APPOINTMENT OF REPRESENTATIVE TO HEALTH, WELFARE AND SAFETY PANEL

Cllr McNeely was appointed as representative from Improving Places Select Commission to the Health, Welfare, and Safety Panel.

8. URGENT BUSINESS

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

9. DATE AND TIME OF THE NEXT MEETING

The Chair announced that the next meeting of Improving Places Select Commission will take place on 20 July 2021, commencing at 1.30 pm in Rotherham Town Hall.