



Council

Wednesday 24 May 2023
2.00 p.m.

WELCOME TO TODAY'S MEETING

GUIDANCE FOR THE PUBLIC

The Council is composed of 59 Councillors, who are democratically accountable to the residents of their ward.

The Council Meeting is chaired by the Mayor, who will ensure that its business can be carried out efficiently and with regard to respecting the rights and responsibilities of Councillors and the interests of the community. The Mayor is the Borough's first citizen and is treated with respect by the whole Council, as should visitors and member of the public.

All Councillors meet together as the Council. Here Councillors decide the Council's overall policies and set the budget each year. The Council appoints its Leader, Mayor and Deputy Mayor and at its Annual Meeting will appoint Councillors to serve on its committees.

Copies of the agenda and reports are available on the Council's website at www.rotherham.gov.uk. You may not be allowed to see some reports because they contain private information and these will be marked accordingly on the agenda.

Members of the public have the right to ask questions or submit petitions to Council meetings. A member of the public may ask one general question in person which must be received in writing to the Chief Executive by 10.00 a.m. on the Friday preceding a Council meeting on the following Wednesday and must not exceed sixty words in length. Questions can be emailed to governance@rotherham.gov.uk

Council meetings are recorded and streamed live or subsequently uploaded to the Council's website. At the start of the meeting the Mayor will confirm if the meeting is being filmed. You would need to confirm your wish not to be filmed to Democratic Services. Recording of the meeting by members of the public is also allowed.

Council meetings are open to the public, but occasionally the Council may have to discuss an item in private. If this occurs you will be asked to leave.

FACILITIES

There are public toilets, one of which is designated disabled with full wheelchair access, with full lift access to all floors. Induction loop facilities are also available in the Council Chamber, John Smith Room and Committee Rooms 1 and 2.

Access for people with mobility difficulties can be obtained via the ramp at the main entrance to the Town Hall.

If you have any queries on this agenda, please contact:-

Contact:-

Emma Hill, Head of Democratic Services
governance@rotherham.gov.uk

Date of Publication:-

Tuesday 16 May 2023

COUNCIL

Wednesday 24 May 2023 at 2.00 p.m.

THE MAYOR (Councillor Robert Taylor)
DEPUTY MAYOR (Councillor Sheila Cowen)

CHIEF EXECUTIVE (Sharon Kemp)

MEMBERS OF THE COUNCIL

ANSTON AND WOODSETTS

BAUM-DIXON, Timothy J.
WILSON, Tracey H
TARMEY, Drew Simon

ASTON AND TODWICK

BACON, Joshua
BARKER, Aaron

AUGHTON AND SWALLOWNEST

PITCHLEY, Lyndsay
TAYLOR, Robert Paul

BOSTON CASTLE

ALAM, Saghir
MCNEELY, Rose M.
YASSEEN, Taiba K.

BRAMLEY AND RAVENFIELD

MILLS, Lewis H.M.
REYNOLDS, Gregory

BRINSWORTH

CARTER, Adam J.
CARTER, Charlotte R.

DALTON AND THRYBERGH

BAKER-ROGERS, Joanna
BENNETT-SYLVESTER, Michael D.P.

DINNINGTON

CASTLEDINE-DACK, Sophie
WHOMERSLEY, Benjamin J.
WOODING, Charlie Andrew

GREASBROUGH

ALLEN, Sarah A.
ELLIOTT, Robert W.

HELLABY AND MALTBY WEST

ANDREWS, Jenny
BALL, Simon A.

HOOBER

BARLEY, Emily J.
LELLIOTT, Denise
ROCHE, David J.

KEPPEL

BROWNE, Tony
CLARK, Maggi
FOSTER, Carole

KILNHURST AND SWINTON (EAST)

CUSWORTH, Victoria
SANSOME, Stuart J.

MALTBY EAST

HUNTER, Lee J.
TINSLEY, Adam J.

RAWMARSH EAST

HUGHES, Rachel E.M.
SHEPPARD, David

RAWMARSH WEST

BIRD, Bob
THOMPSON, Jill

ROTHER VALE

BROOKES, Amy C.
MIRO, Firas

ROTHERHAM EAST

COOKSEY, Wendy
HALEEM, Rukhsana B.
KHAN, Tajamal

ROTHERHAM WEST

AVEYARD, Ben
JONES, Ian P.
KEENAN, Eve

SITWELL

BURNETT, Simon L.
FISHER, David F.
GRIFFIN, Tony

SWINTON ROCKINGHAM

MONK, Gina
WYATT, Ken

THURCROFT & WICKERSLEY

COLLINGHAM, Zachary A.
COLLINGHAM, Thomas R.

WALES

BECK, Dominic E.
HAVARD, Marnie A.

WATH

ATKIN, Alan
COWEN, Sheila A.

WICKERSLEY NORTH

ELLIS, Sue
HODDINOTT, Emma E.
READ, Chris

Council Meeting Agenda

Time and Date:-

Wednesday 24 May 2023 at 2.00 p.m.

Venue:-

Town Hall, The Crofts, Moorgate Street, Rotherham. S60 2TH

1. ANNOUNCEMENTS

To consider any announcements by the Mayor in accordance with Council Procedure Rule 3(2)(ii).

2. APOLOGIES FOR ABSENCE

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

3. MINUTES OF THE PREVIOUS COUNCIL MEETING (Pages 9 - 32)

To receive the record of proceedings of the ordinary meeting of the Council held on 12th April, 2023, and to approve the accuracy thereof.

4. PETITIONS

To report on any petitions received by the Council received by the Council and receive statements in support of petitions in accordance with Petitions Scheme and Council Procedure Rule 13.

5. DECLARATIONS OF INTEREST

To invite Councillors to declare any disclosable pecuniary interests or personal interests they may have in any matter which is to be considered at this meeting, to confirm the nature of those interests and whether they intend to leave the meeting for the consideration of the item.

6. PUBLIC QUESTIONS

To receive questions from members of the public who may wish to ask a general question of the Mayor, Cabinet Member or the Chairman of a Committee in accordance with Council Procedure Rule 12.

7. EXCLUSION OF THE PRESS AND PUBLIC

Should it be necessary, in the opinion of the Mayor, to consider excluding the press and public from the meeting in relation to any items of urgent business

on the grounds that private information is likely to be divulged.

8. LEADER OF THE COUNCIL'S STATEMENT

To receive a statement from the Leader of the Council in accordance with Council Procedure Rule 9.

9. MINUTES OF THE CABINET MEETING (Pages 33 - 41)

To note the minutes of the Cabinet Meeting held on 24th April, 2023.

10. YORK AND LANCASTER REGIMENTAL MUSEUM COLLECTIONS MANAGEMENT POLICY (Pages 43 - 72)

To approve the York and Lancaster Regimental Museum Collections Management Policy (2023).

11. MEMBERSHIP OF POLITICAL GROUPS ON THE COUNCIL, POLITICAL BALANCE AND ENTITLEMENT TO SEATS (Pages 73 - 83)

To report on the establishment of political groups, the political balance of the Council and the entitlement of each group to seats on the authority's committees.

12. THRIVING NEIGHBOURHOODS - UPDATES FROM WARD COUNCILLORS - THURCROFT & WICKERSLEY SOUTH (Pages 85 - 86)

To receive updates from ward councillors from Thurcroft & Wickersley South on the activities supporting Thriving Neighbourhoods across the Borough.

13. THRIVING NEIGHBOURHOODS - UPDATES FROM WARD COUNCILLORS - BRAMLEY & RAVENFIELD (Pages 87 - 88)

To receive updates from ward councillors from Bramley & Ravenfield on the activities supporting Thriving Neighbourhoods across the Borough.

14. NOTICE OF MOTION - COAL MINES

To be moved by Councillor Miro and seconded by Councillor A Carter

That this Council notes:

That planning approval was granted in December 2022 for a coal mine in Whitehaven, Cumbria. This is the first new coal mine to be approved in the UK for over 30 years and it will produce approximately 2.8 million tonnes of coal per year.

The U.K. Climate Change Committee estimates that the mine and the coal it will produce will result in annual emissions of approximately nine million tonnes.

Whilst recognising the historic economic benefits of the coal mining industry on the borough in the past. That Greenhouse gas emissions from burning coal to produce electricity and in industrial processes (for example, in the production of steel) are internationally recognised as the single biggest contributor to climate change, dwarfing the impact of other industries.

This Council Believes:

That opening new coal mines in the U.K. is not the answer to the problems faced by the country.

New coal mines should not be opened in the borough.

That the U.K. should be investing in greener technology in electricity generation and the steel industry.

This Council therefore Resolves:

To affirm its belief that opening new coal mines is wrong.

That council group leaders are requested to write to the Secretary of State, the Prime Minister and members of parliament representing the Borough of Rotherham asking them to bring forward legislation for a permanent ban on the opening of new coal mines in the U.K.

15. NOTICE OF MOTION - TO SUPPORT THE EXPANSION OF FREE SCHOOL MEALS TO ALL PRIMARY SCHOOL CHILDREN

To be moved by Councillor Elliott and seconded by Councillor Jones

According to the Joseph Rowntree trust, 35% of children in our Borough are living in poverty, this is a similar number of all nearby local authorities.

The ethos of RMBC is “every child to fulfil their potential” to help us achieve that we must make sure that every child has the nutrition they need to be able to learn and work towards their potential during the school day. Not doing so will undermine the efforts of the education and health care workforce to tackle inequalities.

There is no disputing the benefits of free school meals provide to those currently entitled, for many it is the only hot nutritious meal they have in a school day. A quality school meal helps improve children’s concentration and behaviour during lessons and can have an effect on improving school attendance, academic performance and not least on children’s health.

One in three school age children in England living in poverty missed out on free school meals despite families struggling with the cost-of-living crisis, this is because of the restrictive eligibility criteria and the lack of universal provision, 7 in 10 children from families on universal credit are not eligible for free school meals.

Excluding so many vulnerable children to free school meals is a real barrier to

learning and must be urgently addressed. Now is the right moment for the Government to commit to an expansion of free school meals, providing a nutritional safety net that supports all children to learn and achieve. The clear solution to ensuring fairness and equality across our schools is to extend universal provision as Wales, Scotland and London have committed to deliver.

This Council recognises that:

When children are hungry, they cannot learn properly because it is harder for them to concentrate and so reach their potential.

Free school meals for every child will put money back into parents' pockets which can be used to pay for other essentials such as heating and food at home or after school clubs or hobbies.

This Council resolves to:

Write to the Secretary of State for Education Gillian Keegan, copying in our three local MPs, urging her to introduce universal free school meals for all Primary school children at the earliest opportunity.

16. HEALTH AND WELLBEING BOARD (Pages 89 - 108)

To receive and consider reports, minutes and recommendations of the Health and Wellbeing Board.

To confirm the minutes as a true record.

17. LICENSING BOARD SUB-COMMITTEE (Pages 109 - 110)

To receive and consider reports, minutes and recommendations of the Licensing Board Sub-Committee.

To confirm the minutes as a true record.

18. PLANNING BOARD (Pages 111 - 117)

To receive and consider reports, minutes and recommendations of the Planning Board.

To confirm the minutes as a true record.

19. MEMBERS' QUESTIONS TO DESIGNATED SPOKESPERSONS

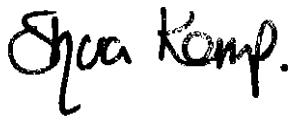
To put questions, if any, to the designated Members on the discharge of functions of the South Yorkshire Police and Crime Panel, South Yorkshire Fire and Rescue Authority, Barnsley, Doncaster, Rotherham and Sheffield Combined Authority and South Yorkshire Pensions Authority, in accordance with Council Procedure Rule 11(5).

20. MEMBERS' QUESTIONS TO CABINET MEMBERS AND CHAIRPERSONS

To put questions, if any, to Cabinet Members and Committee Chairpersons (or their representatives) under Council Procedure Rules 11(1) and 11(3).

21. URGENT ITEMS

Any other public items which the Mayor determines are urgent.

A handwritten signature in black ink that reads "Sharon Kemp." The signature is written in a cursive, flowing style.

SHARON KEMP,
Chief Executive.

**The next meeting of the Council will be on
Wednesday 19 July 2023 at 2.00 p.m.**

COUNCIL MEETING
12th April, 2023

Present:- Councillor Tajamal Khan (in the Chair); Councillors Alam, Allen, Andrews, Atkin, Aveyard, Bacon, Baker-Rogers, Ball, Baum-Dixon, Beck, Bennett-Sylvester, Brookes, Browne, Burnett, A Carter, C Carter, Castledine-Dack, Clark, T. Collingham, Z. Collingham, Cooksey, Cowen, Cusworth, Elliott, Ellis, Fisher, Foster, Griffin, Haleem, Havard, Hoddinott, Hughes, Jones, Keenan, Lelliott, McNeely, Mills, Miro, Monk, Pitchley, Read, Reynolds, Roche, Sansome, Sheppard, Tarmey, Taylor, Tinsley, Wilson, Wyatt and Yasseen.

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

156. ANNOUNCEMENTS

The Mayor was pleased to announce that the Highways and Flood Risk Team had won the Institution of Civil Engineers Yorkshire and Humber Region Smeaton Award for the Forge Island Canal Barrier. This prestigious accolade recognised excellence and innovation in schemes costing less than £5 million.

The Mayor invited Paul Woodcock - Strategic Director of Regeneration and Environment, Peter Henchley - Flood Risk Engineer and Mark Duquemin - Head of Environmental Management and Sustainability, to receive the Award.

The Mayor was also delighted to confirm that on the 5th April 2023 King Charles III granted the Yorkshire Regiment the title 'Royal' to acknowledge the Regiment's unique history of service to the Crown and also to bring the Regiment in line with the other three regiments of the Union Division who were recognisable by their Royal title.

Members were invited to join the Mayor in standing and congratulating the Royal Yorkshire Regiment.

The Mayor was also pleased to report on his engagements and activity since the last Council Meeting.

The Mayor described how he was honoured to meet a diverse range of people from many different backgrounds, including members of the Ukrainian, Hindu and Deaf communities.

The Mayor's diary was busy moving into Spring and he would update on further activity at the next Council Meeting.

157. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Barker, Barley, Bird, Hunter, Thompson and Whomersley.

158. COMMUNICATIONS

There were none to report.

159. MINUTES OF THE PREVIOUS COUNCIL MEETING

Resolved:- That the minutes of the meeting of Council held on 1st March, 2023, be approved for signature by the Mayor.

Mover: - Councillor Read

Seconder: - Councillor Allen

160. PETITIONS

There were no petitions to report.

161. DECLARATIONS OF INTEREST

There were no declarations of interest to report.

162. PUBLIC QUESTIONS

There were no public questions submitted.

163. EXCLUSION OF THE PRESS AND PUBLIC

There were no matters requiring exclusion of the press or public.

164. LEADER OF THE COUNCIL'S STATEMENT

The Leader report on his statement with some very sad news.

Over the last few days there had been news coverage following the tragic circumstances of the death of Marcia Grant, a Sheffield resident, but one of Rotherham's much-loved foster carers.

Marcia was a kind, generous lady who was well-known, much-loved and highly respected within the fostering community. Not only did Marcia provide endless love and care to vulnerable children when they needed it the most, but shared her time and considerable experience to nurture and support fellow foster carers.

Rotherham Council, along with the fostering community, were devastated at her loss and would continue to provide all the support and reassurance needed.

The Council's thoughts were with Marcia's family at this extremely difficult time. Foster carers were heroes, who selflessly opened up their homes and their hearts to give children the best possible start in life.

The tragic circumstances relating to Marcia were subject to legal proceedings, but the Leader wished to place on record the Council's thanks to her and condolences to those that she now left behind.

Unfortunately, there had also been a second tragic incident over the last few days as a young girl passed away in Clifton Park over the weekend. Again, the Council's thoughts and prayers were with her family.

For today may the memories of those lost be a blessing.

The Leaders of the Opposition Groups, Councillors Ball and Carter, echoed the Leader's comments and also passed on their condolences and deepest sympathies to the families of those involved, but in doing so paid tribute to the emergency services who were in attendance.

165. MINUTES OF THE CABINET MEETING

Resolved:- That the reports, recommendations and minutes of the meetings of the Cabinet held on 20th March, 2023 be received.

Mover: - Councillor Read

Seconder: - Councillor Allen

166. NOMINATIONS - MAYOR-ELECT AND DEPUTY MAYOR-ELECT FOR THE 2023-2024 MUNICIPAL YEAR

Nominations had been invited for the positions of Mayor-elect and Deputy Mayor-elect for the 2023-24 Municipal Year.

One nomination for the position of Mayor had been received:-

"That Councillor Taylor be elected Chair of the Rotherham Borough Council for the ensuing (2023/24) Municipal Year and that he be entitled to the style of Mayor by virtue of Section 245(1) of the Local Government Act 1972."

Proposer:- Councillor Pitchley

Seconder:- Councillor Keenan

The Leader of the Liberal Democrat Group, Councillor A. Carter, fully supported the nomination and in doing so suggested the Council adopt a meritocratic system where it was incumbent on group nominations on the basis of proportionality. It was hoped this system could be adopted and brought forward in time.

On being put to a vote, the motion was carried by majority.

Councillor Taylor was appointed Mayor-elect for the 2023-24 Municipal Year. His election as Mayor would take place at the Annual Meeting on 19th May, 2023.

There had been two nominations for the position of Deputy Mayor-elect received:-

The first was for Councillor Tinsley, nominated by the Conservative Group, to be elected Vice-Chair of the Rotherham Borough Council for the ensuing (2023/24) Municipal Year.

Proposer:- Councillor Ball Second:- Councillor Fisher

On being put to a vote, the motion was not carried.

The second was for Councillor Cowen, nominated by the Labour Group, to be elected Vice-Chair of the Rotherham Borough Council for the ensuing (2023/24) Municipal Year.

Proposer:- Councillor McNeely Second:- Councillor Sheppard

On being put to a vote, the motion was carried by majority.

“That Councillor Cowen be elected Vice-Chair of the Rotherham Borough Council for the ensuing (2023/24) Municipal Year and that she be entitled to the style of Deputy Mayor by virtue of Section 245(1) of the Local Government Act 1972.”

Councillor Cowen was appointed Deputy Mayor-elect for the 2023-24 Municipal Year. Her election as Deputy Mayor would take place at the Annual Meeting on 19th May, 2023.

167. OVERVIEW AND SCRUTINY UPDATE - IMPROVING PLACES SELECT COMMISSION

Consideration was given to the report which provided an update on the work of the Overview and Scrutiny Management Board and on this occasion the Improving Places Select Commission.

On introducing the update the Chair of the Overview and Scrutiny Management Board, wished to place on record her thanks to Councillor Barley and also Councillor T. Collingham for their support as Vice-Chairs and welcoming Councillor Bacon to his new role.

Since the last report much of the activity had been focused with the budget proposals featuring on the work programme.

The Board challenged the assumptions underpinning the budget, their alignment to the Council Plan, themes and proposals for the level of council tax and rents and charges, whilst being mindful of the cost of living pressures.

The Board recommended increases for advice and support and suggested mitigation measures for more vulnerable households.

The Board was proud that it undertook scrutiny in a constructive manner with a non-partisan approach and hoped this would continue.

It was pleasing to see the Cabinet responses to the scrutiny reviews, especially those on today's Council agenda. This demonstrated that Cabinet took the work of scrutiny seriously and in the interests of transparency.

All Scrutiny Members were also urged to attend the Scrutiny Strategy Day, to be held on 26th April 2023 in the John Smith Room from 10.00 a.m. to 3.00 p.m. This provided Members with an opportunity to influence and prioritise the work programme for scrutiny in the next 12 months.

In seconding the update Councillor Wyatt, Chair of the Improving Places Select Commission, highlighted this year's achievements and assurances provided through a cross-party approach and wider coverage of issues. He valued the support and contribution of his Vice-Chair, Councillor Tinsley.

Emphasis was drawn to:-

- The wide ranging work of the Commission from highways to public safety and CCTV.
- Issues causing distress such as fly-tipping, flooding, anti-social behaviour.
- Issues that could bring people pleasure, such as libraries, culture and heritage.
- Issues of concern from housing to end of life services.
- Work undertaken within the resources available
- Tribute to the Tenants Scrutiny Panel facilitated by Rotherfed, who were willing give up their time to provide support.
- Neighbourhoods annual report, an example of how the Council had progressed.
- Spotlight reviews on areas such as Selective Licensing, Bereavement Annual Report, the good work of Rotherham Allotments Alliance and examples of match funding for the Neighbourhood Agenda.

Resolved:- That the report be received and the contents noted.

Mover: Councillor Clark

Seconder: Councillor Wyatt

168. CABINET RESPONSE TO SCRUTINY REVIEW CULTURAL STRATEGY

Further to Minute No. 89 of the meeting of the Cabinet held on 19th December 2022 consideration was given to the report detailing the response to the findings and recommendations from the spotlight review jointly undertaken by Improving Places Select Commission and Improving Lives Select Commission on 2nd February, 2022.

Scrutiny Members from both the Improving Lives and Improving Places Select Commissions taking part were congratulated for their detailed and in-depth review into the Cultural Strategy.

The 4 recommendations had been accepted and progress was either ongoing or due for completion.

The overarching point demonstrated that the cultural offer within the Borough was accessible to all, with particular focus on young people and ensuring a good spread of events across the Borough and in individual Wards.

This was evidence of a good piece of work and all those involved were thanked for their contributions.

Resolved: That the Cabinet's response to the recommendations of the Scrutiny Review of the Cultural Strategy be noted.

Mover: - Councillor Sheppard Second: - Councillor Pitchley

169. CABINET RESPONSE TO SCRUTINY REVIEW MARKETS: ENGAGEMENT AND RECOVERY

Further to Minute No. 127 of the meeting of the Cabinet held on 13th February 2023 consideration was given to the report detailing the response to the findings and recommendations from the Improving Places Select Commission spotlight review of Rotherham Markets carried out during 2022.

The 8 recommendations were all accepted by Cabinet and developed subsequent to meetings with Officers with responsibility for the management and operation of markets in Rotherham, as well as representatives of the National Association of British Markets (NABMA) and National Market Traders Federation (NMTF). This evidenced the need to ensure engagement with market traders and how consultation was undertaken was further developed.

Resolved:- That the Cabinet's response to the recommendations of the Scrutiny Review of Rotherham Markets be noted.

Mover: - Councillor Lelliott Second: - Councillor Wyatt

170. CABINET RESPONSE TO SCRUTINY REVIEW COVID-19 CARE HOME SAFETY

Further to Minute No. 136 of the meeting of the Cabinet held on 20th March 2023 consideration was given to the report detailing the response to the findings and recommendations from the spotlight review carried out by Health Select Committee on Covid-19 Care Home Safety.

The review focused on the biggest issues and the learning from the pandemic and ongoing needs in respect of care home safety.

In terms of recruitment and retention within the care home sector the Adult Social Care Workforce training programme would continue in 2023/24.

The Adult Social Care Commissioning and Finance Team have undertaken work on the Fair Cost of Care exercise and developed a draft Market Sustainability Plan.

It was also noted that relationships with Care Homes and Registered Care Home Managers were strengthened during the pandemic and these stronger relationships continued to be built on to address the ongoing challenges.

Members welcomed the outcome of this review and the difficulties endured for those involved during the pandemic. Whilst some limited action could be taken locally the outcome of the national review was still awaited.

Resolved:- That the Cabinet's response to the recommendations of the Scrutiny Review of Covid-19 Care Home Safety be noted.

Mover: - Councillor Roche

Seconder: - Councillor Yasseen

171. THRIVING NEIGHBOURHOODS - UPDATES FROM WARD COUNCILLORS FOR HOOBER

Further to Minute No. 55 of the meeting of the Cabinet held on 19th November 2018, consideration was given to the annual Ward updates for Hooper as part of the Thriving Neighbourhood Strategy.

Update reports had been provided as part of the agenda. However, each Ward Member was invited to speak.

Councillors Lelliott and Roche provided an update on Hooper Ward.

COUNCIL MEETING - 12/04/23

Councillor Roche drew particular attention to:-

- The 4 Hooper Ward Priorities, which were widely consulted upon.
- Forthcoming consultation event on the new plan with four aims to improve road safety, improve the environment, making good use of all green spaces for all and tackling crime and anti-social behaviour and emphasis on improving wellbeing with a focus on the loneliness, isolation and mental health.
- Working with a number of groups and individuals looking at road safety.
- Introduction of a number of speed activated cameras and monitoring these on a regular basis to ensure they were located with the greatest impact.
- Funding had been obtained for much needed pedestrian crossing at Cortonwood Retail Park.
- Confirmation of a large tranche of new measures within the Ward, including several 21 zones requested by the local community.
- Working closely with South Yorkshire Police on roads that become victims of speeding traffic.
- Close working relationships with Residents' Associations and further meetings scheduled.

Councillor Lelliott focused on:-

- Listening to the community and making them at the heart of what local Ward Members do, what was being delivered and achievements.
- Improvements to the green space and shop frontage on Masefield Road, next to the junction of Christchurch Road, West Melton, secured by way of funding through the Council's Towns and Villages Fund.
- Community garden scheme and litter picking.
- Making sure all branches of the community were given the opportunity to attend community meetings.
- Site visits and meetings with partners to look at off-road motorbikes and the problems they were causing.
- Partnership working and multi-agency approaches to deal with Ward problems and issues.
- Ensuring support to all community groups.
- Ward access and developments facilitated by the devolved budget and Community Infrastructure Levy.
- Plans and funding for Christmas Tree Festivals and day trips for local schools.
- Excellent collaborative working relationships between Ward Members and good attendance at Neighbourhood Working Meetings.
- Thanks, and appreciation from all 3 Ward Councillors.

Resolved:- That the update be received, and the contents noted.

Mover:- Councillor Roche

Seconder:- Councillor Lelliott

172. THRIVING NEIGHBOURHOODS - UPDATES FROM WARD COUNCILLORS FOR WATH

Further to Minute No. 55 of the meeting of the Cabinet held on 19th November 2018, consideration was given to the annual Ward updates for Wath as part of the Thriving Neighbourhood Strategy.

Update reports had been provided as part of the agenda. However, each Ward Member was invited to speak.

Councillor Atkin drew particular attention to:-

- Fantastic collaborative team approach to neighbourhood working from Housing, Early Years, Environmental Health and Housing Associations with thanks and appreciations to Nicola Hacking and Katie Northcliffe, Neighbourhood Officers.
- Special thanks to Jill Ratcliffe and best wishes for a long and happy retirement.
- Excellent support from the PCSO's Paul Gray and David Wright.
- Devolved budgets and funding arrangements.
- Supporting the Town Centre and thriving retail provision, including the 2 day a week market, with the addition of a Saturday market.
- Improvements to remove old and decrepit garages which were attracting anti-social behaviour.
- Successful Christmas Festival which was a great success.
- Success of Montgomery Hall and the volunteers that support its management.

Councillor Cowen focused on:-

- Importance of priorities and strategy and meeting outcomes.
- Support from Neighbourhood colleagues and former Councillors.
- Success of securing a cemetery tap.
- Working with the Events Team.
- Support to community safety events to raise awareness of crime and anti-social behaviour and distribution of free community safety items.
- Closure of Wath Day Centre and moving onto Community Connect.
- Provision of a sensory garden.
- British Legion Poppies and the erection of the named lamp-post poppies.

Resolved:- That the update be received, and the contents noted.

Mover:- Councillor Atkin

Seconder:- Councillor Cowen

173. NOTICE OF MOTION - GRANGE PARK - ACCESS

It was moved by Councillor Jones and seconded by Councillor Elliott that:

That this Council notes:

Over the last three decades, patrons of the Grange Park have had unfettered access to all its amenities, its wildlife, its amazing dog walks and its natural beauty. The main demographic of park users is pension aged walkers including ramblers using the Trans Pennine trail which crosses the site and the young children from 5 to 15 using the junior football academy. Recent events have now reduced the park to a mucky dirt track and created a dangerous environment for the young footballers, spectators, and walkers alike.

The Council believes that:

Since 1929, several access routes have criss-crossed the land and have been used to access the former colliery, the park, and the landfill. Of these routes only four have ever been referred to in conveyancing documents. Currently according to the land registry, no maps are filed against these. In 1973, the Council purchased the land from the NCB which formed part of the old colliery and its access. The land was purchased to form a public park for the recreation of the residents of Rotherham. In 2001, the Council agreed a right of access as part of a lease agreement with Millmoor Juniors and resurfacing works were commissioned by RMBC at the request of Millmoor Juniors to complete an accessway which ran along their boundary. It was also used between 1994 and 1997 with the Councils permission, by the current owner of Grange Landfill Ltd., the then contractor of Watsons Estates to speed up the re instatement of the toxic tip site. This same site owner is now claiming an access right under the "doctrine of lost modern grant." However, the public of Rotherham West believe that the evidence provided by the company to meet the threshold for a right of access "on a balance of probabilities" the 51% test, has not been reached, however, the Council refuses to share the Legal opinions. Despite documentation existing that shows a "legal right of way" existed since the 1930s under the "iron bridge" the company is attempting to confuse the access right, we believe that this is because although legal, it is not in a usable condition.

This Council resolves that:

Mirroring the thoughts and wishes of the residents of Droppingwell, Blackburn and Kimberworth, this Council should undertake an immediate review of all the evidence provided to the Council by the company and set out in a public document why they believe it gives the company a right of access under the "doctrine of modern lost grant." The Council should then undertake a public meeting to consult and take on board the vast knowledge of the public, which up to now it has failed to engage or

consider. If an undisputable right cannot be proven on balance of probabilities, the Council will request that the company provide any further evidence that they believe proves a right and the Council will set out in a public document why they believe the Company has a right of access if the Council continue to believe that they do have one.

In accordance with Rule of Procedure 19 (2) Councillor A. Carter requested that a recorded vote should be taken on the proposed motion. In accordance with the Rule of Procedure 5 Members stood to show their support for a recorded vote to be taken on the motion.

In accordance with Rule of Procedure 19 (1) a recorded vote was taken on the motion as follows:

For: Councillors Bacon, Ball, Baum-Dixon, Bennett-Sylvester, Burnett, A. Carter, C. Carter, Castledine-Dack, T. Collingham, Z. Collingham, Elliott, Fisher, Jones, Mills, Miro, Reynolds, Tarmey, Tinsley, and Wilson.

Against: Councillors Alam, Allen, Andrews, Atkin, Aveyard, Baker-Rodgers, Beck, Brookes, Browne, Clark, Cooksey, Cowen, Cusworth, Ellis, Foster, Griffin, Haleem, Havard, Hughes, Keenan, Khan, Lelliott, McNeely, Monk, Pitchley, Read, Roche, Sansome, Sheppard, Taylor, and Wyatt.

Abstentions: None.

The motion was put and lost by majority; however, the following actions would be taken forward:

- The Council's legal officers would again review the information that could be released to Councillor Jones, the action group and to members that represent neighbouring communities.
- The Council's officers would launch a call for evidence to take place between the date of this meeting and last until 12 June 2023, to ask for specific information regarding access which related to the period between 1965 and 1985. This would involve a dedicated email address being created and the Council writing directly to residents in the area with an open appeal for that information.
- Following the call for evidence the Council's legal team would publish a further statement, updating the Council's position.

174. NOTICE OF MOTION - TOBACCO CONTROL

It was moved by Councillor Roche and seconded by Councillor Sheppard that:-

This Council notes that:-

- There has been a significant reduction in the number of people smoking, and there have been improvements in the services designed to assist with smoking cessation. Rotherham can be very

pleased with the progress it has made in areas such as the reduction in the % of pregnant women smoking, in the impact of the new tobacco working group. We understand our progress is better than in many other areas. Despite those, smoking remains the single largest driver of health inequalities and poor health in Rotherham, where – in common with the rest of the UK – it is the leading cause of cancer and preventable and early death. We know that that we have been successful, but we also know there is more to be done

- Preventable disease continues to have a massive impact on the public's health, the NHS and the economy.
- Decades of comprehensive policy action have meant adult smoking prevalence in the UK in 2019 was at a record low at 14.1%, but this masks significant inequality.
- Differences in smoking rates make it one of the leading drivers of health inequalities, responsible for half the difference in life expectancy between the lowest and highest income groups in England.
- Smoking is estimated by Action on Smoking and Health (ASH) to cost society £17bn annually for England, £2.4bn of which falls to the NHS.
- That through their Public Health duties, local authorities are responsible for improving the health of their population and do this through services such as stop smoking services and wider tobacco control activities.

This Council:-

- Believes that local government must be adequately resourced to fulfil their Public Health duties and that the Council will make representations through Cancer Research and ASH to push for this to happen. Furthermore, as part of this, the Council calls upon the 3 Rotherham MPs to seek to improve funding for Public Health from the Government
- Supports Cancer Research UK's calls for a Smokefree Fund (a fixed annual charge on the tobacco industry, making the tobacco industry pay for the damage their products cause, without being able to influence how the funds are spent) to fund local tobacco control work, and urges the UK Government to consider implementing a Smokefree Fund as part of its efforts to reach the Smokefree 2030 target and tackle health inequalities. By supporting this motion, we will be joining others in a Cancer Championships network to help to provide more weight and support to Cancer Research UK to achieve their aim.

Therefore, this Council will:-

- Ask Trading Standards and the Police in Rotherham whether ways can be found to further crack down on illegal tobacco sales. Also, to work with Trading Standards and Public Health to investigate if anything can be done re the "positive and open" way vaping is

advertised/displayed with at the very least calling upon vapour outlets to consider how they portray their wares that might encourage youngsters to start vaping

- Call upon Children and Young People's Services to work with schools to see how they can provide further information and preventive work to warn of the dangers of vaping and smoking; in doing so to support youngsters to give up vaping whilst at the same time warning of the dangers of taking up vaping as a choice rather than as a measure to aid smoking cessation
- Calls upon South Yorkshire ICS, to provide more support and a unified approach to those wishing to give up smoking in our region.

Background / supporting information

- The prevalence of smoking in Rotherham is significantly higher than for all-England. Approximately 16.9% of Rotherham adults (around 35,400 people) were smokers in 2021 compared to 13.0% nationally.
- From 2017-19, there were 1,272 smoking attributable deaths in Rotherham – a rate of 271 deaths per 100,000 population. This is significantly worse than the England rate of 202 or the Yorkshire and the Humber rate of 239 deaths per 100,000 population
- An estimated 13,836 Disability Adjusted Life Years (DALYs) in Rotherham were caused by smoking in 2019 alone. This accounts for 16% of all DALYs in Rotherham - making smoking the single greatest contributor to the total burden of disease locally.
- Rotherham performs significantly worse than all-England for most indicators used to monitor the impact of smoking on population health.

Indicator	Rotherham	All England
Smoking attributable hospital admissions: Directly standardised rate per 100,000 population (2019/20)	2,023	1,398
Smoking attributable deaths: Directly standardised rate per 100,000 population (2017-19)	271	202
Smoking at time of delivery (2021/2)	12.8%	9.1%

- Smoking is the single largest driver of health inequalities in England. The more disadvantaged someone is, the more likely they are to smoke and to suffer from smoking-related disease and premature death.
- Rates of smoking are considerably higher amongst some groups, including:-

- People who work in routine and manual occupations
- People from lower socioeconomic groups
- People with long term mental health conditions
- People with drug and alcohol additions
- People from some ethnic groups, including mixed ethnic groups and white British populations
- LGBTQI+ people
- Inequalities in Rotherham that are more pronounced than seen nationally. For example, the odds of smoking amongst routine and manual workers in Rotherham are 2.45 times those of the general population, compared to an odds ratio of 2.22 nationally (2020 data).

Local tobacco control

Rotherham has a multi-agency Tobacco Steering Group which oversees delivery of plans to address local tobacco control actions. The action plan and a range of indicators monitoring progress was recently presented to the Health and Wellbeing Board in January. The action plan was aligned against 5 strategic aims designed to deliver a smokefree Rotherham by 2030 (<5% prevalence), which have been based on national evidence of [good practice](#) and recommendations from the Government's [The Khan Review](#):

- *Strategy and Coordination.* Deliver a co-ordinated Tobacco Control Policy, strategy, governance and monitoring system
- *Quit for good.* Encourage and support smokers to quit for good
- *Enforcement.* Tackle suppliers of cheap, counterfeit, and illicit tobacco and nicotine-containing-products through delivery of effective enforcement
- *Reduce variation* in smoking rates by tackling inequalities
- *Stop the start.* Reduce the number of people taking up smoking, particularly young people

As part of this work an e-cigarette position statement has been developed to generate consensus on how to ensure that there is access to e-cigarettes as an effective harm reduction tool and quitting aid for existing smokers, without inadvertently contributing to a growth in the uptake of vaping amongst non-smokers (especially children and young people) through normalisation, or glamorisation of vaping.

Smoking Cessation Services are provided in the community, currently through Get Healthy Rotherham, and also as part of NHS services, including QUIT programme in hospitals and a service for pregnant women. Illicit tobacco work is undertaken through the Trading Standards team.

Investment in tobacco control is highly cost effective. Every £1 spent on Smoking Cessation Services estimated to deliver a saving of £10 in future health care costs and health gains. Despite this, there has been a national and local decline in spending on tobacco control. In Rotherham, spend on

tobacco control per head of population fell by 49% between 2013 and 2018 within the context of overall cuts in Public Health spending.

On being put to the vote, the motion was carried.

175. AUDIT COMMITTEE

Resolved:- That the reports, recommendations and minutes of the meeting of the Audit Committee be adopted.

Mover:- Councillor Baker-Rodgers Second:- Councillor Browne

176. LICENSING BOARD SUB-COMMITTEE

Resolved:- That the reports, recommendations and minutes of the meeting of the Licensing Board Sub-Committee be adopted.

Mover:- Councillor Ellis Second:- Councillor Hughes

177. PLANNING BOARD

Resolved:- That the reports, recommendations and minutes of the meetings of the Planning Board be adopted.

Mover:- Councillor Atkin Second:- Councillor Andrews

178. MEMBERS' QUESTIONS TO DESIGNATED SPOKESPERSONS

(1) Councillor Ball asked the designated spokesperson on the South Yorkshire Police and Crime Panel if they were happy that residents of Rotherham were having to pay an increased precept to cover the failures of South Yorkshire Police over CSE and Hillsborough?

Councillor Haleem confirmed that no-one wanted to pay the precept and would prefer not to have to pay for the consequences of things that had gone wrong in the past. However, whilst the Government met most of the "legacy costs," there was a requirement for the Police Force to make a contribution towards this.

In a supplementary question Councillor Ball confirmed no reasonable person was happy to pay for this but asked should this not have come out of the earmarked reserves that this Force holds and why this was not considered as an option given the current climate.

Councillor Haleem reiterated that if the Government wanted to contribute more in order to reduce the burden on Council taxpayers, then this would be welcomed.

(2) Councillor Ball asked the designated spokesperson on the South Yorkshire Police and Crime Panel if they could provide a figure of how much CSE cases and Hillsborough have cost the taxpayers of Rotherham in total and per head?

Councillor Haleem was unable to answer on behalf of the Police, but it was her own understanding it was not possible to provide this information specific to Rotherham.

In a supplementary question Councillor Ball asked if the spokesperson was comfortable with some of the figures due to Labour-led decisions.

Councillor Haleem would only be able to comment if she had any figures.

179. MEMBERS' QUESTIONS TO CABINET MEMBERS AND CHAIRPERSONS

(1) Councillor Hoddinott referred to the recent consultation and asked when building would start on the much-needed pedestrian crossing at the top of Morthern Road?

Councillor Beck explained that since the public consultation in March 2022, site investigations have identified significant challenges in accommodating a viable design for a pedestrian crossing owing to congestion of utilities equipment in the footways. Options were presently being reviewed to resolve these challenges in order to see if a safe crossing point could be provided.

As part of the forthcoming Transport Capital Programme, it was intended to bring this specific scheme forward. Subject to a feasible and affordable resolution being found, construction could be during the 2023 school summer holidays. However, this was subject to finding a viable design solution.

In addition, there had been success with other schemes particularly the one on the A57 which Councillors Pitchley and Taylor had been lobbying for in Swallownest.

(2) Councillor Fisher referred to the Gold Award being the highest badge of honour in the Ministry of Defence's (MOD) Employer Recognition Scheme. Rotherham had been awarded silver, while Barnsley, Sheffield and Doncaster Councils have the Gold Award. He asked could the Council reassure all local veterans that the gold standard would be achieved and when.

Councillor Allen confirmed the Council would like to reassure all local veterans that it would be aiming to achieve the gold standard in 2024, when the annual application process opened up for local authorities to apply in January.

In a supplementary question Councillor Fisher asked about the declaration for this year which was due to expire in March.

Councillor Allen was unable to provide a definitive answer but would investigate and confirm this in writing.

(3) Councillor Bennett-Sylvester explained that 25% of visitors to Rother Valley Country Park do so by public and sustainable travel, but only 11% to Thrybergh Country Park. He asked what was the plan to increase sustainable travel to Thrybergh please?

Councillor Beck confirmed like Councillor Bennett-Sylvester he wanted to see the figures increase. On this basis the Council was continuing to work with the Local Transport Authority, South Yorkshire Mayoral Combined Authority, to develop and deliver improvements to the public transport system along with walking and cycling. Unfortunately, it all came down to funding and what was available.

Some funding had been secured to provide shower facilities and cycle racks to support active travel for both staff and customers. This would remain an ongoing piece of work.

The Council would continue to look into opportunities where Public Rights of Way in and around the Park could be improved. There were many things going on.

In a supplementary question Councillor Bennett-Sylvester referred to a Borough map in Rotherham bus station, Rother Valley Country Park was on it, yet Thrybergh Country Park was not.

In 2018, a local resident petitioned the Council regarding the speed limits on the A630 which the former Cabinet Member actioned, and the speed limit was lowered. Within this there was also a request to see if a central crossing island could be provided to stop the A630 being such a barrier for people walking or using public transport. This had been with the Council for the last 3 or 4 years so could this not be started at least to enable people travelling to the Park on the bus could at least get across the road.

Councillor Beck again confirmed it was down to funding and referred to the Transport Capital Programme which published a number of crossings that the Council were hoping to deliver.

The Council had been fortunate enough to put relevant funding forward as it did not receive enough from the Government for schemes such as this. As the funding was not now available like it once was, the Council had had to find and fund schemes like this itself. Local Ward Members, therefore, could potentially fund this type of activity, specifically the crossing referred to in your own Ward through the local Road Safety Programme.

When it was Dalton and Thrybergh's turn (in either Tranche 1 or Tranche 2) Members could have the opportunity to sit down with officers along with Councillor Baker Rogers and discuss what was the number one priority. It was then hoped that schemes such as this could be put in place with the funding set up by the Council.

(4) Councillor Bennett-Sylvester asked how confident was the Cabinet Member that everybody paying for Rothercare as part of their RMBC bungalow tenancy, either through the benefits system or their own means, was receiving Rothercare?

Councillor Roche confirmed every household whose tenancy included Rothercare had the choice to receive the Rothercare Service, some chose not to.

He was confident that all those households who wished to benefit from Rothercare were receiving the Service. For tenants who made a choice not to receive the Service they were informed that the offer remained if they should decide to take up the Service in the future.

Prospective new tenants were informed about Rothercare and the applicable mandatory charge as part of the lettings process. The lettings agreement, which was signed and agreed by all tenants, also included agreement to the mandatory Rothercare charge as a stipulation of the tenancy - as per Section 2G of the tenancy agreement.

In a supplementary question Councillor Bennett-Sylvester was concerned about the mandatory part of this providing a guaranteed cash income for the Service, and that was a priority.

He asked could the Council not just treat people as adults when taking on a tenancy for a bungalow and give them a choice of whether or not they wished to pay for Rothercare. That could save some pensioners £150 a year if they were not in need of the Service. A lot of time residents feel they have no choice in accepting a bungalow and end up having to pay this charge whether or not they need or whether or not, which seems unfair.

Councillor Roche confirmed that if the Council removed the mandatory charge, hundreds of households who currently have the charge met automatically through their benefits would have to find the money themselves. Having a service and not paying for it would simply increase the charge to others.

At the moment there was just under half of all residents who did not require the Service. However, it was pleasing to report that the Council was in the process of reviewing the whole of the Rothercare Service. The outcome was not yet known as the review was still ongoing, but the level of charges and how they were applied were all being looked at.

Councillor Roche would ensure Councillor Bennett-Sylvester's comments were fed in. The outcome of the review would then be presented to Cabinet sometime later on this year.

(5) Councillor Ball was aware the Children's Capital of Culture was fast approaching so asked when could Members expect parks to be brought up to standard and out-of-date play equipment replaced?

Councillor Sheppard confirmed play would form an important part of the Children's Capital of Culture programme and the Council had invested over £462,861 in improvements to 28 play areas across 16 Wards over the last 2 years and would continue to manage and maintain play equipment at 35 play areas in the Borough.

In a supplementary question Councillor Ball could understand what was put in but asked would the Cabinet Member commit to carrying out a survey of all play equipment to ensure that they were in date and safe and would replacements be provided for those items damaged or past their use by date. He gave examples of where in Coronation Park there were 4 or 5 play pieces missing equipment so asked would the Council commit to putting those back in.

Councillor Sheppard explained that Members and residents could report where there were pieces of equipment that had been damaged. The Council did carry out standard checks, but things happen at certain times.

In terms of Maltby's Coronation Park, as Councillor Ball would be aware, the Council still had Section 106 monies to be spent in this area of around £40,000. The Council would continue to consult with Ward Members on what equipment that required being replaced for those lost over time and would be in regular dialogue over this action.

(6) Councillor Bennett-Sylvester asked how many instances have there been of cross contamination of communal bins serving Council flats in the past year and what was, as well as who, had covered the cost?

Councillor Beck confirmed it was not possible to give a figure for instances of cross contamination of communal bins from Council flats as the current system did not record the information specifically for communal bins. The service did recognise this as a problem and were working to replace the existing system, so this information would be more readily available in future.

The Service was aware of particular issues with communal bins and were working with relevant stakeholders, such as Housing and Waste colleagues, to try and address individual issues. Some of the actions so far had included visits to hotspots and use of CCTV as well as engagement with residents.

There should be no excuse, but there were sometimes reasons for it. Every effort would be made to provide relevant education and improve on the waste calendars that were distributed.

In a supplementary question Councillor Bennett-Sylvester had noted at the last meeting that there was a £2.6 million cost to the Housing Revenue Account for putting the infrastructure in for these bins effectively creating pockets of little dump-it sites in various estates.

Councillor Bennett-Sylvester was concerned that, as a result of the rushed implementation following this Council being embarrassed about being the last mainland authority not to have cut plastic collections, could it not be an idea to be like private landlords and just have a pink bin until the situation could be sorted. This would then provide a service that did not look as unsightly as people that live on these estates.

Councillor Beck could remember the roll out as he was Cabinet Member for Housing at the time. It was a good piece of joint working when plastic recycling was introduced. This had been a huge success and had increased recycling rates across the Borough. This was a continuing trend.

The Service would not want to take a step backward with Councillor Bennett-Sylvester's suggestion. Yes, it was not easy, and Ward Members were receiving casework reports on this from people living in communities where this was a problem.

This had to be approached in a more positive way around educating people and looking at other places where there were some good examples.

Rotherham was not the only place where there was a significant concentration of Council flats where communal bins were in operation and there might be places the Council could learn from as well, so this was an ongoing piece of work.

It was recognised this was an issue and work would continue with Ward Members where there were problems.

(7) Councillor Bennett-Sylvester explained there were 125 Council properties managed by the Homeless Section as temporary accommodation so asked what was the criteria for selecting properties to be managed as "crash pads" as they were known?

Councillor Brookes confirmed the Council's Temporary Accommodation properties were selected to ensure temporary accommodation was available in as many Wards as possible, so that those affected by homelessness could be placed close to their existing support networks and schools etc. However, this was not always possible, as it very much depended upon the availability and turnover of properties in each area.

For this reason, some Wards may have higher numbers of temporary accommodation units than others.

The portfolio was periodically reviewed and adjusted to ensure that the accommodation available continues to meet service and customer requirements. For example, if homelessness presentations increased for families, the Team would look to adjust the supply of family accommodation, whilst releasing any oversupply of single persons accommodation back into general housing management.

In a supplementary question Councillor Bennett-Sylvester referred on the range of these crash pads the 5 most deprived Wards in the Borough with just 37% of housing stock had 56% of these crash pads, while the 5 least deprived Wards have 9% of the housing stock could only carry 3%. There was a massive difference when you look at areas like Bramley, Ravenfield, Wickersley, where there were not any at all. These properties do cause a range of challenges but was it not time that some other areas start to carry the burden and look to have the same criteria.

Councillor Brookes confirmed that with the same distribution figures Greasbrough had the most general stock, so it followed that it had more provision. If Members had any particular concerns about percentages in deprived areas, then may be this could be looked into as part of the review.

(8) Councillor Bennett-Sylvester asked with the cost of hire increasing for community skips and challenges over the disposal of foam furniture had any consideration been given to altering the 10% operational spending limit or any other aspect of Ward Housing Hub spending?

Councillor Brookes confirmed she was aware that the cost of hire of a community skip had increased by approximately 10.5% over the past year. As such, she had asked that a degree of flexibility be applied with regard to the current guidance during this financial year and that the guidance be reviewed ahead of the next financial year.

The current Ward Housing Hub project approval guidance advised that no more than 10% of Ward Housing Hub funding should be committed to community skips. This was to ensure that most of the budget was spent on projects which delivered a longer-term sustainable benefit to neighbourhoods.

In a supplementary question Councillor Bennett-Sylvester pointed out that over 1,800 Council homes in the least deprived parts of town get £29,000 Ward Housing Hub yet just under 1,083 properties in Dalton and Thrybergh get £13,500. He asked was it time to scrap this £4 million and pay a direct £10.00 per house per Ward so that it was distributed where the problems were the most and where the most deprived communities were.

Councillor Brookes was aware Councillor Bennett-Sylvester had raised this issue previously, but the answer remained the same. There were no plans to review, and the system would remain as it was.

(9) Councillor Ball referred over the last year could the Leader inform him how much Rotherham had paid into the SYMCA Strategic Economic Plan and how much had been spent in the Rotherham area?

The Leader confirmed the economic plan was a policy of the Mayoral Combined Authority, so there was no kind of entry fee for the policy, and it did not necessarily mean that money was received on the other side.

The Council paid an annual membership fee to SYMCA of £35,900 as part of the Local Enterprise Partnership, the Council did not directly make a payment for the SYMCA Strategic Economic Plan.

The total SYMCA investment into Rotherham during 2022/23 was £45.5m.

In a supplementary question Councillor Ball asked if it was possible to be provided with a full list of monies spent outside of the town centre for areas of Thurcroft, Maltby, Dinnington and Swinton and if possible, to report on 2 potholes on the A631 (one outside the Hellaby Depot and one at the bottom of Addison Road) and hoped they would soon be repaired.

The Leader confirmed he was sure it would be possible to provide Councillor Ball with a list of projects and would look to see if there was first a sensible way of dividing those up rather than providing a full list.

(10) Councillor C. Carter asked could the Cabinet Member confirm which at library sites in the Borough the Council does not employ any staff?

Councillor Sheppard confirmed there were 15 libraries across the Rotherham Borough and the Council employed staff across at 14 of these sites, with the exception being Brinsworth Library.

The library at Brinsworth was community managed through Brinsworth Parish Council with support from the Council. Whilst the Council did not employ staff at this site it continued to provide support services including the supply and maintenance of stock, transporting of books/stock, access to the Library Management System and the training of volunteers.

The arrangement was reached by a voluntary agreement with Brinsworth Parish Council and saw the Council making an investment of more than a quarter of a million pounds into the building and facilities, helping to ensure the library was on a sustainable long-term footing.

In a supplementary question Councillor C. Carter asked if the Cabinet Member believed residents of Brinsworth were getting a bad deal in that they were being taxed twice for their Library Services, once through their Council Tax and once in their Parish precept in comparison to other areas of the Borough.

Councillor Sheppard did not think residents were getting bad value. Investment had gone into Brinsworth Library with £124,800 of Section 106 money being used to build the new library and using capital funding of £148,401 for additional capital works and fitting it out.

The Council had invested heavily in Brinsworth the Cabinet Member hoped the residents of Brinsworth really appreciated that facility and continued to go along and enjoy each day.

(11) Councillor Tarmey asked was the Council aware that the electric vehicle chargers in Wellgate (multi-storey) car park were not functional. This did not bode well for the electric vehicle charging initiative so asked when would these chargers be working again?

Councillor Beck explained there were 5 electrical vehicle chargers in Wellgate Car Park (each with two sockets), and 3 were out of the 5 were functional. At present this had been adequate capacity for those needing to charge.

The Council was aware of the issue which had been identified by the maintenance partner. The issue was caused by low voltage on one of the electrical supply phases which had been reported to Northern Powergrid who attended on 4th April, and the maintenance partner was scheduled for a follow-up visit tomorrow. Unfortunately, grid supply issues were somewhat out of our hands.

In a supplementary question Councillor Tarmey had been advised by a local resident who had reported the problem to himself. Councillor Tarmey had visited to check, and it seemed to be a problem with actually getting the app to log in. It was tried on a couple of the chargers. He, therefore, asked who would be the best person for the resident to contact if they require support in how to operate the devices.

Councillor Beck confirmed if residents contacted Councillor Tarmey if he then contacted Councillor Beck the situation would be resolved.

(12) Councillor C. Carter asked did the Cabinet Member agree with her that public buses taking children to and from school should be required to collect students directly outside school premises, as opposed the collecting them from the nearest public bus stop, which could be some walk away?

Councillor Beck confirmed he did not agree, and that South Yorkshire Mayoral Combined Authority did not site bus stops directly outside schools. This was to remove any potential conflicts with School Keep Clear markings and other school transport, traffic, and pedestrians, in order to ensure the safety of all road users.

In a supplementary question Councillor C. Carter made reference to Bonet Lane where there were large volumes of Brinsworth Academy students waiting at one particular bus stop. This was causing issues for residents and anti-social behaviour in the area so asked could the Cabinet Member support to have the bus re-routed at school time to pull outside Brinsworth Academy's lay-by as opposed to at this bus stop.

Councillor Beck confirmed he would be happy to look into this issue and would raise it with the Transport Authority, which was SYMCA on this who may well have a view as the operators. If this was a safety issue and there was something within the rules that was possible, then the Cabinet Member was happy to look to see what could be done to improve that situation and work with Councillor C. Carter on this.

180. URGENT ITEMS

There were no urgent items for consideration.

THE CABINET
24th April, 2023

Present:- Councillor Read (in the Chair); Councillors Alam, Allen, Beck, Brookes, Cusworth, Lelliott, Roche and Sheppard.

Also in attendance Councillor Clark (Chair of the Overview and Scrutiny Management Board).

146. DECLARATIONS OF INTEREST

The following declaration of interest was made:

Member	Agenda Item	Interest Type	Nature of Interest
Councillor Roche	Agenda Item 9 (New applications for Business Rates Relief)	Personal	Member of the Advisory Board - Manvers Lake and Dearne Valley Trust

147. QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no members of the public present at the meeting and no questions had been submitted in writing.

148. MINUTES OF THE PREVIOUS MEETING**Resolved:-**

That the minutes of the Cabinet meeting held on 20th March, 2023, be approved as a true and correct record of the proceedings.

149. EXCLUSION OF THE PRESS AND PUBLIC

The Chair advised that appendices to Minute No. 154 contained exempt information, however, the meeting remained open to the public and press throughout.

150. ADULT SOCIAL CARE STRATEGY FOR ROTHERHAM 2024 - 27

Consideration was given to the report submitted which was to support the future delivery of adult social care, the report proposed to refresh the Adult Social Care Strategy, vision and future priorities.

The report described the changing legislative and statutory environment for adult social care since the implementation of the 2017 – 2020 Adult Social Care Strategy and identified a clear rationale for developing a new strategy.

The Adult Social Care Development Programme was agreed at Cabinet in January 2016 and set out an ambitious transformation journey for the Service. The programme included development of an Adult Social Care Strategy, to clearly articulate the vision and priorities in Rotherham for people with care and support needs, their families and carers.

The Care Act 2014 reinforced a direction of travel to move away from traditional services to more personalised approaches. The 2017 – 2020 Adult Social Care Strategy supported this direction of travel by supporting residents in a way that builds on natural supports and maximises independence rather than creating and maintaining dependencies on service.

The recommendations were then proposed and seconded.

The Leader queried what engagement would look like with service users in Rotherham. It was clarified that co-production activities that have already happened over the last 12 months along with the insights from compliments, complaints and workshops would be utilised and this would also check whether the underpinning values would be fit for purpose.

Resolved: That Cabinet:

1. Approved a refresh of the Adult Social Care vision and strategy.
2. Agreed to the refreshed Adult Social Care Strategy being presented back in early 2024 for formal approval prior to implementation.

151. FUTURE OF THE ROWAN CENTRE PUPIL REFERRAL UNIT FOLLOWING A PERIOD OF STATUTORY CONSULTATION

Consideration was given to the report submitted which was a follow up to reports to Cabinet on 21st November, 2022, and 20th February, 2023, where approval was granted to enter into a period of pre-statutory and statutory consultation on the proposal to close the Rowan Centre Pupil Referral Unit following the Department for Education (DfE) prescribed process.

The report outlined that Elements Academy was established under the Department for Education's (DfE) Free School presumption procedure and opened in September 2022 as a new Academy for pupils with Education, Health, and Care Plans (EHCPs) with a presenting need of Social, Emotional and Mental Health (SEMH). Elements Academy was situated on the old College site at Dinnington.

All pupils who attended the Rowan Centre Pupil Referral Unit (PRU) had transferred to Elements Academy as a special school specialising in supporting the SEMH presenting need of pupils, and this has been facilitated by amendments to individual pupils EHCPs.

Teaching, support, and ancillary staff who worked at the Rowan Centre PRU, had also transferred to Elements Academy to ensure a continuity of education and support for pupils. Subsequently Rowan Centre PRU has now been completely vacated.

The report of 20th February, 2023, gained approval to commence the statutory processes prescribed by DfE to bring forward proposals to formally close Rowan Centre PRU, following DfE Statutory Guidance for Proposers and Decision makers 2019 – Opening and Closing Maintained Schools. Should the proposal be approved, the site would become available for other educational purposes. It was noted that a period of pre-statutory and formal statutory consultation was undertaken with a wide range of stakeholders during which no representations has been made.

The recommendations were then proposed and seconded.

The Leader asked, given that no representations had been made, whether the Council could be reassured that all voices had been heard. The Cabinet heard that there had been a significant amount of consultation with stakeholders, together with public notices and coverage in the local media.

Resolved: That Cabinet:

1. Noted that there were no representations in relation to the statutory consultation or public notice.
2. Approved the proposal to close the Rowan Centre PRU.
3. Approved that the Department for Education be formally notified of the intention to close Rowan Centre PRU.
4. Delegated authority to the Strategic Director of Children and Young Peoples Services to invite formal expressions of interest to take forward long term usage of the site.

152. DEDICATED SCHOOLS GRANT HIGH NEEDS BLOCK SAFETY VALVE PROGRAMME ANNUAL UPDATE

Consideration was given to the report submitted which summarised that, as part of the Department of Education work to address long term challenges in the High Needs funding within the Dedicated Schools Grant (DSG), a small number of identified local authorities including Rotherham,

entered into a financial agreement known as a 'Safety Valve Agreement'. The report provided an update at the end of year one (2022/2023) of the 'Safety Valve Agreement' and the associated actions attached to the agreement and confirmed that the Council had received a substantial amount of capital investment due to positive progressions against its strategic and financial plan.

In November Cabinet supported the development of the SEND Sufficiency Phase 4 which would provide an additional 10 resource units in Rotherham based within mainstream schools. The investment would reduce the need of high-cost independent school places outside of Rotherham. The programme of activity would be delivered across the next 3 academic years.

The recommendations were then proposed and seconded.

Resolved: That Cabinet noted:

1. The annual progress of the 'Safety Valve Agreement'.
2. The key risks and areas subject to review within the DfE monitoring of Rotherham progress against the 'Safety Valve Agreement'.
3. That a further Cabinet report would be submitted when proposals for the 10 additional mainstream SEN resource basis have been further developed.

153. NEW APPLICATIONS FOR BUSINESS RATES RELIEF

Consideration was given to the report submitted to consider the applications for the award of Discretionary Business Rate Relief for the organisations listed in Section 1 of the report. This is in accordance with the Council's Discretionary Business Rates Relief Policy (approved by Cabinet on 12th December 2016).

Section 47 of the Local Government Finance Act (LGFA) 1988 conveyed power on local authorities to allow discretionary relief that would be additional to the mandatory relief. This was given when the property was used wholly or mainly for charitable purposes by a charity or other non-profit body whose main objects are charitable or benevolent, or concerned with education, social welfare, science, literature or the arts.

The recommendations were then proposed and seconded.

There were 5 applications made which were listed in Section 1 of the report.

It was noted that the Cabinet Member for Adult Social Care and Health did not vote on this item in accordance with his declaration of interest.

Resolved: That Cabinet:

1. Approved the applications for Discretionary Business Rate Relief for the organisations listed in Section 1 of the report in accordance with the details set out in Section 6 to this report for the 2022/23 and 2023/24 financial years.

154. REGENERATION PROGRAMME: STRATEGIC LAND ASSEMBLY

Consideration was given to the report submitted which set out the proposed use of the £1million Strategic Acquisitions Fund that was approved by Council in March 2023 as part of the Capital Programme.

The report also built upon the Strategic Acquisitions reports to Cabinet in March and September 2022 and sought the necessary approvals and delegations to enable the negotiation and subsequent acquisition of further third-party land and property as set out in exempt Appendix 1.

The recommendations were then proposed and seconded.

It was noted that Cabinet gave permission for funding to be used to purchase particular buildings or land, with the specifics being kept private for commercial sensitivity reasons, however, once those purchases were complete the information was published through the Officer Delegated Decision process.

Resolved: That Cabinet:

1. Agreed that the Assistant Director for Planning, Regeneration and Transport be authorised to negotiate the acquisition by agreement of the property interests at exempt Appendix 1, in consultation with the Council's Section 151 Officer and the Cabinet Member for Jobs and the Local Economy, and the Assistant Director of Legal Services be authorised to complete the necessary transactions.
2. Approved the use of funds including the £1m Strategic Acquisitions Fund to enable the Council to acquire properties as set out in exempt Appendix 1.

155. COUNCIL PLAN UPDATE

Consideration was given to the report which was the fourth progress report on the Council Plan 2022-25 and the Year Ahead Delivery Plan. As of 27 February 2023, the activities within the Year Ahead Delivery Plan are as follows:

- 65% (60) complete
- 22% (20) were on track to be delivered by original target date

THE CABINET - 24/04/23

- 5% (5) were delayed by less than 3 months
- 8% (7) would not be met within 3 months of original target date.

During the meeting the Leader explained the reasons why some of the actions were off target. Cabinet Members then highlighted areas of positivity from their portfolios along with any issues or concerns they had around missed or delayed actions.

- 33 fines and prosecutions had been issued for fly tipping so far this year, a significant increase on previous year
- There had been an increased take up of early years education with 96.4% of 2 year-olds utilising their place against an annual target of 80%
- The number of subscribers to the 'Rotherham Round Up' Ward bulletin had exceeded 9,000 which meant the target has been exceeded
- A Prevention and Health Inequalities Strategy and Action Plan has been completed and actions were in progress
- An evaluation report was completed for a cultural programme for residents aged 55+ and 60% of participants said their wellbeing had improved as a result of attending
- New Century Business Centre at Manvers should be completed in July which would provide support for new businesses
- Work continued to reduce the number of homeless people housed in temporary accommodation
- Progress continued on the ambitious regeneration programme despite the challenging financial situation

Performance/progress would continue to be kept under review within Directorates and reported publicly to ensure that the Council's direction of travel remained positive. The final progress report for 2022-23, covering data for quarter four and year-end performance would be presented to Cabinet on 10th July, 2023.

It was recommended that the frequency of reporting in 2023-24 moved to twice a year (December 2023 and July 2024). Due to the nature of the actions/activities in the plan, many did not significantly change each quarter and a less frequent report would enable the Council to demonstrate progress.

Quarterly reporting would remain in place internally to ensure officers remained focussed on areas that required extra attention and timely action would be taken when things were off track.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-decision scrutiny process. The Board fully supported the recommendations with the inclusion that consideration be given to how the wider take-up of ward bulletins could be promoted.

Resolved: That Cabinet:

1. Noted the overall position in relation to the Year Ahead Delivery Plan activities.
2. Noted the Quarter 3 2022-23 data for the Council Plan performance measures.
3. Agreed the revised Council Plan performance measure targets and the Year Ahead Delivery Plan for 2023-24.
4. Noted the future performance reporting timetable (see paragraphs 2.17 and 2.18).
5. That consideration be given to how the wider take-up of ward bulletins could be promoted.

156. INDICATIVE HIGHWAY REPAIR PROGRAMME FOR 2023/2024

Consideration was given to the report submitted that reviews the current Strategy for the management and maintenance of Rotherham's Highways and the impact of the recent Council funding on the highway network.

This report described how Rotherham's Highways were strategically managed and maintained, in accordance with the agreed Highway Asset Management Policy, Strategy and Highway Asset Management Plan (HAMP).

In addition, it described the current performance, both in terms of the condition of Rotherham's Highways and in terms of the delivery of highways maintenance services.

The Cabinet heard that the Council had made a significant investment in improving roads which has meant that they were now above the national average and claims had been reduced.

The recommendations were then proposed.

A number of schemes would benefit from the investment which also includes resurfacing pavements and new footway crossings.

Resolved: That Cabinet:

1. Noted the strategic approach to the management and maintenance of Rotherham's Highways.
2. Noted the decision of the Strategic Director of Regeneration and Environment to approve the indicative Highway Repair Programme for 2023/2024.
3. Approve that the Strategic Director for Regeneration and Environment may utilise any additional in year funding in accordance with the strategic approach to the Management and Maintenance of Rotherham's Highways as set out in this report.

157. TRANSPORT CAPITAL PROGRAMME

Consideration was given to the report submitted that outlined the Transport Capital Programme for 2023-24 and sets out the sources of funding. It provided an overview of the aims of the various project themes that this funding would be used for and described how projects would subsequently be managed within those themes.

Further to a similar arrangement in December 2022, this report went on to seek approval for delegation to the Strategic Director Regeneration and Environment in liaison with the Cabinet Member for Transport and Environment to identify and approve specific projects within the project themes set out.

Cabinet was informed of the various road safety improvements that would benefit from this investment which also included major projects.

The recommendations were then proposed.

Resolved: That Cabinet:

1. Noted the allocation of £72.4 million City Region Sustainable Transport Settlement (CRSTS) funding as stated in the report in section 1.2 and approve receipt of £1.2 million Local and Neighbourhood Improvement block funding, and £400,000 of Highways Capital Maintenance block funding, noting that the funding will be used to support delivery of the Council's programme of transport projects.
2. Approved the schemes and allocations for use of this funding, and changes to previously approved RMBC capital funding, as set out in paragraphs 2.1 – 2.12 (and appendices 1 and 2) for delivery under the 2023-24 Transport Capital Programme and the RMBC Structural Maintenance Programme.

3. Approved the issue of contracts between the Council and 2 public service bodies (Network Rail and Transport for the North) to enable timely completion of the Outline Business Case referenced in section 2.13.
4. Delegated responsibility to the Strategic Director, Regeneration and Environment, in consultation with the Cabinet Member for Transport and Environment, to identify projects within themes described in paragraphs 2.3 (Reserves), 2.6 (Collision Investigation and Prevention), 2.9 (Minor Works), 2.12 Major Projects (CRSTS) and 2.13 (Rotherham Mainline Station) and for the award of contracts relating to design and construction.

158. RECOMMENDATIONS FROM OVERVIEW AND SCRUTINY MANAGEMENT BOARD

Consideration was given to the circulated report, the contents of which were included as part of the relevant items and the details included accordingly.

159. DATE AND TIME OF NEXT MEETING

Resolved:

That the next meeting of the Cabinet be held on 15th May, 2023, commencing at 10.00 a.m. in Rotherham Town Hall.

This page is intentionally left blank

Committee Name and Date of Committee Meeting

Council – 24 May 2023

Report Title

York and Lancaster Regimental Museum Collections Management Policy

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

No, but it has been included on the Forward Plan

Strategic Director Approving Submission of the Report

Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)

Leanne Buchan, Head of Creative Programming & Engagement

01709 822056 leanne.buchan@rotherham.gov.uk

Lisa Howarth, Museums, Arts & Heritage Manager

01709 336633 lisa.howarth@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

This report sets out the updated Collections Management Policy for the York and Lancaster Regimental Museum.

The York and Lancaster Regimental Museum is a registered charity which is managed by Rotherham Museums, Arts and Heritage Service on behalf of the sole trustee Rotherham Metropolitan Borough Council. The Policy forms part of the key evidence base which enables the service to achieve Museums Accreditation from Arts Council England. Without Museum Accreditation, the Museums, Arts and Heritage Service cannot apply for funding to the Arts Council of England (ACE) and will not be able to continue participation in the Arts Council of England National Portfolio Organisation (NPO) programme, which represents an investment of £250,000 per year for the next three years.

Recommendations

That Council

1. Approves the York and Lancaster Regimental Museum Collections Management Policy (2023).
2. Approves the delegation to the Assistant Director of Culture, Sport and Tourism in consultation with the Cabinet Member for Social Inclusion for any future

List of Appendices Included

Appendix 1 York and Lancaster Regimental Museum Collections Management Policy

Appendix 2 Equalities Screening & Analysis Part A & Part B

Appendix 3 Carbon Impact Assessment

Background Papers

Rotherham Cultural Strategy 2019-2026

Rotherham Health & Wellbeing Strategy 2018-2025

York and Lancaster Regimental Museum Development Policy 2016

York and Lancaster Regimental Museum Care and Conservation Policy 2016

York and Lancaster Regimental Museum Documentation Policy 2016

York and Lancaster Regimental Museum Charity Commission Scheme 2001

Consideration by any other Council Committee, Scrutiny or Advisory Panel

N/A

Council Approval Required

Yes

Exempt from the Press and Public

No

York and Lancaster Regimental Museum Collections Management Policy

1. Background

- 1.1 This report outlines updates and amendments to the York and Lancaster Regimental Museum Collections Management Policy, which is a key document for the Museums Accreditation process via Arts Council England.
- 1.2 Museums Accreditation will also enable the York and Lancaster Regimental Museum to secure external funding, through Arts Council England and other funders, for the development and care of the collection. Although relating to the collection the accreditation is applied to a specific venue where the collection can be displayed, in this case Clifton Park Museum. As part of the accreditation process the service must demonstrate appropriate policies and procedures to support the care of collections.
- 1.3 Full Museums Accreditation lasts for five years and the York and Lancaster Regimental Museum was last accredited on 25th February 2016. However, due to backlogs within Arts Council England caused by the Covid-19 pandemic, the application process for renewal has been delayed and is expected in 2024. The service is working to ensure all policies and procedures are current, fit for purpose and embedded within the service delivery plan in preparation for the next application window.

2. Background

2.1 Strategic Context

- 2.1.1 The Collections Management Policy aims to ensure that the York and Lancaster Regimental Collection is well-managed and can be accessed and enjoyed by people at all stages of their lives. The York and Lancaster Regimental Collection enables the Museums, Arts & Heritage service to develop a range of activities and programmes from talks to workshops which utilise the objects in the collection to inspire learning, share stories, and improve the mental health and wellbeing of residents from across the borough.
- 2.1.2 Throughout 2018 partners from across the culture, voluntary and community sectors came together to collectively develop a new Cultural Strategy for Rotherham, which was adopted by a number of organisations, including Rotherham Council in June 2019. The strategy has an overarching mission to “get more people, more active, creative and outdoors more often” leading to increased participation and engagement. Museum collections are used to create exhibitions, workshops and outreach activities which all contribute to this mission.

2.2 The York and Lancaster Regimental Museum

- 2.2.1 The York and Lancaster Regimental Museum (which is the owner of the collection) was established in 1985 following the transfer of the collection from the Headquarters of the York and Lancaster Regiment at Endcliffe

Hall, Sheffield, to Rotherham Metropolitan Borough Council's Museums Service. The York and Lancaster Regimental Museum charity was formally established in November 2001, when the collection of the York and Lancaster Regimental was transferred from the Regimental Association Trust. The collection had previously been on long-term loan from the Regimental Association Trust. Rotherham Metropolitan Borough Council is the sole trustee of the York and Lancaster Regimental Museum and therefore the custodian of its collection.

- 2.2.2 The York and Lancaster Regimental Museum collection holds more than 3,900 objects and 11,000 photographs, archives and ephemera which are managed by the Rotherham Museums, Arts and Heritage service. The majority of the collection focuses on the York & Lancaster Regiment from its inception in 1881 to disbandment in 1968. Material from these periods covers the Boer War and the First and Second World Wars. The recruitment for the regiment included Sheffield, Barnsley and Rotherham.

2.3 Collections Management Policy

- 2.3.1 Guidance on Museums Accreditation states that the Collections Management Policy should clearly set out how the service will develop, document, and look after its museum collections. The Museum Collection Policy which governs how the Council manages and cares for its own collections was updated and adopted on 13th January 2023. As the York and Lancaster Regimental Museum collection does not belong to the Council it requires its own Collections Management Policy which is based upon the agreed aims and objectives set out within its governing statement.

- 2.3.2 The updated York and Lancaster Regimental Museum Collections Management Policy sets out key areas for the management of the collection which include:

- Acquisition and disposal of collection
- Key themes for future collection which include:
 - Only items relating to the period prior to 1881 and post Second World War period, especially National Service, will form part of the collection.
 - The York and Lancaster Regimental Museum will not acquire objects simply as assets. Items will only be collected if they can tell a story particularly of individuals who served with the Regiment, or that will complement or fill a gap in the existing collections and knowledge.
- Repatriation and restitution of objects
- Standards for the care and maintenance of the collection
- Standards for the documentation of the collection
- Procedures and standards relating to loan of collection objects

3. Options considered and recommended proposal

3.1 Do Nothing

- 3.1.1 The current policy was adopted in 2016 as part of Museums Accreditation and has not been updated in light of the current guidance for Museums Accreditation or the changes to the service in terms of its refreshed mission and stronger focus on community engagement and participation.
- 3.1.2 To 'Do Nothing' would risk the loss of Museums Accreditation as the policies would not be fit for purpose. In losing accreditation the service could jeopardise the new National Portfolio Organisation (NPO) funding from Arts Council England, having a financial impact of £750,000 over the next three years.

3.2 Adopt the Collections Management Policy

- 3.2.1 The Collections Management Policy appropriately reflects the current mission and values of the York and Lancaster Regimental Museum.
- 3.2.2 The policy will enable the service to retain its Museums Accreditation and fully participate in the Arts Council England NPO Programme. Although an offer has been received from Arts Council England of £750,000 for the service and the communities it serves over the next three years, the process of due diligence checks will take place over the next three months to ensure that the appropriate policies are in place to support delivery.
- 3.2.3 This is the recommended option.

4. Consultation on proposal

- 4.1 In developing the Collections Management Policy, consultation has taken place with Arts Council England as well as the Council's Equalities, Asset Management and Climate Change Teams. Consultation and benchmarking has also taken place with Museums Development Yorkshire and other local authority museum services across South Yorkshire to ensure that the policy is in line with best practice nationally.

5. Timetable and Accountability for Implementing this Decision

- 5.1 The York and Lancaster Regimental Museum Collections Management Policy is being presented for adoption by Council on 24th May 2023. Should the policy be approved, it will be adopted with immediate effect.
- 5.2 The Head of Creative Programming and Engagement and Museums, Arts & Heritage Manager will have overall accountability for the implementation of the policy and the supporting Collections Management Plan working closely with the Collections and Exhibitions team within the service.
- 5.3 Museums Accreditation inspection is expected to take place early 2024 but the timeframe has not yet been announced.

6. Financial and Procurement Advice and Implications

- 6.1 The Museums Arts and Heritage service operates on an approved net budget of £436,895 (Gross £594,175). There is no separate budget for managing the York and Lancaster Regimental Museum. By having a compliant Collections Management Policy, the service can better avail itself of funding opportunities from within the wider sector.
- 6.2 There are no direct procurement implications arising from the recommendations detailed in this report.

7. Legal Advice and Implications

- 7.1 There are no direct legal implications arising from the recommendations within this report.

8. Human Resources Advice and Implications

- 8.1 There are no direct human resources implications arising from this report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 The York and Lancaster Regimental Collection is accessible to the public through a gallery at Clifton Park Museum and an annual events programme associated with Remembrance Sunday.

10. Equalities and Human Rights Advice and Implications

- 10.1 An Equalities Impact Screening, Assessment and Action Plan can be found at Appendix 2.
- 10.2 The Equalities Action Plan sets out a series of measures for improving equalities at two levels of implementation:
- Museums, Arts & Heritage – service level, ensuring that equalities, diversity and inclusion is embedded at all levels of the service
 - York and Lancaster Regimental Collection – utilising the Collections Management Policy to improve inclusivity and relevance of the objects within the care of the service

11. Implications for CO₂ Emissions and Climate Change

- 11.1 A Carbon Impact Assessment can be found at Appendix 2.
- 11.2 The key implication for CO₂ Emissions and Climate Change is related to the storage of the collection, which is currently in Bailey House, Rotherham. This collection continues to grow and further consideration is required on ensuring there is long term space for this collection in one store. In addition, a Decarbonisation report has been carried out on Bailey House, which

included a review on heating systems, and identifying emission improvements including insulation in the building.

12. Implications for Partners

- 12.1 There are no direct implications for partners as the policy relates only to those collections wholly owned by York and Lancaster Regimental Museum of which Rotherham Metropolitan Borough Council is the sole trustee.

13. Risks and Mitigation

- 13.1 Inappropriate storage for museum collection:
The Collections Management Policy enables the service to begin the process of auditing collections to ensure they are well managed at Bailey House store.
- 13.2 Lack of inclusion within and access to the collection:
The Museums, Arts & Heritage Service acts as a custodian of the York and Lancaster Regimental Collection on behalf of the York and Lancaster Regimental Museum charity. Through its programme of exhibitions, events, and educational activities it will ensure that the collection is developed to become representative of communities from across the borough and that greater access for engagement with the collections is made available both within museum and community settings. The Equalities Action Plan contained at Appendix 2 provides mitigation for this risk.

Accountable Officer(s)

Leanne Buchan, Head of Creative Programming & Engagement
Lisa Howarth, Museums, Arts & Heritage Manager

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

This page is intentionally left blank



MUSEUM

ACCREDITATION

Accreditation Scheme for Museums and Galleries in the United Kingdom

Collections Management Policy

**York and Lancaster Regimental Museum
Rotherham Museums, Arts and Heritage
Rotherham Metropolitan Borough Council**

Name of museum:

York and Lancaster Regimental Museum

Name of governing body:

Rotherham Metropolitan Borough Council

Date on which this policy was approved by governing body:

24 May 2023

Policy review procedure:

The Collections Management Policy will be published and reviewed from time to time, at least once every five years.

Date at which this policy is due for review:

23 May 2026

Arts Council England will be notified of any changes to the collections management policy, and the implications of any such changes for the future of collections.

1. General overview

- 1.1. The York and Lancaster Regimental Museum is a registered charity which is managed by Rotherham Museums, Arts and Heritage Service on behalf of the sole trustee Rotherham Metropolitan Borough Council. Rotherham Museums, Arts and Heritage is managed by Rotherham Metropolitan Borough Council and sits within the Creative Programming & Engagement Service of the Culture, Sport and Tourism Team, which is part of the wider Regeneration and Environment Directorate.
- 1.2. This Collections Management Policy brings together the previous Collections Development, Collections Care and Conservation, and Documentation Policies for the object collections in the care of the York and Lancaster Regimental Museum. The archive collections in the care of the York and Lancaster Regimental Collections are managed by the Archives and Local Studies Team within Rotherham, Museums, Arts and Heritage.

2. Relationship to other relevant policies/plans of the organisation

- 2.1. This policy has been written in accordance with the objectives of the Charity Commission Scheme for the York and Lancaster Regimental Museum which are: *'to educate the public and members of the former York and Lancaster Regiment and its successor regiments in the history and military accomplishments of the regiments, and to promote military efficiency and encourage recruitment by the preservation and public exhibition of the collection'*.
- 2.2. This policy has been written in accordance with statement of purpose of Rotherham Museums, Arts and Heritage which is to *'Spark imagination, curiosity, and roots through the celebration of Rotherham's people, stories, spaces and collections.'* This mission is underpinned by five values: generosity, quality, inclusivity, wonder and resilience.
- 2.3. This policy should be read in conjunction with Rotherham Museums, Arts and Heritage's plans relevant to its implementation including the Collections Management Plan, the Collections Management Procedures Manual and the Emergency Plan.
- 2.2. In developing this policy, Rotherham Museums, Arts and Heritage has taken into account Spectrum standard for collections management, PAS 197:2009 (Code of Practice for Cultural Collections Management), Benchmarks in Collections Care, PD 5454:2012 (Guide for the Storage & Exhibition of Archival Materials), PAS 198 (Specification for Managing Environmental Conditions for Cultural Collections), CoSHH (Control of Substances Hazardous to Health, 2002), Health & Safety at Work Act 1974 and the Museums Association Code of Ethics.

3. History of the collection

- 3.1. The York and Lancaster Regimental Museum was established in 1985 following the transfer of the collection from the Headquarters of the York and Lancaster Regiment at Endcliffe Hall, Sheffield, to Rotherham Metropolitan Borough Council's Museums Service (now Rotherham Museums, Arts and Heritage). Since 1985, a large number of items have been donated to the Museum by private individuals, and further objects have been passed from the Regimental Headquarters as they have been found in stores and offices at Endcliffe Hall.

- 3.2 The York and Lancaster Regimental Museum charity was formally established in November 2001, when the collection of the York and Lancaster Regimental was transferred from the Regimental Association Trust. The collection had previously been on long-term loan from the Regimental Association Trust. Rotherham Metropolitan Borough Council is the sole trustee of the York and Lancaster Regimental Museum.

4. Overview of the collection

- 4.1. The York & Lancaster Regimental Museum collection consists of around 3,900 objects which are managed by the Rotherham Museums, Arts and Heritage Collections & Exhibitions Team, and around 11,000 photographs and archives/ephemera which are managed by the Rotherham Archives and Local Studies Team. These items originate from or have an association with the York and Lancaster Regiment, or its forbears, the 65th and 84th Regiments of Foot. This includes material from any part of the world in which the Regiment served (principally India, New Zealand, Africa, and Europe) and cover all aspects of Regimental life during the period 1758 to 1968.
- 4.2. The majority of the collection focuses on the York & Lancaster Regiment from its inception in 1881 to disbandment in 1968. Material from these periods covers the Boer War and the First and Second World Wars. The collection contains a good collection of Regimental silver, which was either given to the Regiment or its officers and men or won by them at sporting events, including an impressive set of New Zealand Maori silver table pieces, which are ranked amongst the most important known items of New Zealand silver of the period. The collection is also strong on items relating to Regimental Bands, including Drum Major's batons and drums and bugles. There are large number of medals awarded to soldiers of the Regiment, including nine Victoria Crosses. The most significant group of medals and awards belonged to Field Marshal Plumer, and the collection now includes these items alongside Plumer's Field Marshal's uniforms and baton, and paintings of Plumer and other significant soldiers from the Regiment's history such as General Sir Eyre Coote and Col Richard Lloyd, both of the 84th.

5. Collections Development Policy

- 5.1. The York and Lancaster Regimental Museum and Rotherham Museums, Arts and Heritage have a long-term purpose and hold collections for the benefit of the public in relation to their stated objectives. Rotherham Museums, Arts and Heritage accepts the principle that sound curatorial reasons must be established before consideration is given to any acquisition to the collection, or the disposal of any items in the museum's collection.
- 5.2. The governing body will ensure that both acquisition to and disposal from The York and Lancaster Regimental Museum are carried out openly and with transparency.
- 5.3. The York and Lancaster Regimental Museum recognises its responsibility, when acquiring additions to The York and Lancaster Regimental Museum collection, to ensure that care of collections, documentation standards and use of collections meet the standards of the UK Museum Accreditation Scheme. It will take into account any necessary limitations on collecting imposed by such factors as staffing, storage and care of collection requirements.
- 5.4. The York and Lancaster Regimental Museum will undertake due diligence and make every effort not to acquire, whether by purchase, gift or bequest, any object or specimen unless the governing body or responsible officer is satisfied that the service can acquire a valid title to the item in question.

- 5.5. York and Lancaster Regimental Museum will not undertake disposal motivated principally by financial reasons.
- 5.6. York and Lancaster Regimental Museum recognises its responsibility to work within the parameters of the Museums Association Code of Ethics when considering acquisition and disposal.
- 5.7. Acquisitions outside the current stated policy will only be made in exceptional circumstances.

6. Acquisition - Themes and priorities for future collecting

- 6.1 There are some good objects and material relating to specific events, such as the Indian Mutiny (1st Indian War of Independence), New Zealand campaigns and Peninsula war. However, there is relatively little relating to the rest of the 18th and 19th centuries, and post-Second World War.
- 6.2 Priorities for collection will therefore include:
- Items relating to the period prior to 1881 and post Second World War period, especially National Service as there are gaps in this part of the collection.
 - Photographs, personal items and medals, and documentation relating the post Second World War period.

- 6.3 The York and Lancaster Regimental Museum will not acquire objects simply as assets. Items will only be collected if they can tell a story particularly of individuals who served with the Regiment, or that will complement or fill a gap in the existing collections and knowledge.

7 Acquisition - Collecting policies of other museums

- 7.1 York and Lancaster Regimental Museum will take account of the collecting policies of other museums and other organisations collecting in the same or related areas or subject fields to the York and Lancaster Regimental Museum. It will consult with these organisations where conflicts of interest may arise or to define areas of specialism, in order to avoid unnecessary duplication and waste of resources.
- 7.2 Specific reference is made to the following museums/organisations:
- Imperial War Museum
 - National Army Museum
 - Clifton Park Museum
 - York Castle Museum
 - Liddle WWII Archive
 - Rotherham Archives & Local Studies
 - Green Howard's Regimental Museum
 - Prince of Wales Own Regiment of Yorkshire Museum
 - Duke of Wellington's Regimental Museum
- 7.3 The York & Lancaster Regimental Museum may from time to time seek to acquire items jointly with other services, which are also managed by Rotherham Museums, Arts and

Heritage Services: Rotherham Archives & Local Studies and Rotherham Museums, Arts and Heritage Museum Collection.

8 Acquisition - Archival holdings

- 8.1 Archive material of relevance to the York and Lancaster Regimental Museum will be managed by Rotherham Archives & Local Studies within Rotherham Museums, Arts and Heritage and cross-references for ease of use.

9 Acquisition – Procedures

- 9.1 Potential acquisitions are assessed by the Rotherham Museums, Arts and Heritage Collections and Exhibitions Team against this policy and considered at a regular review panel, led by the Rotherham Museums, Arts and Heritage Manager.
- 9.2 The service will not acquire any object unless it is satisfied that it has not been acquired in, or exported from, its country of origin (or any intermediate country in which it may have been legally owned) in violation of that country's laws.
- 9.3 In accordance with the provisions of the UNESCO 1970 Convention on the Means of Prohibiting and Preventing the Illicit Import, Export and Transfer of Ownership of Cultural Property, which the UK ratified with effect from November 1st 2002, and the Dealing in Cultural Objects (Offences) Act 2003, the museum will reject any items that have been illicitly traded. The governing body will be guided by the national guidance on the responsible acquisition of cultural property issued by the Department for Culture, Media and Sport in 2005
- 9.4 So far as biological and geological material is concerned, the service will not acquire by any direct or indirect means any specimen that has been collected, sold or otherwise transferred in contravention of any national or international wildlife protection or natural history conservation law or treaty of the United Kingdom or any other country, except with the express consent of an appropriate outside authority.
- 9.5 The service will not acquire archaeological material (including excavated ceramics) in any case where the governing body or responsible officer has any suspicion that the circumstances of their recovery involved a failure to follow the appropriate legal procedures. In England, Wales and Northern Ireland the procedures include reporting finds to the landowner or occupier of the land and to the proper authorities in the case of possible treasure (i.e. the Coroner for Treasure) as set out in the Treasure Act 1996 (as amended by the Coroners & Justice Act 2009).
- 9.6 The service will use the statement of principles 'Spoliation of Works of Art during the Nazi, Holocaust and World War II period', issued for non-national museums in 1999 by the Museums and Galleries Commission.

10. Exceptions

- 10.1 Any exceptions to the above clauses will only be because the service is:
- acting as an externally approved repository of last resort for material of local (UK) origin

- acting with the permission of authorities with the requisite jurisdiction in the country of origin

10.2 In these cases, the York and Lancaster Regimental Museum will be open and transparent in the way it makes decisions and will act only with the express consent of an appropriate outside authority. The museum will document when these exceptions occur.

11. Rationalisation and disposal

11.1 The York and Lancaster Regimental Museum recognises that the principles on which priorities for rationalisation and disposal are determined will be through a formal review process that identifies which collections are included and excluded from the review. The outcome of review and any subsequent rationalisation will not reduce the quality or significance of the collection and will result in a more useable, well managed collection.

11.2 The procedures used will meet professional standards. The process will be documented, open and transparent. There will be clear communication with key stakeholders about the outcomes and the process.

11.3 York and Lancaster Regimental Museum currently aims to rationalise the collections by disposed of items with non-Regimental provenance, those that are duplicated unnecessarily, and those of no display, education, or research use within the objectives set out by the Charity Commission Scheme for the York and Lancaster Regimental Museum, or the statement of purpose of Rotherham Museums, Arts and Heritage. Rotherham Museums, Arts and Heritage will also dispose of items that are in unacceptable condition, where it is economically unjustifiable to conserve them, and where the object is, or is likely to become physically dangerous and/or a health and safety hazard or a hazard to other objects within the Collection.

12. Disposal procedures

12.1 All disposals will be undertaken with reference to the Spectrum procedure on disposal.

12.2 The governing body will confirm that it is legally free to dispose of an item. Agreements on disposal made with donors will also be taken into account.

12.3 When disposal of a museum object is being considered, the service will establish if it was acquired with the aid of an external funding organisation. In such cases, any conditions attached to the original grant will be followed. This may include repayment of the original grant and a proportion of the proceeds if the item is disposed of by sale.

12.4 When disposal is motivated by curatorial reasons the procedures outlined below will be followed and the method of disposal may be by gift, sale, exchange or as a last resort - destruction.

12.5 The decision to dispose of material from the collections will be taken by the governing body only after full consideration of the reasons for disposal. Other factors including public benefit, the implications for the museum's collections and collections held by museums and other organisations collecting the same material or in related fields will be considered. Expert advice will be obtained and the views of stakeholders such as donors, researchers, local and source communities, and others served by the museum will also be sought.

- 12.6 A decision to dispose of a specimen or object, whether by gift, exchange, sale or destruction (in the case of an item too badly damaged or deteriorated to be of any use for the purposes of the collections or for reasons of health and safety), will be the responsibility of the governing body of the service, held annually, acting on the advice of professional curatorial staff. Any decisions made would be progressed through to the Authorities delegated powers for authorisation.
- 12.7 Once a decision to dispose of material in the collection has been taken, priority will be given to retaining it within the public domain. It will therefore be offered in the first instance, by gift or sale, directly to other Accredited Museums likely to be interested in its acquisition.
- 12.8 If the material is not acquired by any Accredited Museum to which it was offered as a gift or for sale, then the museum community at large will be advised of the intention to dispose of the material normally through a notice on the Museum Association's Find an Object web listing service, an announcement in the Museums Association's Museums Journal or in other specialist publications and websites where appropriate.
- 12.9 The announcement relating to gift or sale will indicate the number and nature of specimens or objects involved, and the basis on which the material will be transferred to another institution. Preference will be given to expressions of interest from other Accredited Museums. A period of at least two months will be allowed for an interest in acquiring the material to be expressed. At the end of this period, if no expressions of interest have been received, the museum may consider disposing of the material to other interested individuals and organisations giving priority to organisations in the public domain.
- 12.10 Any monies received by the museum governing body from the disposal of items will be applied solely and directly for the benefit of the collections. This normally means the purchase of further acquisitions. In exceptional cases, improvements relating to the care of collections in order to meet or exceed Accreditation requirements relating to the risk of damage to and deterioration of the collections may be justifiable. Any monies received in compensation for the damage, loss or destruction of items will be applied in the same way. Advice on those cases where the monies are intended to be used for the care of collections will be sought from the Arts Council England.
- 12.11 The proceeds of a sale will be allocated so it can be demonstrated that they are spent in a manner compatible with the requirements of the Accreditation standard. Money must be restricted to the long-term sustainability, use and development of the collection.
- 12.12 The York and Lancaster Regimental Museum will not dispose of items by exchange.
- 12.13 If it is not possible to dispose of an object through transfer or sale, the governing body may decide to destroy it.
- 12.14 It is acceptable to destroy material of low intrinsic significance (duplicate mass-produced articles or common specimens which lack significant provenance) where no alternative method of disposal can be found.
- 12.15 Destruction is also an acceptable method of disposal in cases where an object is in extremely poor condition, has high associated health and safety risks or is part of an approved destructive testing request identified in an organisation's research policy.

- 12.16 Where necessary, specialist advice will be sought to establish the appropriate method of destruction. Health and safety risk assessments will be carried out by trained staff where required.
- 12.17 The destruction of objects should be witnessed by an appropriate member of the museum workforce. In circumstances where this is not possible, e.g. the destruction of controlled substances, a police certificate should be obtained and kept in the relevant object history file.

13. The Repatriation and Restitution of objects and human remains

- 13.1 The museum's governing body, acting on the advice of the museum's professional staff may take a decision to return human remains (unless covered by the 'Guidance for the care of human remains in museums' issued by DCMS in 2005), objects or specimens to a country or people of origin. The museum will take such decisions on a case-by-case basis; within its legal position and taking into account all ethical implications and available guidance. This will mean that the procedures described in 11.1-17 will be followed but the remaining procedures are not appropriate.
- 13.2 The disposal of human remains from museums in England, Northern Ireland and Wales will follow the procedures in the 'Guidance for the care of human remains in museums issued by DCMS in 2005.

14. Collections Care and Conservation Policy

Collections Care – Preventative Conservation

- 14.1 The York and Lancaster Regimental Museum is committed to achieving the highest standards of collections care within the limits of its resources.
- 14.2 The Rotherham Museums, Arts and Heritage Collections and Exhibitions Team is responsible for all day-to-day aspects of preventative conservation. This includes collecting data, monitoring the environment, calibration and taking mitigating actions.
- 14.3 The Rotherham Museums, Arts and Heritage Collections and Exhibitions Manager is responsible for agreeing how, when, and where preventative conservation will occur within the Museum, Arts and Heritage Service, and for setting limits for temperature/relative humidity/light.
- 14.4 Data collected from the monitoring of temperature, relative humidity, light/ultraviolet light and pests will be analysed on a quarterly basis by the Collections and Exhibitions Officers. A report (including any issues and recommendations) will be produced and submitted to the Collections and Exhibitions Manager. The Collections and Exhibitions Manager will discuss issues and recommendations with the Museum, Arts and Heritage Manager (and any other relevant members of the Museums, Arts, and Heritage Service) and will agree any actions to be taken to mitigate the issues.
- 14.5 All data collected as part of environmental and pest monitoring will be kept for at least 10 years. Earlier data will be reviewed and deleted/ disposed or retained as determined is necessary. Raw data is stored electronically. Reports are stored electronically, and a hard copy is also retained

- 14.6 Materials used to construct cases will be evaluated and only items which do not emit gaseous pollutants will be used e.g. zero formaldehyde MDF (ZMDF) or acid-free tissue/card. Within the limits of our resources, we will replace all unsuitable packaging with conservation grade acid-free packaging.

15. Environmental Awareness

- 15.1 The York and Lancaster Regimental Museum is aware of its responsibilities related to the environment and climate change.
- 15.2 The Service will take account of the expected collection lifetime and the energy demand arising from the conditions needed to achieve this. In undertaking this, the Service will take account of the sensitivity, significance, and use of individual collection items.
- 15.3 The Service will ensure that the collections are kept in the most appropriate conditions, and wherever possible we will reduce the amount of energy used in caring for the collections.

16. Collections Care – Remedial Conservation

- 16.1 The York and Lancaster Regimental Museum is committed to achieving the highest standards of remedial conservation and restoration within the limits of our resources. Remedial conservation is the treatment of museum objects to halt existing damage (e.g. the freezing of textiles to halt an infestation of clothes moth). Restoration is the treatment of museum objects to repair existing damage (e.g. putting a broken sculpture back together and filling-in any missing pieces).
- 16.1 Items will be selected for remedial conservation and/or restoration according to the Services priorities as set out in the Rotherham Museums, Arts and Heritage Business Plan. The Collections Management Plan sets out details of priorities for collections care and conservation.
- 16.2 For minor interventive work (such as basic cleaning, packing or treatment for pests), appropriately trained members of the Museums, Arts and Heritage Service staff and volunteers can undertake this work. It is the responsibility of the Collections and Exhibitions Manager to ensure anyone undertaking such work on the collections receives appropriate training.
- 16.3 Where interventive conservation falls outside of the competence of the Service's staff or volunteers, and resources allow, then the Service will contract an ICON Conservation Registered conservator to undertake the work. All work undertaken by any external conservator will be overseen by the Collections and Exhibitions Manager.
- 16.4 All interventive treatments must be agreed by the Museums, Arts and Heritage Manager prior to treatment starting. The only exception to this is where delaying treatment might cause further damage to the item itself or other items within the collection. This would normally only be in the instance of a significant infestation or for health & safety considerations.
- 16.5 For any interventive conservation, appropriate ethical concerns will be considered. This will include whether or not it is ethical to conserve the item at all, and if so, how far it is ethical to conserve it. These questions will be considered by the Collections and Exhibitions Team in consultation with the external conservator.

- 16.6 Conservation Treatment Records are requested for every item undergoing interventive conservation. These records are input on the Collections Management System (Adlib). A paper copy is also retained within the relevant Object History File.

17. The Buildings

- 17.1 Rotherham Museums, Arts and Heritage Service recognises that the maintenance of its buildings is fundamental to the preservation of both the buildings and collections and endeavours to ensure that the buildings are maintained in a suitable condition. The museum's collection is stored and displayed in the following buildings. The body responsible for the upkeep of the buildings is listed.

Building	Used for	Owner	Upkeep carried out by
Clifton Park Museum	Museum Display Museum Storage Archive Storage	RMBC	RMBC Asset Management Services overseen by Museum, Arts and Heritage Service
Bailey House	Museum Storage Archive Storage	RMBC	RMBC Asset Management Services, overseen by Collections and Exhibitions Manager, Museum, Arts and Heritage Service
Wath Store	Museum Storage	RMBC	RMBC Asset Management Services, overseen by Collections and Exhibitions Manager, Museum, Arts and Heritage Service
Boston Castle	Museum Display	RMBC	RMBC Asset Management Services, overseen by Museum, Arts and Heritage Service
Riverside House	Museum Display	RMBC	RMBC Asset Management Services

- 17.2 A Service Level Agreement between Asset Management Service and Museums, Arts and Heritage Service is in place regarding the upkeep of all buildings where collections are stored or displayed. Within Museum, Arts and Heritage Services, the Museum, Arts and Heritage Manager is responsible for these agreements.
- 17.3 Museum, Arts and Heritage Services carries out regular inspections of all buildings (or relevant part of buildings) it uses and notifies the RMBC Asset Management Services about any remedial or maintenance work required.

18. Collections Documentation Policy

Documentation Standards

- 18.1 Museum collections will be documented to Spectrum standards as issued by the Collections Trust. Documentation procedures (including all primary and secondary procedures) are included in the Collections Management Manual followed by staff. All primary Spectrum procedures (Object Entry, Acquisition & Accessioning, Cataloguing, Inventory, Location & Movement Control, Object Exit, Loans In (Borrowing Objects), Loans Out (Lending Objects), Documentation Planning) are completed to meet standards of

museum accreditation.

- 18.2 Museum collections will be catalogued with at least the minimum requirements set out in the Museums, Arts and Heritage Collections Management Manual.

19. Collection Information

- 19.1 The York and Lancaster Regimental Museum makes every attempt to gather suitable and sufficient information every item in its collection (including loans in). As a minimum, we will gather the following information prior to or upon acceptance of the object into the collection:

- Item name
- Date (approximate if exact date is unknown)
- Manufacturer (if appropriate)
- Artist where applicable
- Donor or owner if the item is a loan
- Previous owners / users
- Provenance / Object story
- Copyright
- Material
- Condition
- Hazards
- Costs of collecting (including purchase price if relevant)
- Conservation or restoration details

- 19.2 Additional information will be added to the object record or object history file as it becomes available. This may include: research, exhibition, publication, reproduction and usage information.

- 19.3 The York and Lancaster Regimental Museum currently uses the following documentation systems for its collections:

- Paper based including accession registers, entry forms and object history files.
- Online Collections Management System (Adlib).

- 19.4 The Service maintains back-up copies of its Accession Registers. Back-ups of the current registers are added to at the end of each calendar year. Back-up registers are stored in a separate location to the original register. The online Collections Management System (Adlib) works on a cloud-based storage system.

20. Documentation Backlog

- 20.1 The York and Lancaster Regimental Museum acknowledge a considerable documentation backlog of unprocessed entries and unnumbered items found during inventory.

- 20.2 The backlog will be dealt with in line with the standards set out above and completed according to the Collections Management Plan. We aim to complete these activities within appropriate timescales, noting the current Accreditation guidance.

21. Making Collections Information Available

- 21.1 The York and Lancaster Regimental Museum will make information about the collections available through the following methods:
- Information provided alongside objects in exhibitions and displays
 - Website
 - Social media
 - Enquiries
 - Publications (where appropriate)
 - Schools Session
 - Events
 - Talks and workshops
 - Outreach
- 21.2 The York and Lancaster Regimental Museum will make every effort to ensure that information made available about its collections is accurate and takes account of any legal and ethical considerations.
- 21.3 In providing information about the Service's collections, the Service will comply with the General Data Protection Regulation and the Freedom of Information Act 2000. We will review requests for confidential data such as donor information, environmental information, valuations, or site details on a case-by-case basis, and in accordance with the applicable legislation and any legal agreements or conditions of gift.

22. Collection Loans

Loan Collection out (lending objects)

- 22.1 The York and Lancaster Regimental Museum actively encourages loans from its collections to widen access to our collections through exhibitions, research, and learning.
- 22.2 We will loan collection to Accredited Museums, Libraries and Archives, Educational Institutions and individuals for research and study. All borrowers will need to demonstrate that they are able to provide suitable facilities and appropriate conditions for the loan.
- 22.3 Request for loans are assessed by the Collections and Exhibitions Team and considered at a regular review panel, led by the Museums, Arts and Heritage Manager.

Loans Collection In (borrowing objects)

- 22.4 The York and Lancaster Regimental Museum actively borrows objects from other Accredited Museums, Libraries and Archives, Educational Institutions, community groups, and individuals to enhance our exhibitions and public programme, and increase co-operation through exchange of material.
- 22.5 Suggested loans are assessed by the Rotherham Museums, Arts and Heritage Collections and Exhibitions Team and considered at a regular review panel, led by the Museums, Arts and Heritage Manager.

END OF DOCUMENT

This page is intentionally left blank

PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title

Title: York and Lancaster Regimental Museum Collections Management Policy

Directorate: Regeneration & Environment

Service area: Culture Sport & Tourism

Lead person: Leanne Buchan, Head of Creative Programming & Engagement

Contact: 01709 822056
Leanne.buchan@rotherham.gov.uk

Is this a:

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

If other, please specify

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

York and Lancaster Regimental Museum is updating its Collections Management Policy in line with guidance from Arts Council England. The York and Lancaster Regimental Museum is a registered charity which is managed by Rotherham Museums, Arts and Heritage Service on behalf of the sole trustee Rotherham Metropolitan Borough Council

The policy outlines the approach taken by the charity in relation to:

- the appropriate care of museum collections
- the appropriate documentation and categorisation of collections and records management

Appendix 2

- an approach to the development of future collections including acquisitions and disposals of objects within the collection

The policy is underpinned by ethical and legal guidelines provided by industry bodies including Museums Association and Arts Council England.

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
<p>Could the proposal have implications regarding the accessibility of services to the whole or wider community?</p> <p>The York and Lancaster Regimental Museum is a registered charity which is managed by Rotherham Museums, Arts and Heritage Service on behalf of the sole trustee Rotherham Metropolitan Borough Council. The York & Lancaster Regimental Museum collection consists of items from or have an association with the York and Lancaster Regiment, or its forbears, the 65th and 84th Regiments of Foot. The regiment recruited across Sheffield, Barnsley and Rotherham. The collection also includes material from any part of the world in which the Regiment served (principally India, New Zealand, Africa, and Europe) and cover all aspects of Regimental life during the period 1758 to 1968.</p>	X	
<p>Could the proposal affect service users?</p> <p>The proposed Collections Management Policy has the potential to positively affect a range of communities through opening up conversations about representation of stories and communities within the collection in parts of the world where the regiment served.</p>	X	
<p>Has there been or is there likely to be an impact on an individual or group with protected characteristics?</p> <p>The charity recognises that the York and Lancaster Regimental Collection is not inclusive and positively representative of the most diverse range of communities in Rotherham.</p>	X	
<p>Have there been or likely to be any public concerns regarding the proposal?</p> <p>The proposal is an important step forward in enabling the charity to assess the relevance of the collection for the communities of</p>		X

Appendix 2

Rotherham and begin to develop a future direction for the charity.		
<p>Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?</p> <p>The policy does not affect commissioning of services. It does relate to acquisitions and disposal of collections but these are often related to donations. Where the charity may in the future be able to fundraise for new acquisitions these would utilise the Council's existing FPPR regulations.</p>		X
<p>Could the proposal affect the Council's workforce or employment practices?</p> <p>The policy details the appropriate levels of PPE related to the safe handling of collections and conservation practices.</p>	X	
If you have answered no to all the questions above, please explain the reason		
N/A		

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?**

Set out in Part B

- **Key findings**

Set out in Part B

- **Actions**

Set out in part B

Date to scope and plan your Equality Analysis:

24/04/23

Date to complete your Equality Analysis:

24/04/23

Appendix 2

Lead person for your Equality Analysis (Include name and job title):	Leanne Buchan Head of Creative Programming and Engagement
---	---

5. Governance, ownership and approval

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

Name	Job title	Date
Leanne Buchan	Head of Creative Programming and Engagement	24/04/23
Polly Hamilton	Assistant Director, Culture Sport and Tourism	09/05/23
Levi Karigambe	Policy Officer, Equalities Team	10/05/23

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 For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

Date screening completed	
Report title and date	York and Lancaster Regimental Collection Collections Policy
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	Council Meeting on 24 May 2023 Date sent for publication:
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	07/05/23

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 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?	Reduces emission	Introduction of environmental controls to support care of collections	N/A	<p>Decarbonisation report has been carried out on Bailey House, this included a review on heating systems, and identifying emission improvements including insulation in the building.</p> <p>A further condition survey will be carried out which may incorporate some of the issues raised in the Decarbonisation report with a view to longer term planning to improve the building and reduce the carbon footprint. This will be subject to identifying the appropriate funding and any support through grants.</p>	Energy data management software

Emissions from transport?	Reduces emissions	The York and Lancaster Regimental Collection is currently stored at one central location which reduces travel usage. The Collections Management Policy supports the ongoing rationalisation of the collection to ensure it can continue to be stored at Bailey House.	N/A	n/a	Green house gas emissions reports through mileage claims for travel.
Emissions from waste, or the quantity of waste itself?	No impact	N/A	N/A	N/A	N/A
Emissions from housing and domestic buildings?	No impact	N/A	N/A	N/A	N/A
Emissions from construction and/or development?	No impact	N/A	N/A	N/A	N/A
Carbon capture (e.g. through trees)?	No impact	N/A	N/A	N/A	N/A

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

All impacts are noted above.

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

A Decarbonisation report has been carried out on Bailey House to include a review on heating systems, and identifying emission improvements including insulation in the building.

Funding has been identified to renew the roof which will include additional insulation.

A Condition Survey will be carried out for Bailey House which may incorporate some of the issues raised in the Decarbonisation report with a view to longer term planning to improve the building and reduce the carbon footprint.

RMBC are working towards centralising the Rotherham Collections into one store to reduce the need for travel across the borough.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Leanne Buchan, Head of Creative Programming & Engagement Lisa Howarth, Museums, Arts & Heritage Manager Stuart Carr, Asset Management Manager Steven Cope, Commercial Energy Manager
Please outline any research, data, or information used to complete this [form].	Decarbonisation Report for Bailey House, David Rhodes and Steven Cope
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]	

Committee Name and Date of Committee Meeting

Council – 24 May 2023

Report Title

Membership of Political Groups on the Council, Political Balance and Entitlement to Seats

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

No

Strategic Director Approving Submission of the Report

Jo Brown, Assistant Chief Executive

Report Author(s)

Emma Hill, Head of Democratic Services
emma.hill@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

Section 15 of the Local Government and Housing Act 1989, places on local authorities the duty to allocate seats to political groups and sets out the principles to be followed when determining such allocation, following formal notification of the establishment of political groups in operation on the Council.

There is a requirement to annually review the entitlement of the political groups to seats on the committees of the Council.

The allocation of seats must follow two principles:

- (a) Balance must be achieved across the total number of available seats on committees; and
- (b) Balance must be achieved on each individual committee or body where seats are available

There are presently 4 political groups in operation on the Council – the Labour Group (majority), Conservative Group (opposition), Liberal Democrat (Lib Dem) Group and Rotherham Democratic Party (RDP) Group – with 2 non-aligned councillors (members who are not in a political group).

There are 149 seats available on committees, boards and panels and under the calculation the Labour Group is entitled to 86 seats, the opposition Group (Conservative) 43 seats, the Liberal Democrat Group 10 seats, the Rotherham

Democratic Party Group 5 seats. The seats allocated to the non-aligned councillors is 5.

Recommendations

1. That the entitlement of the membership of the political groups be agreed and such entitlements be reflected in Council's appointments of members to committees.
2. That approval be given to the appointment of Members to committees, boards and panels, and the appointment of Chairs and Vice-Chairs, as detailed in the Mayor's Letter.
3. That approval be given to the appointment of Members to joint committees, as detailed in the Mayor's Letter.

List of Appendices Included

None

Background Papers

The Council's Constitution

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

Yes

Exempt from the Press and Public

No

Membership of Political Groups on the Council, Political Balance and Entitlement to Seats

1. Background

- 1.1 Section 15 of the Local Government and Housing Act 1989, places on local authorities the duty to allocate seats to political groups and sets out the principles to be followed when determining such allocation. The main principles, which must be satisfied sequentially, include:
- (a) That the number of seats on ordinary Committees/Bodies which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary Committees of that Authority, as is borne by the Members of that group to the membership of the Authority (i.e. the allocation of the **total** number of seats available must mirror the political composition of the council).
 - (b) That the number of seats on the Body (Committee, etc.), which are allocated to each political group, bears the same proportion to the number of all the seats on that Body as is borne by the number of Members of that group to the membership of the Authority (i.e. the allocation of seats on **individual** committees must mirror the political composition of the council).
- 1.2 Local authorities are able to depart from the statutory provisions where there is no vote against doing so.
- 1.3 Those members not in a political group may still at the discretion of the Council, be allocated a due share of seats, although the Council will decide how to allocate seats to non-aligned councillors.
- 1.4 In line with the provisions of the Council's Constitution, appointments will be made to committees of the Council at its annual meeting. This report confirms and updates the entitlement to seats on committees.

2. Political Groups

- 2.1 The Proper Officer has received formal notification, under the provisions of the Local Government (Committees and Political Groups) Regulations 1990, of the establishment of four political groups in operation on the Council, namely:

Name of Group	Designated Leader & Deputy Leader (Number of Members)
Labour	Leader – Councillor Chris Read Deputy Leader – Councillor Sarah Allen (34 Members)
Conservative	Leader – Councillor Simon Ball Deputy Leader – Councillor Lewis Mills (17 Members)

Liberal Democrat	Leader – Councillor Adam Carter (4 Members)
Rotherham Democratic Party	Leader – Councillor Robert Elliott (2 Members)

- 2.2 Councillor Bennett-Sylvester and Councillor Wilson are unaffiliated to a political group. For the purposes of this report, Councillor Bennett-Sylvester and Councillor Wilson are regarded as non-aligned councillors.

3. Allocation of Seats

- 3.1 The allocation process must be applied 'so far as is reasonably practicable' to achieve a balanced outcome. The allocation of the 149 seats to the four political groups is determined by the following formula:

$$\frac{\text{Number of Members of Political Group}}{\text{Number of Members of Council}} \times \text{Number of Seats to be allocated Total}$$

For the 149 seats available in applying principle (a) in paragraph 1.1 and providing for seats to non-aligned members in line with the Council's custom and practice, this gives:

Political Group	Seat Entitlement
Labour	86
Conservative	43
Liberal Democrat	10
Rotherham Democratic	5
Non-Aligned	5
Total	149

- 3.2 The application of principle (b) in paragraph 1.1 of this report, relating to the number of seats on individual committees, gives the following:

	Seats Available	Labour	Conservative	Liberal Democrat	Rotherham Democratic Party	Non-Aligned
Regulatory Committees/ Boards		86	43	10	5	5
Audit Committee	5	3	2	0	0	0
Licensing Board	21	12	6	2	0	1
Licensing Committee	15	9	4	1	0	1
Planning Board	15	9	4	1	1	0

Staffing Committee	5	3	2	0	0	0
Standards and Ethics	8	5	2	1	0	0
Overview and Scrutiny						
Overview and Scrutiny Management Board	12	7	3	1	1	0
Health Select Commission	18	10	5	1	1	1
Improving Lives Select Commission	18	10	5	1	1	1
Improving Places Select Commission	18	10	5	1	1	1
Other Bodies						
Corporate Parenting	5	3	2	0	0	0
Introductory Tenancy Review Panel	4	2	1	1	0	0
Joint Consultative Committee	5	3	2	0	0	0
Total	149					

- 3.3 In the table in paragraph 3.2 above, the committees and panels listed have locally agreed provisions in respect of their membership which were determined by the Council. For ease of reference additional information relating to appointments is set out below:

Panel	Description of Role and Function
Employment Appeals Panel	Appeal Panels shall comprise three members of the Council selected from a pool of 8 members (two of whom shall be Cabinet Members, four who shall be scrutiny members and two whom shall be members of the opposition.)

Corporate Parenting Group	The Corporate Parenting Group shall comprise of five members (three of whom shall be from the majority political party and two of whom shall be from the majority opposition party).
Introductory Tenancy Review Panel	The Panel shall comprise of at least three elected members from the Improving Lives Scrutiny Commission or Improving Places Scrutiny Commission and a housing policy advisor.
Joint Consultative Committee	The Committee shall comprise of the Deputy Leader, two Cabinet Members and two members of an opposition group.

- 3.4 Political Groups are invited to submit their nominations to the Head of Democratic Services in order for Council to consider a schedule of nominations and confirm appointments to committees, board and panels at its meeting on 24 May 2023.

4. Appointment of Chairs and Vice-Chairs – Overview & Scrutiny

- 4.1 At the annual meeting of the Council in 2016, the recommendations of the Governance Working Group were approved which introduced a provision for the Vice-Chair of the Overview and Scrutiny Management Board to be a member of the main opposition party and for the allocation of the positions of Chair and Vice-Chair on the Select Commissions according to the political balance of the Council.
- 4.2 Applying the principles of political balance to the positions available on the Council's Overview and Scrutiny bodies, the entitlement is set out in the table below:

	Chairs	Vice Chairs
Labour	4	1
Conservative	0	2 (inc. Overview and Scrutiny Management Board)
Liberal Democrat	0	1
Rotherham Democratic Party	0	0
Non-Aligned	0	0

- 4.3 It is a matter for the political groups to nominate Members as Chairs and Vice-Chairs of the Overview and Scrutiny bodies, however the appointments must be made by the individual committees.
- 4.4 There is no provision in law or within the Constitution for the other bodies of the Council to appoint Chairs or Vice-Chairs according to the authority's political make up.

- 4.5 Political Groups are invited to submit their nominations for the positions, detailed in paragraphs 4.2 ahead of this meeting on 24 May 2023.

5. Appointments to Joint Bodies

5.1	Joint Committee	Seats
	South Yorkshire Mayoral Combined Authority	1 Member plus 1 substitute (Labour)
	South Yorkshire Mayoral Combined Authority Audit, Standards and Risk Committee	1 Member plus 1 substitute (Conservative)
	South Yorkshire Mayoral Combined Authority Overview and Scrutiny Committee	2 Members plus 2 substitutes 1 Member plus substitute (Labour) 1 Member plus 1 substitute (Conservative)
	SY Fire and Rescue	2 Members 1 Member (Labour) 1 Member (Conservative)
	SY Pensions Authority	2 Members 1 Member (Labour) 1 Member (Conservative)
	SY Police and Crime Panel	2 Members 1 Member (Labour) 1 Member (Conservative)
	YPO Joint Committee	1 Member plus 1 substitute (Labour)

- 5.2 The entitlement to seats for these bodies is calculated according to political balance across the four South Yorkshire local authorities. Nominations will be required from the two main political groups in operation on the Council in respect of the seats available.

- 5.3 The entitlement in respect of the political groups in operation in Rotherham is set out below:

Joint Committee	Membership	Entitlement
South Yorkshire Mayoral Combined Authority	1 Labour Member plus 1 Labour substitute	Leader of the Council (Deputy Leader of the Council – substitute member)

South Yorkshire Mayoral Combined Authority Board Rotational Member	1 Labour Member plus 1 Labour substitute	1 Labour Member plus 1 Labour substitute
South Yorkshire Mayoral Combined Authority Local Enterprise Partnership Board	1 Labour Member plus 1 Labour substitute	1 Labour Member plus 1 Labour substitute
South Yorkshire Mayoral Combined Authority Housing and Infrastructure Board	1 Labour Member plus 1 Labour substitute	1 Labour Member plus 1 Labour substitute
South Yorkshire Mayoral Combined Authority Transport and Environment Board	1 Labour Member plus 1 Labour substitute	1 Labour Member plus 1 Labour substitute
South Yorkshire Mayoral Combined Authority Education, Skills and Employability Board	1 Labour Member plus 1 Labour substitute	1 Labour Member plus 1 Labour substitute
South Yorkshire Mayoral Combined Authority Business Growth and Recovery Board	1 Labour Member plus 1 Labour substitute	1 Labour Member plus 1 Labour substitute
South Yorkshire Mayoral Combined Authority Audit, Standards and Risk Committee	1 Member plus 1 substitute (Conservative)	1 Member plus 1 substitute (Conservative)
South Yorkshire Mayoral Combined Authority Overview and Scrutiny Committee	2 Members plus 2 substitutes 1 Member plus substitute (Labour) 1 Member plus 1 substitute (Conservative)	2 Members plus 2 substitutes 1 Member plus substitute (Labour) 1 Member plus 1 substitute (Conservative)

6.0 Other Bodies

- 6.1 The authority to appoint councillors to serve on external organisations and partnerships (outside bodies) is a matter for Cabinet and a report will be submitted to the June Cabinet meeting recommending appointments.
- 6.2 The bodies listed in the table below require the appointment of Members according to local conventions (those appointments required by Select Commissions will be made at those commissions' first meeting of the new municipal year). There is no requirement for political balance to be applied in respect of appointment to these bodies:

Body	Membership Required
Adoption Panel	2 Members of the Council
Complaints Panel	Three non-Executive councillors
Education Consultative Committee	Cabinet Member Representative of Improving Lives Select Commission
Education School Transport Appeals	Panel of six non-Executive Members from a pool
Emergency Planning Shared Service Joint Committee	Cabinet Member Representative of Improving Lives Select Commission
Fostering Panel	Two Members of the Council
Health, Welfare and Safety Panel	To be appointed by the Cabinet Member for Corporate Services, Community Safety and Finance
Local Admissions Forum	Cabinet Member for Children and Young Peoples Service, along with two councillors appointed within the 'Community Representative' category of the Forum's membership
Parish Councils - Liaison Meetings	Deputy Leader and Cabinet Member for Neighbourhood Working Other Cabinet Members depending on matters being discussed
Rotherham Schools Forum	Cabinet Member for Children and Young Peoples Service, along with one other Member
Standing Advisory Committee for Religious Education (SACRE)	Deputy Leader and Cabinet Member for Neighbourhood Working and two other Members
Transport Advisory Panel	Cabinet Member for Transport and Environment Attendance open to all Members of the Council

7. Consultation on proposal

- 7.1 The Local Government and Housing Act and the Council's Constitution provide for the appointment of members to serve on committees and other bodies as a power reserved to the Council.
- 7.2 The Council may determine not to appoint to the committees at this meeting, however this will delay the conduct of the Council's business until the next available Council meeting. This option is not recommended.

7.3 As listed in the recommendations section at the beginning of the report, the preferred option is:

- That the entitlement of the membership of the political groups be agreed and any entitlements be reflected in the Council's appointments to committees.

8. Timetable and Accountability for Implementing this Decision

8.1 The respective political groups have been advised of the requirement for political balance and have been requested to provide amendments to the Head of Democratic Services for the available seats ahead of this meeting.

9. Financial and Procurement Advice and Implications

9.1 There is a requirement for the Council to make appointments to committees, boards and panels at its meeting on 24 May 2023 to ensure it is meeting its requirements relating to political balance.

10. Legal Advice and Implications

10.1 The legislative requirements are set out at paragraph 1.1 above.

11.1 Human Resources Advice and Implications

11.1 There are no Human Resource implications associated with this report.

12. Implications for Children and Young People and Vulnerable Adults

12.1 The appointment of members to serve on committees and other bodies of the council will indirectly impact on children and young people and vulnerable adults through the activities and decisions of those bodies. There are no apparent direct implications at the time of writing this report.

13. Equalities and Human Rights Advice and Implications

13.1 The appointment of members to serve on committees and other bodies of the council will indirectly impact on children and young people and vulnerable adults through the activities and decisions of those bodies. There are no apparent direct implications at the time of writing this report.

14. Implications for CO₂ Emissions and Climate Change

14.1 There are no implications for CO₂ Emissions and Climate Change arising from this report.

15. Implications for Partners

15.1 The appointment of councillors to serve on its committees, boards and panels is designed to have a positive impact on the Council's relationship with partners and stakeholders to enhance the relationship through the presence of accountable and elected representatives.

16. Risks and Mitigation

- 16.1 By having regard to the detail of the report above in respect of meeting statutory requirements, any risk implications will have been mitigated. Therefore, there are no risks to be borne in mind in respect of the recommendations.

Accountable Officer(s)

Emma Hill, Head of Democratic Services

Emma Hill, Head of Democratic Services
01709 823566 or emma.hill@rotherham.gov.uk

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

This page is intentionally left blank

Covering Brampton en le Morthen, Thurcroft and South Wickersley



Councillor
Zachary Collingham



Councillor
Thomas Collingham

Report to Full Council

May 2023

Ward priorities

1. Build a stronger, cohesive community
2. Support crime prevention strategies and target anti-social behaviour
3. Develop and improve the local environment

How these ward priorities support the Thriving Neighbourhoods Strategy

Our aim is to put communities at the heart of everything we do and to make people healthier, happier, safer and proud by:

- Working with communities on the things that matter to them
- Listening and working together to make a difference
- Supporting people from different backgrounds to get on well together

Our ward has several community groups that are very active, as well as other organisations with a vested interest in the area including Parish Councils, sports clubs and schools. As such, involving the whole community in work that takes place in the ward has been a priority for us as ward councillors.

Working in partnership

As ward councillors new to the role, we worked with a wide range of organisations that were already involved in the area. This included both Parish Councils (Thurcroft and Wickersley), along with the well established Thurcroft Big Local partnership, local churches and a plethora of community groups and other interested parties such as local schools.

Through our work, we worked together with a large number of statutory partners. An example of this has been our monthly Community Action Partnership/Ward Briefing meetings that have involved colleagues from the Council and South Yorkshire Police.

Progress so far

Ward Priority 1: Build a stronger, cohesive community - Encouraging and empowering community groups

Since beginning our term as Ward Councillors, we have made it a priority to use our Community Leadership Funding to support community groups in the ward, both new and well-established. In addition to helping them meet day to day needs, we have also had a focus on empowering recipients to step up their activities, by helping equip them with the tools they need. Over the past two years, we have been proud to be able to offer funding to 19 community groups. Examples include:

- Helping purchase a new scarifier and fencing for Thurcroft Bowling Club, enabling the Club to offer a safer, enhanced facility for new and current members
- Supporting Thurcroft Veterans Association in the purchase of a new Union Standard and associated accessories, increasing the number of events the association can participate in
- Supporting a local toddler group to continue opening its doors over the winter period, despite soaring running costs, preserving a vital amenity on which others depend

Ward priority 2: Support crime prevention strategies and target anti-social behaviour - Addressing the causes and symptoms of crime

In order for people to feel happy where they live, feeling safe and being safe is critical. That is why we chose crime prevention as a ward priority. In order to address both the root causes and the symptoms of crime within the ward, we continue to work in partnership with South Yorkshire Police's Neighbourhood Policing Team, as well as their Off-Road Bike Team, and colleagues in the Community Protection Unit.

In order to address community concerns, we organised a Crime Prevention Day, attended by relevant partners, many Wickersley residents and a Neighbourhood Watch representative. Using our Community Leadership Funding, we were able to purchase crime prevention packs that were distributed to residents on the day, proving very popular.

Ward priority 3: Develop and improve the local environment

Thurcroft Troll

As part of Rotherham becoming the world's first Children's Capital of Culture in 2025, Summer 2022 saw the very first Thurcroft Troll Festival hosted by Rotherham ROAR and Rotherham Creatives hosted on Thurcroft Rec. Children and young people from across the region were invited on June 25th, 2022.

The festival was an arts extravaganza, a free event for children and young people that celebrated all things nature with art, crafts, music, and dance. The festival had a focus on environmental awareness and sustainability. The event started with a mini procession around the park, with the parade's larger-than-life giant puppet leading the way. In addition to the parade, the festival included free creative workshops led by local artists, a main stage with live music, entertainment, poetry, and refreshments

As ward councillors we were delighted to be able to support this exciting and forward-thinking project which shone a light on Thurcroft. We used Community Leadership Funding to support Thurcroft Miners Institute to hire Thurcroft Welfare Band to play at the event and we were pleased to hear the positive feedback received from those who attended on the day.



Capital improvements

We were very pleased to combine our efforts with Wickersley Parish Council to help fund path improvements on a well-used walking route at the Bob Mason Recreation Ground. We have also taken the fantastic opportunity provided by the Towns and Villages fund to consult extensively with residents and businesses in Thurcroft, fostering partnership working and creativity to deliver on a new vision for Thurcroft high street.

Blitz days and community skips

Working in partnership with Thurcroft Litter Picking Group and the Community Payback team, we have focused time and resources on clearing up areas of the Ward in need of some TLC.

Following a visit to Thurcroft Parish Church, we became aware of the need to clear a large amount of undergrowth immediately adjacent to the church. Volunteers had already done a brilliant job of tidying the rest of the churchyard, and we were more than willing to support them by arranging for the Community Payback team to come and clear away the large bushes and the litter which was caught up in them.

We used our Community Leadership Funding to allow the church to pay for the hire of a skip to clear away all this waste, making the area surrounding the church a much brighter, cleaner and more welcoming place!





Councillor
Lewis L H M Mills



Councillor
Greg Reynolds

Covering Bramley, Hooton Roberts and Ravenfield

Report to Full Council

May 2023

Ward priorities (2022-2023)

1. Supporting community and local groups with the cost-of-living crisis
2. Improving road safety and addressing crime and anti-social behaviour
3. Improving the environment and enhancing community facilities
4. Bringing people together and improving mental and physical wellbeing

How these ward priorities were agreed

We consulted with members of the public to assess their ward priorities, whilst taking into consideration intelligence from Parish Councils, voluntary and statutory sector partners. We reflected on the impact that the Covid-19 pandemic had on community need. Fundamentally, we wanted to know the best way to support the community.

As a result, we reflected on how best to reach out, engage and work within the ward, so that plans could be delivered safely within changing Government guidelines, as we emerged from the pandemic and began to navigate the Cost-of-Living Crisis; ensuring that constituents felt safe and supported, whilst continuing to engage in and benefit from a range of community activities.

How these priorities support the Thriving Neighbourhoods strategy

Our vision is for every neighbourhood in Rotherham to be a thriving neighbourhood, where people are able to work together to achieve a good quality of life. So that residents are:

- Happy, healthy and love where they live
- Safe and live in a place with a good community spirit
- Able to use their strengths, knowledge, and skills to contribute to improving the things that matter to them

With the impact of the pandemic and a cost-of-living crisis, it was crucial to ensure that projects & activities focussed on bringing people together, reducing the feeling of isolation, bringing joy to people and celebrating the sense of community, whilst supporting the brilliant work of existing community groups and Parish Councils in Bramley & Ravenfield ward.

The projects outlined below, demonstrate how neighbourhood working, even in particularly challenging and uncertain times, have allowed us to lead on and support essential community initiatives, such as increasing social activities in our Neighbourhood Centres, community litter picks, and joint work to enhance community facilities; from replacing benches to installing new lifesaving equipment, and increasing accessibility and promoting inclusivity in our parks.

Working in partnership

As Elected Members we work alongside many organisations to support people in our ward. This includes our Parish Councils – Bramley and Ravenfield, plus community groups and businesses, such as Neighbourhood Watch, St. Francis Church, McDonald's, and our local schools; Bramley Grange Primary and Ravenfield Primary. Whilst dealing with residents' issues we've worked with key Council teams and organisations like Housing, Highways and South Yorkshire Police, to name just a few.

Our partnerships have allowed us to create opportunities for bringing people together, through exercise, coffee mornings, and inclusive outdoor Discovery Days, that have improved mental health and wellbeing, whilst we've also worked hard to keep the ward litter free and to increase residents' sense of safety by addressing road and traffic concerns and anti-social behaviour.

Key themes & flagship projects

Being proud of where you live

We have supported the work of existing litter picking groups in Ravenfield, led on picks and clean-up days in Hooton Roberts, and with the help of the Neighbourhood Coordinator and the Love Where you Live Coordinator, have gone on to develop a regular group of volunteers who pick at hotspots in Bramley. The group includes, Bramley Grange Primary, McDonalds, Bramley Parish Council, St. Francis Church, Neighbourhoods, and ourselves.

Key areas in Ravenfield, Bramley and Hooton Roberts have also benefitted from TLC via clean-up days and community skips.

Inclusivity

We have worked hard across the ward to encourage constituents to make the most of local assets, to build a rapport and trust, and therefore to listen to their valuable ideas and feedback.

Consequently, we are proud to say that we have installed two British Sign Language signs in Parish Council parks, the first of its kind in Rotherham. We have worked in partnership with Parish Councils and community organisations to enhance existing activities and facilities, such as the skate park on Flash Lane and weekly social groups taking place at Neighbourhood Centres. We have set-up monthly dementia friendly singalongs, in partnership with Lost Chord UK and Ravenfield Parish Council, with the support of local businesses. These events have been a fantastic success and showcase top partnership work that benefits the community.

Improving Safety

Road Safety across the ward is tackled through joint work with local police and Highways; progress & further measures continue to be monitored through monthly meetings. We carry out regular walkabouts and speed watches with our PCSO, whilst also attending coffee mornings and supporting the local Neighbourhood Watch. We have funded and installed defibs and a bleed kit within the ward, and, we have worked with residents, Police, and local businesses to disrupt nuisance vehicles and improve quality of life for residents. Most recently we have invested our Capital to purchase a solar powered CCTV camera, which will be an excellent asset to the ward; initially used to tackle fly-tipping in Hooton Roberts.

In summary, we have successfully integrated into our neighbourhoods, adapting our way of working & listening to our constituents, as environments, ways of working, learning, and community living have noticeably changed.

HEALTH AND WELLBEING BOARD

29th March, 2023

Present:-

Councillor Roche	Cabinet Member, Adult Social Care and Health In the Chair
Ben Anderson	Director of Public Health
Councillor Cusworth	Cabinet Member, Children and Young People
Helen Dobson	Chief Nurse, TRFT (representing Richard Jenkins)
Chris Edwards	Executive Place Director, NHS South Yorkshire Integrated Care Board
Polly Hamilton	Assistant Director, Regeneration and Environment (representing Paul Woodcock)
Sharon Kemp	Chief Executive, Rotherham MBC
Laura Kosciwicz	Chief Superintendent, South Yorkshire Police
Sheila Lloyd	Deputy Chief Executive and Executive Director of Nursing and Allied Health Professionals, RDaSH (representing Toby Lewis)
Dr. Jason Page	Medical Director, NHS South Yorkshire Integrated Care Board
Ian Spicer	Strategic Director, Adult Care, Housing and Public Health
Helen Sweatton	Assistant Director, Commissioning, Performance and Quality (representing Nicola Curley)
Dr. Neil Thorman	Executive GP Lead

Report Presenters:-

Gilly Brenner	Consultant in Public Health
Susan Claydon	Head of Locality and Family Support Strategic Lead, CYPS
Leanne Dudhill	Head of Human Resources and Organisational Development
Alex Hawley	Consultant in Public Health
Martin Hughes	Head of Neighbourhoods
Andrew Turvey	Consultant in Public Health
Rebecca Woolley	Public Health Specialist

Also Present:-

Lydia George	NHS South Yorkshire Integrated Care Board
Leonie Wieser	Policy Officer
Katherine Harclerode	Governance Advisor

Apologies for absence were submitted by Toby Lewis, Claire Smith, Paul Woodcock, and Michael Wright.

70. DECLARATIONS OF INTEREST

There were no declarations of interest.

71. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

The Chair confirmed that no questions had been submitted.

72. COMMUNICATIONS

The Chair noted that the meeting of the Integrated Care Partnership (ICP) was to be the same day as the strategy was due to be launched. It was felt that the strategy was excellent and had had wide consultation.

In discussion, it was noted that the masterplan was to fully link up plans.

73. MINUTES OF THE PREVIOUS MEETING**Resolved:-**

- 1) That the minutes of the previous meeting on 26 January 2023, be agreed as a true and correct record.

74. FAMILY HUBS, (INCLUDING RELATIONSHIPS CHARTER)

Consideration was given to a presentation by the Head of Locality and Family Support in respect of Family Hubs delivery. The family-centred approach was described:

- **Accessible** - non-judgemental support in a mix of physical and virtual spaces
- **Attuned to local needs** – connecting families with the right help at the right time
- **Whole-family** support offered – avoiding ‘bouncing’ between services
- **Informative** – the whole range of support is communicated simply and consistently
- **Inclusive** – services are responsive and co-produced with parents and families
- **Transformational** – improvements are system-wide and long-lasting

The delivery expectations for Family Hubs were identified. The Service was received physically or in person at a family hub building, with the relevant information, professional or practitioner. The Service was accessed through the family hub network but received elsewhere (e.g. VCS organisation, via outreach, clinical setting). Universal and specialist support could be accessed through a digital and virtual offer. There were a range of funded themes.

The Family Hub Principles were also described. These included promoting access through clearly branded and communicated hub buildings, virtual offers and outreach. Moving from services organised for under fives, to families with children of all ages, reduced fragmentation. It was noted that the key emphasis on early years and the ‘Start for Life’ offer would remain. A relationship-centred approach meant that practice in

a family hub built on family strengths and looked to improve family relationships to address underlying issues. Joining up locally brought existing family help services together, into a place where services are delivered that is a base for professionals. It was felt that this approach was better connected because family hubs drive progress on joining up professionals, services and providers (state, private, voluntary, community) – through co-location, partnerships, data sharing, shared outcomes and governance. An information gateway allowed families to know about all the services delivered anywhere within the network-physical, virtual or via outreach, and beyond. Family hubs brought together services for families with children of all ages (0-19) or up to 25 with special educational needs and disabilities (SEND), with a great Start for Life offer at their core.

Progress with the delivery model was described. Progress included instilling a strong appetite to develop Family Hubs and to deliver transformation across partners; holding regular Task & Finish Groups with agreed chairs across key funded strands; establishing an Operational Group held regularly; facilitating a delivery team; carrying out a needs analysis, coproducing the model of delivery and headline delivery plan which was submitted and agreed by a national team as part of an iterative process; securing wholesale evidence-based training programmes; and developing a digital evidence-based offer for families.

Further elaboration on the role of evidence-based programmes was noted. These programmes included The Solihull Approach Programme, Family Foundation Preparation for Parenthood, Solution Focused Brief Intervention, Triple P Online, Attachment and Bonding, Cultural Competency in maternity and beyond, PEEP (Peers early education programme) Home Learning Environment, Perinatal Mental Health Programme, and Reducing Parental Conflict.

Current work was being undertaken to agree branding and communications, roll out training programmes across public and voluntary sector, develop the digital offer, publish Start for Life Offer, develop the Parent Carer Panel, and to recruit.

In discussion, the following points were raised:-

- SY ICP/ICB have made school readiness a key aim. It will be important to ensure all areas of Rotherham are reached.
- Within the SY ICP strategy, the headline for ages 0-5 was to reduce health inequalities. This will require all partners to take a child-centred view rather than a focus on any individual service.
- The importance of a safe place to sleep also complements this agenda.
- Further, it will be helpful to parents and children to ensure that Rotherham Health App and Healthy Together are linked in.
- If libraries could also be linked, these are good resources for signposting and support for the digitisation within communities.

Further, the museum group are a resource for engagement with families at community venues.

- It was agreed that 0-5 is a key age group to focus on to set children up for a good experience of school, especially among those who have additional educational needs. Work on an early years strategy had begun which would reach beyond the existing strategy around childcare sufficiency. It was acknowledged that early years is much more than childcare. As had been seen with the financial inclusion and homelessness strategies, these linkages put Rotherham in a stronger place.

Resolved:-

- 1) That the progress be noted and an update be received in six months' time.

75. AIM 3 UPDATE BY BOARD SPONSORS

Consideration was given to a presentation in respect of progress associated with Aim 3 of the Health and Wellbeing Strategy which was presented by the Chief Executive of Rotherham MBC on behalf of the Council and TRFT. The two key priorities comprising Aim 3 were described in the presentation:

- Ensure support is in place for carers.
- Support local people to lead healthy lifestyles, including reducing the health burden from tobacco, obesity and drugs and alcohol.

In regard to Priority 1, to ensure support is in place for carers, progress was described. The Borough That Cares Strategic Framework had been agreed by the Health and Wellbeing Board in September of last year and formally launched on Carers Rights Day in November 2022. The strategy set out the vision that was to guide partnership approaches in the work to ensure that carers in Rotherham stay mentally and physically healthy, and economically active, for longer. Underpinning the strategy was a three-year roadmap, with each year grounded in a specific area of focus: creating carer cornerstones in year one (22/23), creating communities of support in year two (23/24), and solidifying a carer friendly borough in year three (24/25) and beyond.

To ensure Carers were supported when they have a breakdown in care through delivery of Carers emergency services, this service was commissioned by the Council. The service provided emergency care and support in situations when the unpaid carer becomes incapacitated and are unable to fulfil their role. This service aimed to provide interim cover to prevent admission to residential care and support people to remain at home.

Progress was also described regarding implementation of Priority 2, to support local people to lead healthy lifestyles, including reducing the health burden from tobacco, obesity and drugs and alcohol. This work linked into the Prevention and Health Inequalities Group.

Ongoing work to identify and treat inpatient smokers as part of the QUIT programme was noted. The treatment of tobacco dependence was established at TRFT across all inpatient pathways. This included mandated smoking status screening at point of admission with automated notification of all smokers to the Tobacco Treatment Team. KPI data from January 2023 showed 89% of inpatients had smoking status recorded within 24 hours of admission, and 69% of smokers received a specialist assessment from a Tobacco Treatment Advisor.

Rotherham had shown a steady increase over the last 4 months for alcohol successful completions and had shown an increasing trend over the previous 10 months for non-opiate completions, whereas the England average had remained static. Rotherham had exceeded National averages in Q3 data. It was noted that figures from 2023/24 may have been impacted by some expected disruption caused by a change of provider. However, the new service model, once embedded, was anticipated to have a positive impact in the longer term.

A partnership plan focussed on tobacco had been developed and presented to the Board. The Tobacco Control Action Plan was presented to Health and Wellbeing Board in January. The Tobacco Control Steering Group would continue to oversee the actions with representatives from across Place and use the dashboard of indicators to monitor progress.

Learning from the Place Development Programme had been fed back to various groups, including the Prevention and Health Inequalities Enabler Group and the Place Board. Significant analytical work was undertaken through the Place Development Programme. Discussions about how to take this learning forward were being held as part of the Place Plan refresh, as noted in detail in the update presentation from the Prevention and Health Inequalities Enabler Group.

Progress to review and establish the drug-related death pathway to identify improvements across the system was described. Work was ongoing to develop a process to learn from deaths from drug misuse, improve services and gain intelligence around needs and where they were not being met. This work was being done by Public Health and reported to both the Safer Rotherham Partnership and the Combatting Drugs Partnership. It was noted that the rates of drug related deaths had increased nationally. A local review had been undertaken and had highlighted increased age-standardised mortality rates for deaths related to drug misuse over three-year periods for Rotherham as well as Yorkshire and the Humber, and England. Further in-depth analysis was scheduled in March/April to establish any identifiable themes.

A new information management system had been purchased in partnership with Barnsley, Doncaster and Sheffield to record and report drug-related deaths which would mirror the suicide work to improve ability to respond to trends across South Yorkshire. A full-time Police role had

been established to operate the real-time surveillance and support the learning panels. Also, a pilot funded by NHS England was progressing to support frequent attenders to ED with complex Alcohol and Mental Health needs through an outreach team providing holistic support offer.

An NHS England Peer to Peer review was held in December 2022, with positive results. The project was becoming embedded within the community as intended, influencing positive change and reducing Blue light Calls significantly. The one-year pilot was initially going to run until March 2023, but an extension to March 2024 was agreed in February 2023. TRFT was the only site in England that had progressed the pilot.

No milestones under Aim 3 were rated as 'off-track', but five were rated as 'at-risk'. This included the following actions:

- Refresh of information, advice and guidance available to carers, including the launch of the carers' newsletter. Newsletter development had been delayed due to capacity issues. Informal arrangements were in place to share information, advice and guidance.
- Actions as part of delivery of area of focus 2 and 3 of the Carers strategic framework were rated amber. A dedicated officer resource, Carers Strategy Manager, commenced in post 6 March. It was felt that this appointment would accelerate progress to co-produce the Action Plan and deliver the associated objectives and priorities. Priority was being given to advancing work in this area, including, for example, through promotion of national initiatives such as Carers UK – Carers Active Hub, a resource to help carers to increase activity levels and improve their health and wellbeing.

Next Steps to be undertaken relating to Priority 1, Ensure support is in place for carers, were described:

The Carers Strategy Manager had commenced developing an Expert by Experience programme and would establish locality-specific carer partnership network groups with increased diverse representation of unpaid carers. A co-production approach would be carried out to determine a detailed action plan. The co-production outcomes would be presented to the Health and Wellbeing Board in Sept 2023. An assurance process for all published Information would be introduced. The Advice and Guidance offer would be assessed to ensure the relevance, accuracy and accessibility. Overall progress would be reported into the Health and Wellbeing Board and board sponsors, via the Health and Wellbeing Strategy Action Plan.

Development of a partnership prevention campaign with a focus on upstream prevention messaging was underway. Options had been developed, and community insights had begun shaping this campaign. This would be reviewed for approval by all partners and launched in the coming weeks/months. The next presentation from the Prevention and

Health Inequalities work had the latest information on the progress. Content had also been written for the expansion of RotherHive to include wider health issues (such as smoking, weight, physical activity). This would be ready to launch by the end of March/early April.

Development of partnership plans focussed on alcohol was also described. An action plan on alcohol had been developed, which would go through the Combatting Drugs Partnership on 30th March 2023. Further, the tender for the new drugs and alcohol service had been awarded to the new provider and mobilisation was underway. The new service model included a separate pathway for alcohol, which would incorporate tailored clinical care pathways to address individual risk and need, with delivery from a range of community venues. The new service model included enhanced hospital liaison and outreach services, which sought to address Rotherham's identified needs.

In discussion the following points were made:

- An upcoming 10 K was an opportunity to support Priority 2.
- It was felt that the Council should be proud of the progress made.

Resolved:-

- 1) That the report be noted.

76. PREVENTION AND HEALTH INEQUALITIES UPDATE

Consideration was given to a presentation by Director of Public Health Ben Anderson and Public Health Specialist Rebecca Wooley in respect of progress in prevention and health inequalities. The presentation covered five priorities, including strengthening understanding of health inequalities, developing healthy lifestyles, supporting prevention and early diagnosis of chronic conditions, promoting equity of care, and harnessing partners roles as anchor institutions.

Priority 1, Strengthen our understanding of Health inequalities, involved three areas of activity: improving the understanding of health inequalities in Rotherham, ensuring that partners have access to bespoke data products, and ensuring that data around health inequalities informs commissioning, decision-making and service-delivery.

There were three key areas of progress relating to Priority 1: development of an interactive health inequalities tool, research around the impacts of the COVID-19 pandemic, and delivery of MECC and JSNA training. Next steps were to explore opportunities to rollout training around health inequalities, picking up on the findings from the SY Health Inequalities Event; profiling each of the inclusion groups outlined within the strategy; exploring opportunities to build primary care data into this programme of work, including the development of PCN profiles; and considering asset-based community development and understanding of communities as part of the approach to tackling health inequalities.

Priority 2, Develop healthy lifestyles - prevention pathway, involved action to reduce the prevalence of smoking in Rotherham and narrow the gap between our most and least deprived communities; increase the proportion of people in Rotherham who are a healthy weight; reduce alcohol-related harm for people in Rotherham; and support older people in Rotherham to retain their independence and age well.

Key areas of progress had been achieved, including an umbrella prevention brand was in development to support with upstream prevention messaging and campaigns; RotherHive was being expanded to incorporate sections on healthy eating, physical activity and smoking; a local tobacco control action plan and e-cigarette policy had been agreed by the Health and Wellbeing Board in January; work to embed the compassionate approach to weight had started, including training and development and changes to commissioning and service delivery; the OHID approved drug and alcohol grant funding project plans had been agreed; and an action plan had been developed from appreciative enquiry approach to address broader physical activity aims with stakeholders.

Next steps regarding these workstreams were noted, including work to launch and utilise the prevention brand to engage with local people around their health and wellbeing; to continue to develop the RotherHive resources to support with signposting and local people finding local advice and support; and to map the support available to help with the modifiable risk factors associated with poor health in Rotherham, with a focus on identifying inequities and variation across Rotherham.

Priority 3, Support the prevention and early diagnosis of chronic conditions, comprised several key aims, including reducing the health burden of cardiovascular disease in Rotherham, improving the management of diabetes, reducing the health burden of chronic respiratory disease in Rotherham, increasing the proportion of cancer diagnoses made at stage 1 or stage 2, and ensuring people get support with their mental health at the earliest possible stage.

Key areas of progress included significant analytical work undertaken through the Place Development Programme, relaunch of the NHS Health Checks programme, rollout of the lung health checks programme, delivery of the Community Transformation Programme within mental health, and an audit underway to baseline Rotherham's position against the NHSE Prevention High Impact interventions and the Core20Plus5 clinical areas.

Next steps in respect of Priority 3 were to build the findings of the audit work into the Prevention and Health Inequalities Strategy and Action Plan, establish a PHM Operational Group to take forward the learning from the Place Development Programme, and drive work around personalisation, for example, producing physical activity videos targeted towards people with chronic pain, frailty etc.

Priority 4 - Tackle Clinical Variation and promote equity of access to care, comprised several aims, including narrowing the gap in maternity outcomes for ethnic minority women and women from deprived communities; reducing premature mortality for people with learning disabilities, autistic people and those with severe mental illnesses; improving access to social prescribing for ethnic minority communities; and mitigating against digital exclusion.

Key areas of progress noted included the continuity of care model within maternity having been launched within TRFT in December 2022, which linked with the Core20Plus5 clinical areas; work underway to deliver commitments around improving the health of people with learning disabilities, including improving uptake of enhanced health checks, improving access to health promotion and cancer screening programs and rolling out the Oliver McGowan training for all NHS and social care staff; and a Digital Exclusion Strategy developed for Rotherham with relevant links to the Prevention and Health Inequalities Group. Next steps for Priority 4 included engagement with primary care around clinical variation.

Priority 5 - Harness Partners roles as anchor institutions, comprised several aims, including improving the health and wellbeing of our workforce across the place partnership, employing people from deprived communities and inclusion groups in Rotherham; increasing our local spend to support Rotherham's economy; reducing our environmental impact.

Key areas of progress were noted, including Self-assessments undertaken by all Place partners using the JRF framework, workshops with key stakeholders having used findings from these assessments to identify priority actions, and an anchor action plan had been drafted for submission for Place Board approval in April. Subject to approval at Place Board, the next step was delivery of the action plan which included actions around analysing recruitment and retention practices from an equalities perspective, baselining local spend within procurement and social value, using our estates differently to foster health and wellbeing, joint action to deliver on net zero commitments, and embedding consideration of health inequalities within decision-making.

Several points of feedback from the Health Inequalities Event were noted:

- Significant energy and support across South Yorkshire
- Need to focus on workforce development and staff understanding the context/challenge around health inequalities
- Usefulness of the 'intervention decay model'
- Work in the 'seams' – particularly between community-based interventions and service-based interventions

- Linked to the above, importance of community engagement, targeting the communities of public health interest

In discussion, the following points were raised:

- The large scale of the work was felt to be noteworthy.
- The importance of partners working on this together to make a real impact was emphasised.
- Changes to management approaches can lead to inequality in outcomes because of differences in motivation to seek care.
- Patients least likely to seek care often are the most in need of care; consideration will be needed around how this leads to differences of resource, funding and practical changes.
- There was an opportunity to shift how early young people are experiencing chronic conditions.
- Metrics currently emphasise flow and moving people through services, rather than health.
- Slides from the ICP would be shared regarding school readiness and the 0-5 age group.

Resolved:-

- 1) That the update be noted.

77. COMBATING DRUGS PARTNERSHIP

Consideration was given to a presentation by Ben Anderson, Director of Public Health, and Laura Kosciwicz, Chief Superintendent of South Yorkshire Police which described partnership efforts in relation to combatting drugs. A National 10 Year Drug Strategy aimed to break drug supply chains, deliver a world class treatment and recovery system, and achieve a shift in the demand for drugs.

Timelines for National Outcomes were noted. By the end of 2024/25 it was expected that the whole-of-government mission will have:

- prevented nearly 1,000 deaths
- delivered expansion of treatment capacity
- contributed to the prevention of 750,000 crimes
- closed over 2,000 more county
- delivered 6,400 major and moderate disruptions of activities of organised criminals,
- significantly increased removal of criminal assets,

Anticipated Rotherham Outcomes by the end of 2024/2025 were:

- 440 additional adults in treatment, 25 young people in treatment
- Increase continuity of care between prison discharge and engagement in treatment to 75%
- 38 additional people to attend residential rehab in 2024/25

Progress in relation to the ask of Local Place included an established CDP including geography, core membership, SRO and additional roles; agreed Terms of Reference, a completed Needs Assessment, and a Draft Action Plan created/in development.

Rotherham Combatting Drugs Partnership was described. A *Guidance for Local Delivery Partners* document set out how local partners in England should work together to reduce drug-related harm and join up across sectors and a framework for local drugs strategy partnerships referred to as *Combatting Drugs Partnerships*.

Aims included:

- Work together to understand the local population and how drugs and alcohol are causing harm in your area
- Identify challenges in the system and the changes needed to address them
- Identify, consider and/or support external funding opportunities to enhance or increase the partnership's ability to deliver its responsibilities and objectives.
- Complete the key tasks below as set oDrug and Alcohol Health Needs Assessment (HNA), 2022
- Complete drug and alcohol covid impact assessment (in progress)
- Complete a Rotherham Drug Market Profile, 2022
- Submit updates to the Safer Rotherham Partnership
- Management of Risk in Law Enforcement Documents
- Drug markets and drug misuse MoRiLE rationale document
- Country lines non scored document
- OCG MoRiLE Rationale Document
- Vulnerable adults non scored document
- Alcohol misuse non scored document
- Family Hub Needs Assessment (in progress)
- National Programme on Substance Abuse Deaths (NPSAD) data (awaiting)
- Pharmaceutical Needs Assessment 2022
- Existing inspection reports
- CGL 2022 CQC report
- Joint Combatting Drugs Unit

Needs Assessment Highlights were described. It was noted that successful completion of drug treatment was lower than national average. Within Rotherham there were four Organised Crime Groups (OCGs) that were believed to be actively involved in County Lines activity. There were 708 recorded drug offences in Rotherham for 2020-2021. Community engagement told us that families were concerned about young people being drawn into drug taking. Feelings of safety surveys identified drug and alcohol misuse as reasons people felt unsafe in public spaces. The majority of service users also had a mental health need. Alcohol/Substance Misuse was one of ten top presenting needs for early help. The majority of service users were not in employment at the time of

presentation. There was a high unmet need for services, particularly alcohol misuse.

Development timeline and structure of the action plan was described, including a summary of the action plan:

- Prepare
 - Facilitate improved information sharing including with IT systems
 - Equip workers by providing education for professionals
 - Develop Combatting Drugs Communications and Engagement Strategy
- Prevent
 - Develop continuity of care in criminal justice pathway
 - Develop whole family approach
 - Develop wider support offer and capacity for increased numbers for alcohol and drugs treatment/support
- Protect
 - Develop and deliver Harm Reduction offer and Recovery pathway
 - Reduce drug related deaths
 - Implement dual diagnosis pathways and improved psychological support.
- Pursue
 - Continue effective pursue response working with partners
 - Develop focus on county lines/ exploitation of children in line with child exploitation strategy
 - Disrupt organised crime

It was noted that governance design emphasised true partnership working so that no one organisation had responsibility for all of the delivery. The responsible partners were noted.

In discussion, the following points were raised:-

- Delivery required a high level of co-ordinating and agility of the services.
- The significance of the dual diagnosis issue was emphasised. This is because of the challenges involved in improving mental health unless substance misuse stops, and challenges involved in the inverse situation where substance misuse cannot be stopped due to mental health. People with a dual diagnosis were the most vulnerable, yet there has not been much provision for them. Currently, the organisational set up did not work for these situations. It was felt that any such provision should proceed with carefully measured outcomes because of the organisational issue.
- Historic changes around commissioning of services and how services reacted to those changes were acknowledged. Under the recommissioned drug and alcohol service the new provider will transition the service from 1 April, presenting an opportunity to craft additional aims around drug diagnosis and treatment that include

more psychological support around drug and alcohol.

- A dual diagnosis pathway was newly commissioned, with further work to determine how the pathway will work and how it will be embedded. The challenges presented with the dual diagnosis were acknowledged and had led to this piece of work to bring in the pathway which will be worked with RDaSH with agreements imminent.
- The importance of investment in working with subject matter experts in mental health was emphasised.

Resolved:-

- 1) That the progress on establishing the CDP and developing the action plan be noted.
- 2) That an annual progress report against the action plan be received.
- 3) That the CDP Governance structure, which supports the CDP to overcome barriers, blocks and risks as necessary in conjunction with the Safer Rotherham Partnership, be noted.

78. PHYSICAL ACTIVITY ACTION PLAN

Consideration was given to a presentation by Consultant in Public Health Gilly Brenner on behalf of partnership work by Rotherham MBC and Yorkshire Sport Foundation in respect of a Physical Activity Action Plan. This presentation was a six-month update. This is an update on the progress of the work previously described to Health and Wellbeing Board in September 2022. Health and Wellbeing Board members were supportive of the process of undertaking a review of physical activity which was done by Sam Keighley of Yorkshire Sport. This led to the development of four key priorities. An appreciative enquiry approach was then taken, with a series of workshops with a wide range of stakeholders to determine how to deliver these priorities. These workshops were held in July 2022, October 2022, and January 2023. In the final workshop, actions were proposed with key stakeholders agreeing to lead the delivery of actions. The workshops formed the Big Active Conversation, aims of which included normalising physical activity / building a social movement, employers' supporting the workforce to be active, front line workers confident to talk about and signpost to physical activity, and strengthening social prescribing, including embedding physical activity.

Priorities and associated actions were described:

- Active Champions
 - Promoting physical activity through community champions
 - Promoting physical activity through workplace champions
 - Monitoring progress of strategic physical activity work

- Active Environments
 - Employers supporting the workforce to be active
 - Safer, open green and blue spaces
 - Incorporating activity into travel
- Active Communities
 - Normalising physical activity in schools
 - Normalising physical activity in health settings and provision
 - Normalising physical activity through events or provision
- Active Communications
 - Moving Rotherham communication plan
 - Facilitate effective signposting to physical activity opportunities
 - Facilitate networking and collaboration between physical activity champions

In discussion, the following points were raised:-

- The importance of embedding physical activity within the health sector, including clinical pathways, was emphasised.
- The importance of people being empowered to talk about the benefits of physical activity within their own communities was noted.
- The workstream around provision for teenage girls was of importance as teenage girls had been identified as a group at risk to drop out of physical activity.
- It was now statutory for physical activity opportunity to be equal for boys and girls.
- In addition to normalising participation, having choice was fundamental.
- The Children's Capital of Culture included a strong physical activity element.
- Thanks to Places for Leisure, a Big Sister programme was now being offered in addition to the big brother programme.
- Swimming and swimming lessons were now being offered for Looked After Children and Care Leavers.
- Thanks to partners, it was felt that much progress had been made together to address inequalities.
- Diverting negative energy into positive interventions such as community boxing clubs promotes a safer, healthier community.
- Any further nominations to the Moving Rotherham Partnership Board should be sent to Gilly.

Resolved:-

- 1) That the report be noted.
- 2) That the delivery of actions identified in the plan be encouraged, enabled and supported.
- 3) That opportunities to incorporate physical activity into organisational and borough strategic plans and delivery continue to be identified.

79. THRIVING NEIGHBOURHOODS STRATEGY

Consideration was given to a presentation of the refreshed Thriving Neighbourhoods Strategy presented by Martin Hughes, Head of Neighbourhoods, and Leanne Dudhill, Service Manager, Human Resources. The refreshed strategy included a strengths-based approach. The presentation offered a six-month update on the ward priorities and how these linked into the strategic aims. These aims sought for 'Every neighbourhood in Rotherham to be a thriving neighbourhood, where people are able to work together to achieve a good quality of life.' Further, the Strategy worked toward 'Ensuring communities are at the heart of everything we do to make people feel happy, safe and proud.' *The Strategy sought to achieve* neighbourhoods that are safe and welcoming with good community spirit; and residents who are happy, healthy and loving where they live, with the opportunity to use their strengths, knowledge and skills to achieve what is important to them.

The Strategy provided a framework for key actions:

- Enhance the role of Councillors as community leaders
- Ask and listen to communities about the things that matter to them
- 'Work with' communities rather than 'doing to'
- Build on the strengths and assets within our communities
- Empower communities to do things for themselves
- Support people from different backgrounds to get on well together
- Build trust and pride
- Promote early intervention and prevention
- Improve services that are personalised and flexible
- Find local solutions to reduce the impact of the cost-of-living crisis

A consultation was live to ensure communities have a say in various aspects of how the Strategy is delivered, including promoting the Strategy, role of Councillors and Neighbourhood Working; informing the delivery of the strategy and an Equality Assessment – to be presented at Improving Places Select Commission (July 2023); informing Councillors ward priorities – updated June 2023; delivering events across all of

Rotherham's 25 wards; engaging in discussions with communities with protected characteristics; and online survey for the Consultation.

Place-based approaches were being used in the Strategy Delivery. This included a role for Councillors, council services, police, Primary Care Networks, Parish Councils, community groups, residents and others working collaboratively within a neighbourhood to tackle local priorities.

These priorities were:

- Environment – including street scene, parks and green spaces
- Community safety & ASB
- Community resilience & infrastructure, including cost-of-living
- Children and young people
- Transport & road safety
- Cost of Living
- Physical & mental health and well-being
- Ward Plans – Rotherham Metropolitan Borough Council

The diverse roles of Councillors within the University of Birmingham's Twenty-first-century Councillor were described, as well as the Strengths-based Approach. Within the authority, the personal assets were the strengths, talents, skills, and local knowledge. Community and neighbourhood strengths included spaces, networks and services. The Strengths-based approach recognises and builds on the skills, resources, knowledge, experience and heritage within our communities and empowers residents to find creative solutions to the local issues that matter most to them.

As part of this approach, Rotherham Metropolitan Borough Council has the following aims:

- Place communities at the heart of everything we do
- Always ask and listen to ensure we are addressing the things that matter to residents
- Be innovative in how we involve residents so that it maximises their skills and knowledge
- Problem solve collaboratively with communities
- 'Work with' communities and not 'doing to' them
- Identify and support the motivation to act within communities
- Nurture relationships within neighbourhoods

- Build the capacity and resilience of the community and local community organisations

A reflection on accomplishments during the pandemic response included the following points:

- 1,286 people offered to volunteer.
- During the first 12 months of the pandemic over 1,000 households supported with prescription collection, shopping and befriending calls.
- Helped to deliver 5,284 food parcels and 1.5 million items of PPE.
- Numerous community organisations were established and existing ones expanded to develop new services.
- Rotherfed set up a Befriending Service staffed by volunteers and created the Befriending Services Network.

The example of Sunnyside supplies was provided as a social supermarket which was working to help people with a variety of needs. Ward Councillors and council staff helped set up and now work alongside Sunnyside Supplies community group to provide a Social Supermarket and Community Café.

This essential service is providing healthy, affordable groceries, a range of valuable volunteer roles, and a much-needed place to come together for those who are lonely or socially isolated, including single-parents and older people.

Delivery and transformation involved a big element of learning and development for the workforce. Raising general awareness was a current aim to increase understanding of the importance of the Strengths-based approach in helping people to live well for longer. This approach would aid in the delivery of the Health and Wellbeing Strategy in the following ways:

- Ward priorities/plans are helping to deliver the four Aims and Strategic Priorities
- Board membership / organisations informing future ward priorities – data, local intelligence, inequalities, etc.
- Place-based working - Strengthen partnership working within neighbourhoods; focus on early intervention & prevention
- Strengths-based working – helping communities to help themselves; joint training and development

In discussion the following points were raised:-

- The importance of case studies to get a picture of work across the borough was emphasised.

- It was felt that events arranged around bringing people back together had been excellent.
- Partners had been impressed by the progress in learning and development that was creating a cultural competency.
- It was felt that the Council had come a long way to a strong place of partnership and joined up working.

Resolved:-

- 1) That the report be noted.

80. UPDATE ON HEALTH AND WELLBEING STRATEGY ACTION PLAN

Consideration was given to an update on the Health and Wellbeing Strategy Action Plan presented by Ben Anderson, Director of Public Health, and Leonie Weiser, Policy Officer. The presentation noted DHSC guidance on ICP strategy and health and wellbeing Strategy.

- HWBs would need to consider the integrated care strategies when preparing their own strategy (JLHWS) to ensure that they are complementary. Conversely, HWBs should be active participants in the development of the integrated care strategy as this may also be useful for HWBs to consider in their development of their strategy.
- When the HWB received an integrated care strategy from the ICP, it did not need to refresh JLHWS if it considered the existing JLHWS sufficient.

In discussion, the Chair affirmed that Rotherham Place originated from Rotherham rather than from South Yorkshire.

Resolved:-

- 1) To note the alignment between the ICP strategy and the Rotherham Health and Wellbeing Strategy.
- 2) That Aim sponsors consider implications of the Aims in light of the ICP Strategy.

81. MEMORANDUM OF UNDERSTANDING OF THE ROLE OF BOARD SPONSORS

Consideration was given to a Memorandum of Understanding of the Role of Board Sponsors presented by the Public Health Policy Officer, Leonie Weiser

The Chair noted the key role of sponsors in driving forward each aim.

In discussion, the interim lead was confirmed.

Resolved:-

- 1) That the memorandum be noted.

82. ITEMS ESCALATED FROM PLACE BOARD

Consideration was given to an update regarding items escalated from the Place Board, which was presented by Sharon Kemp, Chief Executive Rotherham MBC, and Chris Edwards, Place Director NHS South Yorkshire Integrated Care Board. Extreme pressure during the winter had been experienced. The Place coped with peaks in both COVID-19 and flu in January. The Health and Care Plan had been revised, and a first draft of the Place Plan would be brought to the next meeting.

Resolved:-

- 1) That the update be noted.

83. BETTER CARE FUND

The Chair confirmed that the papers from the Better Care Fund Board would be circulated.

Resolved:-

- 1) That the papers from the Better Care Fund be circulated.

84. CHANGE TO PHARMACY PROVISION, SWINTON**Resolved:-**

- 1) That the report be noted.

85. SOUTH YORKSHIRE CDOP ANNUAL REPORT 2021-22**Resolved:-**

- 1) That the report and recommendations be noted.

86. BEST START AND BEYOND QUARTERLY REPORT**Resolved:-**

- 1) That the report be noted.

87. PLACE PARTNERSHIP UPDATE**Resolved:-**

- 1) That the report be noted.

88. SOUTH YORKSHIRE INTEGRATED CARE PARTNERSHIP STRATEGY 2023**Resolved:-**

- 1) That the strategy be noted.

89. ROTHERHAM PLACE BOARD

Resolved:-

- 1) That the minutes of the of the Rotherham Place Board Partnership Business meeting be noted.

90. ROTHERHAM PLACE BOARD ICB BUSINESS

Resolved:-

- 1) That the minutes of the Rotherham Place Board ICB Business meeting be noted.

91. DATE AND TIME OF NEXT MEETING

Resolved:-

- 1) That the next meeting of Health and Wellbeing Board would take place Wednesday, 28th June, 2023, commencing at 9.00 a.m. at Oak House, Moorhead Way, Bramley, Rotherham S66 1YY.

LICENSING BOARD-SUB-COMMITTEE**17th April, 2023**

Present:- Councillor Ellis (in the Chair); Councillors Bennett-Sylvester, Castledine-Dack, Clark and Hughes.

34. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

35. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the Police Act 1997 and Paragraphs 3 and 7 of Part I of Schedule 12A to the Local Government Act 1972 (business affairs and prevention of crime).

36. APPLICATIONS FOR THE GRANT/RENEWAL/REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES

The Sub-Committee considered a report of the Licensing Manager relating to applications for the grant/renewal of the hackney carriage/private hire driver licences in respect of Messrs. A.H.S., M.Y. and N.R.

Mr. A.H.S. had requested an adjournment due to the unavailability of his union representative.

An adjournment had been requested on behalf of Mr. M.Y. by his union representative due to the seeking of additional legal advice.

Mr. N.R. was not in attendance due to work commitments, however, he had indicated that a written supporting statement would be submitted in time for the hearing. Mr. N. R. had not indicated that he did not wish the hearing to proceed in his absence. The Sub-Committee waited until the appointed time for the hearing in case a statement was submitted; a statement was not received by the Licensing Manager and the Sub-Committee agreed to proceed in his absence.

Resolved:- (1) That the review of hackney carriage/private hire driver licences in respect of Messrs. A.H.S. and M.Y. be adjourned until the next Licensing Board Sub-Committee meeting.

(2) That Mr. N.R. be issued with a written warning.

37. DETERMINATION OF APPLICATIONS FOR A HOUSE TO HOUSE COLLECTION PERMITS

Consideration was given to a report, presented by the Licensing Manager concerning the following applications for the grant of promoters' permits to carry out house-to-house collections:-

Organisation	Area	Date
Recycle Proline Ltd. (Ukraine Appeal)	Whole of the Borough	16 th April, 2023- 15 th April, 2024
Unicare Ltd. (Prostate Cancer Support)	Whole of the Borough	25 th March-31 st December, 2023
Giving Support Ltd. (Combat Cancer)	Borough-wide	15 th April, 2023- 15 th March, 2024
Clothes Collection Ltd. (Alzheimer's Research UK)	Borough-wide	1 st May, 2023- 30 th April, 2024

Resolved:- (1) That, in accordance with the provisions of the House to House Collections Act 1939, the applications submitted by Recycle Proline Ltd. (on behalf of the Ukraine Appeal), Giving Support Ltd. (on behalf of Combat Cancer) and Clothes Collection Ltd. (on behalf of Alzheimer's Research UK), be approved.

(2) That the application submitted by Unicare Ltd., on behalf of Prostate Cancer Support, be refused.

PLANNING BOARD
6th April, 2023

Present:- Councillor Atkin (in the Chair); Councillors Andrews, Bacon, Bird, Burnett, Cowen, Fisher, Havard and Taylor.

Apologies for absence:- Apologies were received from Councillors Ball, Elliott, Keenan and Tarmey.

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

177. EXCLUSION OF THE PRESS AND PUBLIC

There were no items on the agenda to warrant exclusion of the press and public.

178. MATTERS OF URGENCY

There were no matters of urgency for consideration.

179. DECLARATIONS OF INTEREST

There were no Declarations of Interest to report.

180. MINUTES OF THE PREVIOUS MEETING HELD ON 16TH MARCH, 2023

Resolved:- That the minutes of the previous meeting of the Planning Regulatory Board held on Thursday, 16th March, 2023, be approved as a correct record of the meeting.

181. DEFERMENTS/SITE VISITS

There were no deferments or site visits recommended.

182. DEVELOPMENT PROPOSALS

Resolved:- (1) That, on the development proposals now considered, the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure the following people attended the meeting and spoke about the application below:-

PLANNING BOARD - 06/04/23

- Erection of floodlighting to football pitch at Sports Pitch, land end of Stone Close, Kiveton Park for Mr. K. Gallagher. (RB2022/1757)

Mr. K. Gallagher (Applicant)
Mr. N. Robertson (Supporter)
Councillor D. Beck (Objector)
Mr. P. Clarke (Objector)
Mrs. T. Shooter (Objector)
Mrs. J. Pickersgill (Objector)
Mrs. M. Barker (Objector)

A statement on behalf of Mrs. S. Walker (Objector) was also read out.

(2) That application RB2022/0160 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report.

(3) That the Planning Board declare that it was not favourably disposed towards application RB2022/1757 and that it be refused on the grounds that the erection of the lighting columns will enable the pitch to be used over a longer period of time, particularly late in the evening, thereby exacerbating the level of noise and general disturbance to local residents to the detriment of their residential amenity. No mitigation measures could be put in place to adequately address the harm caused and the development would, therefore, be contrary to Local Plan Policy SP52 'Pollution Control'.

The exact wording for this reason for refusal to be agreed in consultation with the Chair and Vice-Chair of the Planning Board.

183. UPDATES

The following update was provided:-

- (a) Further to Minute No. 174(3) in relation to application RB2022/1639 (Application to vary Condition 2 (approved plans) imposed by RB2020/1860 at land south of Wood Lane, Treeton for Jones Homes (Yorkshire) Ltd.) discussion had taken place with Jones Homes about the Memorial Wheel and its orientation. On reaching no agreement appropriate action would now be taken to agree the reason for refusal in consultation with the Chair and Vice-Chair of the Planning Board.

The Planning Board would receive an update on progress in due course.

Resolved:- That the information be noted.

184. DATE OF NEXT MEETING

Resolved:- That the next meeting of the Planning Board take place on Thursday, 27th April, 2023 at 9.00 a.m. at Rotherham Town Hall.

This page is intentionally left blank

PLANNING BOARD
27th April, 2023

Present:- Councillor Atkin (in the Chair); Councillors Andrews, Bacon, Ball, Bird, Burnett, Cowen, Elliott, Fisher, Havard, Keenan, Tarmey and Taylor.

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

185. EXCLUSION OF THE PRESS AND PUBLIC

There were no items on the agenda to warrant exclusion of the press and public.

186. TO DETERMINE ANY ITEMS WHICH THE CHAIRMAN IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY.

There were no matters of urgency for consideration.

187. DECLARATIONS OF INTEREST

Councillor Ball declared a disclosable personal interest in RB2022/1806 (Increase in height of part of building from two to three storeys to create apartments with two additional apartments in the roof space at Phoenix Court, 67 Blyth Road, Maltby) on the grounds that he had objected to the application prior to becoming a Planning Board Member.

188. MINUTES OF THE PREVIOUS MEETING HELD ON 6TH APRIL, 2023

Resolved:- That the minutes of the previous meeting of the Planning Regulatory Board held on Thursday, 6th April, 2023, be approved as a correct record of the meeting.

189. DEFERMENTS/SITE VISITS

Resolved:- That application RB2022/1806 (Increase in height of part of the building from two to three storeys to create apartments with two additional apartments in the roof space at Phoenix Court, 67 Blyth Road, Maltby) be deferred to the next meeting to ensure appropriate documentation is circulated to all objectors.

190. DEVELOPMENT PROPOSALS

Resolved:- (1) That, on the development proposals now considered, the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure the following people attended the meeting and spoke about the application below:-

- Reserved matters application (details of scale, external appearance, landscaping and layout) for the erection of 456 dwellinghouses and floorspace within Use Class E (Commercial, Business and Service) (reserved by outline RB2022/1076) at Waverley New Community off High Field Spring, Catcliffe for Barratt David Wilson Homes (RB2022/1275)

Mr. M. Jones (Applicant)
Mrs. T. Paterson (Objector)

(2) That the reserved matters application RB2022/1275 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report.

191. UPDATES

The following update was provided:-

Further to Minute No. 118 of the meeting of the Planning Board held on 11th August, 2022 consideration was given to the appeal outcome following refusal of planning permission for the demolition of 2 No. bungalows and erection of 8 No. flats at 2 Goose Lane, Wickersley for Habbin Ltd. (RB2021/0401).

In allowing the appeal the Inspector commented:-

“The appeal site is on a prominent corner plot. The Wickersley Design Code supports the Wickersley Neighbourhood Plan 2021 – 2028 and is referenced in Policy GP1 in relation to securing high quality design. It is not disputed that the most relevant character area from the WDC is Character Area 6 which is characterised by a mixture of property types with material and architectural styles varying throughout. The WDC continues that the variety of building types results in the area lacking a distinctive and coherent set of key dimensions. Also of relevance to the appeal site is guidance in the WDC which sets out that key corners and junctions should be marked by ‘gateway units’ that are different in scale and materiality to those forming the main streets. Houses on these corners should be designed in such a way that both aspects facing the street provide visual interest and window openings.

In wrapping around the corner plot the proposal would have a different built form to the neighbouring properties and it would introduce a different but complementary palate of materials, including red brick and stonework, which would ensure the scheme integrates with its local context. It would be forward of the main elevations of neighbouring properties on Goose Lane and Bawtry Road. Nevertheless, the scheme would still be set back from the road, would retain the traditional stone wall, and taking account

of its corner location would create a 'gateway unit'. In doing so it would emphasise the site's key location at a junction and contribute to a legible hierarchy of buildings and spaces in the locality."

In addressing the matter of overdevelopment, he went on to state:-

"It has been suggested that the appeal scheme would represent overdevelopment of the site, however, owing to the large plot size the spacing and layout of the proposal is acceptable. The proposal would result in a clear sense of integration in the immediate street scene and wider area and would not be incongruous or visually intrusive. The proposal would also be punctuated by windows at regular intervals, providing visual interest and an active and animated elevation, in line with the guidance within the WDC."

The Council suggest that the guidance for corner plots in the WDC is not relevant to the appeal scheme, which should instead take account of the existing building lines and the built form in the area, and the massing of one of the neighbouring properties which is single storey. However, I have no clear reason not to take this aspect of the WDC into account, alongside the other relevant aspects of the WDC."

Following an application for costs the Inspector confirmed:-

"the planning officer's report to planning board concluded that the proposal would be acceptable in design, scale and appearance, taking the opportunity to provide a key corner building. Yet little evidence was then put forward by the Council to support the reason for refusal to establish why the proposal would be an excessive form of development that would appear visually intrusive. In particular it has not been clearly articulated as to why the appeal scheme should not be treated as a gateway site given its prominent corner location."

In the planning judgement, it appears to me that having regard to the provisions of the development plan, national planning policy and other relevant considerations, the development proposed should reasonably have been permitted. The refusal of planning permission therefore constitutes unreasonable behaviour contrary to the guidance in the National Planning Policy Framework and the PPG and the appellant has been faced with the unnecessary expense of lodging the appeal."

Resolved:- That the information be received and the content noted.

192. DATE OF NEXT MEETING

Resolved:- That the next meeting of the Planning Board take place on Thursday, 18th May 2023 at 9.00 a.m. at Rotherham Town Hall.

This page is intentionally left blank