CABINET

Tuesday 20 September 2022
12.30 p.m.
Council Chamber, Rotherham Town Hall, Moorgate Street, Rotherham. S60 2TH

Cabinet Members:-

Leader of the Council	Councillor Chris Read
Deputy Leader of the Council, Neighbourhood Working Portfolio	Councillor Sarah Allen
Adult Social Care and Health Portfolio	Councillor David Roche
Children and Young People Portfolio	Councillor Victoria Cusworth
Corporate Services, Community Safety and Finance Portfolio	Councillor Saghir Alam
Housing Portfolio	Councillor Amy Brookes
Jobs and the Local Economy Portfolio	Councillor Denise Lelliott
Social Inclusion Portfolio	Councillor Dave Sheppard
Transport and Environment Portfolio	Councillor Dominic Beck

Rotherham Metropolitan Borough Council

CABINET

Venue:	**Council Chamber - Rotherham Town Hall, Moorgate Street, Rotherham, South Yorkshire S60 2TH**
Date and Time:	**Tuesday 20 September 2022 at 12.30 p.m.**
Agenda Contact	**Governance Unit – goverance@rotherham.gov.uk**

This meeting will be webcast live and will be available to view via the Council's website. The items which will be discussed are described on the agenda below and there are reports attached which give more details.

Rotherham Council advocates openness and transparency as part of its democratic processes. Anyone wishing to record (film or audio) the public parts of the meeting should inform the Chair or Governance Advisor of their intentions prior to the meeting.

A G E N D A

1. Apologies for Absence

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

2. 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.

3. Questions from Members of the Public

To receive questions from members of the public who wish to ask a general question in respect of matters within the Council's area of responsibility or influence.

Subject to the Chair's discretion, members of the public may ask one question and one supplementary question, which should relate to the original question and answered received.

Councillors may also ask questions under this agenda item.

4. Minutes of the Previous Meeting (Pages 9 - 24)

To receive the record of proceedings of the Cabinet meeting held on 11 July 2022.

5. Exclusion of the Press and Public

Agenda Item 12 has exempt appendices. Therefore, if necessary, when considering those items, the Chair will move the following resolution:-

That under Section 100(A) 4 of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12(A) of such Act indicated, as now amended by the Local Government (Access to Information) (Variation) Order 2006.

ADULT SOCIAL CARE AND HEALTH

6. My Own Place: Supported Living for Autistic People and People with a Learning Disability (Pages 25 - 86)

Report from the Strategic Director of Adult Care, Housing and Public Health.

Recommendations:

1. That Cabinet approve the creation of a Flexible Purchasing System (FPS) to ensure that for the development of future Supported Living contracts, providers are aligned to Rotherham's vision of providing housing for people with learning disabilities and autistic people. This will be based on the principles contained in 'Building the Right Home'.

CHILDREN AND YOUNG PEOPLE

7. Social, Emotional, Mental Health Free School (Elements Academy - Dinnington) Progress Report (Pages 87 - 117)

Report from the Strategic Director of Children and Young People's Services.

Recommendations:

1. That Cabinet notes the progress and additional capital funding provided to support the opening of the specialist Social, Emotional, Mental Health (SEMH) Free School in the Borough.

CORPORATE SERVICES, COMMUNITY SAFETY AND FINANCE

8. July Financial Monitoring 22/23 (Pages 119 - 145)

Report from the Strategic Director of Finance and Customer Services.

Recommendations:

That Cabinet:

1. Note the current General Fund Revenue Budget forecast overspend of £11.4m.

2. Note that actions will continue to be taken to reduce the overspend position but that it is expected that the Council will need to draw on its reserves to balance the 2022/23 financial position.

3. Note the Council's approach to use of the Homes for Ukraine funding, as detailed in section 2.42.

4. Note the updated Capital Programme.

9. New Application for Business Rates Discretionary Relief for Rotherham Abuse Counselling Service (Pages 147 - 159)

Report from the Strategic Director of Finance and Customer Services.

Recommendations:

1. That Cabinet approve the application for Discretionary Business Rate Relief for Rotherham Abuse Counselling Service in accordance with the details set out in Section 6 to this report for the 2022/23 financial year.

10. Safer Rotherham Partnership Plan 2022-25 (Pages 161 - 203)

Report from the Strategic Director of Regeneration and Environment.

Recommendations:

1. That Cabinet endorses the Safer Rotherham Partnership Plan and recommends it to Council for approval.

2. That Cabinet notes the requirement for scrutiny of the Safer Rotherham Partnership Annual Report, which is discharged by the Overview and Scrutiny Management Board.

11. Health and Safety Policy (Pages 205 - 259)

Report from the Strategic Director of Regeneration and Environment.

Recommendations:

1. That Cabinet approve the revised Health and Safety Policy (attached as Appendix 1).

JOBS AND THE LOCAL ECONOMY

12. Strategic Acquisitions (Pages 261 - 277)

Report from the Strategic Director of Regeneration and Environment.

Recommendations:

1. That the Assistant Director for Planning, Regeneration and Transport be authorised to negotiate the acquisition by agreement of the property interests at sites 1a, 1b and 2 at exempt Appendix 1 (principally through Government grants and the Council's Strategic Acquisitions Fund), 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. Should negotiation on any site in exempt Appendix 1 prove to be unsuccessful, the purchase of the alternative sites as identified in Appendix 1 will be progressed as approved by Cabinet in March 2022. That the Assistant Director for Planning, Regeneration and Transport be authorised to negotiate the acquisition by agreement of the property interests at sites in 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.

LEADER OF THE COUNCIL

13. Second Council Plan 2022-2025 and Year Ahead Delivery Plan Progress Report (Pages 279 - 411)

Report from the Assistant Chief Executive.

Recommendations:

That Cabinet note:

1. The overall position in relation to the Year Ahead Delivery Plan activities.

2. The data for the Council Plan performance measures for the first quarter of 2022-2023.

3. As outlined in paragraph 2.13, agree extended completion dates for the bus, tram and cycle improvement schemes which form part of the Transforming Cities Fund Programme until March 2024.

4. The performance reporting timetable for the remainder of the 2022-2023 year.

14. Household Support Fund October 2022 - March 2023 (Pages 413 - 429)

Report from the Assistant Chief Executive.

Recommendations:

1. That subject to the receipt of final grant guidance and allocation of grant, that provisional allocations of the Household Support Fund Grant of £2.489m be made as follows:
    a) £899k for food vouchers to children eligible for free school meals for school holidays up to and including Easter 2023.
    b) £1.4m to support applications from households for assistance with cost-of-living increases through the Council's Energy Crisis Support Scheme.
    c) £45k allocation to support care leavers, being young people leaving foster or local authority care and living independently in their own accommodation who are responsible for paying their own utility bills, providing additional financial support through the cost-of-living increases.
    d) £30k to support local VCS organisations to support vulnerable households over Christmas / New year through a supplement to the Crisis Support service level agreement.
    e) £90k to provide additional tinned food to supplement that available for crisis food parcels provided by local food banks and Community Food Members alongside assisting with supplies to social supermarkets, a supplement to the Crisis Support service level agreement.
    f) £25k to provide additional non-food products for inclusion in crisis food parcels covering personal hygiene, sanitary and household products.

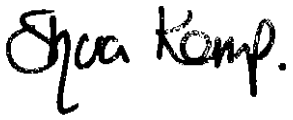
2. Unless the final grant is substantially different from the estimate, to delegate authority to the Assistant Chief Executive in consultation with the Cabinet Member for Social Inclusion, to determine revised and final allocations for the Household Support Grant to include provision for other eligible actions within the use of Household Support Fund should it not be possible to achieve full spend of the grant through the approved options.

15. Recommendations from Overview and Scrutiny Management Board

To receive a report detailing the recommendations of the Overview and Scrutiny Management Board in respect of the above items that were subject to pre-decision scrutiny on 14 September 2022.

16. Date and Time of Next Meeting

The next meeting of the Cabinet will be held on Monday 17 October 2022 commencing at 10.00am in Rotherham Town Hall.



SHARON KEMP,
Chief Executive.

This page is intentionally left blank

THE CABINET
11th July, 2022

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

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

18. DECLARATIONS OF INTEREST

There were no declarations of interest.

19. QUESTIONS FROM MEMBERS OF THE PUBLIC

(1) Councillor Bennett-Sylvester asked a question in relation to the Housing Strategy that was on the agenda. The Strategy was very welcome as there were many conversations taking place with residents who were desperate for housing. However, around East Herringthorpe there had been a number of infill sites that have been used, such as Laudsdale Road and the former Dalton allotments, which had led to the loss of a lot of informal green spaces on the estate. As an area, it already had few community facilities, one very small neighbourhood centre, one play area but not very much else. Regarding Priority 6 of the Strategy, Councillor Bennett-Sylvester asked what would be coming back to East Herringthorpe to strengthen the community and how discussions could be held regarding that?

Councillor Brookes responded by explaining that she did not have the specific detail on those particular infill sites but more generally, there were specific design criteria that had to be taken into account for open and green space and what amenities were required for the amount of people expected to live in new housing developments. That was all built in at the design stage. In relation to strengthening communities, building in social value was a key aspect of the smaller developments.

The Head of Strategic Housing and Development explained that, through the East Herringthorpe Small Sites Programme, the Council would be maximising social value from that Scheme and would be working with Ward Members to understand the priorities for that area. There had also been some significant social value and community benefits arising from the Chesterhill Avenue and Whinney Hill schemes led by Engie. It was confirmed that a summary of those outputs could be provided to Councillor Bennett-Sylvester.

In relation to the sites selected for development, the Housing Service had worked closely with Planning colleagues to make sure that local need for green space and infrastructure had been factored in and plans made accordingly.

In response, Councillor Bennett-Sylvester explained that the social value in relation to Chesterhill had been great. Concerns, however, related to the fact that East Herringthorpe was quite a deprived community and the local bus route did not serve the local library. There was a feeling within the community that it was just being used for building in rather than being development in any meaningful way. It was important that when future development took place, meaningful conversations are held with the community.

(2) Councillor Ball raised the issue of Coronation Park in Maltby which was due to be transferred from Rotherham Metropolitan Borough Council to Maltby Town Council. Councillor Ball wanted to make sure that the residents of Maltby would not end up being double taxed because he could not understand why the Town Council wanted to take over a park that was in such a derelict condition. It had out of date play areas, there was glass everywhere and rubbish everywhere, grass that had not been cut etc. Would the tax payers be losing out by paying the precept and the Council Tax?

The Leader explained that it was his understanding that the Community Asset Transfer was at the request of the Town Council. It was not something initiated by Rotherham MBC.

The Strategic Director of Regeneration and Environment confirmed that he would be happy to have a meeting with Councillor Ball, other officers and Elected Members to discuss the concerns raised.

Councillor Ball explained that Coronation Park should have been up to the same standard as all of the other parks but it was not. Local residents did not use it and referred to it as “the mucky park.” Additional services had been provided for the skate park after concerns. Why were the residents of Maltby now having to pay for the Town Council to look after the Park, on top of their normal Council Tax, when other residents had parks provided by the Borough Council?

The Leader agreed to take that away and a further response would be provided.

Councillor Beck explained that there had been ongoing discussions regarding Coronation Park. One of the main issues was trying to get on top of the anti-social behaviour in the Park as that was one of the major courses of the “crime and grime” in the Park. Councillor Beck explained that it did not matter who owned or managed the Park until the issue of anti-social behaviour was dealt with to some extent. The Police needed to

be involved. Nobody wanted to see the Park in a poor state of repair or reputation.

20. MINUTES OF THE PREVIOUS MEETING

Resolved:-

That the minutes of the previous meeting of the Cabinet held on 20th June, 2022, be approved as a true and correct record of the proceedings.

21. EXCLUSION OF THE PRESS AND PUBLIC

The Chair advised that Appendix 3 to Item 11 on the agenda contained exempt information, however, the meeting remained open to the public and press throughout.

22. PUBLIC HEALTH PROPOSALS FOR DRUGS AND ALCOHOL GRANT 2022-2025

Consideration was given to the report which set out the proposal for the Drug and Alcohol Grant which had been made available to Rotherham as one of 50 accelerator areas in England by the Office for Health Improvement and Disparities (OHID).

Rotherham had been identified by the OHID for the first wave of enhanced funding starting in 2022/23. This was due to a combination of qualifying factors including deprivation and performance against the Public Health Outcome Framework (PHOF) indicators on 'exits' – people who leave treatment with a positive outcome and do not return for at least 6 months. This area had been in the Council plan for some time and had struggled to recover to pre-Pandemic levels, which were already lower than national and regional rates.

The funding being made available was outlined in paragraph 1.3 of the report. For 2022/23, Rotherham had been allocated £588,722 (Supplemental Substance Misuse Treatment and Recovery Grant and £64,077 (Inpatient Detoxification Grant.) The Inpatient Detoxification Grant would remain the same for 2023/24 and 2024/25 but the Supplemental Substance Misuse Treatment and Recovery Grant would increase to £1,128,463 for 2023/24 and to £2,178,186 for 2024/25.

All 4 South Yorkshire areas were in the first 50 identified which would offer additional opportunities for collaboration and Integrated Care System (ICS) level developments. Receipt of funding was dependent on maintaining existing (2020/21) investment in drug and alcohol treatment from the Public Health Grant which also has to be included in the Plan which was attached as Appendix One. The current understanding was that OHID anticipate the funding to continue after the initial 3 years in line with the target in the 10-year strategy, but this would be dependent on performance.

The allocation of £64,077 per year was also available for 3 years to fund specialist placements for Rotherham residents who require to be admitted as inpatients to undergo detoxification from alcohol or drugs. This grant was initially made available as a one-off in 2021/22 with Rotherham joining a consortium of Yorkshire and Humber local authorities to commission additional capacity in the system. This was agreed by Officer Decision on the 20th September, 2021, with Doncaster agreeing to receive the funding on behalf of the consortium. It was proposed that Rotherham continues to work with the regional consortium to block purchase capacity and work collaboratively on capacity issues with the neighbouring authorities. Further conditions would be set out in a Memorandum of Understanding (MOU) with Doncaster Metropolitan Borough Council (DMBC). Under that MOU, Doncaster would make a sub-grant to Rotherham of some of the funds which Doncaster receives from central Government. This MOU covers issues of insurance and liability for all parties and will be reviewed by Legal Services when received. Rotherham was not expected to enter into any kind of grant agreement with central Government.

Section 2.2 of the report set out the high-level reporting requirements from the grant which included national targets of increasing treatment capacity by 20%; 2% of the treatment population attending rehabilitation; 75% of adults with substance misuse problems leaving prison are engaged with treatment and increasing the national workforce.

There was an expectation of a local delivery partnership which included partners from the Criminal Justice sector to ensure continuity of care, which would drive a local strategy/action plan. That has been set up and had now met twice with local delivery partnership members being given the opportunity to contribute to the plan.

Some of the key actions during Year One of the delivery plan were around building service demand and identification of unmet need. Others also focus on building programmes of activity that can be started independently of the tender.

Resolved:-

1. That Cabinet accept the grant funding and approve the approach to management of the grant.

2. That Cabinet agree the 3-year outlined grant plan, and to receive an annual update.

3. That Cabinet note that at present there is a national expectation that this is the first 3 years of a 10-year national strategy but there is no certainty of funding beyond 2025.

4. That the proposal to continue to be part of the Yorkshire and The Humber regional consortium is agreed as the method of accepting the inpatient detoxification grant from OHID.

23. FINANCE OUTTURN 2021/22

Consideration was given to a report which outlined the final revenue and capital outturn position for 2021/22. It was reported that the Revenue Budget 2021/22 was approved by Council on 3rd March, 2021. A budget of £235.7m was set for General Fund services, which excluded schools' budgets and Housing Revenue Account (HRA).

The 2021/22 Budget was supported by the use of £7.5m from the Budget and Financial Strategy Reserve. However, given the availability of the £14m of Covid Funding covering the majority of the Council's Covid related costs, the use of this reserve had not been required. The Council had also been able to deliver a final outturn position of a £2.4m underspend, not through delivering fewer services but by being able to apply more Government funding to the outturn position than had originally been planned.

This was a helpful outturn position that included a positive trend of necessary cost reduction within some of the Council's key services, including an increase of £2.4m into the Budget and Financial Strategy Reserve along with some planned savings for 2022/23 already being achieved. It placed the Council in a more robust position heading into the financial year 2022/23, more able to mitigate against cost pressures and the financial challenges that were not evident at the time of setting the 2022/23 Budget such as the war in Ukraine, the significant rise in energy prices and inflation and to be more able to manage the impact rather than needing to consider making cuts in services.

The financial challenges were being considered as part of the Council's ongoing Medium Term Financial Planning. The energy price rises and inflation would impact the Council's costs in the provision of services. However, some of the cost impact would be mitigated in future years by increased core funding as business rates income was indexed to the rate of inflation. It was currently expected that the period of high inflation would last for around 2 years before returning to a more normal level. As such, the Council would face short term financial pressures that would need to be managed and mitigated through the Medium Term Financial Strategy and the Council's reserves.

The Council's General Fund minimum balance had remained at £25m as planned and set out within the Council's Reserves Strategy reported in the Budget and Council Tax Report 2022/23. The reserve was held to protect the Council against unforeseen events and realisation of contingent liabilities.

The Housing Revenue Account had an underspend of £2.1m, along with the revenue contribution to capital outlay remaining at the budgeted level of £6.5m. As a result of this the HRA was able to reduce the budgeted transfer from reserves by £2.1m. This reduction in planned use of reserves would help the HRA to mitigate the financial challenges presented by rising inflation and energy costs over the medium term.

The capital outturn shows slippage and underspend of £39.4m against the estimated spend for 2021/22 included within the Capital Programme. The Pandemic had significantly impacted the delivery of a number of schemes, in the main due to Covid restrictions impacting how works were undertaken as well as a knock on effect on the cost of materials and supply and demand in the market. However, capital expenditure (programme delivery) in the year had achieved a higher level than in previous years.

Resolved:-

That Cabinet:

1. Note the revenue outturn position.

2. Note the budgeted transfer from HRA reserves was reduced by £2.1m following the revenue and capital outturn positions.

3. Note the carry forward of the combined schools balance of £3.794m in accordance with the Department for Education regulations.

4. Note the reduced DSG deficit following receipt of Safety Valve funding, as set out in paragraph 2.13.

5. Note the reserves position set out in paragraphs 2.50 to 2.59.

6. Note the capital outturn and funding position as set out in paragraphs 2.60 to 2.82.

7. Refer the report to Council for information and recommend to Council approval of the updated Capital Programme as set out in paragraphs 2.83 to 2.86 and Appendices 1 to 4 of this report.

24. ANNUAL TREASURY MANAGEMENT REPORT AND ACTUAL PRUDENTIAL INDICATORS 2021/22

Consideration was given to the Annual Treasury Management report, which was submitted to review the treasury activity for 2021/22 against the strategy agreed at the start of the year. The report also covered the actual Prudential Indicators for 2021/22 in accordance with the requirements of the Prudential Code. The report meets the requirements of both the CIPFA Code of Practice on Treasury Management and the

CIPFA Prudential Code for Capital Finance in Local Authorities. The Council is required to comply with both Codes through Regulations issued under the Local Government Act 2003.

Further, the Council had received an Annual Treasury Strategy report in advance of the 2021/22 financial year at its meeting on 3rd March, 2021, and the Audit Committee received a mid year report at its meeting on 30th November, 2021, representing a mid-year review of treasury activity during 2021/22.

The Council's treasury management functions had been operating within unprecedented times of uncertainty. The uncertainty impacted forecasts on borrowing and lending rates, availability of borrowing and investment options and capital programme projections. The uncertainty was brought about initially from the outcome of the EU exit but has been further compounded by the financial pressures and overall effect of the Covid-19 outbreak, the effects of which were expected to last for several years. More recently the impact of the conflict in Ukraine has been an additional driver of uncertainty in the financial markets, along with rising inflation and energy prices.

Resolved:-

1. That Cabinet note the Treasury Management Prudential Indicators outturn position as set out in Section 2 and Appendix 1.

2. That Cabinet agree that the report is forwarded to Audit Committee for information.

25. MAY FINANCIAL MONITORING 2022/23

Consideration was given to the report which set out the financial position as at the end of May 2022 and was based on the actual costs and income for the first 2 months of 2022/23 and forecast for the remainder of the financial year.

Members noted that financial performance was a key element within the assessment of the Council's overall performance framework and was essential to achievement of the objectives within the Council's Policy Agenda. The report was the first in a series of monitoring reports for the 2022/23 financial year which would continue to be brought forward to Cabinet on a regular basis.

As at May 2022, the Council estimated a Directorate overspend of £7.7m for the financial year 2022/23. Whilst the core Directorates services had a forecast year end overspend of £6.7m on the General Fund, there was also £1m of estimated unbudgeted cost resulting from the wider financial impact of the war in Ukraine, inflation and energy price increases. This additional financial challenge was being considered as part of the

Council's ongoing Medium Term Financial Planning as the impact would reach beyond the current year.

Given the current uncertainty in terms of the level that inflation may reach and precisely when and also the inevitable pressure on pay levels, it was not possible to be precise about the full financial impact at the present time. The next report to Cabinet was due in September and would present a much clearer picture of the likely impact.

Resolved:-

That Cabinet:

1. Note the current General Fund Revenue Budget forecast overspend of £7.7m.

2. Note that actions will continue to be taken to reduce the overspend position but that it is likely that the Council will need to draw on its reserves to balance the 2022/23 financial position.

3. Note the Capital Programme update.

26. ROTHERHAM'S HOUSING STRATEGY 2022-25

Consideration was given to the report which presented the new Housing Strategy for 2022-25. The Strategy had been developed in consultation with tenants and residents, officers and key stakeholders. It set out the Council's strategic priorities for housing over the next 3 years.

The long term vision for housing in the Borough was set out in Rotherham's 30 years Housing Strategy which was published in December 2012 and runs until 2043. The Strategy is refreshed every 3 years to ensure it remains up-to-date and addresses the current challenges and opportunities and references the most recent statistical evidence.

The progress made on delivering the commitments set out in the previous Strategy, which covered the period April 2019–March 2022, was set out in paragraph 1.3 of the report.

Appendix 1 to the report was the Strategy for 2022-25 and set out the priorities which are:

1. High quality new homes
2. Affordable housing to meet local need
3. Investing in existing homes
4. Bringing empty homes back to use
5. Supporting people to live independently
6. Strengthening communities

These priorities aimed to help the Council respond to the key challenges that had arisen since the Strategy was last refreshed. These challenges included changes in Government policy following the pandemic following the initial drive to house everyone sleeping rough. Challenges also included to move to be “net zero” and ensure new homes are build to high standards whilst at the same time, ensure that the Council invests in Rotherham’s existing homes. The Social Housing White Paper 2020 had been introduced following the Grenfell tragedy and this aimed to ensure tenant’s voices were heard and that landlords were accountable.

Consultation had been undertaken between November 2021 and February 2022 and the feedback was used to develop the 6 themes.

Progress would be discussed regularly at the Rotherham Strategic Housing Forum meetings and an annual report would be prepared for the Improving Places Select Commission.

Resolved:-

1. That Cabinet approve the Housing Strategy 2022-25.

27. ANNUAL HOUSING DEVELOPMENT REPORT - 2022/23

Consideration was given to the report which set out the progress made against the Council’s Housing Development Programme and proposed new projects for 2022/23. Appendix 2 provided a list of sites proposed for development and exempt Appendix 3 provided a list of potential strategic acquisition opportunities. Work was underway to develop a full programme through to 2025/26 to increase the number of new Council homes, and this would be presented to Cabinet in December 2022 alongside the latest Housing Revenue Account Business Plan. Six monthly progress reports would be presented to Cabinet thereafter.

An overall summary of housing growth progress over the past 12 months was set out in paragraph 1.2 and the photographic summary included as Appendix 1 showed some of those schemes. From January 2018 to the end of March 2022, the Council had completed 390 homes (221 for Council rent, 86 for shared ownership and 83 for sale.) A number of other schemes were in progress or pending contract exchange. This totalled 608 homes.

The housing development activity proposed in the report would commence during 2022/23 and a further report would be presented to Cabinet in December 2022, to update on progress and set out the programme through to March 2026.

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 but requested that further work be undertaken to characterise the environmental impacts of

construction projects including waste management within the Carbon Impact Assessments. This recommendation was accepted by Cabinet.

Resolved:-

1. That Cabinet approve the Council-owned sites listed in Appendix 2 being brought forward to deliver new homes, with developments which will deliver more than 10 homes being subject to further Cabinet approvals.

2. That Cabinet approve the purchase of homes from any of the schemes identified in Exempt Appendix 3.

3. That further work be undertaken to characterise the environmental impacts of construction projects including waste management within the Carbon Impact Assessments.

28. HOUSEHOLD SUPPORT FUND

Consideration was given to a report which explained that Cabinet had received a report in May 2022 covering the extension of the Household Support Fund (HSF) for the period March to September 2022. The report provided for provisional allocation with some of the grant to be held in reserve for a further decision.

The current report made recommendations for use of the current reserved fund along with some allocations and direction for the second half of the year.

The Government had now announced a further extension of HSF covering October 2022 to March 2023. Final allocations and grant conditions had not yet been received. A further report would be presented when those provisions were known.

Rotherham has been allocated £2,489,030 but this had to be spent in line with the grant conditions set out in paragraph 2.3 of the report. At its meeting in May, Cabinet had resolved to allocate funding of £1,421,400 for food vouchers to children eligible for free school meals, and £250,000 to enable applications from pensioner households for assistance with cost-of-living hardships. The proposals for Cabinet to consider were based on the remaining fund of £805,305, taking account of increased numbers of children eligible for free school meals.

It was proposed that the allocation of the Household Support Fund grant of £2,489,030 for the first half of 2022/2023 be updated to: increase the allocation for food vouchers to £1,433,775; include an allocation of £45,000 to support care leavers; maintain the £250,000 for pensioner households to apply for support with rising household living costs at the level set in the May Cabinet report; distribute the remaining funding

equally across the pensioners in receipt of Council Tax Support as at 31st August, 2022.

Resolved:-

1. That the allocation of Household Support Fund grant of £2,489,030 for the first half of 2022/2023 be updated as follows:

   a) Food vouchers for children eligible for free school meals be increased to £1,433,775.

   b) £45,000 allocation to support care leavers, being young people leaving foster or local authority care and living independently in their own accommodation who are responsible for paying their own utility bills, providing additional financial support through the cost of living increases.

   c) That the £250,000 for pensioner households to apply for support with rising household living costs be maintained at the level set in May Cabinet report.

   d) That the remaining funding is distributed equally across pensioners in receipt of Council Tax Support as at 31st August 2022.

2. That, subject to further announcement and receipt of allocations and grant conditions for HSF covering the period October 2022 to March 2023, a further report be presented to Cabinet in the Autumn to assess progress made and make allocations.

29. TRANSPORT CAPITAL PROGRAMME 2022-23

Consideration was given to the report which outlined the Transport Capital Programme for 2022-23 and set out the sources of funding. It provided an overview of the aims of the various project themes that the funding would be used for and described how projects would subsequently be managed within those themes.

Transport Capital funding had historically been provided to the Council via the South Yorkshire Mayoral Combined Authority's (SYMCA) Integrated Transport Block allocation which was awarded to Local Transport Authorities each year from the Department for Transport specifically for transportation improvement works. The last financial year, 2021-22, was the final year of that round of funding.

For the period from 2022-23 to 2026-27, a new round of funding, called City Regions Sustainable Transport Settlement (CRSTS), had been confirmed. This funding was awarded to Local Transport Authorities who, in Combined Authority areas, distributed funding to Local Authorities. An allocation of £570m had been confirmed by the Department for Transport (DfT) for the South Yorkshire region, of which a total of £72.4m was confirmed for schemes in Rotherham.

There was an expectation from DfT that all CRSTS funding, including Local and Neighbourhood Transport Programmes, would contribute to the overarching objectives of: driving growth and productivity through infrastructure investment; levelling up services towards the standards of the best; and, decarbonising transport, especially promoting modal shift from cars to public transport, walking and cycling. Additionally, SYMCA proposed to allocate an additional £181,000 of Gainshare for the delivery of pedestrian crossings. This could be subject to a business case process within SYMCA.

Paragraph 2.1 of the report set out the funding profiles across the key themes. The funding profiles provided a larger fund for Local Neighbourhood and Road Safety Schemes which enabled local concerns to be addressed relating to local road safety and traffic management matters. This would be led by Elected Members.

Resolved:-

1. That Cabinet note the funding, as stated in the report, and that it will be used to support delivery of the Council's programme of transport projects.

2. That Cabinet approve receipt of £1.2m City Region Sustainable Transport Settlement (CRSTS) – Local and Neighbourhood Improvement block funding, and £181,000 South Yorkshire Mayoral Combined Authority capital for pedestrian crossings, as set out in paragraph 2.1.

3. That Cabinet approve the allocations for use of this funding, and previously approved RMBC capital funding, as set out in paragraph 2.1.

4. That Cabinet approve the schemes set out in paragraphs 2.8 and 2.10 for delivery under the 2022-23 Transport Capital Programme. Further schemes for development and delivery will be presented in a future Cabinet for approval once they have been identified.

30. HOUSEHOLD WASTE RECYCLING CENTRE (HWRC) OPTIONS PAPER

Consideration was given to the report which explained that approval was sought to enter into a joint procurement with Barnsley and Doncaster Councils for Household Waste Recycling Centres (HWRC). The current Household Waste Recycling Centre (HWRC) contract had been in place since October 2018 and was delivered in partnership with Barnsley and Doncaster Councils. In October 2023 the current contract expires. Waste officers from Rotherham have been exploring the options available for future service delivery.

Work had been undertaken on improving the current provision through a potential new contact should that option be selected. This would be done by aligning operational polices, such as opening times, vehicle access, material acceptance or permitting conditions, where possible across the 3 Councils.

The Council's net budget 2022-23 for the HWRC Service was £1.023m. The budget covered the payment to maintain the joint service with Barnsley and Doncaster. The selection of the preferred option, the collaborative procurement of the HWRC Management contract, was expected to be the lowest cost option, even with service changes being proposed. Appraisal of the option of bringing the Service in-house found the cost would increase by £0.4m or more. As such this option, as well as the option to seek to tender for a contract for Rotherham Council alone, had been rejected.

Consultation was currently underway and sought views on the implementation and delivery of services such as Automatic Number Plate Recognition, permit systems, commercial waste, hard to recycle materials and contractual changes. The operational changes suggested were outlined in paragraphs 1.7 to 1.14 of the report. Social value was also an important part of the procurement exercise.

Cabinet was also asked to approve the changes to the operational procedures relating to DEFRA's recent consultation proposals to permit construction type waste resulting from household DIY home projects. The consultation referred to 300 litres (average car boot size) no more than once per week, however, any changes to local policy would mirror the final changes to be made nationally both in terms of specification and timing of any change.

Resolved:-

That Cabinet:

1. Approve the option of undertaking a collaborative procurement and award a contract for the provision of Household Waste Recycling Centres in the Borough using the Contract Procedure Rules of Doncaster Metropolitan Borough Council and approve the leasing of the 4 HWRC to the successful provider.

2. Receive a further update on the Household Waste Recycling service offer before the new contract commences.

3. Approve the changes to the practice at the HWRC to align with DEFRA's final national proposals, following its consultation on household DIY waste.

31. OUTCOMES FROM THE OVERVIEW AND SCRUTINY MANAGEMENT BOARD RELATING TO ROAD SAFETY CONCERNS CUMWELL LANE/KINGSFORTH LANE PETITION

Consideration was given to the report which explained that, at the Council meeting on 13th April, 2022, a petition with 622 valid signatures had been received in respect of a request to improve road safety on Cumwell Lane/Kingsforth Lane. As the petition met the threshold for consideration by the Overview and Scrutiny Management Board, a meeting was held on 11th May, 2022, to receive representations from the lead petitioners and also hear from the Cabinet Member for Transport and Environment and officers.

The Overview and Scrutiny Management Board made 7 recommendations which were:

1. That the call for action as outlined in the petition be supported.

2. That the proposed actions outlined by the Cabinet Member for Transport and Environment be supported.

3. That an evaluation be undertaken by the Strategic Director for Regeneration and Environment and the Speed Camera Partnership to assess the feasibility of installing average speed cameras on Cumwell Lane/Kingsforth Lane.

4. That this evaluation includes benchmarking of comparable local authorities with average speed cameras in their areas, any learning from the installation and their impact on road safety.

5. That Cabinet and the Speed Camera Partnership be asked to support the resourcing of the infrastructure required for the installation and maintenance of average speed cameras on Cumwell Lane/Kingsforth Lane, should their feasibility be established.

6. That the Council's response to and lessons learnt from the fatal traffic incidents in 2018 and 2019 on Cumwell Lane/Kingsforth Lane be circulated to Board Members and the Lead Petitioner by the Strategic Director for Regeneration and Environment.

7. That an update on progress in respect of the recommendations outlined, be provided to this Board in 6 months with a further report to be provided to Improving Places Select Commission in 12 months.

All of the recommendations had been accepted by Cabinet and at least 50% of the actions outlined in paragraph 3.1 of the report had already been completed. However, the decision on whether to implement average speed cameras would take longer as an evaluation was required to assess the feasibility.

Resolved:-

1. That Cabinet receive the recommendations and Council Officer proposed measures as detailed in Section 3 of this report.

32. LOCAL PLAN: CONSULTATION ON DRAFT SUPPLEMENTARY PLANNING DOCUMENTS

Consideration was given to the report which sought approval to undertake public consultation on the following draft Supplementary Planning Documents (SPDs):

- Developer Contributions SPD
- Biodiversity Net Gain SPD
- Trees SPD
- Preparing a Soils Strategy SPD
- Development in the Green Belt SPD

Detail on each of the SPDs was set out in section 2 of the report. The key elements of each document related to developer contributions, biodiversity net gain, trees, preparing a Soils Strategy and development in the Green Belt.

Rotherham's Local Plan provided the framework for determining planning applications. Supplementary Planning Documents (SPDs) provide additional detail and guidance to support Local Plan policies. Once adopted they are a material consideration which can be taken into account when determining planning applications. SPDs provided detailed guidance to householders, planning agents and developers to help improve the quality of submitted planning applications, which in turn can speed up the planning process and produce better outcomes for the community.

The first suite of SPDs had been approved for adoption by Cabinet on 15th June, 2020, and the second suite were adopted on 21st June, 2021, following publication consultation.

The anticipated adoption of the draft SPDs, following public consultation and subsequent Cabinet approval, would assist in mitigating the negative impacts set out in the Nature Crisis motion approved by Council on 25th May, 2022. The SPDs would assist by presenting key actions that the Council could take to support a more natural environment, promote biodiversity and assist in nature recovery, and tackle climate change.

In line with The Town and Country Planning (Local Planning) (England) Regulations 2012 the Council was required to undertake public consultation on draft SPDs for a minimum of 4 weeks, and to take account of any comments received in preparing final documents. Once

adopted by the Council the documents could then be considered when determining planning applications.

Resolved:-

1. That approval be given to public consultation on the draft Supplementary Planning Documents at Appendices 1 to 5.

2. That, following consultation, a further report be submitted to Cabinet in early 2023 regarding adoption of the Supplementary Planning Documents.

33. 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.

34. DATE AND TIME OF NEXT MEETING

Resolved:-

That the next meeting of the Cabinet be held on Monday, 19th September, 2022, commencing at 10.00 a.m. in Rotherham Town Hall.

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 19 September 2022

Report Title
My Own Place: Supported Living for Autistic People and People with a Learning Disability

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

Strategic Director Approving Submission of the Report
Ian Spicer, Strategic Director of Adult Care, Housing and Public Health

Report Author(s)
Nathan Atkinson – Assistant Director Strategic Commissioning, Adult Care, Housing and Public Health, nathan.atkinson@rotherham.gov.uk

Garry Parvin - Joint Head of Learning Disability, Autism and Transition Commissioning, Strategic Commissioning, Adult Care, Housing and Public Health, garry.parvin@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary
The Council has a strong commitment to expanding supported living for people with a learning disability and autistic people through the *My Front Door Project* referenced in the 21st May 2018 Cabinet report and subsequently in a further Cabinet report from the 19th October 2020. This is because it enables better outcomes for people and is more cost-effective than traditional forms of housing.

Supported living is a service designed to help people with a wide range of support needs retain their independence by being supported in their own home. People in supported living have their own tenancy and are responsible for their own bills and cost of living. To afford these, the person may be entitled to a wide range of benefits and grants. In single-person-supported living, they will also have their own front door. In Supported Living, the support provided is not dependent on the provision of housing (and vice versa.) so if the support provider changes, this doesn't affect the tenancy. The person has the security of tenure in line with their tenancy agreement.

It has been calculated that Rotherham needs to develop 12 new units of supported living a year for people with a learning disability and autistic people.

Rotherham's population of people with a learning disability and autistic people is changing, both in complexity and with an ageing population. As an example, some young people with SEND needs often require a home that is specially adapted and includes support which will enable them to be more independent.

Speaking to people with a learning disability and autistic people across all communities, people told us that they want good quality homes that are close to friendship circles and their families. People want homes that offer flexibility and choice and are places "*where we can relax, unwind and work off that stress".*

In the past, the provision of supported living in Rotherham has been market-led or commissioned via a traditional framework and this has led to mixed results with some excellent provision being developed. However, these approaches have led to over-concentration of supported living in different parts of the borough, also some providers such as Rotherham's micro-enterprise have been excluded.

It is proposed that Rotherham develops a Flexible Purchasing System for supported living that will achieve:

- High quality supported living provision across the borough.
- Flexibility for suppliers to be added to the Flexible Purchasing System at any stage of its lifetime,
- Cost savings through increased competition,
- Opportunity to stimulate development in the Supported Living Market,
- Potential to increase access for Rotherham's small-medium enterprises and support the delivery of Rotherham Council's social value ambition

Recommendations

1. That Cabinet approve the creation of a Flexible Purchasing System (FPS) to ensure that for the development of future Supported Living contracts, providers are aligned to Rotherham's vision of providing housing for people with learning disabilities and autistic people. This will be based on the principles contained in 'Building the Right Home'.

List of Appendices Included

Appendix 1: Think Local Act Person – Making It Real - Summary
Appendix 2: Co-Production Plan – Supported Living
Appendix 3: Initial Equality Screening Assessment
Appendix 4: Carbon Impact Assessment
Appendix 5: Supported Living 'Easy Read' RMBC

Background Papers

Supported Living, Housing Support, and Autism - Learning Disability/Autism – Developing Commissioning Solutions, Cabinet – 19th October 2020

My Front Door - The Transformation of Services and Support for People with a Learning Disability, Cabinet - 21st May 2018

Building the right home (2016) – NHS England, LGA and ADASS

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

No

My Own Place: Supported Living for Autistic People and People with a Learning Disability

1. Background

1.1 *"I want to have my own place, live with my friends and be a part of my local community"* was a comment made by a person with a learning disability when Officers met with Rotherham Speak Up in May 2022 to discuss what good, supported living looks like.

1.2 The main principles of supported living are that people with learning disabilities own or rent their home and have control over the support they get, who they live with (if anyone) and how they live their lives. Supported living assumes that all people with learning disabilities, regardless of the level or type of disability, can make choices about how to live their lives (see 2.1).

1.3 Supported living for autistic people will have the same principles as supported living for people with a learning disability. Supported living services for autistic adults will be shaped to provide extra help to enable autistic adults to live in their own homes or within accommodation built to an appropriate specification, whether as tenants or owner-occupiers, living alone or with others.

1.4 There are currently 206 people living in supported living funded by the Council. Most people living in supported living live within Rotherham (198), with 8 people living outside Rotherham. The Council has a strong commitment to expanding supported living for people with a learning disability and autistic people through the *My Front Door Project* referenced in the 21st May 2018 Cabinet report and subsequently in a further Cabinet report from the 19th October 2020. This is because it enables better outcomes for people and is more cost-effective than traditional forms of housing.

1.5 There are 8 people living in supported living outside of the Borough. Some of this activity is appropriate – living close to family. Where people are living in supported living schemes due to a lack of sufficiency in Borough, then they will be offered an opportunity to return to Rotherham if they wish.

1.6 Outcome attainment and personalisation are evidenced in the 'Think Local, Act Personal – Making It Real' I and We statements that were developed by and with people with disabilities to ensure that the right care and support are provided. Appendix 1 explains this in more detail and includes a link to the TLAP website.

1.7 Rotherham's population for people with a learning disability and autistic people is changing both in complexity and with an ageing population. People often remain in provision with limited move-on opportunities to access their own tenancy.

1.8 There is a lack of specialist autism provision nationally and in Rotherham. In drafting Rotherham's Autism strategy, autistic people indicated that they needed housing which could accommodate sensory needs with acoustic/noise reduction. As one autistic person said: "*Home needs to be the place where we can relax, unwind and work off that stress."*

1.9 To ensure that the future needs of young autistic people and people with a learning disability are captured appropriately, work has been undertaken to identify the future cohorts likely to require ongoing care and support as they reach adulthood. This promotes effective transitions from childhood to adulthood for young people with Special Educational Needs or Disabilities (including social and emotional mental health). The work undertaken along with the recommendations provides positive and sustainable outcomes for all teams involved in the transition process from children to adult services.

1.10 The activity to support transitions into Adult Care falls in line with the duties set out under the Care Act 2014 and Children, and Families Act 2014. It positively influences the Preparing for Adulthood (PFA) agenda and aligns with the aims set out by the Rotherham Health and Wellbeing Strategy:

- "ensuring pathways are robust, particularly at transitions points."
- "provide accessible services to the right people, in the right place at the right time".

1.11 It has been identified that the transition process between adult and children services for young people with an Education, Health and Care Plan (EHCP) can be improved collectively. A project team from across the two Departments has reviewed the core principles of effective transitions and the current Rotherham transitions processes. This has been supported by utilising the Council's existing data intelligence.

1.12 The project has created a 5-year cohort database of young people with an EHCP aged 14 to 25 between 2021 and 2026. The data will allow the Council to predict the young people who will require support from Adult Care services and the most appropriate housing options. Thus, promoting proactive adult commissioning of bespoke support reflects young people's and their families' aspirations. This will also improve the efficiency of the service and have financial benefits for the Council due to the reduced reliance on commissioned emergency placements that may not be suitable for the individual.

1.13 A Preparing for Adulthood future cohort profile has been formulated to understand the specific number of young people who are likely to require Adult Care services or a commissioned placement. The cohort profile identifies individuals requiring a high level of support and will allow officers to prioritise individuals and plan for the transition to adulthood pro-actively. This will allow the Council to understand which individuals will need to access and use the universal offer within Rotherham. This data is invaluable to service delivery and will help to ensure services meet current and predicted needs.

1.14 Over the next 10 years, Rotherham is expected to see an:

- Increase in the complexity of people transitioning to adult services.
- Increase in the number of autistic adults accessing support.

1.15 The current prediction of new service users over the next 3 years based on current provisions pre-18 are

Year	**2022-23**	**2023-24**	**2024-25**
Number of people	46	27	21

1.16 Research conducted on behalf of the South Yorkshire Integrated Care System (SYICS) found that over the next 10 years, Rotherham needs to be building/creating 12 units of supported living per annum to meet the future needs of the identified cohort.

2. Key Issues

2.1 How Does Supported Living as a Housing Option Work?

Supported living enables adults with support needs to live in their own home with the help they need to be independent. It allows them to choose:

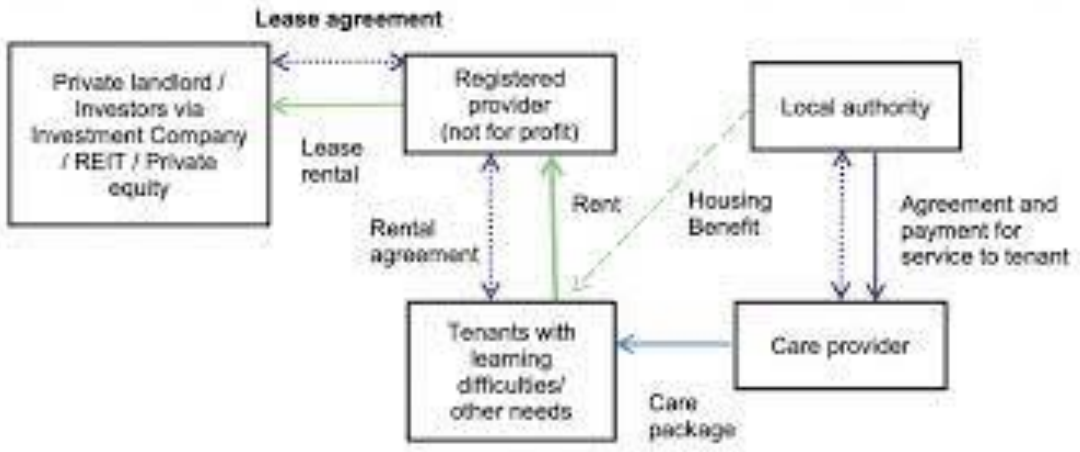
- where they want to live
- who with
- how they want to be supported
- what happens in their own home (see 'I' statements in appendix 1)

2.2 Supported living is typically defined as housing where support and/or care services are provided to help people to live as independently as possible. Supported living provides people with individual tenancies. This means that they have a home of their own and will benefit from a greater level of autonomy as far as their environment is concerned.

2.3 Supported living offers a high level of support for people for whom a residential home would usually be the only viable alternative. It provides accommodation for a range of people including older people, people with a learning disability, autistic people, people with mental health-related needs, vulnerable young people and people who have experienced homelessness.

2.4 Funding supported living schemes:

People in supported living have their own tenancy agreement and are responsible for their own bills and cost of living.



2.5 Figure 1 (above) shows that the personal care and accommodation parts of supported living must be covered by separate agreements (referred to as the real tenancy test).

2.6 Figure 1 also shows that there are 5 elements involved in creating supported living:

1. **Developer - Investment made to build the property**- this can come from various sources – private and public – to build a suitable property. Best practice says this should be done in collaboration with the commissioning authority and indeed if this support isn't forthcoming investors often won't invest.

2. **Registered Provider**: The developer will need to appoint a landlord (referred to as the registered provider) who will manage and maintain the property – repairs etc and support the tenants. The landlord will need to be registered (and in compliance) with the Regulator for Social Housing. The figure above shows that there will be a lease agreement between the developer and the landlord.

3. **Tenants:** Each tenant will have a tenancy agreement. If the person lacks capacity the landlord (supported by an appropriate professional) will ensure that the tenancy agreement is signed following the best practice set out in the Mental Capacity Act. The tenant will be entitled to a range of benefits such as the housing benefit part of Universal Credit, Personal Independence Payments (PIP, up to state pension age only), Employment and Support Allowance (ESA, up to state pension age only) and Attendance Allowance (AA).

4. **Care Provider:** The care provider provides the tenant with support. The level of support will vary depending on the needs of the individual tenant. Supported living services which offer support with personal care are regulated by the Care Quality Commission (CQC). Supported living providers that do not provide the regulated activity 'Personal care' are not required by law to register with CQC. Best practice (see National Statement of Expectations) states that there needs to be a separation between the landlord and the care provider. There is typically a connection made between the care provider and the landlord in the form of a service-level agreement. Rotherham insists that provider and landlord service level agreement isn't long terms and contains 'break clauses' to ensure that if the tenant chooses to change care provider, that the person's tenancy is not impacted. This ensures that the Real Tenancy Test is fulfilled.

5. **Local Authority:** The Council commissions the care provider. Ensures they have the right values and skills to deliver the person's care package. The Council will connect with the developer to 'shape' the scheme – the right design and the right location.

2.7 Where are we now?
The Council is the principal commissioner of supported living for people with learning disability and autistic people. The Council commissions 206 units of supported living. Most of the commissioned supported living is in shared accommodation.

2.8 There is a prevalence of accommodation in Maltby and Wath. These properties are long-standing supported accommodation developed around the locations of day centres in these areas at the time. More recently, there has been a series of 'one-off' developments in these areas where people wished to live, and a developer sourced a suitable property.

2.9 The Council currently commissions supported living from the following providers:

Provider	(b) Total annual budget
Birtenshaw (Bolton) (OOB)	£177,765
BPU - Woodlands Bungalows (In Borough)	£49,186
Chartwell Care Services Limited (OOB)	£76,360
Community Integrated Care (In Borough)	£500,123
Eden Supported Living Ltd (In Borough)	£2,167,829
Horizon Care Homes Ltd (In Borough)	£149,616
House of Light Trust Limited (In Borough)	£328,423
Housing and Support Solutions Limited (OOB)	£8,310
Isand (Domiciliary Care) Ltd (CAS Ashfield) (OOB)	£61,670
Lifeways Community Care (Doncaster) (OOB)	£60,000
Starcover(In Borough and OOB)	£1,704,348
Morley Care Services Ltd (In Borough)	£313,953
Newfield View Supported Living Ltd (OOB)	£91,353
RMBC – Sandygate (In Borough)	£192,251
RMBC - Acres View (In Borough)	£136,159
Royal Mencap Society (In Borough)	£3,419,172
Sense, The National DeafBlind and Rubella Association (In Borough)	£370,332
Turning Point Services limited (In Borough)	£1,985,593
Upward Care (OOB)	£110,000
Voyage 1 Ltd (In Borough)	£2,972,801

2.10 The following observations of Rotherham's Supported Living market can be made:

- The development of Rotherham's supported living market has been 'market led' and therefore development has been 'ad-hoc' this has reduced the ability of the Council to shape the local market. It is felt that market management and engagement are required to shape the future of supported living in Rotherham.

- There is a dominance of national providers in Rotherham's externally commissioned providers. Rotherham's Social Value Policy aspirations are to develop locally sourced solutions, for example, to enable Rotherham's micro enterprises to provide supported living solutions. The implications may mean that choice is being restricted.

- There is a dominance of the shared model of supported living. Although valued – (for example where friends want to live together), this model can create problems with finding a compatible person. The impact can result in creating voids. There is a risk that housing can be allocated based on availability rather than what an individual needs. Furthermore, long-term voids can arise where there are difficulties matching referrals to the other residents in a shared house.

- A lack of core and cluster accommodation in Rotherham. Core and cluster accommodation involves purpose-built 'core' accommodation on a single site with 24-hour staffing cover. The Cluster element of the accommodation is provided through independent dispersed housing onsite or nearby. The staff at the core site provide a 'back up', or 'response', service for those living in the cluster properties, which would also receive planned one-to-one care and support from a team of carers.

- There are no dedicated supported living units in the area for autistic people.

- There is a concentration of supported living provision in Maltby and Wath-upon-Dearne.

- Learning Disability providers have raised that there is a difficulty in meeting the demand for supported living services, particularly the challenge of identifying suitable accommodation.

2.11 **Flexibility, choice, being more independent and being near to friends and family**

At the initial co-production events in June and July 2022 with Rotherham Speak Up, people with a learning disability, autistic people and their families told Officers that in expanding the supported living offer, they want supported living which is:

- flexible – can adapt as a person needs change or life changes,
- offers a choice - people can access supported housing close to their families and friendship circles of support
- able to support them to further develop their independence skills at home and provide opportunities to be more independent in the community

2.12 Rotherham needs to refresh and create a market that builds on the strengths of the Borough, for example, Rotherham's micro-enterprise providers and the Employment is for Everyone movement. This movement aims to build an alliance between people with a learning disability, autistic people, their families, school, colleges and employers to ensure that the benefits of Employment and apprenticeships are made more widely available. The 'new offer' Rotherham needs to create is highlighted in the case study presented below at 2.17.

2.13 This project aims to create a social movement and opportunities across South Yorkshire (Sheffield, Doncaster, Rotherham and Barnsley) that promote the benefits of employing people with learning disabilities and autistic people.

2.14 If Rotherham is to deliver the vision set out in Building the Right Home, Rotherham has to ensure that it has access to providers aligned to this vision (see 2.15). Building the right home was housing guidance developed by NHSEI concerning the Transforming Care Programme. The guidance supports NHS and local authority commissioners to work with housing providers to expand the housing options available for people with a learning disability, autistic people or both who display behaviour that challenges.

2.15 These principles involve offering people with a learning disability and autistic people the following;

- A choice of housing to enable them to access the right home and support at the right time
- A choice of location and community in which they live
- A choice of who they live with (if the accommodation is shared)
- Support to live independently in their own homes in the community
- Settled accommodation including owning their own home and supported living
- Housing in which they can feel happy, safe and able to remain in their own home even where their care and support needs change (i.e., those providing housing and those providing support must be separate)

2.16 <u>Flexibility:</u>

A person's use of housing often changes as they grow older. Currently, in Rotherham, when a person with a learning disability enters a supported living tenancy, they will remain in the same property for life. A home for life is a positive outcome. However, it can mean that a person remains in a housing model that no longer meets their needs. There is a need in Rotherham to develop a range of housing and support options to offer flexibility as a person's needs change, meaning that they can choose to live in a suitable property supported by people who know them well.

2.17 <u>Support to be more independent:</u>

People with a learning disability and their families want to see models of supported living created where people continue to improve their independent living skills, can access Employment and/or apprenticeships in a supported living environment and

then be able to move through a pathway to more independent housing where reliance on paid support is reduced. It is felt that this model may be suitable for some young people coming through transitions.

Case Study: The Old Bakery

The Old Bakery is a development of 5 self-contained and 1 shared apartment. The flats are a gated development with monitored external CCTV and an intercom entry system providing a safe setting to begin to live independently.

There will be a low-level support service available with staff on site 24 hours a day to provide both shared and 1-1 support to improve independence skills and guidance around what it means to be a good tenant.

The service will support improving independence skills and, if the person wishes, will link to an existing Day Opportunity service offering employability skills and work placements which can lead to future paid employment.

The intention is that this will be an opportunity for people to move on from traditional supported living services as people's independence skills improve and also directly from home for people with low-level support needs.

This supported living model is not intended to be a service that is a 'Home for Life'; it is seen more as a stepping-stone to achieving an independent 'Home for Life'.

The service will provide a safe place for people who are ready for more independence to be able to experience living in their own accommodation with support onsite, to continue to improve their skills and be able to learn from any mistakes without the long-term consequences that rent arrears and not looking after property would have in a standard tenancy.

The service will support people to continue increasing their independence skills, ready for their move to permanent accommodation.

Step down/step up support will be available if needed through the service as part of a cluster option or a peer support network when someone is ready to move on to greater independence. This ongoing support will ensure that their next move to greater independence is well supported and successful.

The link into a peer support network will also allow people to support the next cohort accessing this type of service and give an opportunity to help others and build confidence and self-esteem.

2.18 Linked to the development of new models of supported living is the expansion in the use of digital technology to enhance independence. The Integrated Care System (ICS) is looking at bringing digital platforms such as 'Brain in Hand' into South Yorkshire, which enables autistic people to plan their days. It gives prompts if an autistic person is becoming anxious. The opportunity to link supported living provisions to the new digital offers is an excellent opportunity to increase independence.

2.19 Rotherham needs to work with providers with the ambition and capacity to tap into these new opportunities and have the flexibility to develop new and innovative models of supported living.

2.20 Choice:

Ensuring choice has been at the heart of Rotherham Council's commissioning objectives for autistic people and people with a learning disability – see cabinet reports

- Learning Disability/Autism - Developing Commissioning Solutions, Cabinet 19th October 2020.
- My Front Door - The Transformation of Services and Support for People with a Learning Disability – Cabinet 21st May 2018

2.21 The growth of Rotherham's micro-enterprises has demonstrated the success of this approach. In a recent conversation with the micro-enterprises, there is a great appetite to expand into providing supported accommodation.

2.22 In speaking to Rotherham's autistic community, there is a great desire to see services (including supported living) working and operating in Rotherham with dedicated autism expertise.

2.23 A clear message that autistic people and people with a learning disability have said is that they wish to use services which are close to their friendship circles and their families. In expanding supported living, there is a need to ensure a spread of supported living which covers the whole Borough.

2.24 **Ensuring the Right Design in the Right Place**
In expanding supported living, the Council needs to ensure that any new properties are designed to meet needs and are located in the right place. The South Yorkshire ICS Market Position Statement states that newly built general needs housing designated for people with learning disabilities and/or autism will need some design adjustments, e.g., more robust internal walls and acoustic insulation.

2.25 Purpose-built supported living will also be required to meet some of the assessed eligible needs. Purpose-built housing will be developed through Rotherham's Council Housing programme and working in partnership with Registered Providers.

2.26 Rotherham's development of supported living that can encourage peer support is particularly important. This means developments where there are opportunities for individuals to meet and support each other, particularly core and cluster

developments and the community living model. This approach aims to create small communities and reduce reliance on paid staff.

2.27 More specialist developments could potentially be delivered in Rotherham through Registered Providers accessing Homes England and NHS England funding. Also, bespoke accommodation for individuals or groups of individuals could be delivered through Registered Providers using the exempt accommodation route.

2.28 As highlighted in 2.2, most of Rotherham's supported living is concentrated in Maltby and Wath. The plan in speaking to autistic people and people with a learning disability and their families is to identify areas where people would like to live. Rotherham Housing and Estates will look to identify opportunities for development in those areas.

2.29 **Investing in Rotherham**
Rotherham currently spends £2.2m of the £14m on Supported Living services with providers outside the Borough.

2.30 Rotherham's micro-enterprises wish to expand into supported living. Expanding the opportunity to develop supported living to enable Rotherham's micro-enterprises to create small, independent supported living schemes would bring further investment into the Borough and significantly contribute to the delivery of Social Value in Rotherham.

3. Options considered and recommended proposal

3.1 Market Led Approach: Not recommended

The Council does not have a current Framework to support the development of supported living. Therefore, the development of supported living schemes led by the market is the default position. This approach has the advantage that the risk of any development is retained by the developers and indeed some market-led developments are welcomed. However, there are clear intrinsic risks to the Council and the Community. These risks are:

- Developments are led and determined by market e.g. this means the type and location and the design will be difficult to steer. This would reduce the Council's ability to meet people's desire to live near to families and their communities.

- Mixed and uneven supply. With a risk of both under and oversupply. Undersupply will mean that the Council will not be building sufficient supported living units, this will increase the use of external, out-of-borough placements.

3.2 Bringing the future provision of supported living 'in-house': Not Recommended:

The Council currently provides supported living through an 8-bed shared house. There are no current vacancies and tenants have expressed a high level of satisfaction with the services. If the Council were to extend the in-house supported living at this time, the Council would need to:

- Find and purchase suitable parcels of land. (The Council asset team has highlighted that the Council does not have sufficient land resources to meet the development ambition highlighted by the South Yorkshire Market Position Statement).

- The Council would require additional capital and staffing investment to meet the demand for developing 12 units of supported living/year for the next 10 years. This is not currently factored into the Medium-Term Financial Strategy.

- Working with Housing colleagues, the Council intends to develop housing solutions to meet the demand articulated in this paper. However, to comply with real tenancy test and the CQC, the Council will need to either be the landlord or the care provider it cannot undertake both. Under current Housing Benefit rules, the Council cannot access the increased levels of Housing Benefit (Intensive Housing Management) for additional service charges that the Registered Providers, Charities etc can access. However, the Council can (and is in the process of) get a third-party Registered Provider to lease the property from the Council and manage the tenancy agreement.

3.3 Traditional Framework: Not recommended

Most local authorities commission supported living services through a framework agreement, which is an 'umbrella agreement' that sets out the terms of trade, such as price, quality and quantity, under which individual contracts can be made throughout an agreed period, normally a maximum of five years. Unfortunately, once the umbrella agreement has been awarded there is no opportunity for new suppliers to join until the next agreement is awarded.

A traditional framework imposes a limit on supplier numbers and provides a 'closed system' of procurement. A traditional framework has time restrictions imposed by the regulations for suppliers to apply. More significantly, a traditional framework will tend to put off small, medium (often local) providers to apply. Therefore, a traditional framework would be too rigid. It would prevent the Council from responding to needs and demands.

3.4 Creating a Flexible Purchasing System (FPS) for Supported Living: Recommended

3.5 Section 2 highlights that there are a limited number of organisations providing supported living operating within Rotherham, and currently, there is no formally established route to market to procure supported living. The lack of a commissioning vehicle has restricted genuine choice and flexibility and has led to an inconsistency in quality and pricing, which needs to be addressed.

3.6 Flexible Purchasing Systems (FPSs) are flexible alternatives to frameworks which impose no limit on supplier numbers and provide an 'open system' of procurement. With no time restrictions imposed by the regulations for suppliers to apply, FPSs offers the Council maximum flexibility to select from different providers.

3.7 This new approach will address these shortcomings while aiming to retain some of the excellent supported living services already within the Borough for people with a learning disability. This approach will also widen the potential use of supported living

provision to not just focus on people with a learning disability but also on autistic people with the option to add a specialist provision in the future for people with physical disabilities or experiencing mental ill-health. It also offers an opportunity to invest in local providers in Rotherham.

3.8 Creating a Flexible Purchasing System has the following benefits:

- Represents a more flexible approach to procurement frameworks and councils might find that this flexibility helps them achieve better procurement outcomes through increasing competition and innovation.

- No time limit imposed by the regulations which benefit all parties. An FPS can run for as long as the contracting authority wishes as long as the period of validity is set out in the initial call for competition. This reduces the administration associated with repeat tendering.

- Increasing the supply base due to the nature of the 'open system' also could deliver greater value for money and a FPS offers the potential to reduce tender timeframes allowing for quick responses to changing procurement requirements. It also means new players have access to tender opportunities, supporting innovation.

- The creation of a flexible purchasing framework will allow small local organisations with local community-based networks who did not wish to bid to be on the wider regional framework to support people who display behaviours that challenge.

3.9 Flexible Purchasing Systems can have the following challenges and have been considered by the Commissioning Team:

- The level of resource required to keep an FPS maintained during its life as suppliers can apply to join at any time. To manage this risk, the opening and closing of the FPS will be monitored by the Commissioning Team and the Council Procurement Team.

- Oversaturation of suppliers: the FPS itself will create a ready list of providers whom the Council could commission with. This will be clearly communicated to the market. Future development of supported living schemes will be 'called off'. Schemes operating outside the FPS will not be supported by the Council commissioning team.

3.10 As agreed with Cabinet in October 2020, progress has been made on two key fronts, but within the context of the Council's Covid-19 response having to take precedence for officers and providers alike:

- Research into the recent approaches adopted by other local authorities to progress their offers, including specifications, legal frameworks, and prices (within the public domain). These include approaches from Cambridgeshire County Council, Hull City Council, Manchester City Council and Doncaster Metropolitan Borough Council.

- Applying the learning from applying the FPS approach in Rotherham to procuring Home Care and Day Services.
- Development of an assessment framework to qualify as a provider partner.
- Embedding the 'I' and 'We' statements from Think Local Act Personal's Making It Real will support better outcomes for autistic people and people with a learning disability – see Appendix 1.

4. Recommendations

Cabinet approves the creation of a Flexible Purchasing System (FPS) to ensure that for the development of future Supported Living contracts, providers are aligned to Rotherham's vision of providing housing for people with learning disabilities and autistic people based on the principles contained in 'Building the Right Home'.

5. Consultation on proposal

5.1 Through co-production engagements held with Rotherham Speak Up (May 22), Rotherham's Autism Partnership Board (June 2022), Rotherham LD Partnership Board (July 22), Rotherham Speak Up On Autism (online) and REMA (online – to inform Equality Impact Assessment). Autistic people and people with a learning disability and their families have highlighted that people want to be able to access a greater range of options, including high-quality housing and accommodation to assist with people's current and future social care and support needs. Supported living is a foundation for this as it empowers people to connect to employment opportunities and opportunities for better health and well-being.

5.2 In 2022 Rotherham Ethnic Minority Alliance (REMA) were commissioned by the Rotherham CCG (now SYICB) to undertake research around the experiences of Rotherham's South Asian Muslim Communities with regards to accessing health services for Autistic people and people with learning disabilities. The findings of the report, published in April 2022, will also be considered during the co-production and engagement sessions held during the summer.

5.3 Further co-production is planned throughout August and September and this plan is set out in Appendix 2 as there is a desire from micro enterprises (2.15 and 2.22) to engage with the development of supported living options in the Borough.

6. Timetable and Accountability for Implementing this Decision

6.1 It is envisaged that co-production activity and market engagement events will continue from October 2022 onwards, assuming Cabinet approval.

6.2 Following this, it is envisaged that the procurement activity for the new FPS will commence in early 2023. It is anticipated that the new FPS will be live by April 2023, subject to the completion of a successful tender process and acceptance of providers onto the FPS.

7. Financial and Procurement Advice and Implications

7.1 Financial Implications

There are no direct financial implications due to the recommendations in the Report. The Council's Budget and Medium-Term Financial Strategy includes the forecast cost of transitions which is based on individual eligible needs and incorporates the cost of supported living if required.

7.2 Procurement Implications

The services described in this report would be defined in the Public Contracts Regulations 2015 (as amended) ("the Regulations") as Social and Other Specific Services ("SOSS").

7.3 The indicative aggregate value of services to be procured via the FPS, over the full potential 10-year period, is c£8,060,000 net of VAT; which is above the threshold at which the Council are required to procure for SOSS (£552,950 net of VAT) and as such a full procurement in compliance with the Regulations must be undertaken in line with the Council's own internal Financial and Procurement Procedure Rules. However, given the services are SOSS these can be delivered under the Light Touch Regime of the Regulations allowing some flexibilities.

7.4 It is expected that the FPS will enable the Council to 'call off' provision for the delivery of Supported Living requirements from those providers who have successfully been appointed to the FPS and meet the Council's standards, achieving approved status with the Council.

7.5 A Flexible Purchasing System will therefore provide:

- Flexibility for suppliers to be added to the Flexible Purchasing System at any stage of its lifetime,
- Cost savings through increased competition,
- Opportunity to stimulate development in the Supported Living Market,
- Potential to increase access for niche providers, including small-medium enterprises.

8. Legal Advice and Implications

8.1 Social care aspects:

The report seeks to increase and improve supported living opportunities for people living with autism or a learning disability. The proposals support the Council's market shaping duties under s.5 of the Care Act. The proposals also support the principles around wellbeing, social inclusion, personalisation and choice and are therefore in line with health and social care legislative values.

8.2 Contracts/procurement aspects:

Flexible Purchasing System - The Council is permitted to operate a flexible purchasing system (sometimes known as a 'pseudo-dynamic purchasing system'), given these services fall under the light-touch regime. Officers have liaised with Legal Services to produce appropriate legal documentation.

9. Human Resources Advice and Implications

9.1 There are no direct human resource implications for the Council due to the proposals contained in this report, as any potential staff transfers would be between external organisations. Outgoing service providers transfer eligible staff to the incoming providers as part of mobilising the new contractual arrangements under the Transfer of Undertakings (Protection of Employment) Regulations 2006.

9.2 Real Living Wage:
The Council's Social Value Policy holds a commitment to commissioning providers who pay the Real Living Wage. The proposals are introducing the requirement for a Real Living Wage in the Flexible Purchasing System. This will assist in the Council meeting this commitment.

Supporting local Employment:
The Councils Social Value Policy also looks at commissioning providers who will provide local employment. The creation of a Flexible Purchasing System will support the delivery of this commitment.

10. Implications for Children and Young People and Vulnerable Adults

10.1 The new delivery models for Learning Disability and Autism services outlined in this Report, and the co-produced service specification, will improve the service offer for all the adult cohorts supported by the Council. The proposals contained within this report support positive steps to meet objectives in the Council Plan to develop alternatives to traditional care, maximise independence and stimulate the market requirement in terms of the Joint Health and Wellbeing Strategy (Priority 2 - Promoting independence and self-management and increasing independence of care for all people).

11. Equalities and Human Rights Advice and Implications

11.1 The proposals in this Report support the Council to comply with legal obligations encompassed in the following:

- Human Rights Act (1998), to treat everyone equally with fairness, dignity and respect with a focus on those who are disadvantaged as a result of disability and
- Equality Act (2010) to legally protect people from discrimination in the wider society.

12. Implications for CO2 Emissions and Climate Change

12.1 This Report will support the commissioning ambition to build 12 new properties a year; this is expected to increase emissions, although the impact is unknown.

12.2 Potential Impacts are:

- Vehicle movements to and from sites will be generated during demolition, and construction will create emissions through the movement of building and waste materials and personnel.

- While new supported living schemes may increase vehicle movements, they may also reduce them, depending on where new residents work and access services. We do not know before development is built where new residents will move from and whether this move will increase or decrease vehicle movements.

12.3 Mitigations:

- Where appropriate, prospective contractors will be required to demonstrate how they will minimise and mitigate emissions from vehicle movements as part of the construction during the tendering process.

- The Council will ensure that the new homes are high quality, energy-efficient and able to meet the challenge of climate change.

- The use of modern construction methods will be considered for all new schemes, where value for money can be demonstrated as well as carbon reduction.

A Carbon Impact Assessment is attached as Appendix 4.

13. Implications for Partners

13.1 Implications for partners are set out in the main sections of the Report.

14. Risks and Mitigation

14.1 Risk: DPS Framework for Supported Living has a poor market response

- Mitigation: further market development, engagement, co-production, research on specifications, costs, framework structure.
- Comment: interest to date via limited market engagement has been solid and positive.

14.2 Risk: New providers (Supported Living/Housing Support) do not maintain changes

- Mitigation: rigorous contract and delivery management, including a detailed mobilisation and development plan.
- Mitigation: a robust framework that requires members to demonstrate effective change management and planning.

14.3 Risk: publicity for any criminal or historic CQC findings linked to a new provider

- Mitigation: robust procurement criteria & due diligence that assess any historical and current performance issues and combined with effective performance and contract management.

15. Accountable Officers

Ian Spicer, Strategic Director of Adult Care, Housing and Public Health.

Nathan Atkinson, Assistant Director, Strategic Commissioning, Adult Care, Housing and Public Health

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	05/09/22
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	01/09/22
Assistant Director, Legal Services (Monitoring Officer)	Phillip Horsfield	01/09/22

Report Author: *Nathan Atkinson – Assistant Director Strategic Commissioning, Adult Care, Housing and Public Health, nathan.atkinson@rotherham.gov.uk*

This report is published on the Council's website.

Appendix 1

Think Local Act Personal (TLAP) – Making It Real

Making it Real is a framework for how to provide personalised care and support. It's for people working in health, adult social care, housing, and for people who access services.

It is an easy to use, jargon-free set of personalised principles that focus on what matters to people.

Making it Real is built around six themes. Each theme describes what good looks like from an individual's perspective and what organisations should be doing to live up to those expectations.

The six themes are

Wellbeing and Independence - Living the life I want, keeping safe and well

Information and Advice - Having the information I need, when I need it

Active and Supportive Communities - Keeping family, friends and connections

Flexible And Integrated Care and Support - My support, my own way

When Things Need To Change - Staying in control

Workforce - The people who support me

Each theme has 'I' statements that describe what good looks like from an individual perspective and 'We' statements that express what organisations should be doing to make sure people's actual experience of care and support lives up to the 'I' statements.

If you would like to see further detail around the I and We statements within the 6 themes please follow this link;

Six themes of Making it Real - About - Making it Real - Think Local Act Personal

This page is intentionally left blank

Appendix 2

Resource/host organisation	Key Stakeholders	Date	Output
Rotherham and VAR	• VCS organisations • Healthwatch • Absolute Advocacy Rotherham CME's • Life Skills Rotherham • Parity Care • Any others who are looking to develop S/L – ask Harry	September 2022	Face to Face group (No. of people) Online Survey (No. of people)
Expert by Experience	• Rotherham Parent Carer Forum • Rotherham Carers Forum • Speakup – Independent Advocates • REMA • Guiding Voices	September 2022	Online Survey (No. of people)
Professionals	• RDASH -LD Community -Support -OT's -Psychologist • RMBC LD Service • Public Health – Commissioning • Public Health Specialist (LD) • RCCG MH • RMBC OT's • RMBC MH Commissioning • RMBC ASC – programme development • Rotherham MBC – Housing • Rotherham MBC – Equality and Diversity Lead	September 2022	Online Survey (No. of people)
Current S/L Provider	• Voyage • Sense • Eden • Mencap • Turning Point • Morley Care	September 2022	Face to Face (No. Of people)

This page is intentionally left blank

Appendix 3

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: My Own Place: Expanding Supported Living for Autistic People and People with a Learning Disability	
Directorate: **ACH&PH**	**Service area:** **Strategic Commissioning**
Lead person: **Kay Nicholes, Strategic Commissioning Manager**	**Contact number:** **(01709) 822270**
Is this a: ☐ **Strategy / Policy** ☒ **Service / Function** ☐ **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
The Cabinet and Commissioner's Decision Making of 21 May 2018, approved the recommendations set out in the report 'The Transformation of Services and Support for People with a Learning Disability. The report outlined the approach of moving away from the then existing building-based locations to alternative ways of delivering care and support in the local community.

Appendix 3

Following the approval of this report, the Council has developed the 'My Front Door' approach, to ensure that the services which an individual accesses are more person centred and the individual has more role in shaping their support plan. Following the approach set out in May 2018, the Council Cabinet considered an update report on 19 October 2020. The report outlined commissioning intensions for services for people with a Learning Disability and/or Autism. These commissioning intentions will strengthen independence, choice and control for people within Rotherham, and support the My Front Door programme. Cabinet will be asked to consider a further report on the 19 September 2022 in relation to the intentions for the further development of Supported Living Opportunities in Rotherham.

3. Relevance to equality and diversity

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

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

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

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

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

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.**

Appendix 3

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?**

*(**think about** the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)*

These services are available to all appropriate groups regardless of their **Age, Gender reassignment, Marriage and civil partnership, Pregnancy and maternity, Race, Religion and belief, Sex, Sexual orientation**.

Data is available for 781 customers aged over 18 in the Learning Disability/Autism cohort accessing 1471 placements/services. Some customers access more than one service. Data is captured on the Adult Care LAS case management system. 206 of these customers live within a supported living setting.

The current specifications for services, already makes clear the Council's expectations of providers in terms of Equality and Diversity.

The revised specifications will be co-produced with people who are accessing existing services in Rotherham and will also reflect Equality and Diversity requirements. A co-production plan has been developed to ensure that the appropriate agencies and customers are engaged in the development wherever possible and involved in the development of future models.

An Equality Analysis will provide an opportunity to consider in more detail the impact of the service changes and any necessary actions, taking into consideration all of the Protected Characteristics under the Equality Act 2010.

- **Key findings**

***(think about** any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)*

The proposal to develop these services will have a positive impact on the different equality characteristics of the people who will access future supported living accommodation services. The proposal to increase the availability of supported accommodation will also provide increased choice and the specifications for the services will be developed through co-production with people who access the services.

Appendix 3

- **Actions**

***(think about** how you will promote positive impact and remove/reduce negative impact)*

The service specification requires that the service fully understands its role in promoting equality and diversity in the provision of the service and can describe how it will monitor and evidence this. The service specification will include the requirement to work to TLAP Making it Real I and We statements to ensure that the individual is fully involved in the design of the care and support they receive.

The performance of the provider will be monitored over the length of the contract, as part of the Council's contract monitoring and quality assurance processes.

Date to scope and plan your Equality Analysis:	June 2022
Date to complete your Equality Analysis:	September 2022
Lead person for your Equality Analysis (Include name and job title):	Garry Parvin, Joint Head of Service, Learning Disability, Autism and Transition Commissioning

5. Governance, ownership and approval

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

Name	Job title	Date
Nathan Atkinson	Assistant Director, Strategic Commissioning	13/07/22

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	June 2022
Report title and date	My Own Place: Expanding Supported Living for Autistic People and People with a Learning Disability

Appendix 3

If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

Appendix 3

PART B – Equality Analysis Form

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

This form:

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

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

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

1. Title	
Equality Analysis title: **My Own Place: Expanding Supported Living for Autistic People and People with a Learning Disability**	
Date of Equality Analysis (EA): 4th July 2022	
Directorate: Adult Care, Housing & Public Health	**Service area: Strategic Commissioning**
Lead person **Kay Nicholes, Strategic Commissioning Manager**	**Contact number:** 01709 334043
Is this a: ☐ **Strategy / Policy** ☒ **Service / Function** ☐ **Other**	

Appendix 3

If other, please specify		
2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance		
Name	**Organisation**	**Role (e.g., service user, managers, service specialist)**
Chloe Jakes-Shawcroft	RMBC	Commissioning Officer
Kay Nicholes	RMBC	Strategic Commissioning Manager
Garry Parvin	RMBC	Head of Service

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

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

Aim/Scope
The Cabinet and Commissioner's Decision Making of 21 May 2018, approved the recommendations set out in the report 'The Transformation of Services and Support for People with a Learning Disability. The report outlined the approach of moving away from the then existing building-based locations to alternative ways of delivering care and support in the local community.

Following the approval of this report, the Council has developed the 'My Front Door' approach, to ensure that the services which an individual accesses are more person-centred and the individual has more role in shaping their support plan.

Following the approach set out in May 2018, the Cabinet considered an update report on 19 October 2020. The report outlined commissioning intentions for services for people with a Learning Disability and/or Autism. These commissioning intentions will strengthen independence, choice and control for people within Rotherham, and support the My Front Door programme.

Cabinet will be asked to consider a further report on 19 September 2022 concerning the intentions for the further development of Supported Living Opportunities in Rotherham.

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

Data regarding the Learning Disability cohort: Data is available for 781 customers aged over 18 in the Learning Disability/Autism cohort accessing 1471 placements/services. Some customers access more than one service. Data is captured on the Adult Care LAS case management system. 206 of these customers live within a supported living setting.

Age: The age range of people within the cohort is 18 to 95 with the majority of customers, 90%, falling into the 20-69 age groups. The services are available to all adults who have an assessed need, regardless of their age.

Appendix 3

Gender: There are currently 59% males and 41% females accessing services. No other gender is recorded. All services are available to those who have an assessed need regardless of their Gender.

Race:

Rotherham's 18+ population is 93.04% White British (ref: Census 2011), in comparison, 94.32% of the Learning Disability cohort are from this ethnic group.

Customers from Black Minority Ethnic (BME) groups are slightly under-represented in this cohort. 5.68% of the cohort are from a BME background compared with 6.96% of the total population. This is an increase of 1.5% compared to the 4.18% from a BME group recorded in 2020 data.

The 'Asian-Pakistani' BME group has the highest number of customers - 21 (2.71% of the cohort).

This could indicate that the wider BME community are not fully engaging with Adult Care Services in general.

In speaking to Rotherham's South Asian Muslim Communities concerning accessing services for autistic people and people with learning disabilities in Rotherham. The following actions were identified:

- People who communicate in Urdu, Punjabi, Pakistani Pahari and Persian/Farsi enable the right support to be received at the right time
- Support from family members and personal assistants was highly valued
- Accurate assessments of need, prompt and regular interventions and partnership working between services and families were important

Work will be undertaken as part of the Council Equalities Impact Assessments (EIA) to develop accessible information, which is written in Urdu, Punjabi, Pakistani Pahari and Persian/Farsi as well as English

Religion or Belief: These services are available to all who have an assessed need regardless of their Religion or Belief.

The data is not routinely captured. Data gathered around this characteristic informed us that 516 (66%) did not declare a Religion/Belief, had no religion or the information was not captured.

Where a Religion/Belief was captured 32% identified as Christian and 1.66% identified as Muslim.

The remaining 0.26% was split across 2 other Religions/Beliefs.

Marital Status: These services are available to all who have an assessed need regardless of their Marital Status.

Appendix 3

Data gathered around marital status informed that 80.92% identify as Single, 1.66% identify as Married and 5% identify as either Divorced, Partnered or Widowed. This characteristic was not recorded for 12% of customers.

Disability: All people accessing the services identify with a disability, with a primary client group identified as Learning Disability and/or Autism.

Are there any gaps in the information that you are aware of?
The services are available to all who have an assessed need regardless of the Protected Characteristics. However, it has been identified that data concerning Gender Reassignment, Pregnancy and Maternity and Sexual Orientation have not been regularly captured.

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

Equality information on protected characteristics is routinely collected as part of the referral and assessment process for individuals accessing the service and recorded on LAS, which is the adult social case management system. These processes also allow feedback to be provided by the cared-for person and unpaid carers to Adult Social Care staff on the quality of service provision they receive.

People using the services and their unpaid Carers also have the option to make a formal complaint regarding the quality of the care or about issues with systems and processes aligned to it through the Council's or the Provider's complaints process.

For more serious concerns Safeguarding and Whistle Blowing policies and procedures are in place and followed.

The Care Quality Commission (CQC) also regulates Supported Living services.

Engagement undertaken with customers. (date and group(s) consulted and key findings)	The development of the specification for the new services will involve a co-production exercise. This will involve current and potential future service users.
Engagement undertaken with staff (date and group(s)consulted and key findings)	As this proposal is in relation to externally commissioned services this will not directly impact on Council staff. Engagement will take place with providers, and existing providers will be aware of the process and timescales.

Appendix 3

4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)
How does the Policy/Service meet the needs of different communities and groups? (Protected characteristics of Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity) - see glossary on page 14 of the Equality Screening and Analysis Guidance) The intersection of race and disability, two marginalised identities in society, can result in unwitting prejudice, ignorance, thoughtlessness and stereotyping leading to inappropriate care decisions being made. These experiences can create a distrust for services and professionals within BAME communities. Evidence suggests that families who are perceived as “hard to reach” are not offered the same level of service and treatment that white British families are which consequently results in worse outcomes in health. For example, Black people with learning disabilities are less likely to be offered psychotherapy, more likely to be offered drugs, and more likely to be treated by coercion in inpatient settings, even after socioeconomic and diagnostic differences are considered. Furthermore, autistic people from the BAME community face bigger challenges in getting an autism diagnosis and education staff make incorrect assumptions about behaviour and language abilities. Across community services, institutional discrimination is present and there is a long way to go before they meet the challenges of our multicultural society We will ensure that providers make their services available, and work in innovative ways to engage with customers who have additional needs. The providers will be expected to have a person-centred, outcome focussed ethos and practice. Work will be undertaken as part of the Council Equalities Analysis Action Plan to develop accessible information, which is also written in Urdu, Bengali, Punjabi, Pakistani Pahari and Persian/Farsi as well as English.
Does your Policy/Service present any problems or barriers to communities or Groups? We will ensure that providers who are working in the Borough, make their services available, and work in innovative ways to engage with customers who have additional needs. The providers will be expected to have a person-centred, outcome focussed ethos and practice, using the TLAP I and We statements to engender this. In coproduction sessions with Rotherham’s South East Asian Muslim community reported that they had faced barriers to accessing services due to a lack of information about autism and also what services are available; with any available information always being in English and containing high levels of jargon. Working with Rotherham’s South East Asian Muslim community has identified that easy-read written documents are welcomed, these documents must be also written in Urdu, Punjabi, Pakistani Pahari and Persian/Farsi as well as English

Appendix 3

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

There will be a positive impact for all who access this type of service regardless of any of the protected characteristics. The proposed approach will ensure that the Council can continue to work with existing, good-quality, outcome-based providers. Together with expanding the choice of care and support providers available to support people to live more independently in Rotherham. The providers will be expected to have a person-centred, outcome focussed ethos and practice.

Opportunities to expand the accommodation available will also have a positive impact increasing choice into areas where people have expressed a desire to live.

The specifications for the care and support will be co-produced (supported by Speak-up which is a local independent advocacy group). This co-production process will offer an opportunity for engagement with a range of service users. This process will be a positive impact and enable service users to engage in the process.

What effect will the Policy/Service have on community relations?

Parents from Rotherham's South East Asian Muslim community reported stigma in that they felt that there was little understanding or awareness of autism within the BAME community resulting in their concerns being dismissed or blamed for causing their child's behaviour. Work will be completed with Rotherham's voluntary sector to challenge this stigma.

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

5. Summary of findings and Equality Analysis Action Plan

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

Title of analysis: My Own Place: Expanding Supported Living for Autistic People and People with a Learning Disability
Directorate and service area: Adult Care, Housing & Public Health, Strategic Commissioning
Lead Manager:
Summary of findings:
The Equality Analysis has been completed to ensure that people with disabilities and long-term conditions, namely Learning Disabilities and or Autism are not negatively impacted by any future plans regarding the expansion of supported living within Rotherham. The Equality Analysis found that the primary focus of the proposal will be to support people with Disabilities to ensure they are able to access appropriate supported accommodation in Rotherham. However, the process has identified that there are data gaps in terms of some of the Protected Characteristics including: Gender Reassignment, Pregnancy and Maternity and Sexual Orientation which have not been routinely and accurately captured.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Provider sustainability both in relation to current services and the impact on sustainability of provisions in future.	Primary focus on D & C A, S, GR, RE, RoB, SO, PM, CPM & O	**Ongoing to embed into commissioned solutions**
Providers joining the proposed flexible purchasing framework will be asked to develop easy read material written in Urdu, Punjabi, Pakistani Pahari and Persian/Farsi as well as English	A, D, S, GR, RE, RoB, SO, PM, CPM, C & O	**Ongoing to embed in to commissioned solutions**

Parents from Rotherham's South East Asian Muslim community reported stigma in that they felt that there was little understanding or awareness of autism within the BAME community resulting in their concerns being dismissed or blamed for causing their child's behaviour. Work will be completed with Rotherham's voluntary sector to challenge this stigma.	A, D, S, GR, RE, RoB, SO, PM, CPM, C & O	**Ongoing to embed in to commissioned solutions**
The continued provision of choice in the Learning Disability and Autism market, ensuring that this continues to be as diverse as possible	A, D, S, GR, RE, RoB, SO, PM, CPM, C & O	**Ongoing to embed in to commissioned solutions**
Continuation of the person's preferred care and support option.	A, D, S, GR, RE, RoB, SO, PM, CPM, C & O	**Ongoing to embed in to commissioned solutions**
Commissioning Plan and Market Position Statement will enable commissioning priorities to be shared with Providers and ensures services meet needs of all groups.	A, D, S, GR, RE, RoB, SO, PM, CPM, C & O	**Ongoing**
Cost of Care – For the services provided to people with long term conditions and disabilities, namely Learning Disability and/or Autism the Commissioning Team are currently appraising a care cost calculator which, if approved, will be utilised to undertake this work with providers at the earliest opportunity and will be included as part of the assessment and review process for placements within these services moving forward.	A, D, S, GR, RE, RoB, SO, PM, CPM, C & O	**Ongoing to embed into commissioned solutions.**

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

6. Governance, ownership and approval		
Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.		
Name	**Job title**	**Date**
Nathan Atkinson	Assistant Director, Strategic Commissioning	13/07/22
Ian Spicer	Strategic Director, ACH & PH	
Cllr David Roche		

7. Publishing	
The Equality Analysis will act as evidence that due regard to equality and diversity has been given. If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report. A copy should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.	
Date Equality Analysis completed	4/7/2022
Report title and date	
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

Appendix 4

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?	Minimal	Where engagement sessions are held in-person, there will be a small carbon impact from energy use at the building. This impact is negligible, compared with Business as Usual.			
Emissions from transport?	Minimal	Council officers travelling to in-person engagement sessions. Carbon emissions from commuting and business travel are scope 3 emissions, in the Council's environmental reporting.	Attendees travelling to in-person engagement sessions. These emissions are outside the scope of the Council's environmental reporting.	Co-production activity will mainly be conducted online and through virtual meetings, minimizing the carbon emissions impact from transport. Where possible, venues will be chosen for in-person engagement sessions which are accessible by public transport and active travel. Active travel and public transport options will be advertised in advance of engagement sessions and car sharing will be encouraged.	Effectiveness of mitigating actions identified in the CIA will be considered as part of a wider review of co-production outcomes. For carbon emissions from transport, this will require a survey of those attending engagement sessions to establish e.g., how they travelled to the venue.

				Engagement sessions may be held at multiple venues, to minimize the distance travelled by those attending.	
Emissions from waste, or the quantity of waste itself?	Nil				
Emissions from housing and domestic buildings?	Nil				
Emissions from construction and/or development?	Nil	This impact assessment only considers carbon emissions arising from engagement and co-production. For wider considerations, please see below.			Ongoing review of carbon impacts, in line with wider activity.
Carbon capture (e.g. through trees)?	Nil				

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

The carbon emissions impact from construction and development are Nil, since this carbon impact assessment only considers carbon emissions arising from co-production and engagement with relevant stakeholders. This is in agreement with advice received from colleagues in Asset Management, Policy and Strategic Housing.

However, as part of a wider piece of work in relation to the framework and the Supported Living Cabinet report, 12 new units will be developed on a yearly basis. This needs to be considered and potential impacts assessed, as schemes are identified and instigated. It is likely that the new units will not be new builds, but rather will develop and enhance current buildings and structures. Where existing buildings are used, the likely emissions impact will be no change or a small decrease in emissions, as buildings' fabric is improved to meet current standards.

If the Council were to develop new, purpose-built supported living, then the relevant Carbon Impact Assessment should be reviewed and updated accordingly. This would provide assurance to residents and communities that carbon emissions considerations had been reviewed as part of the project.

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

- Access to Multiple buildings to reduce extensive travel during consultation
- Car sharing where possible
- Look at different travel methods for example buildings being near shared transport routes (bus, train routes) or cycle and walkable routes.
- Complete consultation aspects online such as surveys, questionnaires, large meetings to reduce travel and emissions.
- When using equipment in the consultations investigate recycling materials and ways in which materials can be re used after the event.
- Consider if face to face events is near to electrical car charging points.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Kay Nicholes Strategic Commissioning Manager, ACH&PH Chloe Jakes-Shawcroft Strategic Commissioning Officer, ACH&PH Arthur King National Management Trainee, ACH&PH
Please outline any research, data, or information used to complete this form.	
If quantities of emissions are relevant to and have been used in this form, please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	

This page is intentionally left blank

My Own Place - supported living for autistic people and people with a learning disability



Here is what the report says:

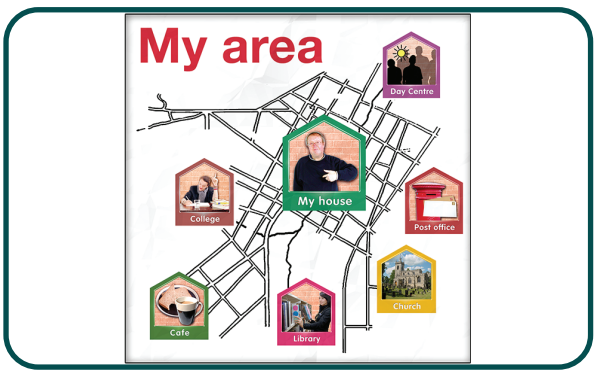
The Council wants to continue to work with the 'My Front Door' project.



This involves improving support and housing for people who have a learning disability and autistic people.



Supported living helps people to gain or keep their independence. People in supported living have their own tenancy and look after their own bills.



Rotherham needs 12 new supported living places each year for people with a learning disability and autistic people.

My Own Place - supported living for autistic people and people with a learning disability



When we spoke to people with a learning disability and autistic people, they said it was very important to be near friends and family.



People also said they want to be in a home that feels like it's their home and gives lots of choices.



One person said "where we can relax, unwind and work off that stress".



In the past, Rotherham has paid for lots of different support services. We want to make all the support services the best they can be.

My Own Place - supported living for autistic people and people with a learning disability



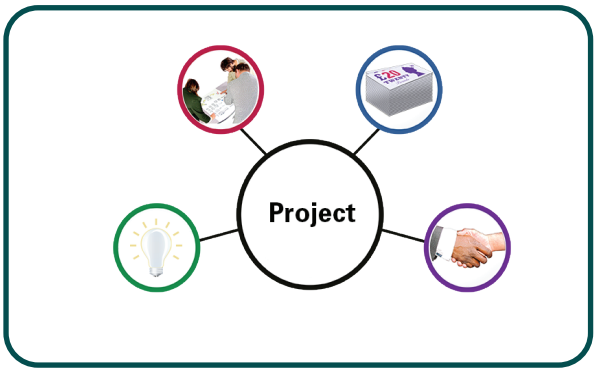
Rotherham wants to make lots of different, good supported living services that will achieve:



- New supported living services to meet people's needs that are co-developed by the people who want to live in them

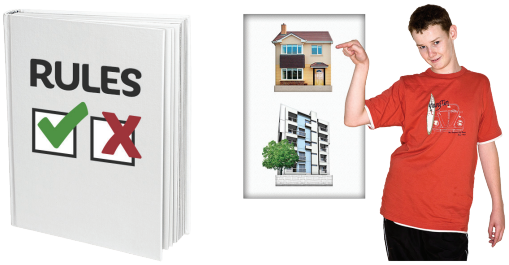


- Services that give the best value for money



- More small to medium support organisations in Rotherham with good supported living ideas to be available to everyone, so that the council's plans can happen.

My Own Place - supported living for autistic people and people with a learning disability



How this should happen:

The cabinet needs to approve a rule, so that more supported living services can happen in Rotherham.



This is so that people get the home that they want, and so that the council can follow the plans in "Building the Right Home".



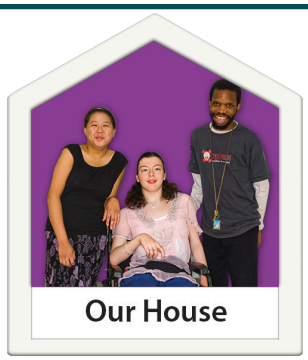
The guidance in "Building the Right Home" says there should be:

- A choice of housing so that people get the right home and support at the right time



- A choice of where to live and the community they live in

My Own Place - supported living for autistic people and people with a learning disability



- A choice of who they live with (if they share their home with others)

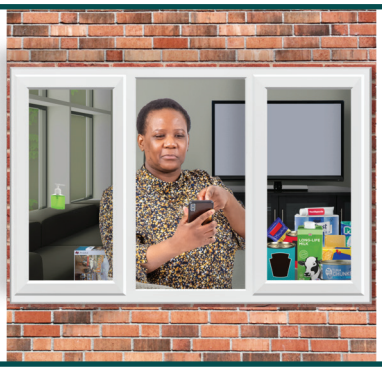


- Support to live independently in their own homes in the community





- A permanent place to live, including owning their own home and supported living

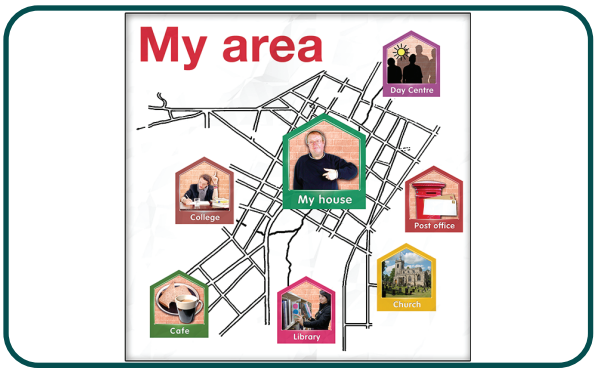


- Housing in which they can feel happy, safe and able to stay in their own home, even when their care and support needs to change.

My Own Place - supported living for autistic people and people with a learning disability



My Own Place: Supported Living for Autistic People and People with a Learning Disability



“I want to have my own place, live with my friends and be a part of my local community”.



A person with a learning disability said this at a meeting at Speakup in May 2022 to talk about what good supported living looks like.



Good supported living means that people with learning disabilities and autistic people will own or rent their own homes. They can decide who they live with, what support they get and how they live their lives.

My Own Place - supported living for autistic people and people with a learning disability



We want to give the same good supported living to autistic people as we give to people with a learning disability.



Supported living services will need to give extra help for autistic adults to live in their own homes. Some new homes may need to be built to meet people's needs.



206 people live in supported living funded by the Council. Most of these people live in Rotherham, but 8 people live outside Rotherham.



The Council will do their best to make more supported living for people with a learning disability and autistic people, through the My Front Door Project.

My Own Place - supported living for autistic people and people with a learning disability



This is because it gives better life chances for people, and it can also be cheaper for the council.





The 8 people living in supported living outside Rotherham will be given a chance to come back to Rotherham if they want to.



We are working closely to the good ideas found in “Think Local, Act Personal – Making It Real”, to make sure that the right care and support is given.



In Rotherham, the population of people with learning disabilities and autism is changing. Not many people have had the chance to have their own place to live.

My Own Place - supported living for autistic people and people with a learning disability



There are not enough services for autistic people in Rotherham, and people said they needed housing that would help them with different needs.



As one autistic person said: “Home needs to be the place where we can relax, unwind and work off that stress.”



We have done some work to find out what young autistic people and people with learning disabilities need in the future, to make sure services are the best they can be.



The law says that there should be good, accessible services to the right people, in the right place and at the right time. We want Rotherham services to be like this.

My Own Place - supported living for autistic people and people with a learning disability



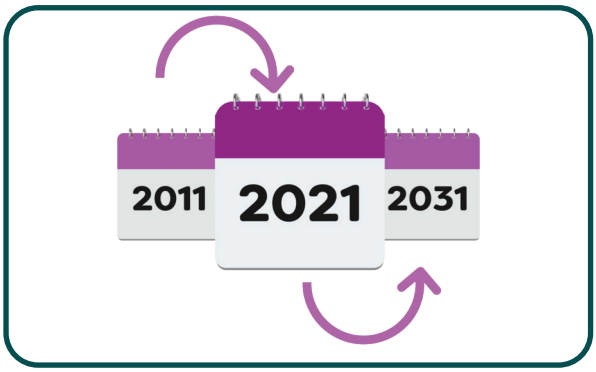
Work has happened to look at how we can make the move from children to adult services better, so that the support helps young people and their families' hopes and dreams and it gives the best possible service.



Work has happened so that we know how many people will need a high level of support.



This work will help social care workers plan with families the move from children to adult services, and plan for the future.



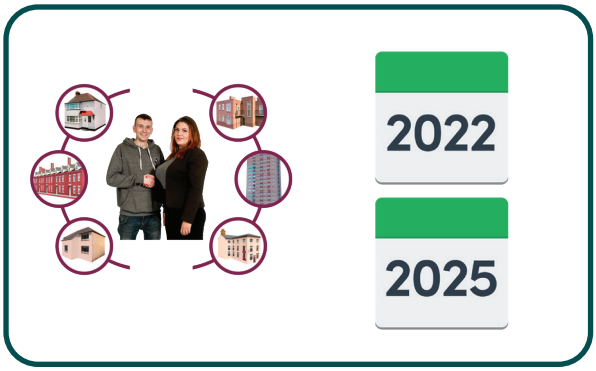
Over the next 10 years, Rotherham is expecting to see:

- More people with additional needs moving to adult services.

My Own Place - supported living for autistic people and people with a learning disability



- More autistic adults getting support



Work has happened which tells us that Rotherham will need 12 new of supported living places each year for the next few years.



2. Important things

Where are we now?



Rotherham council pays for 206 supported living places for people with learning disabilities and autistic people. Most of these places are shared housing.

My Own Place - supported living for autistic people and people with a learning disability



There are quite a lot of supported living places in Maltby and Wath; and a few in other places.



So the council wants to give better supported living opportunities across Rotherham, working together with everyone including families.



Rotherham Council wants to look for new local supported living organisations, so that there is lots of choice. Small organisations can also be part of the services.



At the moment, there are lots of shared supported living. Some of these are really good, but in the future there might be problems matching people with similar interests and hobbies to others who share the same house.

My Own Place - supported living for autistic people and people with a learning disability





There is not enough accommodation called “core and cluster”, this means that there might be several flats or houses with support staff to help people living in them.





There are no supported living places in Rotherham that were made especially for autistic people.



It is hard to meet the needs for supported living places, because there is not enough choice.



It’s important that the council gives more choices and more independence to people with a learning disability and autistic people.

My Own Place - supported living for autistic people and people with a learning disability



It is also important that they are close to friends and family.



At the co-production meetings in June and July, people with learning disabilities and their families told the council workers that they want:



- flexible services that can give whatever the person needs throughout life



- choice and housing that is close to their families and friendship circles

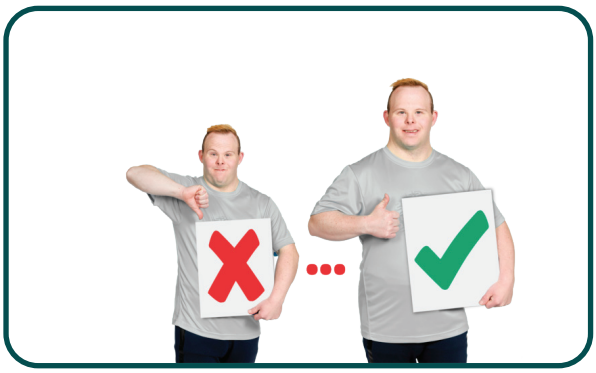
My Own Place - supported living for autistic people and people with a learning disability



- support for more independence skills at home and in the community, this might mean getting a job



Rotherham needs to build on its strengths. For example, the "Employment is for Everyone" movement aims to make jobs and apprenticeships available to everyone, no matter what disability they have.



Support to be more independent:

People with learning disabilities and their families want to continue to improve their independent living skills and be able to work or have an apprenticeship in supported living.



They also want to be able to move on to more independent housing.

My Own Place - supported living for autistic people and people with a learning disability

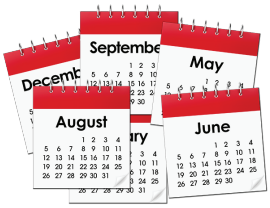




Flexibility (able to change)

A person's use of housing often changes as they grow older.





In Rotherham, a person with a learning disability who lives in supported living will stay in the same property for life.



This is good, but sometimes a person can get stuck in a house that no longer meets their needs. Rotherham needs to make housing and support options more flexible as the person's needs change.



Choice:

We are making sure that choice is at the centre of Rotherham Council's plans for autistic people and people with a learning disability.

My Own Place - supported living for autistic people and people with a learning disability



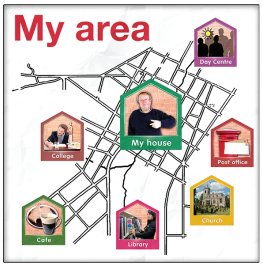
Rotherham's small enterprises are successful. When talking with them, we found there is a lot of interest in giving supported accommodation.



In speaking to Rotherham's autistic people, we found that they want to see supported living services available to meet their needs.



Many autistic people and people with a learning disability said that they want services that are close to their friendship circles and their families. This was a very clear message.





When the council pays for more supported living places, they need to make sure there are supported living places all over Rotherham.

My Own Place - supported living for autistic people and people with a learning disability



We will use more digital technology, such as 'Brain in Hand' – which supports autistic people to plan their days.



We want to link our supported living services to this new digital technology to help increase independence.



Rotherham needs to work with services that can deliver these new opportunities, and be able to make new and interesting supported living places to make sure housing needs are the best they can be.



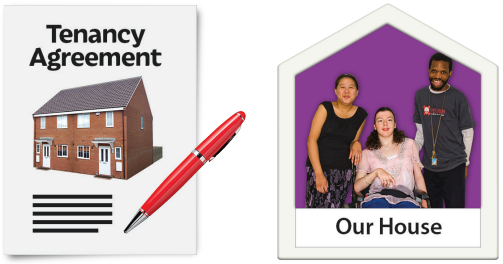
An example of what we want to do: The Old Bakery

The old bakery is a block with 5 flats with 1 shared apartment. The flats are in a safe place, with security cameras and an intercom.

My Own Place - supported living for autistic people and people with a learning disability



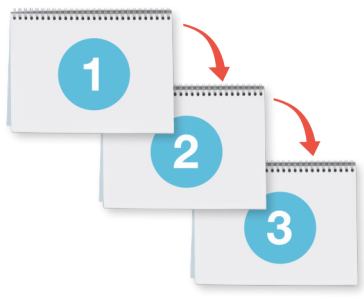
Staff will be at the Old Bakery 24 hours a day to give both shared and 1-1 support to improve independence skills.



They will also help people with a learning disability and autistic people understand how to be a good tenant.



The service will support improving independence skills and, if the person wishes, will link to other services offering employment skills and work placements which can lead to a paid job and improve their future well-being.



This supported living service is a step towards getting an independent 'Home for Life'.

My Own Place - supported living for autistic people and people with a learning disability



A peer support network will also help people to support each other and help new people who are using this service. It will give an opportunity to help others build confidence and wellbeing.

This report was written by:

Nathan Atkinson, Assistant Director, Strategic Commissioning, Adult Care, Housing and Public Health

nathan.atkinson@rotherham.gov.uk

This easy read was created by Speakup Self Advocacy. August 2022. Graphics and images by Photosymbols

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 19 September 2022

Report Title
Social, Emotional, Mental Health Free School (Elements Academy – Dinnington) progress report

Is this a Key Decision and has it been included on the Forward Plan?
No

Strategic Director Approving Submission of the Report
Suzanne Joyner, Strategic Director of Children and Young People's Services

Report Author(s)
Nathan Heath, Assistant Director, Education, and Inclusion.
nathan.heath@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary
To provide Cabinet with an update on progress towards the opening of a specialist Social, Emotional, Mental Health (SEMH) Free School in Rotherham.

Recommendations

1. That Cabinet notes the progress and additional capital funding provided to support the opening of the specialist Social, Emotional, Mental Health (SEMH) Free School in the Borough.

List of Appendices Included

Appendix 1 Rotherham SEMH Free School presumption
Appendix 2 Part A Initial Equality Screening Assessment
Appendix 3 Part B Equality Analysis Form
Appendix 4 Environment Impact Review

Background Papers

SEND Sufficiency Phase 3 Cabinet Report – November 2020

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Improving Lives Select Commission – 26 October 2020

Council Approval Required
No

Exempt from the Press and Public
No

Social, Emotional, Mental Health Free School (Elements Academy – Dinnington) progress report

1. Background

1.1 In November 2020 Cabinet approved the proposal to develop a Social Emotional Mental Health (SEMH) Free School in the Borough and re-build Newman Upper School, as required to deliver both Rotherham SEND Sufficiency and Social Emotional Mental Health Strategies.

1.2 Cabinet approved the acquisition of Rotherham North Notts Group - Dinnington College Blocks A, B, C and D. With Block A/B to be used for the SEMH Free School and Block C/D to be utilised to host Newman Upper School to provide capacity whilst the rebuild of Newman Upper School is completed (projected completion date - July 2023).

1.3 In January 2021 the Council opened its SEMH Free School Presumption as guided by Department of Education (DfE). Following rigorous stakeholder selection process involving the DfE and key partners, the Regional School Commissioner (RSC) made the decision to award the Free School to a preferred Multi-Academy Trust (MAT).

1.4 During the due diligence process within the implementation stage of the Free School presumption, a decision was made not to progress with the initial Academy provider chosen by the RSC.

1.5 The Free School at Dinnington is a project based on refurbishment of an existing education building, differences between the chosen Academy provider and the Council Free School Presumption across building configuration, the additional capital requirement identified by the Academy and increased revenue funding implications informed the decision not to progress with the chosen MAT.

1.6 Due to the protracted period of due diligence with the initial MAT chosen by the RSC, there has been a delay in moving to the implementation stage of the Free School Presumption against the projected timeline of the project. The Council continued to work against the parameters set by the DfE to look at options to accelerate the implementation of the SEMH Free School. The DfE guided the Council to re-enter the Free School Presumption process to identify an appropriate academy provider to deliver the SEMH Free School in the Borough.

1.7 Following collaborative work between the Council and DfE, the RSC made the decision to award SEMH Free School to Ethos Academy Trust (EAT) in February 2022 with a view to the school opening in September 2022.

1.8 Following a period of wide ranging consultation, a decision was made to call the new Free School, Elements Academy. This was in part linked to a miners' education facility that has previously existed on the Dinnington college campus site.

1.9 A collaborative implementation programme has been developed with EAT in order to deliver the SEMH provision and transition of existing PRU provisions (Rowan Centre Pupil Referral Unit and Aspire Pupil Referral unit). This has worked at pace with significant resource committed across the Council to meet mobilisation milestones and timescales.

1.10 The following workstreams are in place to deliver the programme, which include governance, and oversight from RMBC SEND Sufficiency board, CYPS DLT Transformation Board and weekly project meeting with the DfE.

- HR – staffing, consultation, and training
- Finance – Capital and revenue budgets, Contracts, and transport
- Building – Adaptations, ICT, and furniture, legal
- Education – Ofsted pre-opening inspection, curriculum, teaching
- Engagement – Children and Young People (C&YP) / parents/carers, stakeholders, partners

1.11 In June 2022, a pre – opening Ofsted inspection was held at the Dinnington site. The inspection assessed the site suitability against the statutory school building requirements, health and safety and Ofsted assessed that all statutory policies and key curriculum requirements were in place from EAT. All requirements of the inspection were successfully met, and this was a key milestone against the schools projected opening.

2. Key Issues

2.1 As Dinnington is a refurbishment of an existing education building, the project had a number of elements that needed to be considered to deliver specialist SEMH Education provision which included the building meeting the requirements of the education delivery models of MATs delivering the Free School. Building adaptation works have been instructed across the following areas

- Refurbishment - Ceilings, doors, walls
- Adaptations - Floors, new rooms, doors, ceilings
- General items - Prelims, security, surveys
- Services - M&E, utilities
- Site Works - Externals, fencing, gates
- Compensation events - Unknown events costed to contingency
- Schedule of Variation - Variations following school-based feedback
- Additional works - Additional requested works to support mobilisation

2.2 The costs identified for adaptation, condition, and refurbishment to support mobilisation have created a budget pressure and increase of capital investment to £3.043m from the original identified budget of £2.2m against a profile of:

- Increase in the costs of materials and labour due to external market conditions

- Increase in adaptation works needed to the building due to EAT requests to deliver their specific SEMH educational model
- Building issues, which were not known or identified at original budget setting due to building age and configuration.
- Increase in programme costs (prelims) due to delays in implementation caused by moving to alternative Academy provider

The impact on the budget is detailed in the financial implications section of this Report although increased capital was required in order to support the realisation of the project from the initial capital funding projected.

2.3 All costs submitted have been checked, challenged, reviewed and value engineered, by the finance workstream consisting of colleagues from CYPS, Finance and Asset Management.

2.4 The key area of importance for this project has been making sure that the Children and Young People who will attend the school, their families, staff, and stakeholders who will create the new school community have been fully supported across the transition to joining the new school. It has been essential that a co-productive approach has been taken to involve all key stakeholders across the span of this project. A full holistic implementation plan has been developed to support this key workstream.

2.5 All statutory consultations linked to the opening of SEMH Free School have been completed with a strong level of positive response supporting the creation of this type of education provision in the Borough. The final step ahead of proposed opening in September 2022, will be for DfE and EAT to enter into an academy funding agreement. RMBC assets and legal teams will be supporting all key processes linked to academy transfer and property requirements to support this agreement.

3. Options considered and recommended proposal

3.1 All key information is noted by Cabinet, this report notes progress on development of specialist SEMH education provision in the borough and opening in September 2022.

3.2 This is an update report and as such, no alternative options were required.

4. Consultation on proposal

4.1 All appropriate updates have been provided by Ethos Academy Trust and RMBC against statutory timelines which have been overseen by the DfE, key updates have also been provided to Schools Forum, School leaders forums, and associated partners. Listening events have been held with parent/carers involving RMBC, Ethos Academy Trust and School leaders with Rotherham Parent Carers Forum facilitating this. Children and Young People have been involved in key stakeholder decisions including selection of academy trust and naming new school.

5. Timetable and Accountability for Implementing this Decision

5.1 Proposed opening of the SEMH Free School – Elements Academy, is September 2022, this is subject to Ethos Academy Trust and DfE entering into a funding agreement, should this be delayed then proposals would support all parties moving into the Dinnington site as maintained schools ahead of this decision.

6. Financial and Procurement Advice and Implications

6.1 As a progress report there are no direct procurement implications. Procurement considerations were given at the time the contract was entered into for the works to take place to ensure compliance with the Public Contracts Regulations 2015 (as amended) and the Council's Financial and Procurement Procedure Rules.

6.2 The capital budget originally allocated for purchase, refurbishment, and adaptation of the Dinnington site was £2.205m, this was increased via the approval of a budget virement which was requested to support the delivery of this project with updated split as follows:

	Original Budget	Budget after 1st Virement	Budget after 2nd Virement
Purchase	£771,000	£738,800	£738,800
Demolition & making good (block B)	£309,090	£130,277	£130,277
Adaptation & Refurbishment	£1,125,310	£1,777,546	£2,173,470
Total	**£2,205,400**	**£2,646,623**	**£3,042,547**

The first virement of £384,325, plus school contribution of £56,898 reflect the increase in scheme of £441,223 to £2,646,623.

6.3 Following agreement of the first virement, capital costs on Adaptation and refurbishment further increased by £395,924 from £1.778m to £2.173m as a consequence of the factors outlined in the report.

The total cost of the scheme is now estimated at £3.043m, as outlined in the table above.

6.4 The capital budget originally allocated for the scheme was £2,205,400 and has increased by £837,147 to the latest estimate of £3,042,547.

The £837,147 is funded by a school contribution of £56,898 and using High Needs capital of £780,248.

6.5 The construction sector is currently experiencing significant market pressures with continual price increases in the cost of materials, increasing inflation, coupled with labour shortages. It is therefore understood that the requirement

for additional works over and above what were originally priced for, will now cost significantly more money.

It is essential that any agreed works / costs are appropriately captured in contractual documentation.

7. Legal Advice and Implications

7.1 The Council is obliged to provide suitable premises for the new special Free School. This is to be provided by a 125 year premium and rent free lease of the land and buildings.

7.2 Where staff are eligible to be transferred the legal requirements of the Transfer of Undertakings Protection of Employment (TUPE) Regulations will need to be observed by the current and prospective employers.

7.3 Before the transfer of children and young people with Education, Health, Care (EHC) Plans to the Elements Academy can be undertaken, each EHC Plan must be reviewed and if necessary amended. The precise legal framework and timescale set out in the Children and Families Act 2014, the SEN and Disability Regulations 2014 and the SEN Code of Practice must be observed. Failure to do so could result in legal challenge in the Courts. If the statutory framework is observed the parents of a relevant child or a relevant young person may challenge amendments to the EHC Plan with which they are dissatisfied with by way of an appeal to the First Tier Tribunal.

7.4 Children and young persons who transfer to the Dinnington setting may gain or lose entitlement to home to school transport.

8. Human Resources Advice and Implications

8.1 A full consultation with Trade Unions and staff at both Aspire and Rowan has been undertaken in relation to the TUPE process. Potential risks were identified in relation to travel, caring responsibilities that may impact on employees moving to the Dinnington site. Where it had been identified that it could be deemed as unreasonable for some staff to move to Dinnington separate one to one consultation meetings have taken place and redeployment opportunities explored and taken place in agreement with employees and Trade Unions. HR continue to work closely with Elements to ensure that all parties receive the appropriate HR information in relation to the transfer.

9. Implications for Children and Young People and Vulnerable Adults

9.1 Key considerations are referenced within the report.

10. Equalities and Human Rights Advice and Implications

10.1 Key considerations are referenced within the report, Children and Young People with SEND are disproportionately represented across a range of education and inclusion measures. The SEMH Free School aims to provide specialist education provision that supports this identified cohort with SEND

needs have enhanced education opportunities and provide a strong support in order that all pupils attend the school have the strongest possible preparation for Adulthood.

11. Implications for CO2 Emissions and Climate Change

11.1 All areas of SEND Sufficiency, Student placed planning (and educational placements have a direct environmental impact, consideration of this element is informed in provision development and provision enhancement in the Borough due to the direct impact this will have to limiting students travelling outside the Borough. This would support reduced emissions of CO_2.

11.2 Wider consideration of indirect implications or unintended consequence of work in this area has on CO_2 Emissions and Climate Change is considered across all partners as the council are committed to long term targets to mitigate these areas of concern in the Borough. An environmental impact assessment has been completed and is an appendix to this report.

12. Implications for Partners

12.1 Ongoing updates are provided to key stakeholders including Parent/carers forum, health leaders, school leaders, Schools Forum, and other associated stakeholders.

12.2 Development of specialist SEMH provision in the Borough will enhance SEND practice for this need type in the Borough and will support areas of focus to enhance SEND capacity across education system in Rotherham.

13. Risks and Mitigation

13.1 Across all areas of this project the council has adhered to guidance and advisory outline provided to Local Authorities undertaking Free School Presumptions.

13.2 Across all key decisions and internal processes decision making has had oversight of SEND Sufficiency Board which involves all key internal parties including legal, assets, HR, procurement, transport, finance, commissioning, and education specialists.

14. Accountable Officers

Nathan Heath, Assistant Director, Education, and Inclusion
Suzanne Joyner, Strategic Director, Children and Young People

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	05/09/22
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	01/09/22
Head of Legal Services (Monitoring Officer)	Bal Nahal	01/09/22

Report Author: Nathan Heath, Assistant Director, Education, and Inclusion.
This report is published on the Council's website.

This page is intentionally left blank

AN INVITATION TO SPONSOR

THE NEW DINNINGTON SOCIAL, EMOTIONAL AND MENTAL HEALTH SPECIALIST SCHOOL



Rotherham's new dedicated SEMH provision

www.rotherham.gov.uk

Rotherham Metropolitan Borough Council

INTRODUCTION

Thank you for reading our prospectus for the new Dinnington Social, Emotional and Mental Health Special School.





We're looking for an inclusive school partner which shares Rotherham's vision for education and welcoming children to an environment where they will achieve and thrive.

Our SEMH special school, located in Dinnington, needs a sponsor which is able to create a world class education environment and an outstanding experience for the children and young poeple who will attend.

We're seeking a sponsor early on in the process of this exciting school development so that we can work together with parents, children and young people, the local community, partners and professionals who will be involved in delivering education for children with Social, Emotional and Mental Health Difficulties in Rotherham. We are committed to a strong process of co-production and our school partner will be too.



OUR MISSION

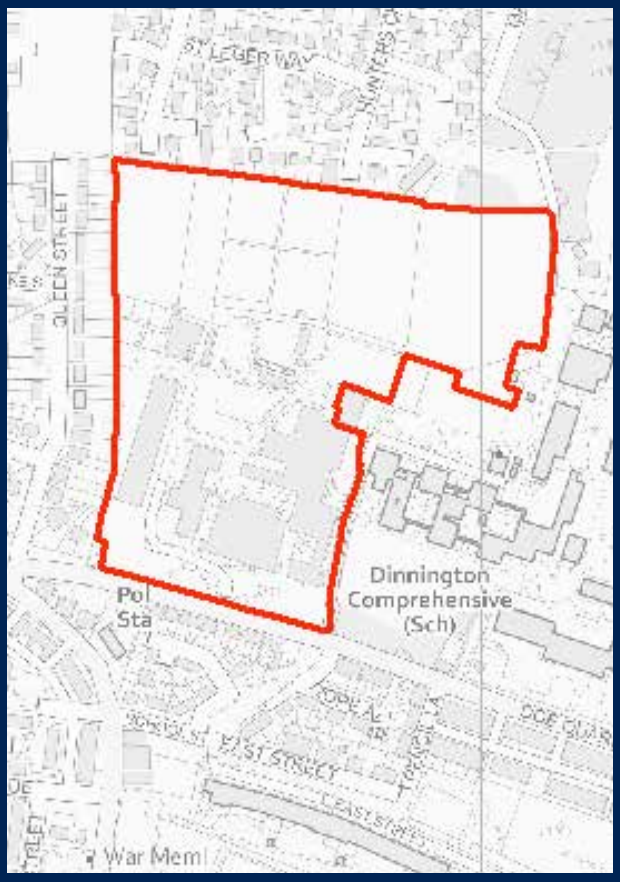
Rotherham Council is ambitious and wants to achieve good outcomes for children and young people, particularly those with special education needs and disabilities. The newly published SEND Strategy details Rotherham's four over-arching strategic outcomes for children and young people with SEND, which are:

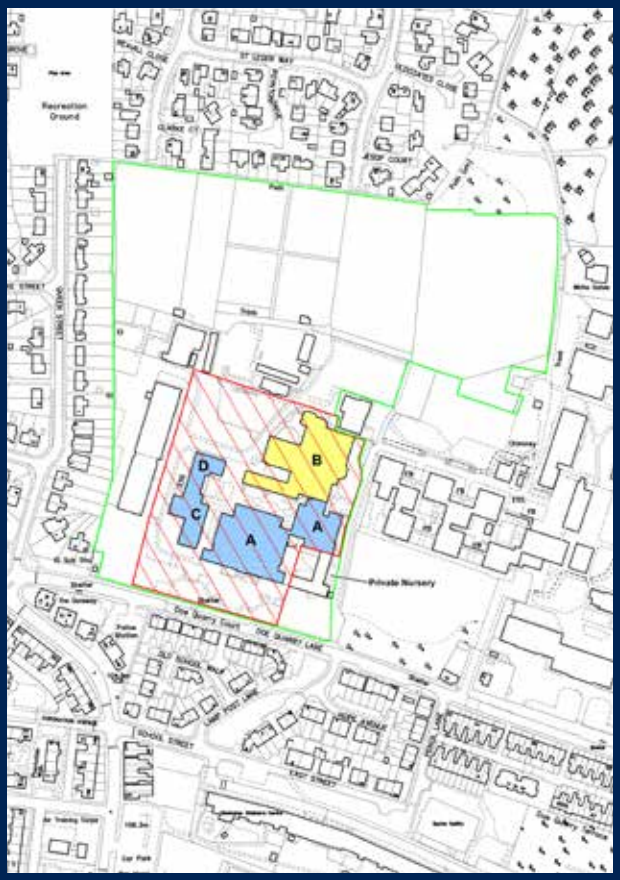




- **WELLBEING**
  All children and young people in Rotherham with SEND to enjoy good physical and mental health.
- **PREPARATION FOR ADULTHOOD**
  All young people in Rotherham with SEND are well prepared and supported to exercise choice and control that enable them to enjoy fulfilling lives.
- **CHILDREN, YOUNG PEOPLE AND PARENTS VOICE**
  All Children and Young People in Rotherham with SEND and their families have their voices heard and this makes a difference to their experiences and outcomes.
- **WHOLE CHILD PROGRESS**
  All children and young people in Rotherham with SEND have positive opportunities to make progress in a person-centred way.

THE LOCATION





The Dinnington site has been an education centre in Rotherham for nearly 100 years having been originally established in 1928 to serve the education and training needs of the local mining community in South Yorkshire.

The site was developed over a number of years to offer a range of academic and vocational courses for a range of learners and was most recently a further education college, run by RNN Group. The site was modernised extensively as recently as 2015, as part of a £2.5 million investment by RNN.

The site is next to Dinnington High School off Doe Lea Lane in Dinnington and surrounded by green space, with additional parking and access points.

The proposed school buildings (marked A on the plan below) will have capacity for 125 pupils and the successful provider will have an opportunity to design internal space supported by Shared Agenda (Education Design Consultants).

BACKGROUND TO THE NEW SEMH PROVISION

At present requests for education, health and care plans for children with SEMH needs make up 47% of all current requests for assessment. In numbers, this equates to 290 children being assessed for this education need within the last 18 months (January 2019-June 2020). It is evident that this is an increased and ongoing demand for specialist education provision.

Rotherham currently has no specialist education provision to meet the needs of this group of children. As an alternative young people have had their needs met by Rotherham's Pupil Referral Units, a solution which is not recognised as good practice by Ofsted or recognised in SEN legislation. However, many of the skilled practitioners required to work with children with complex needs are based in Rotherham Pupil Referral Units. Other children are placed out of area in private special schools who can meet SEMH needs and a very small cohort attend neighbouring Local Authority SEMH schools in Sheffield and Barnsley.

OUTSTANDING PROVIDERS

The aim of this project is to offer specialist provision to children and young people with social, emotional and mental health needs who have education, health and care plans. The first cohort of children will be those who are currently being educated in Rotherham's Pupil Referral Units. (The Rowan and Aspire Centres). Admission to the school will be via SEND Panel and via consultations, as per the SEND Code of Practice. We would like to work with a provider who has experience of meeting SEMH needs and supporting children to achieve and thrive.

SYSTEM LEADERSHIP

Rotherham is committed to an ethos of inclusion across all its schools. The new SEMH Special School will be in a unique position to develop a centre of excellence that meets the needs of children with complex and sometimes challenging behaviours. We would like to work with a school partner who will have a key role in the wider system, providing leadership and sharing expertise and good practice.

CHILDREN, YOUNG PEOPLE AND THEIR FAMILIES

Children, young people and their families are at the heart of the education system. Rotherham Council is committed to work in partnership with parents and carers using the Four Cornerstone of co-production which form the basis of the Rotherham Charter rotherhamcharter.co.uk



The new SEMH Special School will need to be committed to the Rotherham Charter Principals and the four cornerstones of co-production.

The school will work with pupils from key stage 2 to key stage 4, offering both high quality primary provision and aspirational secondary provision.

> "Our aim is to ensure that our students **grow** as individuals as a result of the **support** that they receive. They **explore** their academic and personal capabilities and **achieve** in a way that will enable them to be successful in their lives"

PROVISIONAL TIMELINE

The timescales for this project are ambitious and reflect Rotherham's desire to make appropriate provision for children and young people in a timely manner.

TIMETABLE

Deadline for Expressions of Interest	12th March 2021
DfE Feedback on expressions of Interest	12th to 31st March
Assessment and Shortlisting Process	12th to 31st March
Selection Panel	19th to 23rd April
Recommendation to Regional Schools Commissioner of Preferred Sponsor for Approval by the Head Teacher Board	26th to 30th April
Submission of all assessment documentation	26th to 30th April
Regional Schools Commissioner notifies successful sponsor (*subject to approval at Headteacher Board)	3rd May to 28th May
Local Authority notifies unsuccessful sponsors and provides feedback (*subject to approval at Headteacher Board)	3rd May to 28th May



ROTHERHAM INVESTMENT AND RESOURCES

There are a number of staff employed by Rotherham Council in the current provisions from both the Rowan Centre and Rotherham Aspire who will transfer, under TUPE regulations, to the new Free School.



Funding is currently provided for 121 pupils and equates £2,330,178 p.a.

The capital costs are estimated at £2.205m for the acquisition, partial demolition and adaptations. These works are to be funded from Rotherham Council's capital allocations. In addition the capital works will be supported by consultancy work with 'Shared Agenda' who are specialist SEND design consultants.

SHAREDAGENDA

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: Establishment of Elements Academy	
Directorate: CYPS	**Service area:** Education
Lead person: Nathan Heath	**Contact number:** 01709 254821

Is this a:

	Strategy / Policy		**Service / Function**	x	**Other**

If other, please specify: Change to official number of registered places at the school

2. Please provide a brief description of what you are screening
Establishment of DfE Free School presumption process – new Academy School (Elements Academy).

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

relevance to equality and diversity.

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

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

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

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

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

4. Considering the impact on equality and diversity

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

Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society

by meeting a group or individual's needs and encouraging participation.

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

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

*(**think about** the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)*

The school is a school for children with an Education, Health and Care Plan (EHCP), with a presenting need of Social, Emotional and Mental Health.

Equality and diversity has been considered via a range of forums and stakeholder engagement sessions, wide reaching consultation with a range of stakeholders in relation to proposals to establish the school, appointment of the sponsor, philosophy and ethos of the sponsor, voice of the child, accessibility and whether stakeholders agree to the sponsor entering in to a funding agreement with DfE.

- **Key findings**

***(think about** any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)*

The school will part of an inclusive Trust family of schools that accommodates pupils who have an Education, Health and Care Plan (EHCP) naming the school.

School policies, procedures and processes have all been approved by DfE and Ofsted in preparation for September 2022 opening.

- **Actions**

***(think about** how you will promote positive impact and remove/reduce negative impact)*

Actions highlighted in consultation events have been actioned and a regular communication strategy has allowed for any issues arising to be addressed in preparation for school opening.

Date to scope and plan your Equality Analysis:	June 2021 through to June 2022
Date to complete your Equality Analysis:	14.7.22
Lead person for your Equality Analysis (Include name and job title):	Nathan Heath

5. Governance, ownership and approval

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

Name	Job title	Date
Nathan Heath	Assistant Director of Education and Inclusion	June 2021 through to June 2022
Julie Day	Head of SEND	‘’

Dean Fenton	Head of Access to Education	‘’
SEND strategic board		‘’

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	June 2022
Report title and date	Establishment of Elements Academy
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	Scheduled for Cabinet for Sept 2022
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	June 2022

PART B – Equality Analysis Form

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

This form:

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

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

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

1. Title	
Equality Analysis title: Establishment of Elements Academy	
Date of Equality Analysis (EA): 19.7.22	
Directorate: *CYPS*	**Service area:** *Education*
Lead Manager: Nathan Heath	**Contact number:**
Is this a: [ ] **Strategy / Policy** [ ] **Service / Function** [x] **Other** **If other, please specify** Establishment and opening of new Academy for Children with an Education, Health and Care Plan (EHCP) for children with a presenting need of Social, Emotional and Mental Health (SEMH)	

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance		
Name	**Organisation**	**Role (eg service user, managers, service specialist)**
Nathan Heath	*RMBC CYPS*	*Asst Director of Education and Inclusion*
Dean Fenton	*RMBC CYPS*	*Head of Access to Education*
Julie Day	*RMBC CYPS*	*Head of SEND/Inclusion*
SEND Strategic Board	*Multi Agency*	

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

Aim/Scope (who the Policy/Service affects and intended outcomes if known)
This may include a group/s identified by a protected characteristic, others groups or stakeholder/s e.g. service users, employees, partners, members, suppliers etc.)

Establishment and opening of Elements Academy – a new Academy for children with Education, Health and Care Plans with Social, Emotional and Mental Health needs.

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

As part of developing initial proposals an initial equalities impact assessment was completed in line with DfE requirements aligned to the free school presumption process. There has been wide reaching ongoing consultation with stakeholders including:

Parents/carers
Parents Forum
Community engagement
Schools
Pupil Referral Units
Elected Members
DfE
Ofsted
Staff who will be transferring from PRU settings to join Elements Academy

Stakeholder consultation at all stages of the process from establishing proposals to create a new school to opening following DfE guidance on procedural process which also includes stakeholder consultation.

Regular reporting to SEND strategic board.

Communications and engagement strategy.

Are there any gaps in the information that you are aware of? *None identified*	
What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? *Access to the school is via statutory EHCP process and SEND panel retain oversight as well as EHCP team.* Ongoing sponsor / LA / DfE meetings to oversee opening of the school and delivery of EHCP aims and outcomes aligned to statutory prescribed process.	
Engagement undertaken with customers. (date and group(s) consulted and key findings)	*June 21 - June 22 continuous stakeholder sessions with stakeholders such as:* *Appointed Sponsor* *Elected member* *Local residents* *Parent/carer forum* *Parents/children who will be attending the school* *Neighbouring schools* *Wider community engagement* *Transport* *Ofsted* *DfE* *Schools Forum* *Education Consultative Committee*
Engagement undertaken with staff (date and group(s)consulted and key findings)	*June 21 - June 22 stakeholder sessions with:* *Sponsor employees* *RMBC employees* *Staff affected at Rotherham Aspire and Rowan PRU who will be affected via staff engagement and TUPE meetings* *RMBC HR, legal, Finance, Asset Management, planning* *RMBC Education and Inclusion*

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

Places at the school are allocated via EHCP statutory process which includes consultation with all parties with ultimate access to tribunal. Special schools are designated to meet specific needs of children hence place allocation via statutory EHCP process.
Does your Policy/Service present any problems or barriers to communities or Groups? *No – places at the school align to DfE statutory process and requirements and have been scrutinised by Ofsted pre opening and will be monitored through EHCP processes and future Ofsted frameworks.*
Does the Service/Policy provide any positive impact/s including improvements or remove barriers? *Yes – the new school is a specialist provision meaning children who attend are able to access specialist provision in borough in line with their needs.*
What affect will the Policy/Service have on community relations? (may also need to consider activity which may be perceived as benefiting one group at the expense of another) As part of the ongoing SEND sufficiency strategy work, wider community consultation and parent/carer representation is sought when developing sufficiency plans. The SEND sufficiency strategy and phase 1, 2 and 3 programmes to create additional capacity have been received and supported positively as they create resources for children with specific needs within borough. There has been ongoing consultation with all stakeholders between June 2021 and June 2022 to ensure any concerns have been addressed in advance of opening of the Academy.

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

5. Summary of findings and Equality Analysis Action Plan

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

Title of analysis: Establishment of Elements Academy
Directorate and service area: *Children and Young People's Services – Education and Inclusion*
Lead Manager: Nathan Heath
Summary of findings:
The opening of the new Elements Academy seeks to provide permanent school places aligned to the needs of the children who will be attending and in line with Education, Health and Care Plans. Places allocated at the school are via statutory EHCP process. Wide reaching consultation has not raised any issues or concerns.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Opening of Elements Academy	*A D S GR RE RoB SO*	*1st September 2022*
Work with Academy Sponsor (Ethos Trust) to ensure smooth transition of pupils and establishment of new provision in line with EHCPs across the first academic year	,,	August 2023
Work with sponsor to address any snagging issues from the redeveloped building in the 12 month snagging period which may create access issues to education for pupils aligned to EHCPs	,,	August 2023
Handover in full of building assets to Ethos Trust post snagging period via lease agreement in line with DfE processes	‘’	August 2023

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

6. Governance, ownership and approval		
Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.		
Name	**Job title**	**Date**
Nathan Heath	Assistant Director of Education and Inclusion	19.7.22
CYPS DLT		
Cllr Victoria Cusworth	Cabinet Member for Children and Young People	

7. Publishing	
The Equality Analysis will act as evidence that due regard to equality and diversity has been given. If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report. A copy should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.	
Date Equality Analysis completed	*19.7.22*
Report title and date	*Establishment of Elements Academy*
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	19.7.22

Appendix 2 – Establishment of Elements Academy

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?	No change	Emissions will remain at similar levels to current provision. As pupils transfer to the new Elements Academy emissions will be reduced elsewhere in the borough as the current placements of PRU provision will be rationalised.	Emissions overall will remain at similar levels as the pupils will remain in Rotherham.	Adaptations to the new school site (old Dinnington College) have been done to current building code and overseen by asset management service.	Monitoring of transitions of pupils will be facilitated and monitored via EHCP process. The local governing body will also hold oversight of the establishment and running of the new school.
Emissions from transport?	Impact unknown	There will be some variations to journey travel for children with EHCPs attending the school. Some journey will increase and others decrease. Transport journeys are being evaluated by RMBC Corporate Transport Unit and EHCP team.	Pupils travel to school in line with their EHCP and travel to school plan. Any changes to school placement are determined via the EHCP process and transport implications considered at that point.	Mitigating measures are considered via the individual pupils travel to school plan and monitored by the Transport team.	Transport to school arrangements are kept under review by the Corporate Transport Unit. Ongoing monitoring / assessment by Transport Unit.
Emissions from waste, or the quantity of waste itself?	No change	There will be no change in the amount of waste generated by the school compared to current placements as the school is replacing existing arrangements this will mean waste across the borough aligned to Elements	Waste levels across the borough will remain at similar levels to present.	School has a waste management process	Impact will be monitored by the school governing body and LA.

		Academy is offset by the rationalisation of previous placements at PRU's.			
Emissions from housing and domestic buildings?	N/A	N/A	N/A	N/A	N/A
Emissions from construction and/or development?	No change	There is no further construction work to be undertaken. Construction works have been completed and were coordinated by RMBC Asset Management Service at that time.	N/A	N/A	N/A
Carbon capture (e.g. through trees)?	No change	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:

None

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

Transport implications of school transport arrangements are kept under review by Corporate Transport Unit.
Emissions overall will remain at similar levels.

Supporting information:	
Completed by: **(Name, title, and service area/directorate).**	Dean Fenton Head of Access to Education, CYPS

Please outline any research, data, or information used to complete this [form].	
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	

This page is intentionally left blank

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 19 September 2022

Report Title
July Financial Monitoring 2022/23

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

Strategic Director Approving Submission of the Report
Judith Badger, Strategic Director of Finance and Customer Services

Report Author(s)
Rob Mahon, Assistant Director – Financial Services
01709 254518 or rob.mahon@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

The Report sets out the financial position as at the end of July 2022 and forecast for the remainder of the financial year, based on actual costs and income for the first four months of 2022/23. Financial performance is a key element within the assessment of the Council's overall performance framework and is essential to achievement of the objectives within the Council's policy agenda. To that end, this is the second financial monitoring report of a series of monitoring reports for the current financial year which will continue to be brought forward to Cabinet on a regular basis.

As at July 2022, the Council currently estimates an overspend of £11.4m for the financial year 2022/23. Whilst the core directorates services have a forecast year-end overspend of £7.4m on the General Fund, there is £4.0m of estimated unbudgeted cost resulting from the wider financial impact of the war in Ukraine, inflation, energy price increases excluding the estimated impact of the 2022/23 pay award. This additional financial challenge has been factored into the current forecast following a review of the impact of these pressures on the current year and Medium Term Financial Planning.

Whilst the energy price rises and inflation will impact the Council's costs in the provision of services there will be some mitigation in future years by increased core funding as business rates income is indexed to the rate of inflation. It is currently expected that the period of high inflation will last for around two years before returning

to a more normal level but the cost increase being experienced will raise the base cost of services on which future inflation is applied meaning a compounding impact.

As such the Council faces significant financial pressures that will need to be managed and mitigated through the Medium Term Financial Strategy and through significant use of the Council's reserves. There is no indication as yet as to whether additional funding will be provided to local authorities as part of the financial settlement for 2023/24.

Recommendations

That Cabinet:

1. Note the current General Fund Revenue Budget forecast overspend of £11.4m.

2. Note that actions will continue to be taken to reduce the overspend position but that it is expected that the Council will need to draw on its reserves to balance the 2022/23 financial position.

3. Note the Council's approach to use of the Homes for Ukraine funding, as detailed in section 2.42.

4. Note the updated Capital Programme.

List of Appendices Included
Appendix 1 Equalities Impact Assessment
Appendix 2 Carbon Impact Assessment

Background Papers
Budget and Council Tax 2022/23 Report to Council on 2nd March 2022
May Financial Monitoring Report to Cabinet on 11th July 2022

Consideration by any other Council Committee, Scrutiny or Advisory Panel
No

Council Approval Required
No

Exempt from the Press and Public
No

July Financial Monitoring 2022/23

1. Background

1.1 As part of its performance and control framework the Council is required to produce regular and timely reports for the Strategic Leadership Team and Cabinet to keep them informed of financial performance so that, where necessary, actions can be agreed and implemented to bring expenditure in line with the approved budget for the financial year.

1.2 Delivery of the Council's Revenue Budget, Medium Term Financial Strategy (MTFS) and Capital Programme within the parameters agreed by Council is essential if the Council's objectives are to be achieved. Financial performance is a key element within the assessment of the Council's overall performance framework.

1.3 This Report is the second in a series of financial monitoring reports to Cabinet for 2022/23, setting out the projected year end revenue budget financial position in light of actual costs and income for the first four months of the financial year.

2. Key Issues

2.1 Table 1 below shows, by directorate, the summary forecast revenue outturn position.

Table 1: Forecast Revenue Outturn 2022/23 as at July 2022

Directorate	**Budget 2022/23** **£m**	**Forecast Outturn 2022/23** **£m**	**Forecast Variance over/under (-)** **£m**
Children and Young People's Services	65.9	70.2	4.3
Adult Care, Housing & Public Health	88.9	89.0	0.1
Regeneration and Environment Services	47.5	50.5	3.0
Finance and Customer Services	19.6	19.6	0.0
Assistant Chief Executive	7.5	7.5	0.0
Central Services	30.2	34.2	4.0
Directorate Forecast Outturn	**259.7**	**271.1**	**11.4**
Dedicated Schools Grant			0
Housing Revenue Account (HRA)			1.8

The Council's overspend position at this point is largely due to the following overall issues:

- Financial implications of the war in Ukraine, inflation and energy price increases.
- Placement pressures within Children and Young People's Services.
- Home to School Transport pressures within Regeneration and Environment.
- Pressures relating to the longer term recovery from Covid-19 on income generation within Regeneration and Environment.

As at July 2022, the Council currently estimates an overspend of £11.4m for the financial year 2022/23. Whilst the core directorates services have a forecast year end overspend of £7.4m on the General Fund, there is also £4.0m estimated overspend in relation to the wider financial impact of the war in Ukraine on inflation and energy price increases.

These financial challenges are being considered as part of the Council's ongoing Medium Term Financial Planning. Whilst the Council's Medium Term Financial Strategy did have reasonable cover for inflationary impacts and estimated pay award at the time of setting the 2022/23 Budget, the current rises are far above what the Council could have anticipated.

Along with most Council's across the UK, the Council assumed a 2% pay award for 2022/23 in the Budget and Council Tax Report 2022/23. However, the current estimated pay claim (£1,925 on all NJC pay points from 1st April 2022 and 4.04% on allowances), potentially provides staff at the bottom of the pay scale with a 10.4% pay award, whilst it reduces to 1.1% for the top salary point. The bulk of the Council's staff are towards the lower end of the pay scale so will potentially receive a pay award well in excess of the 2% modelled within the Council's Medium Term Financial Strategy. As yet there is no indication from Government that any additional resources will be provided to local authorities for 2022/23 or within the financial settlement for 2023/24 to support the application of this potential pay award. The financial impact of this pay award is £6.5m greater than the budget assumed within the Council's Medium Term Financial Strategy.

2.2 The energy price rises and inflation will impact the Council's costs in the provision of services. However, some of this cost impact will be mitigated in future years by increased core funding as business rates income is indexed to the rate of inflation. The Bank of England is still expecting that the period of high inflation will last for around two years before returning to a more normal level but the cost increase being experienced will raise the base cost of services on which future inflation is applied meaning a compounding impact. As such, the Council will face significant financial pressures that will need to be managed and mitigated through the Medium Term Financial Strategy and the Council's reserves.

2.3 The current year forecast position will continue to be monitored closely and mitigations identified to enable a balanced outturn position to be delivered, though it's clear that the Council will need to call on reserves to achieve a balanced outturn position. There is significant volatility at present in the economy that makes projecting forwards the impact of inflation and energy prices challenging, as such the Council will need to keep focus on assumptions based

on these pressures. In addition, the Council will need to ensure that mitigating actions are taken to reduce the current directorate forecast outturns along with ensuring that savings plans are delivered on time to mitigate any knock on impact on future years Medium Term Financial Planning.

2.4 The following sections provide further information regarding the Council's forecast outturn of £11.4m, the key reasons for forecast under or overspends within directorates and the progress of savings delivery.

2.5 The Council is able to report further secured delivery of planned savings for 2022/23. The table below provides an update on the £11.5m of planned savings to be delivered over the medium term. £4.1m, almost a third of planned savings have been delivered already within 2022/23, an increase of £0.2m from May's Financial Monitoring position reported to Cabinet in July. This includes £971k for Early Help & Social Care Pathway (reductions in social care teams linked to reducing caseloads), £2.4m savings from reablement services and £119k delivery of increased income at Waleswood. CYPS have delivered £55k against their 2023/24 savings target. The R&E remaining position for savings to be delivered during 2022/23 is in respect of planned cost reductions on operational buildings.

Table 2: Planned delivery of £11.5m savings

Saving	2022/23	2023/24	2024/25 & Total FYE	Still to be delivered 2022/23	Total secured to date
	£0	£0	£0	£0	£0
ACHPH	2,800	2,800	2,800	400	2,400
ACHPH – One off saving	500	0	0	0	500
CYPS	971	4,739	7,411	0	1026
R&E	374	762	784	205	169
R&E Customer & Digital	200	500	500	155	45
Total Savings	**4,845**	**8,801**	**11,495**	**760**	**4,140**

Children and Young People Services Directorate (£4.3m) forecast overspend

2.6 Children & Young People Services continue to implement the budget recovery plan with budget savings of £971k already delivered for 2022/23.

2.7 The budget pressure at the end of July 2022 is £4.3m, an increase of £0.7m on the May reported position. The movement reflects increased pressures linked to Post 19 transport (£200k) and agency costs in children's social care (although the Directorate are underspent overall on staff costs), along with increased pressures linked to costs on children's social care placements. The main pressures relate to placements (£3.9m), Children in Care & Post 19 Transport (£570k) and Section 17 monies (£170k), offset mainly by staff savings due to the level of vacancies across the directorate.

2.8 The Looked After Children numbers have increased from June 2022 by 9 from 546 to 555. This is below the original budget profile (557) for this period by 2 placements. However, the placement mix is showing higher than projected placements in external residential (1), emergency (5), Independent Fostering Agency (30), Leaving Care (13) offset by in-house fostering (37), in house residential (1) and no cost placements (13).

2.9 The LAC number of 555 includes 29 Unaccompanied Asylum Seeker Children which has risen from 14 in March 2022. This is having an impact on the ability to reduce the overall LAC numbers.

2.10 The direct employee budget is £37.7m and is a combination of general fund, traded and grant funded services. The projected underspend at the end of July is £24k, which includes a general fund projected underspend of £127k and an overspend of £103k against DSG and traded services.

2.11 The general fund projected underspend on staffing is £127k, this relates to staffing savings in Early Help & Education offset by pressures in Children's Social Care (due to agency workers), District Wide (mainly Safeguarding) and Commissioning & Performance. At the end of July there were 28.0 agency workers in CYPS, 21.5 across children's social care and 6.5 in Education Services.

2.12 A significant element of the CYPS non-pay budget relates to placements which has a net budget of £34.9m with a current projected spend of £38.8m, a projected overspend of £3.9m.

2.13 The £3.9m adverse projection relates in the main to £3.2m on external residential placements, £1m on Independent Fostering Agency placements and £0.6m in emergency, offset by savings on in-house residential £0.2m, leaving care £0.3m, in house fostering £0.2m and on guardianship allowances £0.2m.

2.14 The £3.2m residential pressure is due to a combination of the increase in placement costs (£0.8m), a reduction in the estimated residential step downs

(£1.7m) as well as a reduction in the contribution from Dedicated Schools Grant due to a reduction in education placements (£0.7m).

Dedicated Schools Grant (DSG)

2.15 The High Needs Block (HNB) is £51.6m (including the £3.3m transfer from the schools block) and demand remains high due to rising numbers of children supported in specialist provision and the rising costs of Education Health Care (EHC) plans. The High Needs Budget is based on the DSG recovery plan and includes anticipated growth of EHC numbers and the implementation of new developments linked to the SEND Sufficiency Strategy.

2.16 The Council has entered into a Safety Valve agreement with Government to enable the Council to reduce the DSG deficit reserve. The central DSG reserve now stands at £12.8m following receipt of £8.5m Safety Valve funding during 2021/22. The Council will receive to further payments to fully remove the DSG reserve deficit along with additional capital funding to ensure the Council is placed in a more sustainable position moving forwards.

2.17 The Council is currently on track to meet its Safety Valve Recovery plan with the High Needs Block outturn for the year a small forecast overspend of £16k (excluding Safety Valve funding). The pressures reflect demand for special school, resource units, top up funding and ISP's, offset by savings on external residential placements and transport.

2.18 The key areas of focus to reduce High Needs Block spend are:

- A review of high cost, external education provision to reduce spend and move children back into Rotherham educational provision.
- Increase SEN provision in Rotherham linked to mainstream schools and academies, with further capacity becoming operational by the end of 2021/22.
- Work with schools and academies to maintain pupils in mainstream settings wherever possible.
- A review of inclusion services provided by the Council

Adult Care, Housing and Public Health, (£0.1m) forecast overspend

2.19 The directorate is forecast to overspend by £0.1m. There are several pressures within Adult Care which are mitigated by additional income giving a small net underspend within Adult Care of £0.2m. Housing GF is forecast to overspend by £288k.

2.20 The cost of Adult care packages is forecast to budget. Although there has been an increase in the number of people in older people's residential and nursing care, there has also been a significant increase in Continuing Health Care income towards several Learning Disability placements, some of which have been backdated to previous years. The forecast assumes all current placements remain for the rest of the year although they may reduce. Overall movements in numbers will be closely monitored as the year progresses.

2.21 Staffing budgets are forecast to be £138k underspent due to vacancies.

2.22 Neighbourhood Services (Housing) is forecast to overspend by £288k. The key pressure is on homelessness, which is expected to overspend by £365k after accounting for grant income, though this is mitigated in part by savings due to staff vacancies that reduce the overall pressure.

2.23 Public Health is forecast to budget at this stage.

Regeneration and Environment Directorate (£3.0m) forecast overspend

2.24 The projection for the directorate indicates the forecast pressure has remained at £3.0m for this financial year, as reported as part of May's Financial Monitoring to Cabinet in July. The forecast reflects the impact of ongoing demographic pressures in Home to School Transport and the remaining economic impact of the recovery from the lockdown restrictions on some of the directorate's services. For example, a continuation of the increases in waste tonnages believed to be resulting from changes in patterns of work life balance, and the impact on income generation, in particular in Parking Services. The forecast outturn projection includes the following specific budget issues.

2.25 Community Safety and Street Scene (CSS) is forecasting an overall pressure of £2m. The most significant pressure continues to be in respect of Home to School Transport of £1.6m, due to ongoing demographic pressures leading to an increase in the number of new eligible passengers and fewer contractors in the market leading to increased prices. Addressing the challenge of the increased costs and demand, a range of solutions are being explored to influence demand and maximise savings opportunities, using improved cost data analysis to support plans to implement lower cost routes.

2.26 Parking Services is forecasting a pressure of £0.4m. The longer term recovery post pandemic, the ongoing economic impact on town centre footfall and the closure of the Forge Island car park for the cinema development, has led to a reduction in income from parking charges.

2.27 Waste Management is forecasting an overspend of £0.3m. Household waste tonnages continue to be above trend, also disposal charges have risen and commercial waste income has dipped, however, the service is continuing to see an improvement in recycling income, as the market stabilises. The forecast assumes best case assumptions for outturn tonnages and income.

2.28 Culture Sport and Tourism (CST) is forecasting an overall pressure of £0.3m. The service is still seeing reduced levels of forecast income compared to pre-pandemic levels at Rother Valley Country Park, Green Spaces, Theatre and the Music Service.

2.29 Planning, Regeneration and Transport (PRT) is forecasting an overall pressure of £0.7m. The major pressure is in Asset Management, with a forecast overspend of £0.6m. The forecast assumes income under recovery in Estates and Building Consultancy. Pressures in Facilities Management include rising property costs, including repairs and maintenance and fixtures and fittings.

2.30 A pressure of £0.1m is being reported in respect of Facilities Services, due to inflationary pressures on food prices in School Meals (basic food, consumables and materials costs could be expected to rise further) and the closure of Riverside House Cafe. A pressure of £0.1m is being reported in the RIDO service, largely due to a forecast shortfall on Markets income arising from the number of void stalls and the ongoing difficult trading conditions. However, grant income offsetting direct costs in other services in RIDO has helped partially mitigate the Markets service pressure.

Finance and Customer Services (balanced outturn position)

2.31 The overall directorate is reporting a balanced outturn position. Whilst there are some financial pressures within the directorate, the service will continue to make savings on ICT Contracts and Legal disbursements and deliver a balanced budget.

2.32 Within Customer, Information and Digital Services, the service continues to generate cost reductions on the renewal or removal of ICT contracts. The removal of the kiosks across the borough and the promotion of online and over the phone payment routes has seen further savings for the service as the cost of cash transportation has reduced (as less cash is needed) and transaction costs reduce as residents move to more efficient payment methods. The service has also incurred difficulties with recruitment, creating further temporary cost reduction.

2.33 Whilst Legal Services continue to face demand for legal support with child protection hearings and court case costs relating to Looked After Children, the level of demand is decreasing. In addition, the service is seeing reduced costs of legal disbursements and whilst the number of cases can fluctuate, overall it is on a downward trajectory.

Assistant Chief Executive (balanced outturn position)

2.34 The service is currently able to forecast a balanced outturn position. The service had experienced difficulties in recruitment during 2021/22, however most of the vacancies are either filled or expect to be filled during 2022/23. The HR service is projecting increased income generation from salary sacrifice schemes and external business from partnership arrangements.

Central Services (£10.5m) forecast overspend

2.35 There are some significant financial challenges that were not evident at the time of setting the 2022/23 Budget, such as the war in Ukraine and its impact on the significant rise in energy prices and inflation. It is currently estimated that the impact of inflation and in particular energy price increases will be £4m above available budget. In addition, the Local Government Pay Claim 2022/23 has now been considered by national employers and is being put to NJC Trade Unions. The offer includes an increase of £1,925 on all NJC pay points from 1st April 2022 and 4.04% on allowances. If approved, at the lowest spinal column point that the Council uses, this would be a 10.4% pay rise, reducing down to 1.1% for the most senior role. The financial impact of this pay award is £6.5m greater than the budget assumed within the Council's Medium Term Financial Strategy which assumed a 2% pay award for 2022/23, as the outcome remains uncertain it has not been factored into the current outturn position.

2.36 These financial challenges are being regularly reviewed as part of the Council's ongoing Medium Term Financial Planning. Whilst the Council's outturn position for 2021/22 placed the Council in a stronger position and more able to manage the impact rather than needing to consider making cuts in services, it is clear that the Council will need to utilise reserves to manage these impacts. The energy price rises and inflation will impact the Council's costs in the provision of services. However, some of this cost impact will be mitigated in future years by increased core funding, for example business rates income is indexed to the rate of inflation. It is currently expected that the period of high inflation will last for around two years before returning to a more normal level. As such, the Council will face short term financial pressures that will need to be managed and mitigated through the Medium Term Financial Strategy and the Council's reserves.

2.37 The Council currently anticipates that the financial impact of these pressures on the Council's 2022/23 budget will be £4.0m, with a significant pressure over the period of 2023/24 to 2024/25. Though the economic position is very volatile at present requiring this position to be under regular review. The forecast impact is based on assumptions around the potential impact of inflation and energy prices, areas that are to a large degree outside of the Council's control and influence.

2.38 The Central Services budgets are made up of a number of corporate budgets for levies and charges such as the Integrated Transport Levy (ITA), PFI Financing, and Treasury Management. A list of the main budget areas within Central Services was provided as part of the Council's Budget and Council Tax Report 2022/23, approved at Council 2nd March 2022. The costs within this area are largely fixed costs, set out prior to the start of a financial year, not specific to a particular Directorate and are therefore not controllable by the directorates and thus held centrally. For example, the cost of levies for 2022/23 was set at £11.8m at the outset of 2022/23. These wider Central Services budgets are forecast as balanced budgets.

Housing Revenue Account (HRA)

2.39 The Housing Revenue Account is a statutory ring-fenced account that the Council has to maintain in respect of the income and expenditure incurred in relation to its council dwellings and associated assets. The HRA is currently forecast to overspend by £1.8m.

2.40 The overspend largely relates to increases in energy costs which has an impact on building running costs as well as the District Heating scheme. The unit cost charged to DH tenants is fixed whilst wholesale gas and electricity prices are higher than anticipated. The forecast includes under recovery of dwelling rent and garage income.

2.41 The HRA budget includes a contribution to HRA reserve of £2.037m. The transfer to reserve is forecast at £0.277m to reflect the forecast overspend which will bring the HRA back to a balanced position.

Homes for Ukraine Funding

2.42 Councils have a critical role to play in the success of the Homes for Ukraine scheme and are uniquely placed to support local communities to offer people from Ukraine the warmest possible welcome to the UK. The Homes for Ukraine scheme was launched on 14 March 2022 by the Secretary of State for Levelling Up, Housing and Communities.

2.43 This Scheme is open to Ukrainian nationals who were residents in Ukraine prior to 1 January 2022 and also to their immediate family members (for example spouse/partner and children under 18) who may be of other nationalities, to be sponsored to come to the UK.

2.44 The government issued guidance which set out a range of responsibilities for local authorities under the Homes for Ukraine scheme including carrying out property standards checks, accommodation suitability, safeguarding assessments, DBS checks on sponsors, initial welfare checks on new arrivals, payment of a £200 initial subsistence payment to guests and a monthly £350 'thank you' payment to hosts. Councils should also provide support for school admissions, accessing welfare benefits and work, homelessness, bank accounts and community integration.

2.45 The government is providing funding at a rate of £10,500 per person to Councils to enable them to provide support to families to rebuild their lives and fully integrate into communities. Initially, the Council had to incur costs in advance of funding being provided but Government have now began to make the required funding allocations.

2.46 This funding comes with a number of conditions attached that dictate certain roles that the Council has to carry out but also flexibility for the wider wrap around support that will need to be provided. The fund will match the tariff offered under the first year of the Afghan Citizens Resettlement Scheme (ACRS) and Afghan Relocations and Assistance Policy (ARAP), although the role of Councils will be

different. For example, Councils will not be asked to source initial accommodation under this scheme as this will be provided by the sponsor.

2.47 If all applications are approved (140 potential at this point), total grant will be £1,470,000. Numbers are being monitored closely, and for prudence, grant is currently estimated at £1,249,500, being the value of the 119 approved guests.

2.48 An officer decision will be taken by the Assistant Chief Executive, in consultation with the Leader of the Council, to set out how the fund has been used to date, to meet specific emergency requirements as well as setting out how the Council will provide ongoing wrap around support moving forwards.

Capital Programme Update

2.49 The Capital Programme 2022/23 now totals £188.138m split between the General Fund £135.310m and HRA £52.828m. This is a decrease of £97.145m to the position as at the end of May reported to Cabinet on 11th July 2022. The majority of which relates to the reprofiling of schemes due to delays caused mainly from COVID-19, inflationary pressures on the programme and the high volume of capital activity taking place nationally that is straining resources from an internal and external delivery point. The movement is based on the latest profiles of expenditure against schemes, both new and revised grant allocations £1.777m and slippage and re-profiles of (£98.922m). The overall Capital Programme 2022/23 to 2025/26 has increased by £4.970m, predominantly as a result of changes to grant funding available, as detailed in the following sections.

2.50 **Table 3: Variations to the Capital Programme 2022/22 to 2025/26.**

	Total Impact £m	**2022/23 Impact £m**	**Post 2022/23 Impact £m**
Revised Grant and Funding Estimates	5.789	1.777	4.012
Slippage / reprofiling	-0.819	-98.922	98.103
Total	4.970	-97.145	102.115

2.51 The main re-profiles are shown below in two categories, those were there has been a change in delivery profile and those where grants were entered into the Capital Programme in the year of the Government grant award and as such need to be re-profiled to match planned delivery :

1. Re-profiles due to a change in delivery

- **Parkway Widening,** £1.380m underspend. Progress on the scheme is good and on target to complete by the end of October. The underspend is due to a reduction in costs on the employer risk element of the contract. Discussions are currently taking place with the contractor about

arrangements to bring the scheme and contractual arrangements to a close.

- **Netherfield Eastwood Phase 2,** £5.088m slippage. This scheme is in development and is currently delayed. Outline designs and indicative costs have been obtained and procurement activity is due to commence shortly. The budget has therefore been slipped into 2023/24. The delay is in part due to complexities with working with external partners and grant funding.

- **Beaumont Grange,** £1.443m slippage. The scheme is to purchase 14 units over a 2 year period. The budget has been reprofiled to line up with delivery of units from the contractor, the Council has no direct control over when the contractor completes the build. However, 3 units will be acquired during 2022/23.

- **SEND Phase 3/4,** £1.223m slippage. A review of SEND delivery in 2022/23 is taking place with revised costing being worked up. A project delivery programme is being put together to determine a more realistic profile.

- **Fleet Management Vehicle Purchase,** £8.700m slippage. A review of the project is underway to assess the most advantageous route to vehicle replacement whilst supporting the Council's climate strategy.

- **Rotherham Markets Redevelopment,** £9.454m slippage. The project has been delayed whilst a review of funding options took place, due to the impact of inflation on the project delivery costs. However, planning application has been submitted awaiting outcome during August 2022 and a revised funding package is being considered.

- **Town Centre Investment,** £4.279m slippage. It is expected that the residual balance of the Town Centre Investment fund will be used in the main to support Forge Island enabling works, to be determined September 2022. However, this funding is unlikely to be required before 2023/24.

- **Strategic Review of Libraries** £2.980m slippage. This is budget provision to support the new central library which will be delivered as part of the Market redevelopment. As above, this project has been delayed and is now not likely to start until 2023/24.

2. Re-profiles following Government grant award

- **Levelling Up Funding,** £24.071m re-profile. The budget profile has been updated to reflect the most recent forecasts submitted to the LUF. Original budgets were reflective of the funding awards, however, they are now based on revised budgets worked up based on project concepts and designs which have now evolved with greater costing information

available.

- **Town Deal,** £20.527m re-profile. Spend profile has been revised in line with the recent Towns Deal forecast return. The budget profiles are now based on the internal project business cases that have been developed providing a more robust financial and delivery profile.

- **Housing Growth Programme Phase 3,** £12.205m re-profile. There are a series of growth schemes being brought forward calling on this holding budget. The budget is to be re-profiled into future years to better align to when schemes have gone through the design/procurement process into delivery. The delay is due to several factors including complexities with external partners and inflation within the market leading to re-design requirements.

2.52 New grant funded schemes are added to the Capital Programme on an ongoing basis in accordance with the Financial and Procurement Procedure Rules. Grant schemes added or reduced since the July Cabinet report are listed below:

Table 4: New Grant/HRA Funded Schemes added to the programme

Directorate/Scheme	**2022/23 £M**	**Post 2022/23 £m**
Children's and Young People's Services		
Confirmation of School Special Provision Funding	0.000	4.322
Amended School Condition Allocation budget.	-0.006	0.000
Revised funding assumptions on Basic Need allocations.	0.000	-0.042
Revised funding assumptions in line with Schools Condition Allocation tapering of grant protection arrangements.	0.000	-0.270
Regeneration & Environment		
New MCA Gainshare Funds approved for a contribution to the Forge Island flood defence work.	2.000	0.000
Removal of budget in relation to an unsuccessful grant bid for the Civic Theatre Annex studio space.	-0.217	0.000
Total	**1.777**	**4.012**

2.53 **Programme Variations**

The following variations to the capital programme cover significant virements between capital projects that are either key decision value or a change in use of corporate resources and as such need reporting to Cabinet.

- **Rotherham Markets Redevelopment:** The project has a forecast funding gap of £9.8m following an update of the cost plan. With changing market conditions, the updated cost modelling resulted in a substantial uplift to the anticipated cost of delivering the outlined phase of works. The reasons for the increase include general materials inflation but also much greater than expected inflation on base materials that are becoming scarcer. In addition, following early engagement with suppliers, further design adjustments have been identified that add to a funding shortfall.

  Following a Council review of the project and wider capital programme a funding package has been proposed to bridge the gap. This includes;

  - MCA Gainshare contribution of £5m
  - Allocation of Libraries re-location budget of £2.9m, that was earmarked for the central library relocation with the markets redevelopment project will cover.
  - Re-directed operational building budget of £1.8m, utilising the elements of this budget earmarked for central library and markets capital maintenance.

- **Town Centre Housing:** The Town Centre 3 Sites project comprises the development of 171 mixed tenure homes across three town centre sites (Sheffield Rd car park, Millfold House and Henley's Garage). The scheme is approaching completion, though final forecast scheme costs include an estimated overspend of £1.4m. The overspend relates to abnormal site costs, difficulties with utilities on all 3 sites and amendments to specifications in particular around communal areas. The additional costs can be accommodated in the main through additional income generation from the sale of the private properties, £1.2m, with the remaining balance coming from a number of small underspends within the Housing Growth programme.

- **Customer and Digital Improvements – Grounds and Streets Service:** An allocation of £100k is held within the programme to advance the digital capacity of this service area, however as the scheme has progressed it has become clear that this budget requirement is insufficient. A solution has been identified at a cost of 2 years, along with funding contributions from the following corporate funded schemes.

  - Handheld Machinery (borrowing) – Project completed with a £6k underspend
  - StreetScene Equipment (borrowing) – Project forecasting completion with a £71k underspend
  - Additional capital budgets are in place within Customer, Information and Digital Services (CIDS) to support achievement of the Council's

overall Digital Strategy. As this project will directly assist with delivery of the Customer and Digital programme and the broader Digital Customer theme, the remaining £28k will be funded from this capital budget.

2.54 **MCA Approvals**

The South Yorkshire Mayoral Combined Authority (SYMCA) acts as accountable body for a number of different Government funding streams and as the accountable body for Gainshare. The MCA have approved an allocation of £2m Gainshare funding towards a flood defence scheme at Forge Island.

2.55 **The proposed updated Capital Programme to 2025/26 is shown by directorate in Table 5 below.**

Table 5: Proposed Updated Capital Programme 2022/23 to 2025/26

Directorate	2022/23 Budget £m	2023/24 Budget £m	2024/25 Budget £m	2025/26 Budget £m	Total Budget £m
General Fund Capital					
Children and Young People's Services	14.574	11.751	4.460	6.392	**37.177**
Regeneration and Environment	102.452	105.795	9.052	7.062	**224.362**
Adult Care & Housing	7.659	6.385	14.117	4.273	**32.435**
Assistant Chief Executive	0.496	0.210	0.210	0.210	**1.126**
Finance and Customer Services	4.129	4.893	7.090	12.990	**29.102**
Capitalisation Direction	6.000	6.000	1.000	1.000	**14.000**
Total General Fund Capital	**135.310**	**135.034**	**35.930**	31.928	**338.202**
Total HRA Capital	52.828	64.570	29.220	29.610	**176.227**
Total RMBC Capital Programme	**188.138**	**199.604**	**65.150**	**61.537**	**514.429**

The capital programme for 2022/23 remains ambitious even with a significant level of re-profiling of schemes into 2023/24. The Council will therefore need to keep close control of project spend profiles and delivery milestones to keep these projects on track. The Council will also need to review the deliverability of this significantly increased capital programme and potentially, re-profile some schemes into future financial years.

Funding Position of Capital Programme 2022/23

2.56 The £188.138m of capital expenditure is funded as shown in the Table 6 below.

2.57 **Table 6: Funding of the Approved Capital Programme**

Funding Stream	**2022/23 Budget £m**
Grants and Contributions	80.092
Unsupported Borrowing	52.164
Capital Receipts	1.878
Capital Receipts - Flexible Use & HRA Contribution	1.000
HRA Contribution	0.176
Total Funding - General Fund	**135.310**
Grants and Contributions	3.925
Unsupported Borrowing	10.724
Housing Major Repairs Allowance	33.380
Capital Receipts	2.073
Revenue Contribution	2.726
Total Funding - HRA	**52.828**
Total	**188.138**

Capital Receipts

2.58 The Council is continuing to undertake a comprehensive review of its assets and buildings portfolio with the aim of rationalising both its operational and non-operational asset holdings. This may contribute future capital receipts which are earmarked to support the revenue budget, in accordance with the Council's approved flexible use of capital receipts strategy.

2.59 To date General Fund useable capital receipts of £0.012m have been generated. Although loan repayments will be received during the financial year, these cannot be used to support the revenue budget as only those receipts by the disposal of property, plant and equipment can be used in that way.

Description	**Total as at 31st July 2022 £m**
Total Capital Receipts (Excluding loan repayments)	**- 0.012**
Repayment of Loans	- 0.015
Total Capital Receipts	**- 0.027**

2.60 The detailed disposal programme is currently being updated and it is very difficult to forecast. Therefore, at this stage the forecast for useable capital receipts is between £0.6m and £1m. These receipts are made up of a small number of disposals and therefore any changes to these could impact on these forecasts significantly. It should be noted that there is no corporate requirement to disposal of General Fund assets.

3. Options considered and recommended proposal

3.1 With regard to the current forecast net revenue budget the directorates are forecasting an overspend of £17.9m, further management actions continue to be identified with the clear aim of ensuring a balanced budget position can be achieved. It is now clear that to achieve a balanced outturn position there will be a need to utilise an element of the Council's reserves given the significant pressures that have come to light since the Council set it's 2022/23 budget. This is in recognition that there are still financial implications that need to be fully understood and that may not be fully known until later in the financial year. It is nationally recognised best practice to monitor the performance against the agreed revenue budgets and the Capital Programme throughout the year.

4. Consultation on proposal

4.1 The Council consulted on the proposed budget for 20222/23, as part of producing the Budget and Council Tax Report 2022/23. Details of the consultation are set out in the Budget and Council Tax 2022/2 report approved by Council on 2nd March 2022.

5. Timetable and Accountability for Implementing this Decision

5.1 Strategic Directors, Managers and Budget Holders will ensure ongoing tight management and close scrutiny of spend this financial year.

5.2 Financial Monitoring reports are taken to Cabinet meetings during the year. The Financial Outturn report for 2022/23 was taken to Cabinet in July 2023.

6. Financial and Procurement Advice and Implications

6.1 The Council's overspend position is detailed within the report along with the estimated impact of current financial pressures from the war in Ukraine, inflation, energy price rises. This position continues to be monitored closely. Control over spending remains critical to both maintaining the robust Reserves Strategy and Medium Term Financial Strategy.

6.2 An update on the Council's Medium Term Financial Strategy will be provided to Cabinet later in 2022. This will provide a more detailed update on the Council's Medium Term Financial Planning factoring in the impact of the current year financial pressures and the longer term impacts on the MTFS and reserves strategy.

6.3 There are no direct procurement implications arising from the recommendations detailed in this report. Project specific implications have been addressed in the Key Issues section.

7. Legal Advice and Implications

7.1 No direct legal implications.

8. Human Resources Advice and Implications

8.1 No direct implications.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The report includes reference to the cost pressures on both Children's and Adult Social care budget.

10. Equalities and Human Rights Advice and Implications

10.1 This is a finance update report, providing a review of current progress to date on the Council's revenue and capital budgets, any equalities and human rights impacts from service delivery have been or will be detailed as service budgets, capital projects are pulled together for inclusion within the Council's revenue budget or capital programme.

11 Implications for CO2 Emissions and Climate Change

11.1 No direct implications.

12. Implications for Partners

12.1 At a time of economic difficulty and tight financial constraints, managing spend in line with the Council's budget is paramount. Careful scrutiny of expenditure and income across all services and close budget monitoring therefore remain a top priority if the Council is to deliver both its annual and medium term financial plans while sustaining its overall financial resilience

13. Accountable Officers

Rob Mahon, Assistant Director – Financial Services

Approvals obtained on behalf of Statutory Officers:-

	Named Officer	**Date**
Chief Executive	Sharon Kemp	05/09/2022
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	30.8.22
Assistant Director, Legal Services (Monitoring Officer)	Phillip Horsfield	31.8.22

Report Author: *Rob Mahon, Assistant Director – Financial Services*
This report is published on the Council's website.

Initial Equality Screening Assessment (Part A)

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

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

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality and diversity
- whether or not equality and diversity is being/has already been considered, and
- whether or not it is necessary to carry out an equality analysis.

Directorate: Finance and Customer Services	**Service area: Finance**
Lead person: Rob Mahon	**Contact number: 01709 254518**

1. Title:

Is this a:

	Strategy / Policy	X	**Service / Function**		**Other**

If other, please specify

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

The Council has a framework of budgetary monitoring and reporting that ensures budget management is exercised within annual cash limits.

Each month the Budget Manager receives timely information on income and expenditure to enable them to fulfil their budgetary responsibilities. Following the review of the budget information, each budget manager provides a forecast of their projected outturn position on each service. The Strategic Director subsequently provides a consolidated forecast for their directorate to the Chief Finance Officer and relevant Cabinet Member.

A budget monitoring report, which includes an up-to-date outturn forecast, information about significant variances from approved budgets and proposals for dealing with them, is submitted to Cabinet at least 6 times a year, culminating with the Councils Financial Outturn report.

Whilst the framework described above relates to revenue budgets, the capital programme is also similarly monitored and reported alongside the Council's revenue position.

The financial monitoring position report summarises the key variances for each directorate and considers the key financial pressures and risks.

This report is the final financial report in the financial year, it sets out the Councils full revenue outturn position. The report also covers off any other key items to be noted at the time.

Given that the revenue and capital budgets have been approved by Council in February each year, when equality assessments would have been considered at that time in respect of the budget proposals, there are no further issues in respect of equality and diversity.

3. Relevance to equality and diversity

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

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

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

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

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

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

4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals prior to carrying out an **Equality Analysis.**

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

Please provide specific details for all three areas below and use the prompts for guidance.

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

The Homes for Ukraine Scheme relates to a specific minority community with specific needs.

- **Key findings**

The community and their circumstances present specific needs that the scheme is design to address.

- **Actions**

Paragraph 2.48 or the report provides that an officer decision will be taken by the Assistant Chief Executive, in consultation with the Leader of the Council, to set out how the fund has been used to date, to meet specific emergency requirements as well as setting out how the Council will provide ongoing wrap around support moving forwards. This will address the equalities issues as required.

Date to scope and plan your Equality Analysis:	This will be determined by the actions covered in paragraph 2.48.
Date to complete your Equality Analysis:	This will be determined by the actions covered in paragraph 2.48.
Lead person for your Equality Analysis (Include name and job title):	n/a

5. Governance, ownership and approval

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

Name	Job title	Date
Judith Badger	Strategic Director – Finance and Customer Services	25/8/22

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	25/8/22
If relates to a Key Delegated Decision, **Executive Board**, **Council** or a **Significant Operational Decision – report date and date sent for publication**	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	25/8/22

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?	*no impact on emissions*				
Emissions from transport?	*no impact on emissions*				
Emissions from waste, or the quantity of waste itself?	*no impact on emissions*				
Emissions from housing and domestic buildings?	*no impact on emissions*				
Emissions from construction and/or development?	*no impact on emissions*				
Carbon capture (e.g. through trees)?	*no impact*				

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

Please provide a summary of all impacts and mitigation/monitoring measures: As this report is a financial update on previous events, updates on levels of funding moving forwards and doesn't approve anything directly to happen, it does not have any carbon implications.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Rob Mahon, Head of Corporate Finance, Finance and Customer Services.
Please outline any research, data, or information used to complete this [form].	
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	

This page is intentionally left blank

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 19 September 2022

Report Title
New Application for Business Rates Discretionary Relief for Rotherham Abuse Counselling Service

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
Judith Badger, Strategic Director of Finance and Customer Services

Report Author(s)
Rachel Humphries – Operational Manager, Local Taxation
01709 255159 or rachel.humphries@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

To consider the application for the award of Discretionary Business Rate Relief for Rotherham Abuse Counselling Service. This is in accordance with the Council's Discretionary Business Rates Relief Policy (approved by Cabinet on 12th December 2016).

Recommendations

1. That Cabinet approve the application for Discretionary Business Rate Relief for Rotherham Abuse Counselling Service in accordance with the details set out in Section 6 to this report for the 2022/23 financial year.

List of Appendices Included

Appendix 1 Initial Equality Screening Document
Appendix 2 Carbon Impact Assessment

Background Papers

Discretionary Rate Relief Policy - Approved by Cabinet on 12th December 2016

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

No

New Application for Business Rates Discretionary Relief for Rotherham Abuse Counselling Service

1. Background

1.1 Section 47 of the Local Government Finance Act (LGFA) 1988 conveys power on local authorities to allow discretionary relief that would be additional to the mandatory relief. This is given when the property is 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.

1.2 The Council can grant discretionary relief to:-

- Registered Charitable Organisations, including Community Amateur Sports Clubs. The relief granted is up to 20% of the rate liability as these organisations are eligible for 80% mandatory rate relief.
- Other organisations or institutions that are not established or conducted for profit and whose aims are charitable or otherwise, philanthropic, religious, concerned with education, social welfare, science, literature or fine arts. Relief can be granted up to 100% of the business rates liability.
- Properties occupied by not for profit sports or social clubs, societies or other organisations for the purposes of recreation. Relief can be granted up to 100% of the business rates liability.
- Rate relief to ratepayers – Section 47 of the LGFA 1988 as amended by Section 69 of the Localism Act 2011. This amendment gives the Council the discretion to grant relief to any other body, organisation or ratepayer, having due regard to its Council Tax.

1.2.1 The Council has operated a system of awarding relief through the application of a policy that was approved by Cabinet on 12th December 2016.

1.2.2 Central Government and councils share every £1 of rates due as follows:

Central Government	50%
South Yorkshire Fire and Rescue Authority	1%
Rotherham MBC	49%

1.3 **Application**

Rotherham Abuse Counselling Service, Offices 7-8, The Spectrum, Coke Hill, Rotherham, S60 2HX

1.3.1 Rotherham Abuse Counselling Service is a registered charity which provides free counselling for women, men and young people who have experienced any form of sexual violence, sexual abuse, domestic abuse or harassment including survivors of child sexual exploitation.

1.3.2 Support is delivered via one-to-one therapy, drop-in sessions and group therapy. Feedback from service users is positive and survivors have been helped to start to recover.

1.3.3 Demand for the services provided is high with referrals being made by the National Health Service through GP practices, mental health teams, and drug and alcohol services. Referrals are also received from the local authority and self-referrals from individuals.

1.3.4 The organisation has taken on additional premises for this financial year only as they have had to take on five more staff (Independent Sexual Violence Advocates) from another organisation who were already based at the premises. For ease of transition, they will stay there until the end of March 2023 until the space at the existing premises has been reorganised and they can be accommodated there.

1.3.5 The organisation benefits from an award of discretionary relief at their existing premises which has been awarded continuously from 2019 to date.

1.3.6 The property for which the application is made is used to deliver the Independent Sexual Violence Advocacy (ISVA) service supporting the people of Rotherham who have experienced sexual violence and are pursuing a criminal justice process and includes victims identified by Operation Stovewood.

1.3.7 The organisation already benefits from several grants including from RMBC to deliver their service and the continuation of this modest additional assistance is considered in line with the criteria within the Council's policy.

1.3.8 The organisation is applying for discretionary relief with regards to their 2022/23 rates liability. The financial implication of awarding the relief is set out in Section 6 of the report.

2. Key Issues

2.1 To consider the application for Rotherham Abuse Counselling Service requesting an award of discretionary rate relief.

3. Options considered and recommended proposal

3.1 Given the discretionary nature of the relief requested, the Council can determine either to award or not award relief.

3.2 In helping Members make such a decision, the Council has put in place a specific Policy framework to consider individual applications. In accordance with that Policy, applications (including supporting documentation) for relief have been considered in line with the qualifying criteria and other considerations set out in that Policy.

3.3 In line with the Council's Business Rates Discretionary Relief Policy, having regard to the financial cost of the proposed relief, the charitable use of the

premises and the contribution that this organisation makes to the local community, it is recommended that an award for discretionary relief be granted to Rotherham Abuse Counselling Service.

3.4 The alternative option was to decline to award relief. This has been rejected as the application meets the Council's Policy.

4. Consultation on proposal

4.1 The recommendation in the report is based on the application of an existing policy. There has been no specific consultation carried out in relation to any individual organisations referred to within this report.

5. Timetable and Accountability for Implementing this Decision

5.1 The applicant will be advised by letter of the outcome of their application for relief within 10 working days of the Cabinet decision.

6. Financial and Procurement Advice and Implications

6.1 The applicant has completed a full application for the proposed relief to ensure compliance with the Council's discretionary scheme criteria.

6.2 The total cost of granting the relief for the financial year 2022/23 is set out below in paragraph 6.3 alongside the specific cost to the Council.

6.3

Year	Total Amount of Relief	Cost to RMBC
Rotherham Abuse Counselling Service		
2022/23	£496.64	£243.35

As indicated in paragraph 1.2.2. 49% of the cost of the relief is met by the Council with 50% falling on Central Government and 1% on the South Yorkshire Fire and Rescue Service.

6.4 There are no direct procurement implications arising from the recommendations detailed in this report.

7. Legal Advice and Implications

7.1 The statutory framework for discretionary relief is set out in the body of the Report.

8. Human Resources Advice and Implications

8.1 No direct implications from this Report.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The organisations provide services to children, young people and vulnerable adults throughout the Borough which aim to make a difference to the lives of people within the local community.

10. Equalities and Human Rights Advice and Implications

10.1 The recommendation in the Report is to grant discretionary relief which will positively impact the organisation ensuring continuity of service provision which helps tackle inequality. This recommendation is based on the Council's Discretionary Business Rates Relief Scheme under which other businesses are able to make an application.

11. Implications for CO2 Emissions and Climate Change

11.1 It is anticipated that an award of relief would not change the organisations' current operational activities and therefore will not impact CO2 emissions.

12. Implications for Partners

12.1 As stated in 1.2.2, 1% of the cost of any relief granted is met by the South Yorkshire Fire and Rescue Authority. In this case this cost is minimal.

13. Risks and Mitigation

13.1 The Government has issued guidance notes to advise authorities what criteria should be used in considering applications for Discretionary Rate Relief. Authorities have been strongly advised to treat each individual case on its own merits and to not adopt a policy or rule which allows them to not consider each case without proper consideration. In cognisance of these guidance notes, the Council has formally adopted a Policy framework for considering individual discretionary business rates relief applications with the decision to award reserved for Cabinet.

14. Accountable Officers

Rob Mahon, Assistant Director, Financial Services

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	05/09/22
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	12/08/22
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	15/08/22

Report Author: Rachel Humphries – Operational Manager, Local Taxation
01709 255159 or rachel.humphries@rotherham.gov.uk
This report is published on the Council's website.

PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
Title: New Application for Business Rates Discretionary Relief for Rotherham Abuse Counselling Service	
Directorate: Finance and Customer Services	**Service area: Financial Services**
Lead person: Rob Mahon	**Contact number: 01709 822034**
Is this a: ☐ **Strategy / Policy** ☐ **Service / Function** ☑ **Other** **If other, please specify** **Cabinet Report to consider application for the award of Business Rates Discretionary Relief.**	

2. Please provide a brief description of what you are screening
The report presents an application for the award of Business Rates Discretionary Relief which has been considered in line with the policy agreed by Cabinet on 12 December 2016. The policy criteria includes consideration of organisations who actively encourage membership from particular groups in the community which include, young people, women, persons with a disability and ethnic minorities.

3. Relevance to equality and diversity		
All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity. The following questions will help you to identify how relevant your proposals are. When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.		
Questions	**Yes**	**No**
Could the proposal have implications regarding the accessibility of services to the whole or wider community? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*		✓
Could the proposal affect service users? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*		✓
Has there been or is there likely to be an impact on an individual or group with protected characteristics? *(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)*		✓
Have there been or likely to be any public concerns regarding the proposal? *(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)*		✓
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? *(If the answer is yes you may wish to seek advice from commissioning or procurement)*		✓
Could the proposal affect the Council's workforce or employment practices? *(If the answer is yes you may wish to seek advice from your HR business partner)*		✓
If you have answered no to all the questions above, please explain the reason		
The recommendation in the report is to award discretionary relief to the organisation which will positively impact the organisation ensuring continuity of advice, counselling and support provision which helps tackle inequality.		

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?**

*(**think about** the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)*

- **Key findings**

***(think about** any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)*

- **Actions**

***(think about** how you will promote positive impact and remove/reduce negative impact)*

Date to scope and plan your Equality Analysis:	N/A
Date to complete your Equality Analysis:	N/A
Lead person for your Equality Analysis (Include name and job title):	N/A

5. Governance, ownership and approval

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

Name	Job title	Date
Rob Mahon	Assistant Director	

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	28/07/2022
Report title and date	New Application for Business Rates Discretionary Relief for Rotherham Abuse Counselling Service
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	28/07/2022

User guidance:

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

---

- Carbon Impact Assessments are to be appended to the associated cabinet reports
- Prior to publishing reports, Carbon Impact Assessments should be sent to climate@rotherham.gov.uk 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?	No impact				
Emissions from transport?	No impact				
Emissions from waste, or the quantity of waste itself?	No impact				
Emissions from housing and domestic buildings?	No impact				
Emissions from construction and/or development?	No impact				
Carbon capture (e.g. through trees)?	No impact				

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

Please provide a summary of all impacts and mitigation/monitoring measures: It is anticipated that continuing to award relief will not change the organisations current operational activities and therefore will not impact CO2 emissions.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Rachel Humphries, Operational Manager, Finance and Customer Services
Please outline any research, data, or information used to complete this [form].	
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	

This page is intentionally left blank

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 19 September 2022

Report Title
Safer Rotherham Partnership Plan 2022-25

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

Strategic Director Approving Submission of the Report
Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)
Carol Adamson, Community Safety Service Manager
Sam Barstow, Interim Assistant Director, Community Safety and Street Scene
Emma Ellis, Interim Head of Service, Community Safety and Regulatory Services

Ward(s) Affected
Borough-Wide

Report Summary

The Safer Rotherham Partnership (SRP), of which the Council is a key statutory partner, has agreed a new Safer Rotherham Partnership Plan, setting out priorities and commitments for the period 1 April 2022 to 31 March 2025.

The previous Safer Rotherham Partnership Plan 2018-21 was extended for an additional year to 31 March 2022 due to Covid pandemic pressures and impacts on crime and community safety. The plan guided the partnership in delivering significant work to protect vulnerable children and adults, build safer and more cohesive communities and tackle domestic abuse and serious and organised crime.

The Safer Rotherham Partnership has used an evidence-based approach to agree the new priorities, drawing on analysis of partnership crime and community safety data and the outcomes of a comprehensive programme of consultation to capture the views of key stakeholders, including people who live, visit or work in Rotherham.

Recommendations

1. That Cabinet endorses the Safer Rotherham Partnership Plan and recommends it to Council for approval.

2. That Cabinet notes the requirement for scrutiny of the Safer Rotherham Partnership Annual Report, which is discharged by the Overview and Scrutiny Management Board.

List of Appendices Included
Appendix 1 Safer Rotherham Partnership Plan 2022-25
Appendix 2 Equality Impact Assessment
Appendix 3 Carbon Impact Assessment

Background Papers
Previous Safer Rotherham Partnership Plan
Crime and Disorder Act 1998 (legislation.gov.uk)
Rotherham Domestic Abuse Strategy 2022-2027

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Overview and Scrutiny Management Board – 14 September 2022

Council Approval Required
Yes

Exempt from the Press and Public
No

Safer Rotherham Partnership Plan 2022-25

1. Background

1.1 Community Safety Partnerships have a statutory responsibility to prepare an annual strategic assessment to identify community safety priorities across the local area, develop a partnership plan and co-ordinate activities to address the priorities. There is also a requirement to consult and engage with communities, ensuring that their views are taken into account when identifying local priorities.

1.2 In 2018, an enhanced assessment and consultation process was undertaken to develop 3-year priorities from 2018 to 2021. Annual "light touch" reviews have taken place since, focussing on high-risk threats and areas presenting an increasing or changing risk level. In February 2021, the Safer Rotherham Partnership (SRP) Board agreed to extend the priorities for an extra year to cover 2021-2022. This was due to the impact of the Covid pandemic on partner capacity to carry out the enhanced review process in 2020 and early 2021 and restricted methods available for community involvement. The pandemic also affected reported crime and time was needed to understand the impacts on crime data.

1.3 A comprehensive, enhanced review process was developed and agreed by the Safer Rotherham Partnership Board and commenced from May 2021 to inform new priorities and a new SRP Plan from 2022 to 2025. The enhanced review process included the following key elements:

1.4 **Use of the Management of Risk in Law Enforcement (MoRiLE) thematic tool**

1.5 The MoRiLE thematic matrix is widely used by Police and community safety partnerships. It enables a range of strategic issues to be assessed in a structured and consistent way. There are four component parts of the MoRiLE assessment – Impact and Harm; Likelihood; Confidence; and Organisational Position.

1.6 Elements within each component include assessments of:

- The level of harm to victims (physical/psychological/financial impacts).
- The severity and extent of the impact on the wider community.
- The current scale of the strategic issue (how often, how much) and the trend (has it got better or worse, is it predicted to improve or decline over the next 12 months).
- The reliability of the knowledge and data the assessment is based on.
- How well-placed partners are to mitigate the risk, taking into consideration economic and resourcing factors alongside key external factors – public expectation, political or reputational pressures.

1.7 **Joint Strategic Intelligence Assessment (JSIA)**

1.8 The JSIA provides the quantitative evidence base and detailed information about current and emerging trends of crime and disorder affecting communities within the Borough. The information is derived from a range of sources including South Yorkshire Police data, data provided by Partners,

open-source research, national publications and information from key stakeholders.

2. Key Issues

2.1 The Safer Rotherham Partnership Plan and priorities for 2022-2025 were agreed by the SRP Board on 7 April 2022 in accordance with the outcomes of the MoRiLE and JSIA assessments described above and taking into account the outcomes of consultation.

2.2 Objective areas under each priority respond to the key risks identified through the MoRiLE and JSIA assessments. Commitments under each objective area identify where the SRP can provide additional activities by partnership working and sharing resources, over and above the priorities and responses in place within mainstream services and individual agencies. The commitments take into account wider partner and community priorities for action identified through consultation. The priorities, objective areas and commitments are:

1. Protecting Vulnerable Children

Child Abuse

- Increase understanding of the potential signs of neglect and child abuse through training and awareness raising with partners.
- Raise awareness with the public around the signs of early abuse and mechanisms for reporting.

Child Criminal Exploitation (CCE)

- Increase understanding of CCE, reporting and responses, with professionals and the public through training and awareness raising.
- Work together with partners and the public to reduce the risk of CCE and ensure accurate recording of investigations and quality outcomes.

Child Sexual Exploitation (CSE)

- Increase understanding of CSE, reporting and responses, with professionals and the public through training and awareness raising.
- Work together with partners and the public to reduce the risk of CSE and ensure accurate recording of investigations and quality outcomes.

2. Protecting Vulnerable Adults

Substance misuse

- Increase engagement and positive outcomes from substance misuse treatment services for offenders within the criminal justice system.

Mental health

- Review the use and impact of mental health treatment requirements in the criminal justice system.

- Review dual diagnosis pathways to support service users with mental health and alcohol/drug use treatment needs who are involved in the criminal justice system.

Modern slavery and Human Trafficking

- Increase understanding of the potential signs of modern slavery through training and awareness raising with partners.
- Raise awareness with the public around the signs of modern slavery and mechanisms for reporting.

3. Safer and Stronger Communities

Making communities safer – tackling community safety priority locations

- Review and refresh the partnership approach to problem solving in local neighbourhoods, including thresholds and methodology for partnership activity.

Preventing hate crime

- Focus on the use of education and engagement to prevent hate crime by tackling the drivers of hate.
- Improve victims' experiences of reporting hate crime and incidents.

Online crime

- Explore innovative ways in which partners and the public can be educated around online safety and digital technologies and develop engagement with young people, families and older people.
- Identify best practice in embedding online activity within service user assessments.

4. Protecting people from violence and organised crime

Domestic abuse

- Transform domestic abuse services, in line with the partnership strategy, to improve outcomes for victims.
- Ensure all those fleeing domestic abuse are able to access safe accommodation and appropriate support.
- Improve the use of criminal justice measures to better protect victims.

Sexual abuse

- Review and refresh the sexual abuse delivery plan, focussing on victim engagement.
- Improve timely reporting of sexual offences to increase forensic opportunities.

Male violence against women and girls

- Reduce male violence against women and girls by focussing on hot spot locations and repeat perpetrators.
- Deliver awareness raising events, projects and promotions aimed at improving women and girls' safety and feelings of safety.

Serious violence

- Provide ways out for those already entrenched in violence, or who have been previously incarcerated, to support effective rehabilitation.
- Reduce violence through victim identification, care and support programmes.
- Reduce availability and access to lethal weapons.
- Work to change cultural and social norms that support violence.
- Encourage all professionals and organisations to continue to work toward becoming trauma-informed, to an approved standard for South Yorkshire.

Organised crime

- Proactively identify and implement a whole system partnership approach to tackling organised crime.
- Prevent individuals and emerging groups from becoming involved in organised crime.
- Build stronger information sharing structures between partners and communities.
- Target our partnership approach to those causing the highest harm in our communities.
- Disrupt organised crime via a partnership approach, utilising the Pursue, Prevent, Protect and Prepare framework.

Counter terrorism:

- Reduce the risk of terrorism by taking a partnership approach to the Prevent, Protect and Prepare workstreams of the UK Contest Counter Terrorism Strategy.
- Achieve compliance with the Channel, Prevent, Protect and Prepare duties (under the Counter Terrorism and Security Act 2015) demonstrated through self-assessment using Home Office toolkits.

2.3 SRP board level strategic leads are in place to lead and oversee the development and implementation of delivery plans and performance management reports for each priority. Quarterly performance reports will be monitored by the SRP Board. Annual reports will provide updates on progress to wider stakeholders.

2.4 The commitments and objectives within each strategic priority and the associated actions plans and performance measures will be reviewed annually by the SRP Board. The review will be based on an annual crime audit and consist of a broad evidential review of Police and partner data, robust risk assessment process and consultation with stakeholders. The annual review process will ensure the Safer Rotherham Partnership Plan 2022-25 remains fit for purpose with meaningful objectives and performance indicators in place to deliver and measure progress and improvements.

3. Options considered and recommended proposal

3.1 The production of a strategy for reducing crime and disorder (including anti-social and other behaviour adversely affecting the local environment);

combatting the misuse of drugs, alcohol and other substances and reducing reoffending is a statutory requirement of responsible authorities under the Crime and Disorder Act 1998. As a result, no alternative options were considered. In relation to the focus and priority areas, these have been developed as a result of extensive engagement and learning from both service users and professionals, and subject to partner and public consultation.

3.2 The recommendation is that the Cabinet endorses the Plan and recommends that Council approve it. The Plan notes that annual delivery plans and quarterly performance reports will be produced by strategic theme leads and delivery groups and monitored by the SRP Board.

3.3 In addition to the role of the SRP Board in delivering monitoring and oversight, The Crime and Disorder (Overview and Scrutiny) Regulations 2009, creates the requirement for at least annual scrutiny of the Community Safety Partnership. In Rotherham this is discharged annually by the Overview and Scrutiny Management Board, formally sitting as the Crime and Disorder Committee, which reviews the annual report of the Partnership.

4. Consultation on proposal

4.1 Wide and inclusive consultation has taken place in order to take into account the views, needs and expectations of stakeholders. SRP partner agency consultation and data gathering took place from 14 June 2021 and continued until the final draft strategy was circulated to SRP Board members prior to their meeting on 7 April 2022 and the plan was finalised and agreed. The wider stakeholder, elected member and public consultation on the proposed priorities ran from 7 February 2022 to 24 March 2022.

4.2 Representatives from SRP partner agencies and relevant Council services were involved in the comprehensive risk assessment and data analysis stages to identify priorities. Relevant partner data was assessed alongside South Yorkshire Police data using the Management of Risk Assessment in Law Enforcement (MoRiLE) tool.

4.3 Stakeholders consulted include:

- Safer Rotherham Partnership Partner organisations
- Strategic leaders and other partnership boards (Health and Wellbeing Board, Safeguarding Children Partnership, Safeguarding Adults Board, Strategic Housing Forum, Business Growth Board)
- Elected Members
- Community representative organisations and community members – geographic and diverse community of interest groups (e.g. older people, young people, BAME, faith, women, men, LGBT+, disabled people, parish councils and outcomes of ward plan and council plan consultations)
- Business community
- General public (online consultation).

4.4 The purpose of the consultation was to:

- Confirm the proposed overarching priorities for 2022-25
- Identify the types of partnership responses that are most important to stakeholders under each priority
- Identify any important community safety issues not addressed by the proposed priorities.

4.5 Methodologies included online consultation, attendance at partner meetings and community focus groups. The consultation was published via partner communication channels, including online, social media and newsletters.

4.6 The outcome of the consultation was broadly supportive of the priority areas identified. In relation to the areas of focus underneath each priority, there was some discreet variance across the priority areas but generally respondents thought the partnership should focus on raising awareness and delivering prevention and early intervention activities. Each priority area lead officer use this feedback to in form the development of their action plans.

5. Timetable and Accountability for Implementing this Decision

5.1 Delivery will be monitored through a quarterly dashboard showing key performance indicators and an annually refreshed delivery plan and annual report. This will be overseen by the Safer Rotherham Partnership Board. The annual report of the Safer Rotherham Partnership will be subject to scrutiny as described in section 3.3.

6. Financial and Procurement Advice and Implications

6.1 There are no direct procurement implications as a result of the recommendations detailed in this Report. However, any identified need for the Council to procure goods, services or works in relation to achieving the plan should be referred to the Corporate Procurement Service. This will ensure all projects are procured in line with both the relevant internal financial and procurement procedure rules and the Public Contract Regulations 2015 (as amended), and that social value commitments are secured.

6.2 The Safer Rotherham Partnership has received revenue grant funding of £120k in 2022/23 from the South Yorkshire Police and Crime Commissioner, which is hosted by the Council, in order to deliver the priorities set out in the Safer Rotherham Partnership Plan

7. Legal Advice and Implications

7.1 Community Safety Partnerships were set up under the Crime and Disorder Act 1998. Under section 6 of the Crime and Disorder Act 1998, the responsible authorities that are party to a Community Safety Partnership are required to formulate and implement:

(a) a strategy for the reduction of crime and disorder in the area (including anti-social and other behaviour adversely affecting the local environment); and
(b) a strategy for combatting the misuse of drugs, alcohol and other substances in the area; and
(c) a strategy for the reduction of re-offending in the area.

7.2 The Crime and Disorder (Formulation and Implementation of Strategy) Regulations 2007 set out the way in which the responsible authorities should carry out their functions as a Community Safety Partnership and require:

(a) A partnership plan for the local government area, setting out the Community Safety Partnership's priorities;
(b) A county level community safety agreement, setting out the ways the responsible authorities in the county might work more effectively to implement the identified priorities by joint working.

7.3 The Police Reform and Social Responsibility Act 2011 requires the local policing bodies and the responsible authorities to have regard for each other's priorities and objectives and requires cooperation with each other in exercising their respective functions.

7.4 Further Regulations introduced in 2012 (The Crime and Disorder (Formulation and Implementation of Strategy) (Amendment) Regulations 2012) require information sharing and provide power to the Police and Crime Commissioners to require the attendance of the responsible authorities at a meeting to assist in the formulation and implementation of strategies relating to the local government area.

7.5 The Community Safety Partnership is required to produce and implement a plan setting out its priorities. Failing to do so would be a breach of its statutory duty under the above-mentioned legislation. The implementation of the plan should ensure that all other statutory duties are met, where they exist.

7.6 Under section 19 of the Police and Justice Act 2006, the Local Authority is required to ensure that it has a committee with power to review and scrutinise decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions and to make reports or recommendation to the Local Authority with respect to the discharge of those functions. The Crime and Disorder (Overview and Scrutiny) Regulations 2009, require this committee to meet annually. This a statutory requirement and to satisfy the duty, this is currently undertaken by the Overview and Scrutiny Management Board.

7.7 The Policy is a part of the Council's Policy Framework and therefore requires Council approval following a recommendation from Cabinet.

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 Protecting vulnerable children and protecting vulnerable adults have been adopted as continuing priorities by the Safer Rotherham Partnership. The SRP Plan 2022-25 sets out information about crime and community safety risks, threats and vulnerabilities relating to children and vulnerable adults and the priorities and commitments to address then. Delivery plans, governance structures and performance management is in place for both the Protecting Vulnerable Children and Protecting Vulnerable Adults priorities.

9.2 The Safer Rotherham Partnership works closely with the relevant strategic partnerships in Rotherham, including the Rotherham Safeguarding Children's Partnership, the Adult Safeguarding Board and the Health and Well-Being Board. Where delivery overlaps, officers will ensure the relevant consultation and where possible, joint delivery takes place. The relationship between the partnerships is supported by the Safeguarding Joint Protocol, which is an agreement across the Strategic Partnerships.

10. Equalities and Human Rights Advice and Implications

10.1 A full Equality Impact Assessment has been undertaken to support the development of the SRP Plan 2022-25 and is included at Appendix 2. The Report shows how crime and community safety risks were assessed through data analysis, taking into account victim and offender demographic information. It also describes the consultation process that took place with multiple stakeholders including Equality Act 2010 protected characteristic groups. The Safer Rotherham Partnership plan meets the needs of different communities and groups by driving action to achieve its key priorities which are fully inclusive of protected characteristic groups. It identifies and puts in place actions to protect the most vulnerable people and communities within the Borough. By addressing the crime and community safety issues impacting Rotherham's diverse communities, the policy is designed to promote equality and good community relations.

11. Implications for CO2 Emissions and Climate Change

11.1 A Carbon Impact Assessment has been undertaken which is included at Appendix 3. The SRP coordinates existing partner activity and resources, therefore no specific impacts have been identified related to the SRP Plan 2022-25.

12. Implications for Partners

12.1 There are wide-ranging implications for partners, who have been involved throughout the process of developing the SRP Plan 2022-25. The plan sets out how the Safer Rotherham Partnership (which is the borough's

Community Safety Partnership, set up under the Crime and Disorder Act 1998) will achieve the duties of the responsible authorities to work together to protect local communities and help people feel safer. There are five responsible authorities that make up the Safer Rotherham Partnership:

- Probation Service
- Rotherham Clinical Commissioning Group
- Rotherham Metropolitan Borough Council
- South Yorkshire Fire and Rescue
- South Yorkshire Police

12.2 Voluntary Action Rotherham is an additional SRP member, representing and promoting the role of the voluntary and community sector. The Police and Crime Commissioner for South Yorkshire is also represented at Board meetings, helping to join up work on local priorities with the South Yorkshire Police and Crime Plan.

12.3 All the above partners are involved in the SRP Plan delivery and governance structures.

13. Risks and Mitigation

13.1 Risks primarily relate to capacity to deliver strategic intentions and uncertainty about the availability of external funding for specific initiatives, for example, Government funding for Domestic Abuse and the Police and Crime Commissioner community safety grant funding, which are notified year on year. The Safer Rotherham Partnership is able to facilitate the involvement of mainstream services, across a variety of partners, in work to achieve Safer Rotherham Partnership priorities and outcomes. Opportunities are therefore sought through partnership meetings and structures to seek opportunities for better collaborative working and pooling of resources.

14. Accountable Officers

Sam Barstow, Interim Assistant Director, Community Safety and Street Scene. Emma Ellis, Interim Head of Service, Community Safety and Regulatory Services.

Approvals obtained on behalf of Statutory Officers:

	Named Officer	**Date**
Chief Executive	Sharon Kemp	05/09/22
Assistant Director, Finance (S.151 Officer)	Rob Mahon	09/08/22
Assistant Director of Legal Services (Monitoring Officer)	Phil Horsfield	31/08/22

Report Author: Carol Adamson, Community Safety Service Manager
Carol.adamson@rotherham.gov.uk
This report is published on the Council's website.

This page is intentionally left blank

Safer Rotherham Partnership Plan

2022-2025

Working together to make Rotherham safe, to keep Rotherham safe and to ensure the communities of Rotherham feel safe

The Safer Rotherham PARTNERSHIP

Contents

Foreword	**3**
1. Introduction	**4**
2. How we decided our priorities	**4**
3. Outcomes of the Safer Rotherham Partnership Plan 2018-2022	**5**
4. Safer Rotherham Partnership Priorities 2022-25	**7**
4a. Protecting Vulnerable Children	**8**
4b. Protecting Vulnerable Adults	**9**
4c. Safer and Stronger Communities	**10**
4d. Protecting People from Violence and Organised Crime	**11**
5. Governance structure	**13**
6. Delivery plans, performance management and review	**14**
7. Find out more	**14**



Councillor
Saghir Alam OBE

Foreword

Rotherham is a great place and we want everyone to enjoy living, working, studying and making the most of the many leisure opportunities and public spaces here. The Safer Rotherham Partnership Plan 2022-25 sets out the commitments and ambitions of partners to ensure that all people in Rotherham feel safe as they go about their daily lives.

Over the last 4 years, the partnership has worked together to achieve the community safety priorities identified within our last plan.

Protecting vulnerable children has been a key priority. It is good to see that work to increase awareness of the early warning signs of child sexual exploitation and child criminal exploitation with children and families' workers and members of the public, is resulting in increased intelligence reports and referrals to the Police. This work will carry on as we continue to prioritise protecting children from being drawn into all forms of exploitation, abuse and criminality and to disrupt those who set out to perpetrate these abhorrent crimes.

We have carried out some successful work to protect adults who find themselves in a vulnerable situation, for example due to mental health or substance abuse, and who are not able to protect themselves from harm. Partners have put support in place to reduce the risk of them becoming victims of crime or being drawn into offending. This work will continue.

I have been proud to see the progress made in tackling domestic abuse which is enhancing our services to domestic abuse victims and survivors and tackling perpetrator behaviour. Our new partnership Domestic Abuse Strategy published in January 2022 puts us in a strong position to move forward and fulfil the duties of the Domestic Abuse Act 2021.

Neighbourhood crime and anti-social behaviour have a very damaging impact on residents' lives and wellbeing. We have seen positive progress in addressing these problems, achieved by bringing Police and Council officers together in three co-located neighbourhood teams. We will continue to build on this approach.

We have delivered some highly successful educational work with children and young people to explore and challenge attitudes that foster division and hate in communities, equipping our young people to be responsible citizens in the future.

Last year, the Safer Rotherham Partnership allocated resources for a new Organised Crime Partnership Coordinator. We are already seeing the benefits in increased disruption of organised crime groups and better information to Ward Councillors to assist neighbourhood level problem solving. We are now building on these early successes.

I welcome the work carried out by partners to review our priorities and to agree new commitments for the next three years. There are no easy answers to the challenges we face and we know that there will be constant new challenges to deal with.

I would like to thank all board members for their hard work and participation over the last four years and I look forward to working with you in future years where we will continue to strengthen our partnership for the benefit of everyone in Rotherham.

Councillor Saghir Alam OBE
Chair of the Safer Rotherham Partnership Board

1. Introduction

The Safer Rotherham Partnership is the borough's Community Safety Partnership, set up under the Crime and Disorder Act 1998. Responsible authorities have a duty to work together to protect their local communities and help people feel safer. They work out how to deal with crime and local issues like anti-social behaviour, drug or alcohol misuse and reoffending. They assess local crime priorities annually, consulting with partners and the local community about their priorities and monitor progress in achieving them. There are five responsible authorities that make up the Safer Rotherham Partnership:

- Probation Service
- Rotherham Clinical Commissioning Group
- Rotherham Metropolitan Borough Council
- South Yorkshire Fire and Rescue
- South Yorkshire Police

Voluntary Action Rotherham is an additional and valuable member of the Safer Rotherham Partnership, representing and promoting the role of the voluntary and community sector in tackling local crime and community safety issues. The Police and Crime Commissioner for South Yorkshire is also represented at meetings, helping to join up work on local priorities with the South Yorkshire Police and Crime Plan.

Our vision remains unchanged:

Working together to make Rotherham Safe, to keep Rotherham safe and to ensure the communities of Rotherham feel safe

The Safer Rotherham Partnership has agreed it's priorities for 2022-2025 after conducting wide ranging and inclusive research, analysis and consultation. The priorities are:

- Protecting vulnerable children
- Protecting vulnerable adults
- Safer and stronger communities
- Protecting people from violence and organised crime

The plan demonstrates how strong strategic leadership, planning, performance management and problem solving will result in action plans which aim to deliver long term, sustainable solutions and improved outcomes for the people of Rotherham. The plan will be reviewed annually to ensure that any new and emerging policies, risks and consultation feedback are identified and responded to. Annual reports will keep the people of Rotherham up to date with progress.

2. How we decided our priorities

The Safer Rotherham Partnership has used an evidence based approach to decide priorities, by drawing on the best available data and information. This included local and national crime and community safety data; the expertise and judgement of professionals and practitioners working in local partner organisations; and the views of people who live, visit or work in Rotherham. Our considerations covered a range of crimes and vulnerabilities where we looked at the level of harm caused to victims, recognising that crimes can cause physical, psychological and financial harm. We also looked at how different crimes affect the wider

community. The frequency and scale of crimes was another important consideration, for example, how often each type of crime is happening and whether it is predicted to increase or decline over the next 12 months. When considering key risks, we also looked at the reliability of the knowledge and data the assessment was based on, how well-placed partners are to mitigate the risks, including the resources available, and external factors such as public or residents' expectations. This comprehensive analysis helped us to identify the most significant current and emerging crime and community safety risks for Rotherham, which we confirmed and explored further through consultation with our partners, including voluntary and community organisations, business representatives and members of the public.

3. Outcomes of the Safer Rotherham Partnership Plan 2018-2022

The Safer Rotherham Partnership agreed five priorities from 2018-2022. These were: Protecting Vulnerable Children; Protecting Vulnerable Adults; Building Confident and Cohesive Communities; Domestic Abuse and Sexual Offences; and Tackling Serious and Organised Crime. Annual reviews of objectives and performance measures ensured proactive responses were made to new and emerging challenges and opportunities.

Progress over the 4 years covered by the last plan included:

- **Protecting Vulnerable Children**

The Safer Rotherham Partnership worked alongside the Safeguarding Children Partnership to develop a strategy to tackle child criminal exploitation. The strategy provided a focus for the delivery of core operations and the Epic project that supports vulnerable young people, alongside Barnsley and Doncaster partners. Successes include engagement with almost 12,000 secondary age pupils in Rotherham and referrals to the Police have increased, safeguarding children at risk. The Safer Rotherham Partnership's role ensured targeted disruption activities.

Child sexual exploitation referrals and intelligence reports continued to be an area for close monitoring and improvement action. Awareness raising was delivered through the 'Spot the Signs' campaign. The impact of an awareness raising video aimed at the hospitality sector has been tested and results used to work with the sector to tighten safeguarding.

Online offending was adopted as a priority in 2019-20 due to concerns about increasing online incidents against young people. A Digital Champions Network was established to co-ordinate training across the partnership and raise awareness of new technologies. Messages have been promoted directly to young people through social media, with the aim of preventing online offending and promoting online safety.

- **Protecting Vulnerable Adults**

The dedicated Mental Health Clinical Specialist, based within the Police Safer Neighbourhood Service, has played a key role in tackling the challenges of mental health. Over 1,700 mental health support interventions, delivered between April 2019 and March 2022, ensured that adults with mental health needs were provided with, or signposted to, the most appropriate support, reducing their vulnerability to becoming involved with the criminal justice system as either a victim or perpetrator.

How the partnership responds to people with complex needs has been improved further through the restructuring and additional resourcing of the Community Multi-Agency Risk Assessment Conference, working towards reducing offending against vulnerable adults. There were 233 managed referrals between April 2018 and March 2022. The support provides a bespoke multi-agency response for individuals to reduce risks and vulnerabilities.

Reducing offending of high frequency offenders has been a key focus of the partnership. For example, in 2019-21, the partnership managed 110 cases, resulting in crimes committed by the managed users reducing significantly. During 2021-22, support plans were in place for all people managed under the Integrated Offender Management scheme who are in the community or coming up for prison release. The support offered through the plans resulted in reduced offending by the majority of those subject to them along with wider support in respect of employment and housing.

The Partnership enhanced its response to tackling modern slavery and human trafficking with the introduction of 13 council officers trained as single point of contact officers. This has resulted in improved working practices between agencies and higher levels of service to potential victims of modern slavery and human trafficking.

- **Building confident and cohesive communities**

We continue to improve our integrated anti-social behaviour (ASB) service, which comprises Police and Council officers co-located within three locality teams (Central, North and South areas). Good data and information sharing has allowed for "hotspot" areas to be quickly identified, enabling tailored assessments and responses. Positive progress to reduce ASB incidents, achieved in the year prior to the Covid pandemic, is now back on track. There were 24% fewer ASB incidents reported from April 2021 to December 2021 when compared to the same period in 2020.

We have invested almost £0.5 million in improving CCTV as a deterrent to offending and to improve public use and feelings of safety in public spaces. We have supported Community Payback initiatives, where offenders work on projects to pay back the community for their crimes. We have been successful in securing external funding for an innovative project in partnership with Remedi that has delivered 65 restorative interventions with young people and adults involved in hate crimes and incidents. The project also provided education sessions with 2723 young people. In 2020, Rotherham Youth Cabinet launched their hate crime charter for schools which contains eleven pledges for schools to implement that demonstrate their commitment to tackling hate.

- **Domestic Abuse and Sexual Offences**

A new partnership Domestic Abuse Strategy was published in January 2022 that builds on the strong progress made by the previous strategy. Significant investment has been made in enhancing domestic abuse support services for victims, including new central government funding, which has supported the implementation of new duties under the Domestic Abuse Act 2021.

Since April 2018, an average of almost 3000 referrals a year were made to domestic abuse support services and just over 6700 domestic abuse crimes and incidents were recorded each year. A range of commissioned

voluntary and charity sector services delivered support, counselling, housing and refuge services to domestic abuse victims and survivors. Council housing services provided immediate support and housing for victims and children fleeing domestic abuse. A domestic abuse competency framework was put in place to ensure partner agency staff and professionals developed the knowledge and skills they need.

All Rotherham schools are participating in Operation Encompass, which ensures immediate support to children experiencing domestic abuse. Publicity campaigns have reached out to local communities, including 'Ask for Angela' and 'Ask for Ani' initiatives with shops, public houses, and other safe places. The HARK initiative is a fast track service for hospital A&E, GPs, dentists, opticians and pharmacists to obtain support for victims. Technological solutions such as Smart Water forensic spray and TecSOS technology facilitates emergency service help to victims at the time they need it most.

Rotherham has been a successful partner in the development of domestic abuse perpetrator programmes across South Yorkshire for male, female and young perpetrators. Evaluation has shown that the programme has supported perpetrators to change their behaviour

- **Tackling serious and organised crime**

Increased enforcement and a range of disruption activities to prosecute or interrupt the activities of serious organised criminals, has resulted in the dismantling of some established crime groups, whilst improved mapping processes have identified new groups. Over 500 disruptions have been recorded since 2018.

Public engagement and feedback have consistently identified that drugs (use and supply) cause significant concern within communities. Progress has been made in tackling illegal drug use and activity, using partnership tools and powers in addition to Police powers. Drug treatment services are also involved in the overall approach. Concerted partnership action is tackling cannabis cultivation which has caused significant problems for residents in some areas of the Borough in 2021-22.

The South Yorkshire Violence Reduction Unit takes a public health approach to preventing and reducing violence, delivering a range of innovative initiatives with partners. The Safer Rotherham Partnership manages the Rotherham Violence Reduction Action Plan. Initiatives include the Plan B Custody Navigator scheme delivered by City Hearts where navigators visit detainees in Police custody suites, engaging and providing support to young adults to help them make the right choices and to step away from crime.

4. Safer Rotherham Partnership Priorities 2022-25

We recognise that there is still much work to do to build on the progress made in our last plan and to respond to new and emerging crime and community safety risks, threats and vulnerabilities within our community.

The following pages set out our new priorities, some of the risks we face, and show how the organisations that make up the Safer Rotherham Partnership can work together to deliver additional activities to make our communities safer for residents, businesses and visitors to Rotherham.

4a. Protecting Vulnerable Children

Why this is a priority and key facts:		
Child Abuse • Most recorded victim and suspect relationships were family member (49%) and acquaintance (34%) • Females were more likely to be victims of sexual offences. Males were at more risk of violence with injury. • 10% of victims have also been recorded as missing from home	**Child Criminal Exploitation (CCE)** • Victims of CCE are being introduced to some of the most violent crimes • 40% of offences related to drug offences • Facebook, Instagram and Snapchat are currently the most commonly used platforms to carry out CCE related activity – this can quickly change • 9% of children who went missing were linked to CCE	**Child Sexual Exploitation (CSE)** • 56% of reported offences are delayed or historic offences (reported after 30 days) • In 2020-21, 93% of all victims were female – male victims may be less likely to report • Online offences have increased by 41% compared to 2019-20 • Offences related to indecent images increased by 113% • 13% of children who went missing in 2020-21 were linked to CSE

Our commitments

Objective area:	We will:
Child Abuse	• Increase understanding of the potential signs of neglect and child abuse through training and awareness raising with partners • Raise awareness with the public around the signs of early abuse and mechanisms for reporting
Child Criminal Exploitation (CCE)	• Increase understanding of CCE, reporting and responses, with professionals and the public through training and awareness raising • Work together with partners and the public to reduce the risk of CCE and ensure accurate recording of investigations and quality outcomes
Child Sexual Exploitation (CSE)	• Increase understanding of CSE, reporting and responses, with professionals and the public through training and awareness raising • Work together with partners and the public to reduce the risk of CSE and ensure accurate recording of investigations and quality outcomes

4b. Protecting Vulnerable Adults

Why this is a priority and key facts:		
Substance misuse • Intelligence shows common drug types were cannabis, cocaine and heroin • Offences relating to the production of drugs have increased, with drug activity mostly driven by trafficking of drugs • There is a strong association with suicidal thoughts/attempts and death from suicide • It is estimated that 89% of dependent alcohol drinkers and 46% of opiate and/or crack cocaine users are not in treatment	**Mental health** • COVID has exacerbated mental health issues • Crimes involving victims with a mental health vulnerability increased by 8.1% in 2020-21 • Crimes associated with a mental health vulnerability increased by 8% - most offence types were stalking and harassment and public fear, alarm and distress • Vulnerable victims (due to mental health) were over-represented in both violence against the person and sexual offences	**Modern slavery and human trafficking** • Most common exploitation was 'forced labour in illegal activity' (19%) and 'forced gang related criminality' (16%) • Perpetrators exploit vulnerable people - 48% of victims were under 18 years old • 81% of victims were male – female victims may be under-identified • Most recorded victim ethnicities were British (39%) and Albanian (26%)

Our commitments

Objective area:	We will:
Substance misuse	• Increase engagement and positive outcomes from substance misuse treatment services for offenders within the criminal justice system
Mental health	• Review the use and impact of mental health treatment requirements in the criminal justice system • Review dual diagnosis pathways to support service users with mental health and alcohol/drug use treatment needs
Modern slavery and Human Trafficking	• Increase understanding of the potential signs of modern slavery through training and awareness raising with partners • Raise awareness with the public around the signs of modern slavery and mechanisms for reporting

4c. Safer and Stronger Communities

Why this is a priority and key facts:

Anti-social behaviour (ASB)	Hate crime	Online crime
• 2020-21 saw a 22% rise in reported ASB although incidents are now decreasing • Pre-existing ASB hotspots have seen an increase • Trends around increased nuisance neighbour complaints continue • Nuisance Vehicle - often off-road bikes or vehicles racing are an increasing problem	• Recorded hate crime in Rotherham increased by 17% in 2020-21 compared to the previous year and has increased further since • Most recorded strands were racial (64%), disability (15%) and sexual orientation (13%) • In most cases, victims were subjected to verbal abuse, including threats and intimidation • 11% of hate offences were online	• The impact of COVID-19 restrictions was significant with interactions moving online, increasing opportunities for criminals • 67% of online offences were stalking and harassment offences • 52% of victims were vulnerable victims • Sharing of indecent images increased • Continued increases are expected due to new/evolving technology and changes in ways perpetrators use it

Our commitments

Objective area:	We will:
Making communities safer – tackling community safety priority locations	• Review and refresh the partnership approach to problem solving in local neighbourhoods, including thresholds and methodology for partnership activity • Seek appropriate external funding opportunities and support and participate in partnership bids to secure additional funding for activity in the borough
Preventing hate crime	• Focus on the use of education and engagement to prevent hate crime by tackling the drivers of hate • Improve victims' experiences of reporting hate crime and incidents
Online crime	• Explore innovative ways in which partners and the public can be educated around online safety and digital technologies and develop engagement with young people, families and older people • Identify best practice in embedding online activity within service user assessments

4d. Protecting people from violence and organised crime

Why this is a priority and key facts:

Domestic abuse

- Domestic abuse crimes accounted for 18% of offences reported in Rotherham in 2020-21 – it remains an under-reported crime
- 76% of victims were female
- Over a third of victims are experiencing long term repeated abuse
- In 2020, 1,577 victims accepted support from Rotherham Council services
- Teenage to adult violence increased by 28%

Rape and sexual offences

- Sexual offences decreased by 15% and rape by 33% In 2020-21
- The highest crime types were 'sexual assault on a female aged 13 or over' (21% of all sexual offences) and 'rape of a female aged 16 and over' (19% of all sexual offences)
- 86.3% of victims were female - offences against males almost doubled in 2020-21
- 69.6% of adult victims were vulnerable adults

Male violence against women and girls

- In 2020-21 there were 53.7 offences per 1000 female population
- 15% of victims were children
- 12% of offences were online offences
- The murder of Sarah Everard sparked national outrage and expectations for change
- The pandemic has intensified inequalities that put women and girls at risk of gender-based violence

Serious violence

- 65% of victims were male – the number of offences with a female victim rose by 23%
- 18% of offences had more than one offender
- 50% of attempted murders were domestic abuse related
- In recent months there has been an increase in gangs of youths identifying themselves as "postcode gangs"
- 38% of knife crime victims were vulnerable victims

Organised crime

- 91% of suspects in 2020-21 were male
- Suspects were split by organised crime gang member (16%) or associate (84%)
- 13% of suspects were aged under 18 - young people are being exploited into committing offences on behalf of organised crime gangs
- 88% of all suspects were linked to drugs intelligence
- Many victims were subject to verbal abuse, threats and varying degrees of physical harm

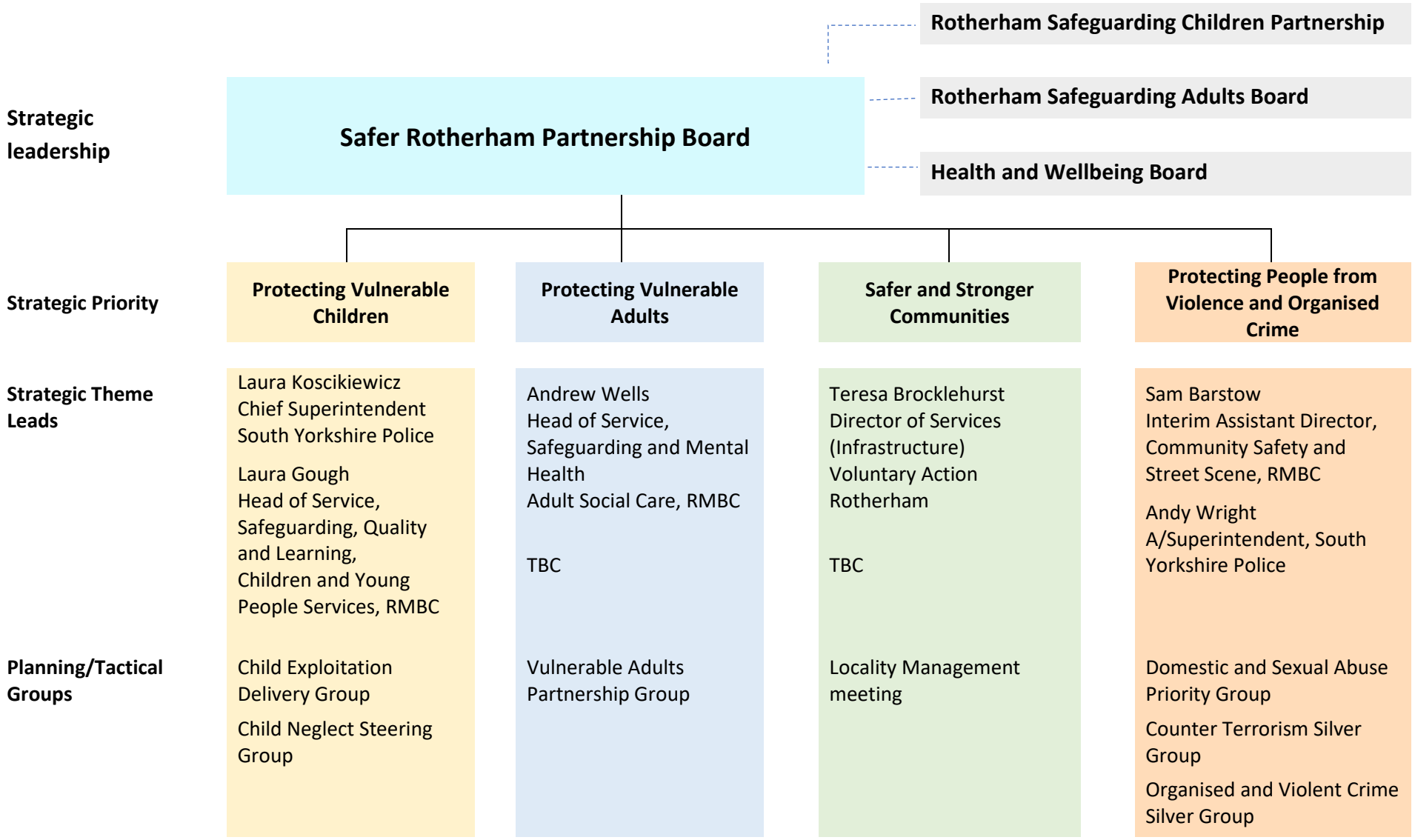
Counter terrorism

- The UK threat level is currently SUBSTANTIAL, meaning an attack is 'highly likely'
- The threat from extreme right-wing ideologies is increasing. 2020 saw three further neo-nazi groups proscribed (banned) under UK law
- Key risks are self-initiated terrorism and online radicalisation
- Providing early support to safeguard children and vulnerable adults who are at risk from harmful extremist influences is vital

Our commitments

Objective area:	We will:
Domestic abuse	• Transform domestic abuse services, in line with the partnership strategy, to improve outcomes for victims • Ensure all those fleeing domestic abuse are able to access safe accommodation and appropriate support • Improve the use of criminal justice measures to better protect victims
Sexual abuse	• Review and refresh the sexual abuse delivery plan, focussing on victim engagement • Improve timely reporting of sexual offences to increase forensic opportunities
Male violence against women and girls	• Reduce male violence against women and girls by focussing on hot spot locations and repeat perpetrators • Deliver awareness raising events, projects and promotions aimed at improving women and girls' safety and feelings of safety
Serious violence	• Provide ways out for those already entrenched in violence, or who have been previously incarcerated, to support effective rehabilitation • Reduce violence through victim identification, care and support programmes • Reduce availability and access to lethal weapons • Work to change cultural and social norms that support violence • Encourage all professionals and organisations to continue to work toward becoming trauma-informed, to an approved standard for South Yorkshire
Organised crime	• Identify and implement a whole system partnership approach to tackling Organised Crime • Prevent individuals and emerging groups from becoming involved in Organised Crime • Build stronger information sharing structures between partners and communities • Target our partnership approach to those causing the highest harm to individuals and groups in our communities • Disrupt Organised Crime via a partnership approach utilising the national Pursue, Prevent, Protect and Prepare framework
Counter terrorism:	• Reduce the risk of terrorism by taking a partnership approach to the Prevent, Protect and Prepare workstreams of the UK Contest Counter Terrorism Strategy • Achieve compliance with the Channel, Prevent, Protect and Prepare duties (under the Counter Terrorism and Security Act 2015) demonstrated through self-assessment using Home Office toolkits

5. Governance Structure



6. Delivery plans, performance management and review

Action plans will set out the key initiatives under each strategic priority including objectives, activities, measures of success, time scales, lead partner or officer, resources required and progress to date. These will help us to achieve the commitments in this plan.

Quarterly performance reports will be produced and reported by the priority strategic lead to the Safer Rotherham Partnership Board. The reports will include progress on objectives and activities within the action plans and performance against key measures which are critical to the success of the plans. The Board will monitor and oversee progress, provide strategic level decision making, constructive challenge and resolution of any blockages or barriers.

The commitments and objectives within each strategic priority area and the associated actions plans and performance measures will be reviewed annually and agreed with the Safer Rotherham Partnership Board. The review will be based on an annual crime audit and consist of a broad evidential review of Police and partner data, robust risk assessment process and consultation with stakeholders. The annual review process will ensure the Safer Rotherham Partnership Plan 2022-25 remains fit for purpose with meaningful objectives and performance indicators in place to deliver and measure progress and improvements.

7. Find out more

For further information visit the Safer Rotherham Partnership website at www.saferrotherham.org.uk or follow us on social media for our latest news and updates at:
www.facebook.com/Rotherhamcommunitysafety
www.instagram.com/rmbccommunitysafety
www.twitter.com/RmbcSafety

If you would like this information in another language or format, please ask us. You can contact us through our website or by emailing community.safety@rotherham.gov.uk

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: Safer Rotherham Partnership Plan 2022-25	
Directorate: Regeneration and Environment	**Service area:** Community Safety
Lead person: Sam Barstow/Carol Adamson	**Contact:** Carol Adamson
Is this a: [x] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
The Safer Rotherham Partnership Plan sets out the vision and priorities of the partnership and shows how partners will work together to achieve the priorities.

3. Relevance to equality and diversity
All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity. The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.		
Questions	**Yes**	**No**
Could the proposal have implications regarding the accessibility of services to the whole or wider community? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*	x	
Could the proposal affect service users? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*	x	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? *(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)*	x	
Have there been or likely to be any public concerns regarding the proposal? *(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)*		x
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? *(If the answer is yes you may wish to seek advice from commissioning or procurement)*		x
Could the proposal affect the Council's workforce or employment practices? *(If the answer is yes you may wish to seek advice from your HR business partner)*		x
If you have answered no to all the questions above, please explain the reason		

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

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

4. Considering the impact on equality and diversity

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

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

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

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

Feeling safe is essential to wellbeing. Crime and the fear of crime can have a significant impact on individuals and whole communities. Crime affects physical and mental health in many ways and experiencing crime can have far reaching psychological consequences. The fear of crime can not only have psychological effects but can reduce health and wellbeing promoting behaviours such as social contact, getting out and about in the community for work or leisure and access to services.

The Safer Rotherham Partnership acknowledges that diverse communities may experience the impact of crime differently and their needs and expectations may also be different. Across England, both offenders and victims of crime are more likely to live in the most deprived areas.

- **Key findings**

Detailed data analysis has taken place which includes a breakdown of demographics relating to crime types and themes. A structured risk assessment process has been undertaken to identify the level of risk in relation to impact and harm on individuals and communities, likelihood, confidence in the data and organisational factors such as public expectations and capacity to respond to the issue. This has enabled key risk areas to be scored and prioritised. The analysis has been validated by partner professionals with expertise and experience in the relevant fields.

When developing and agreeing the final priorities for 2022-25, the Safer Rotherham Partnership will consult widely to take into account the views, needs and expectations of stakeholders, including protected characteristic groups and representative organisations.

- **Actions**

A consultation plan has been developed.

Date to scope and plan your Equality Analysis:	May 2021 to December 2021
Date to complete your Equality Analysis:	April 2022
Lead person for your Equality Analysis (Include name and job title):	Carol Adamson Community Safety Service Manager

5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**
Sam Barstow	Head of Service, Community Safety and Regulatory Services	

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	12.01.22
Report title and date	
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

PART B – Equality Analysis Form

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

This form:

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

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

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

1. Title	
Equality Analysis title: Safer Rotherham Partnership Plan 2022-25	
Date of Equality Analysis (EA): 23.03.22	
Directorate: **Regeneration and Environment**	**Service area:** **Community Safety**
Lead Manager: **Carol Adamson**	**Contact number:** **07919 302 448**
Is this a: [x] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance		
Name	**Organisation**	**Role (eg service user, managers, service specialist)**
Carol Adamson	RMBC	Community Safety Service Manager
Sam Barstow	RMBC	Head of Service, Community Safety and Regulatory Services
Helen Thorpe	RMBC	Community Safety Officer
Also reported to the Safer Rotherham Partnership Board		

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

Aim/Scope (who the Policy/Service affects and intended outcomes if known)
This may include a group/s identified by a protected characteristic, others groups or stakeholder/s e.g. service users, employees, partners, members, suppliers etc.)

The plan sets out how the Safer Rotherham Partnership (which is the borough's Community Safety Partnership, set up under the Crime and Disorder Act 1998) will achieve the duties of the responsible authorities to work together to protect local communities and help people feel safer.

The plan impacts on every individual/community in the borough along with businesses, voluntary and community sector organisations, public bodies and partner agencies.

The plan demonstrates how strong strategic leadership, planning, performance management and problem solving will result in action plans which aim to deliver long term, sustainable solutions and improved outcomes for the people of Rotherham.

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

Comprehensive risk assessment and data analysis taking into account crime and partner data (which includes victim and offender demographic information) was assessed using the Management of Risk Assessment in Law Enforcement (MoRiLE) tool. Outcomes of the analysis are set out in MoRiLE rationale documents covering:

- Alcohol misuse
- Anti-social behaviour
- Child criminal exploitation
- Child abuse
- Counter terrorism
- County lines
- Knife crime
- Mental health
- Modern slavery and human trafficking
- Most serious violence
- Organised crime groups
- Rape and sexual offences

- Child sexual exploitation
- Cyber crime
- Domestic abuse
- Drugs markets and drugs misuse
- Firearms
- Hate crime
- So called honour-based abuse and forced marriage
- Stalking and harassment
- Violence against women and girls
- Vulnerable adults

Consultation has taken place with communities of interest covering Equality Act protected characteristic groups and geographic communities of interest as well as with the general public and partner stakeholders. The outcomes of consultation have been used to confirm the priorities and will inform subsequent action planning and performance measures. Alongside online surveys for the general public and consultation with partner strategic leadership boards and employees, the following protected characteristic groups were engaged with during the consultation period from January 2022 to March 2022:

Community of interest	**Representative organisation/group**
Older people	Rotherham Older People's Forum/Age UK
Older people/Women	Local community art group (with participants from across the borough)
Young people	Saif's gym
	Youth cabinet
BAME	Rotherham Ethnic Community Network
	Rotherham Community Forum
Faith	Faith Leaders Forum/ Rotherham Interfaith group
	Mosque discussion group
Women	Women's Network
	Apna Haq
Men	Saifs Gym
	Buddies Group (Vulnerable men's support group)
Disabled people	Sight and Sound – staff and service users
	Sense
Carers	Parent Carers Forum Carers Forum
LGBT+	LGBT+ focus group
All strands	Independent hate crime scrutiny panel
	VCS groups/VAR

<table>
<tr><td colspan="2">Are there any gaps in the information that you are aware of?

No – in addition to the above, learning from past engagement has been considered, for example, engagement that informed the development of the Domestic Abuse Strategy 2022-27 that was published in January 2022.</td></tr>
<tr><td colspan="2">What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?

Each priority within the SRP Plan has a set of performance indicators that are monitored by strategic theme leads and partnership priority groups – where appropriate this data is disaggregated by protected characteristic.</td></tr>
<tr><td>Engagement undertaken with customers. (date and group(s) consulted and key findings)</td><td>The public online survey was open from 07.02.22 to 04.03.22. The purpose of the survey was to:
• Confirm the proposed overarching priorities for 2022-25
• Identify the types of partnership responses that are most important to stakeholders under each priority to inform action planning
• Identify any important community safety issues not addressed by the proposed priorities

Detailed outcomes are available. A summary is below:

The online survey identified that the most important actions the public wanted to see were to:
1. Increase prevention and early intervention initiatives
2. Improve support services for victims and families
3. Take action to disrupt potential offenders

Analysis of the survey outcomes by protected characteristic groups was consistent with the overall outcomes as above. There were some differences:
• Women and young people placed more importance on support services to increase confidence in reporting neighbourhood crime
• People from ethnic minority groups placed more importance on understanding crimes from the victim’s perspective
• Older people placed more importance on training staff to spot signs of abuse and crime and reporting it swiftly
• People from ethnic minority groups placed more importance on public awareness campaigns about child abuse and exploitation</td></tr>
</table>

	• Males were generally more supportive than other groups of understanding why offenders commit crimes Focus groups held from January to March 2022 with protected characteristic groups provided more detailed qualitative information that confirmed the key priorities and will be used to inform the development of delivery plans. In relation to geographic communities, the outcome of Ward Plan consultations which took place in summer 2021 were analysed. Common themes related to community safety included in ward priorities were: • Locality based partnership action to tackle crime and ASB • Preventative action (encouraging reporting and projects to tackle root causes of problems) • Road safety • Environmental – fly tipping, litter The online survey was promoted via the Parish Council Network meeting.
Engagement undertaken with staff (date and group(s)consulted and key findings)	Staff from partner organisations provided data and information for the MoRiLE analysis stage from June to September 2021 and were also invited to complete the online consultation survey as above. Strategic leaders from across the partnership were consulted via meetings and a separate online survey from 07.02.22 to 24.03.22. These partners included Cabinet Members, Elected Members and members of the following boards/groups: • Safeguarding Children Partnership • Safeguarding Adults Board • Health and Wellbeing Board • Strategic Housing Forum • Business Growth Board • Safer Rotherham Partnership priority groups The top 4 actions identified by strategic partners were: 1. Increased prevention and early identification 2. Train staff in all agencies to identify the signs of abuse and crime and ensure they know how to report it swiftly and through the correct channels 3. Take action to disrupt potential offenders 4. Improve support for victims and families Safer Rotherham Partnership Board strategic priority leads were involved in MoRiLE risk assessment and priority setting workshops in Nov-Dec 2021 and regular

	reports and approvals were sought from the SRP Board at each stage of the SRP Plan and priority development from August 2021 to April 2022.

4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)
How does the Policy/Service meet the needs of different communities and groups? (Protected characteristics of Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity) - see glossary on page 14 of the Equality Screening and Analysis Guidance) The Safer Rotherham Partnership plan meets the needs of different communities and groups by driving action to achieve its key priorities which are fully inclusive of the above protected characteristic groups. The key priorities are: • Protecting vulnerable children • Protecting vulnerable adults • Safer and stronger communities • Protecting people from violence and organised crime Objectives, action plans and performance measurements against each of these priorities will be developed, implemented, monitored reviewed and evaluated.
Does your Policy/Service present any problems or barriers to communities or Groups? None identified – by addressing the crime and community safety issues impacting Rotherham's diverse communities, the policy is designed to promote equality and good community relations
Does the Service/Policy provide any positive impact/s including improvements or remove barriers? The SRP plan identifies and puts in place actions to protect the most vulnerable people and communities within the Borough. In developing action plans to achieve objectives, barriers identified through the MoRiLE analysis and consultation will be addressed, for example in relation to access to services, access to the criminal justice system and prevention and early intervention support.
What affect will the Policy/Service have on community relations? (may also need to consider activity which may be perceived as benefiting one group at the expense of another) A key priority/aim of the SRP plan is building safer and stronger communities, where people from different backgrounds get on well together.

The SRP plan and associated action plans will drive action to tackle the underlying attitudes that engender hate, prejudice and division within communities and to take early action to prevent community tensions. It will also drive work to build resilience in communities and with young people to counter harmful influences, particularly online hate and extremism.

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

5. Summary of findings and Equality Analysis Action Plan

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

Title of analysis: Safer Rotherham Partnership Plan 2022-25
Directorate and service area: Regeneration and Environment, Community Safety and Street Scene
Lead Manager: Sam Barstow
Summary of findings:
The Safer Rotherham Partnership Plan 2022-25 sets out how the Rotherham community safety partnership will work together to protect vulnerable people, help people feel safer and build safer and stronger communities. The plan impacts on every individual/community in the borough along with businesses, voluntary and community sector organisations, public bodies and partner agencies. The plan demonstrates how strong strategic leadership, planning, performance management and problem solving will result in action plans which aim to deliver long term, sustainable solutions and improved outcomes for the people of Rotherham.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Performance information will be monitored on a quarterly basis to ensure actions achieve their intended impacts on communities/protected characteristic groups.	All groups as below	Quarterly from 30 June 2022 to 31 March 2025

Annual reviews of crime data and assessments of changing and emerging risks will be carried out.		

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

6. Governance, ownership and approval

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

Name	Job title	Date
SRP Plan 2022-25 and Equality Analysis approved by the Safer Rotherham Partnership Board	Councillor Alam, SRP Board Chair and Cabinet Member for Corporate Services, Community Safety and Finance	07.04.22

7. Publishing

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

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

A copy should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

Date Equality Analysis completed	23.03.22
Report title and date	Safer Rotherham Partnership Plan 2022-25
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	31.05.22

This page is intentionally left blank

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?	No impact				
Emissions from transport?	No impact				
Emissions from waste, or the quantity of waste itself?	No impact				
Emissions from housing and domestic buildings?	No impact				
Emissions from construction and/or development?	No impact				
Carbon capture (e.g. through trees)?	No impact				

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

Please provide a summary of all impacts and mitigation/monitoring measures:
The SRP plan and actions arising from it coordinates existing partner activity and resources, therefore there are no implied increases in car travel, heating buildings, etc. that will result in increased emissions.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Carol Adamson Community Safety Service Manager Community Safety Regeneration and Environment Services
Please outline any research, data, or information used to complete this [form].	N/A
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]	Approved by

This page is intentionally left blank

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 19 September 2022

Report Title
Health and Safety Policy

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

Strategic Director Approving Submission of the Report
Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)
Sam Barstow, Interim Assistant Director, Community Safety and StreetScene
Claire Hanson, Emergency Resilience and Safety Manager

Ward(s) Affected
Borough-Wide

Report Summary
The Council is committed to protecting the Health and Safety of employees and those affected by our work. This Report summarises the statutory requirement placed on the Council to ensure a Health and Safety Policy is in place, that articulates the Council's approach to managing health and safety. The Policy is presented at Appendix 1 for consideration and recommended for approval (version 2.5) and is the result of extensive consultation across multiple stakeholder groups.

The Report highlights the key changes made to the Policy previously approved by Cabinet, as a result of review and consultation exercises, as well as summarises how the key objectives detailed within the Policy will be met and monitored.

Recommendations

1. That Cabinet approve the revised Health and Safety Policy (attached as Appendix 1).

List of Appendices Included

Appendix 1 Health and Safety Policy 2022
Appendix 2 Equality Impact Assessment
Appendix 3 Carbon Impact Assessment

Background Papers
Prepare a health and safety Policy - HSE
Legal duties – Managing health and safety at work - HSE
Health and Safety at Work etc. Act 1974 (legislation.gov.uk)

Consideration by any other Council Committee, Scrutiny or Advisory Panel
N/A

Council Approval Required
No

Exempt from the Press and Public
No

Health and Safety Policy (version 2.5)

1. Background

1.1 Legislative Requirements

The Health and Safety at Work Act 1974, section 2 (3) places a duty on the Council as an employer to ensure that a Health and Safety Policy is in place for managing health and safety across the organisation, and that this be documented and shared with employees to ensure understanding and compliance with the expectations set out within it.

1.2 Legislation states that the Policy should set out the Councils' general approach and commitment to health and safety and demonstrate how health and safety will be managed across the organisation. The Health and Safety Executive, who regulate Health and Safety Practice, state in their guidance that as a minimum the Policy should address three clear areas:

1) *A statement of intent* – articulating a clear commitment from the organisation to protect the health and safety of its employees and those affected by its work activities. Ownership and aims and should be signed by the most senior officer in the organisation and reviewed regularly.
2) *Responsibilities and accountability for health and safety* - a clear expression of officers', positions and roles that have specific responsibilities for health and safety across the organisation, including reporting lines and any relevant delegations of this responsibility.
3) *Arrangements for health and safety* – aimed to provide details of the practical arrangements in place and how the Council will achieve its Policy aims.

1.3 The Council's Health and Safety Policy (version 2.5), attached as Appendix 1 is constructed in line with the above guidance and good practice recommendations made through statutory bodies such as the Health and Safety Executive (HSE).

1.4 There are clear benefits of a comprehensive and effective Health and Safety Policy, namely:

- Keeping staff and service users safe.
- Demonstrates a documented commitment to ensure compliance with relevant legal requirements.
- Offers clarity of expectations placed on different member and officer cohorts across the Council.
- Provides a framework for setting and reviewing Health and Safety objectives.
- Ensures all employees understand their obligations.
- Ensures all those in a managerial or supervisory role understand their obligations.

- Enables participation, consultation and communication with officers and stakeholders alike.
- Sets the framework for continual improvement of health and safety across the Council.

1.5 The current published version of the Health and Safety Policy is dated 2018, meaning a full review was scheduled in 2020. Given the commitments to the response to Covid 19 Pandemic, this wasn't achievable. A review and consultation exercise concluded in 2022; the attached version (2.5) is presented to Cabinet for formal endorsement and adoption as the Council's stated 2022 Health and Safety Policy.

2. Key Issues

2.1 The attached Health and Safety Policy has been reviewed by the Health and Safety Team, in conjunction, and consultation with a number of stakeholders (further details regarding consultation processes are detailed at Section 4).

2.2 **Summary of changes made**

A summary of the changes and amendments made as a result of this review and consultation are as follows:

- Throughout (Sections 2 and 3) – greater reflection of embedding a positive culture and effective leadership.
- Section 3 – additional comments in the opening paragraph to emphasise good health and safety (H&S) management is characterised through good leadership and the consequences of failing to effectively manage H&S.
- Section 3 (Organisation - Responsibilities) - reviewed to ensure details are up to date and duplicate roles removed.
- Section 4 – all statements reviewed to ensure they are compliant with regulatory or legal requirements, noting that where appropriate a supplementary, more detailed and supporting guidance note is available.
- Section 4.10 (f) Driving at Work – amended to include reference to any breach of this may result in action being taken under Council disciplinary procedures.
- Section 4.12 Electrical Safety – now makes reference to equipment or appliances used outside Council premises.
- Section 4.17 Hand Arm Vibration has been expanded to summarise the main points as included in the separate guidance note.
- Section 4.19 – now includes reference to hybrid working, including the availability and use of building risk assessments and a link to the Council hybrid working intranet pages.
- Section 4 .20 new infectious disease paragraph added.
- Section 4.21 (Ladders) – increased cross referencing to "working at height" section, also additional information added regarding expectations in terms of ladder inspection.
- Section 4.37 - New Sharps section added.

- Section 4.40 (smoking), additional cross reference included to the Council HR Smoking at Work Policy and the definition of smoking contained within it.
- Section 4.41 Terrorism – references added to actions in relation to potential changes in UK threat levels, and the responsibility for personal possessions in the event of lockdown of premises, or evacuation from premises.
- Section 4.46 (waste management) – delineation between all manager responsibility for disposal of waste and that of waste management services.
- Section 4.51 – included reference to a young person typically being under 18.

2.3 **Disseminating the Policy**

Once agreed, in line with statutory requirements, this Health and Safety Policy is to be communicated across the workforce. The following actions are proposed to achieve this and to demonstrate how all employees are made aware of the Policy and its intentions:

- Continue to direct all new entrants to the organisation through the induction process to the Policy and sources of further information.
- Supported by Corporate Communications Team share the Policy and its intentions via established electronic communications channels, targeting all employees that are regular users and recipients of e-communications.
- Recognising not all Council employees receive electronic communication bulletins, to produce a short guide to the Policy, it's content and objectives to be shared with front line teams.
- Continue to promote existing training courses delivered through the Corporate Health and Safety Team, specifically "manager responsibilities" training where the Policy, its content and responsibilities are outlined.
- Sharing and promoting with Trade Unions.

2.4 **Delivering the objectives within the Health and Safety Policy**

2.4.1 To successfully deliver the key objectives as set out in the Health and Safety Policy the following will apply:

2.4.2 Demonstrate trusted leadership and management through endorsement of the Health and Safety Policy, regular and routine health and safety related discussions at Directorate led management team meetings, including where appropriate trade union representatives therefore building an environment conducive to a positive Health and Safety culture and ensuring fit for purpose risk assessments are in place, staff are trained and competent and ways of working are safe across Directorates.

2.4.3 That risks to employees', contractors, customers, partners and others that could be affected by Council activities are suitably and sufficiently assessed and controlled as required by the Management of Health and Safety

Regulations 1999. Section 4 of the Policy spotlights a non-exhaustive list of key risks and broadly outlines the arrangements required to mitigate, control, monitor and review these risks by services. Where necessary a separate guidance note is in place, available on the Health and Safety pages of the intranet. These remain under a programme of review to ensure changes to requirements or organisational learning is captured.

2.4.4 Service Areas are supported in the development and upkeep of risk assessments through the provision of guidance and blank templates – a dedicated space within the Health and Safety intranet pages has been created to offer a "one stop shop" place for this guidance, as well as some completed examples, alongside a commitment from the Health and Safety team to deliver a minimum of five risk assessment workshops across the year (delegate numbers permitting), as well as advice and guidance through the Health and Safety Team.

2.4.5 In order to measure levels of compliance with the requirement to have risk assessments in place, a key objective in the Health and Safety Team's 2022/23 action plan is to undertake an audit of risk assessments in place across service areas, to confirm that they are not outdated and are relevant to the area of work.

2.4.6 Managing a trained and skilled workforce that demonstrate key competencies required to support the effective delivery of the Health and Safety Policy. An annual programme of core training modules is produced and delivered by the Health and Safety Team with places bookable through the internal training system, by a key word search of "H&S", this is supported by toolbox talks or other local training that takes place within service areas to ensure employees are informed about any pertinent risks, how they are protected and how to deal with risks.

2.4.7 In addition, the Health and Safety Team deliver a "Manager Responsibilities" training course outlining key legislative requirements, as well as highlighting the key components and expectations laid out in this Policy, and roles within this. The Team also collects attendance information which forms part of the quarterly statistical and performance dashboard produced (see Section 2.4.9).

2.4.8 Control and oversight, specifically in relation to Health and Safety risks of Contractors is specifically referenced within the Policy as a key objective. A further guidance note is available to support services to discharge this effectively, as well as a dedicated training module. The Health and Safety team, working with key Council services undertake joint inspection visits to observe practice and make recommendations. This will continue through 2022/23 and beyond and will be subject to an enhanced campaign of work in the latter part of 2022/23.

2.4.9 Employee engagement is important to ensure the effective delivery of the Policy and its objectives. This will be achieved through successful dissemination as outlined at Section 2.3, alongside opportunities for H&S concerns or issues to be highlighted through the governance structure in

place surrounding Health and Safety as outlined at Section 3.14 of Appendix 1.

2.4.10 Continual improvement and performance management will be primarily monitored through quarterly statistical and performance dashboards currently in place, these are regularly presented to the Health, Welfare and Safety panel (chaired by the Cabinet Member for Corporate Services, Finance and Community Safety) and the Resilience, Health, Safety and Welfare Governance Group (chaired by the Assistant Director for Community Safety and StreetScene). The Health and Safety Team are currently developing quarterly dashboards with Directorate and Service specific performance scorecards which will underpin the corporate level information currently produced.

2.4.11 Overall, the Policy and associated requirements should be embedded across the Council and part of everyday business processes; the delivery summarised above is not a series of one-off interventions rather sustained and systematic across all Directorates.

2.5 **Review and Revision**

This Health and Safety Policy will be reviewed at intervals not exceeding two years to ensure the Council remains compliant with changes, both in technology and / or legislation. Any revision, will be subject to consultation, including officer groups, Trade Union representatives and Elected Members to review the adequacy and relevance.

3. Options considered and recommended proposal

3.1 The production of a Council wide Health and Safety Policy is a statutory requirement under the Health and Safety at Work Act 1974 and the Management of Health and Safety Regulations 1999. As a result, no alternative options were considered.

3.2 The content of the Policy document is as a result of extensive engagement and consultation with stakeholder groups across the Council and good practice in place as highlighted through statutory bodies such as across the Royal Society for the Prevention of Accidents (RoSPA) and neighbouring authorities.

3.3 It is recommended that Cabinet adopt the Health and Safety Policy and notes the quarterly statistical and performance reports will be produced and oversight provided through the Health, Welfare and Safety Panel and Corporate Resilience, Health, Safety and Welfare Governance Group.

4. Consultation on proposal

4.1 The attached Health and Safety Policy has been subject to the following consultation processes, and feedback incorporated:

- All Directorates through the Council's Resilience, Health, Safety and Wellbeing Governance Group (Commenced November 2021)

- All key services as defined by the Council's Resilience, Health, Safety and Wellbeing Governance Group Terms of Reference (Namely, Community Safety, ICT, Facilities Management, HR, Corporate Insurance and Corporate Risk Management) (commenced November 2021).
- Community Safety and Regulatory Services (as a sample user group) (January 2022).
- Through an interactive session delivered at the Wider Leadership Team (February 2022).
- Trade Unions through Branch Secretaries (commenced December 2021).
- The Council's Health, Welfare and Safety Panel, chaired by Cllr Alam and attended by both Trade Unions, Councillors and officers alike (presented in April and endorsed for progression through the democratic process for formal approval by Cabinet).

4.2 Additionally and concurrently the Council's Health and Safety Policy approach is currently subject to an internal audit, a draft report has been presented that shows substantial compliance in the areas considered as part of the audit with no recommendations for improvement.

5. Timetable and Accountability for Implementing this Decision

5.1 Once agreed, the Health and Safety Policy will be published and communicated as described at Section 2.3 following the 10 day call in period.

5.2 Activity as described at Section 2.3 will be undertaken immediately thereafter.

5.3 A systematic quarterly statistic and performance dashboard will be presented to both the Heath, Welfare and Safety Panel (chaired by Cabinet Lead, Cllr Alam) and the Resilience, Health, Safety and Welfare Governance group (chaired by the Assistant Director of Community Safety and StreetScene). Any areas of concern or under performance will be identified and escalated by both forums.

6. Financial and Procurement Advice and Implications

6.1 The cost of producing this Health and Safety Policy, including the consultation exercise in respect of it, has been contained within the approved revenue budget for this Service. In addition, any costs associated with the implementation and communication of this Policy, including the delivery of risk assessment workshops, will be managed within this budget.

6.2 There are no direct procurement implications in relation to the adoption of the new Policy, however, to effectively embed the Policy, health and safety must be clearly considered through the Council's pre-procurement activity when Services have a need to procure goods, services or works

7. Legal Advice and Implications

7.1 The legal implications are addressed in the main body of the report.

7.2 The production and implementation of a Health and Safety Policy is a statutory requirement. It is vital that such a Policy exists to ensure legislative compliance with all relevant health and safety legislation.

8. Human Resources Advice and Implications

8.1 A Policy adhering to the latest Health and Safety legislative requirements is an essential aid for managers to use to mitigate risk and ensure employees are working in a safe environment.

9. Implications for Children and Young People and Vulnerable Adults

9.1 Young persons are particularly referenced within the Health and Safety Policy in terms of health and safety risks that potentially surround young people; generally associated with lack of work experience which means managers should pay particular attention to this in risk assessments, supervision and training.

9.2 More broadly, the identification of “persons affected” by a particular work activity is a requirement of the risk assessment process, which is an integral component of this Policy. The risk assessment process expects services to identify any person affected, by what risk or hazard, and how this is to be controlled.

10. Equalities and Human Rights Advice and Implications

10.1 An equalities impact assessment has been undertaken, attached at Appendix 2. The assessment identifies some strengths in the Policy in terms of recognising particular groups however, further work has been identified as a result of the exercise including a review of risk assessment guidance as it relates to protected characteristics, alongside the reporting process.

11. Implications for CO2 Emissions and Climate Change

11.1 A carbon Impact Assessment has been undertaken, attached at appendix 3. No impacts were identified connected to the Health and Safety Policy 2022.

12. Implications for Partners

12.1 This is a Council driven Policy and statement articulating how the Council will manage Health and Safety arrangements within the organisation, as such there are implied impacts on partners, particularly contractors in the way they both manage their health and safety arrangements, and that when conducting business on behalf of the Council it is done to the appropriate standards. This is referenced within the Policy document, alongside a supporting guidance note and is a key theme of the Health and Safety action plan for 2022/23.

13. Risks and Mitigation

13.1 Risks primarily relate to capacity to monitor and oversee the intended Policy objectives. The service has recently undergone a restructure exercise to uplift capacity, one post remains unfilled, interviews are planned to take place in September 2022.

14. Accountable Officers

Sam Barstow, Interim Assistant Director, Community Safety and Street Scene.
Emma Ellis, Interim Head of Service, Community Safety and Regulatory Services.

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	05/09/22
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	26/08/22
Assistant Director, Legal Services (Monitoring Officer)	Phillip Horsfield	26/08/22

Report Author: *Claire Hanson, Emergency Resilience and Safety Manager*
claire.hanson@rotherham.gov.uk

This report is published on the Council's website.

Rotherham Metropolitan Borough Council

Rotherham Metropolitan Borough Council

Health and Safety Policy

Version:	DRAFT Version 2.5
Date Issued:	DRAFT FOR APPROVAL SSEPTEMBER 2022.
Author:	Emergency and Safety Team
Approved By:	TBC
Review Frequency	**2 years**
Review Date:	TBC

Section 1 – Administration and Introduction

Restricted Information

If this document is the subject of a request made under the Freedom of Information Act 2000, please consult the Emergency and Safety Team prior to any disclosure.

Version Control and Amendments

Version	By Whom	Pages Amended	Comment	Date
1	Claire Hanson	Full Document	Refresh and relaunch	
1.1	Asif Akram	Page 4	New Council Structure	Dec 2017
2	Asif Akram	Full Document	Publication	Jan 2018
2.1	Helen Buttler	Full document	Draft presented to H&S governance group for review	July 2019
2.2	Claire Hanson	Full document	Second draft presented for consultation and feedback NOTE – not formally launched owing to the complex impacts of Covid 19 Pandemic	Jan 2020
2.3	Claire Hanson	Full document	Full refresh and review, draft circulated for consultation	Nov 2021
2.4	Claire Hanson	Full Document	Consultation feedback incorporated from Directorates, Union Representatives and Governance Group	March 2022
2.5	Claire Hanson	Full Document	Final feedback from consultation incorporated Presented to Cabinet for formal approval	July 2022

Any amendment to be made should be notified as soon as possible to:

Emergency & Safety Team
Riverside House
Main Street
Rotherham
S60 1AE
Tel: 01709 823878
Email: HealthandSafety@rotherham.gov.uk

Contents

Section 1 – Administration and Introduction 1
Restricted Information 1
Version Control and Amendments 1
Section 2: Statement of Intent 5
Strategic Leadership Team endorsement: 5
Section 3: Organisation – Responsibilities 7
3.1 Leader of the Council 7
3.2 Elected Members 7
3.3 Lead Cabinet Member, and chair of the Health, Welfare and Safety Panel 7
3.4 Chief Executive 7
3.5 Lead Strategic Director 8
3.6 Assistant Chief Executive and Strategic Directors 8
3.7 Assistant Directors 9
3.8 Managers and Supervisors 10
3.9 All Employees 11
3.10 Emergency and Safety Team 11
3.11 Health, Welfare, and Safety Panel 12
3.12 Safety Representatives 12
3.13 Resilience, Health, Safety and Wellbeing Governance Group 13
3.14 Summary of Organisation, Duties and Responsibilities 13
Section 4: Arrangements for Health and Safety 14
4.1 Accident, Near Miss and Violence and Aggression Reporting and Investigation 14
4.2 Asbestos 15
4.3 Confined Spaces 15
4.4 Construction Health, Safety and Welfare (CDM) 15
4.5 Consultation and Communications with Employees 16
4.6 Contractors 16
4.7 Control of Substances Hazardous to Health 16
4.8 Corporate Manslaughter and Corporate Homicide Act 2007 17
4.9 Display Screen Equipment (DSE) 17
4.10 Driving at Work 18
4.11 Drugs and Alcohol 18
4.12 Electrical Safety 19
4.13 Enforcement of Health and Safety 19
4.14 Fire and Emergency Arrangements 20
4.15 First Aid 20
4.16 Gas Safety 20
4.17 Hand-Arm Vibration Syndrome 21

4.18 Health Surveillance 21
4.19 Home and Hybrid Working 21
4.20 Infectious Disease 22
4.21 Ladders 22
4.22 Legionella 22
4.23 Lifting Operations and Lifting Equipment 23
4.24 Lone Working 23
4.25 Managing Health and Safety 23
4.26 Manual Handling 24
4.27 New and Expectant Mothers 24
4.28 Night Workers 24
4.29 Noise 25
4.30 Partner and Subsidiary Organisations 25
4.31 Permits to Work 25
4.32 Personal Protective Equipment (PPE) & Respiratory Protective Equipment (RPE) 26
4.33 Radiation 26
4.34 Risk Assessment 26
4.35 Safety Signs and Signals 27
4.36 Schools 27
4.37 Sharps 27
4.38 Standard Safety Record (SSR) 27
4.39 Stress 27
4.40 Smoking 27
4.41 Terrorism 28
4.42 Trainees, Agency Workers and Seconded Workers 28
4.43 Training (Information, Instruction and Supervision) 28
4.44 Violence and Aggression 28
4.45 Visitors 29
4.46 Waste Management 29
4.47 Work Equipment 29
4.48 Workplace Health, Safety and Welfare 29
4.49 Work at Height 30
4.50 Working Safely 30
4.51 Young Persons 30

Preface

This revised policy supersedes all previous policies and will be posted on the Council's intranet. It does not contain detailed arrangements on each potential risk area identified as these are prepared and published separately on the Council's intranet (as guidance notes) and must be read in conjunction with this policy. This Health and Safety Policy has been prepared with the full co-operation of the Trade Unions.

It is the responsibility of all Strategic Directors working through their Assistant Directors and senior management to ensure that all staff are fully familiar with health and safety procedures and are appropriately trained and resourced.

It is the responsibility of all employees to familiarise themselves with this policy and ensure the duties contained are delivered.

The Emergency and Safety team continues to provide a professional comprehensive service, and are available to provide support, advice, guidance and training, to all officers across the organisation and our Elected Member representation.

Section 2: Statement of Intent

This policy aims to demonstrate the Council's commitment to ensuring a healthy and safe working environment is provided for its employees and other persons to whom the Council owes a duty of care and who may be exposed to health and safety risks arising from the activities of the Council.

This Policy sets out the duties and obligations that apply throughout the Council at all levels, so all employees are aware of their own roles and responsibilities. In order to fulfil these duties and obligations, it is necessary for the Council to rely upon the full co-operation and support of all employees, and where appropriate our partners and contractors.

The commitments within this Policy will be delivered through the following objectives:

- Creating an environment of trust and transparency, led by senior leaders across the Council, creating a positive culture that supports Health and Safety
- Managing Health & Safety through robust system-based approaches which underpin positive behaviours
- Ensuring effective arrangements are in place to identify, assess and document significant health and safety risks in connection with our work activities
- Ensuring suitable control measures are identified and delivered to manage the risk to as low a level as practicable
- Providing adequate resources and a safe and healthy working environment, including maintenance of plant and equipment
- Providing adequate information, instruction, training and supervision to ensure employees are competent to undertake activities
- Ensure compliance with applicable health and safety legislative requirements
- Ensuring contractors operating on behalf of the Council are suitably managed in terms of Health and Safety matters
- Consultation and communication with employees (or their representatives) on matters affecting health and safety
- Preventing accidents, incidents and cases of work-related ill health and providing procedures of reporting such instances should they occur
- Ensuring emergency procedures (for example evacuation procedures) are in place and tested regularly
- Demonstrate continual improvement through performance management of the occupational Health & Safety management system and associated arrangements, both at Directorate and Corporate levels
- Review and Revise this Policy every two years, or in the event of a significant incident or occurrence, such as changes in relevant legislation

Strategic Leadership Team endorsement:
On behalf of the Strategic Leadership Team and as Chief Executive of Rotherham Metropolitan Borough Council, I fully endorse this health and safety policy statement of intent and will ensure that both the ethos and content is communicated and implemented throughout the Council by ensuring effective oversight.

As the Chief Executive I take my roles and responsibilities towards health and safety seriously and I expect the same from the management structure of the organisation alongside every employee working for the Council. It is all of our responsibilities to

promote and practice a positive approach to Health and Safety which keeps our staff and service users safe.

To be signed & dated by CEX when approved.

Section 3: Organisation – Responsibilities

The following pages outline the main responsibilities and expectations of individuals across the Council in both ensuring the effective management of health, safety and welfare across all its activities and appropriate management of risk. Good health and safety management is characterised by strong leadership throughout the organisation and embedding a positive culture.

Compliance with health and Safety legislation is a legal obligation, breaches can result in prosecution, fines or imprisonment – including in corporate manslaughter

The full Council structure can be found here.

3.1 Leader of the Council

To recognise the duties and obligations imposed on the Council and to support the Chief Executive and Strategic Directors in their leadership of health and safety. To ensure that decision-making and contacts with employees and members of the public support the aims of this Policy and the requirements of health and safety legislation.

3.2 Elected Members

To comply with the statutory duties imposed under the Health and Safety at Work etc Act 1974. This includes all duties imposed by regulations made under the act and obligations under the general duty of care. The main duties of Elected Members are to ensure:

a) Elected Members, under the Leader and Cabinet, have collective responsibility for ensuring health and safety
b) The Council will ensure that health and safety is given proper and sufficient consideration in the development of policy and services
c) The Council will allocate sufficient funds to implement this policy and will monitor health and safety performance through the Cabinet Members
d) The Council will appoint a Lead Cabinet Member with special responsibility for Health and Safety to ensure that these responsibilities are met and to support collective leadership
e) The Council has ultimate responsibility for health and safety in terms of statutory requirements and the general duty of care. These duties are delegated to the Chief Executive.

3.3 Lead Cabinet Member, and chair of the Health, Welfare and Safety Panel

(Cabinet Member, Corporate Services, Community Safety and Finance)

The Lead Member will be responsible for:

a) Ensuring that health and safety is considered in developing policy and services
b) Encouraging commitment to best practice and standards throughout the Council, above those required for compliance with statutory duties
c) Promoting health and safety awareness with Members and at all levels so that it is seen to be good business sense by protecting people, assets, and the Council's reputation

3.4 Chief Executive

The Chief Executive has overall responsibility for the implementation of this policy and ensuring that all operations and undertakings of the Council are carried out with due regard to the health, safety and welfare of all people. In particular, the Chief Executive will ensure that:

a) Health and Safety management is viewed as positive
b) Health and safety will be viewed as a management responsibility and an essential part of professional management
c) Health and safety responsibilities are assigned, appropriately delegated, and accepted at all levels
d) Adequate resources are provided for services and facilities, which may affect health, safety, and welfare
e) Policy, business, and operational decisions made by the Strategic Leadership Team reflect the intentions of this policy
f) Effective communication and consultation is maintained with employees so that this policy and the arrangements for carrying it out are understood at all levels
g) Competent persons are appointed to assist in meeting statutory health and safety requirements and in devising and applying protective measures
h) A Lead Strategic Director is appointed with responsibility for health and safety
i) This policy is regularly reviewed and revised as necessary and is circulated accordingly
j) The Health, Safety and Welfare governance group consider and review all significant issues and developments at frequent intervals

3.5 Lead Strategic Director
(Strategic Director, Regeneration and Environment)

The Lead Strategic Director has delegated authority from the Chief Executive to ensure all health and safety requirements are met. In particular, the Lead Strategic Director will ensure that:

a) The health and safety implications of all decisions made by the Strategic Leadership Team/ Health, Safety and Welfare Governance Group are addressed
b) Health and safety risk management systems are in place and remain effective
c) Management systems provide for effective monitoring and reporting of health and safety
d) SLT are kept informed about any significant health and safety failures and of the outcome of the investigations into their causes
e) The Health and Safety Policy reflects current priorities

3.6 Assistant Chief Executive and Strategic Directors

The Council realises the importance of integrating health and safety considerations, where they are relevant, into decision-making and risk management processes within Directorates and services. The Council will provide effective leadership of health and safety within Directorates, promoting a positive culture at all opportunities.

Each individual Strategic Director has a key role in ensuring that health and safety is maintained, both across the Council and within their Directorate. Each Strategic Director will ensure that:

a) The Health and Safety Policy is properly implemented through delegated responsibilities and appropriate arrangements
b) Resources are allocated to enable these responsibilities to be carried out
c) All managers (HoS and M3 as minimum) receive training to the IOSH accredited standard, Managing Safely (or professional equivalent)
d) Risk assessments are carried out and reviewed as necessary for all operations and undertakings
e) Safe systems of work, preventive and precautionary measures, are in place for all operations and undertakings taking account of corporate guidance and procedures

f) Information, instruction, training, and supervision are provided for all employees
g) Effective communication and consultation with employees is maintained across the Directorate through management and team meetings and employee representatives
h) The health and safety performance of contractors and partners is a key consideration in procurement decisions and contractors are monitored for compliance with relevant legislation and guidance
i) Implementation of this policy, guidance, and procedures are monitored and reviewed as necessary, with particular reference to organisational changes
j) An effective programme for Health and Safety monitoring is produced and standards improved in areas of low performance
k) Systems are in place to provide information that will enable the Emergency and Safety Team to fulfil their responsibilities
l) A representative(s) is appointed to be members of the Resilience, Health Safety and Wellbeing Governance Group

3.7 Assistant Directors

Assistant Directors are responsible for the effective management of health and safety within their respective areas, including promoting a positive environment to ensure H&S related matters are able to be openly discussed. Duties can be delegated where appropriate; ensuring appropriate training and competence is in place. The competence and ability of staff to perform the required assessments and duties must be taken into account.

Assistant Directors will ensure that:

a) Health and safety is adequately resourced
b) Risk assessments are completed and recorded for all activities, consulting and involving those carrying out the work. Risk assessments are reviewed regularly in accordance with Council guidance and statutory requirements
c) Safe systems of work, preventive and precautionary measures, are in place for all operations and undertakings, taking account of corporate guidance and procedures
d) Employees are aware of this policy and receive clear information and instruction on risks to their health and safety identified by the risk assessment and the safe system of work, preventive and precautionary procedures to be used
e) All (HoS and M3 and others as appropriate) managers receive training to IOSH accredited standard; Managing Safely (or professional equivalent)
f) Where considered appropriate, the disciplinary procedure is used for employees breaching health and safety procedures
g) Systems are in place to provide information that will enable the Emergency and Safety Team to fulfil their responsibilities
h) Employees receive health and safety training appropriate to their needs and capability on induction and on a continuing basis. Recognised training and accreditation schemes will be used where they are appropriate
i) Employees are adequately supervised according to the level of risk of the work and the competence of the employees concerned
j) Effective communication and consultation with employees is maintained within service areas though management and team meetings and employee representatives
k) Health and safety performance is monitored, and standards improved in areas of low performance, based on appropriate remedial actions being taken upon recommendations by Emergency and Safety team, or external agencies such as HSE or South Yorkshire Fire and Rescue (SYFR)
l) Accidents, work-related ill health, dangerous occurrences (near misses), and

incidents of violence to staff are reported promptly, investigated and appropriate remedial action is taken

m) Any work situation that threatens serious and immediate danger, any hazard or failure or inadequacy in health and safety precautions reported by employees or other persons are investigated and appropriate remedial action is taken

n) The Health and Safety Policy, organisation and arrangements of contractors and partners are evaluated prior to engagement and performance is monitored

o) Advice and support from the Emergency and Safety Team is sought as and when necessary

3.8 Managers and Supervisors

(Anyone with responsibility for managing others)

Managers are responsible for assessing the risks involved in all work activities and taking all reasonable steps to ensure that facilities, premises, equipment, materials, and systems of work satisfy health and safety requirements. The competence and ability of staff to perform the required risk assessments and duties must be taken into account. Managers will ensure that:

a) Risk assessments are completed and recorded for all activities, consulting and involving those carrying out the work. Risk assessments are reviewed in accordance with Council guidance and statutory requirements

b) Safe systems of work, preventive and precautionary measures, are in place for all operations and undertakings taking account of corporate guidance and procedures

c) Managers and Supervisors shall ensure things identified as unsafe or unhealthy situations reported are dealt with as far as is reasonably practicable and reported to the Emergency & Safety Team

d) Employees are aware of this policy and receive clear information and instruction on risks to their health and safety identified by the risk assessment and the safe system of work, preventive and precautionary procedures to be used

e) Employees receive health and safety training appropriate to their needs and capability on induction and on a continuing basis. Recognised training and accreditation schemes will be used where they are appropriate

f) Employees are adequately supervised according to the level of risk of the work and the competence of the employees concerned

g) Health and safety performance is monitored, and standards improved in areas of low performance

h) Accidents, work-related ill health, dangerous occurrences near misses, and incidents of violence to staff are reported, promptly investigated and appropriate remedial action is taken in line with guidance provided

i) Any work situation that threatens serious and immediate danger, any hazard or failure or inadequacy in health and safety precautions reported by employees or other persons are investigated and appropriate remedial action is taken

j) The Health and Safety Policy, organisation and arrangements of contractors and partners are evaluated prior to engagement and performance is monitored

k) Advice and support from the Emergency and Safety Team is sought as and when necessary

l) Health and safety is adequately resourced

m) Where considered appropriate, the disciplinary procedure is used for employees breaching health and safety procedures

n) Systems are in place to provide information that will enable the Emergency and Safety Team to fulfil their responsibilities

3.9 All Employees

In line with legislative requirements, all employees are required to take reasonable care for their health, safety, welfare, and that of others who may be affected by their acts or omissions. In particular, employees will:

a) Co-operate positively in following health and safety requirements
b) Act in a responsible manner and in accordance with their training and instructions
c) Contribute to the assessment of risk and the review and improvement of working methods
d) Inform their immediate Supervisor, Line Manager and / or Head of Service of any accident, involving injury, damage, or near miss, any work situation they consider to be a serious and/or immediate danger or anything they consider to be a failure or inadequacy in the health and safety precautions relevant to their work
e) Report any actions or equipment deemed to be unsafe
f) Take appropriate, immediate emergency action where necessary having regard to their own safety and that of other people
g) For the purposes of this policy “employee” includes, amongst others, temporary workers, students on work experience and volunteers

3.10 Emergency and Safety Team

The Emergency and Safety Team will provide the infrastructure and tools to support those noted above to fulfil their responsibilities, namely through ensuring risks to people’s health, safety and welfare from any work activities by or on behalf the Council are properly and adequately controlled. The Emergency and Safety Team will:

a) Through Strategic Directors and Assistant Directors assist the Council in undertaking measures to manage the health, safety and welfare of all employees and others who may be affected by our work activities, emergency planning and business continuity
b) Ensure that the Council’s Health and Safety Policy is reviewed at appropriate intervals, operating, and relevant so as to help the Council understand its legal duties
c) Obtain or prepare and maintain the necessary codes of practice for the Council’s operations.
d) Give advice and assistance on health and safety matters, emergency planning, business continuity at all levels of the Council and to assist with training where appropriate
e) Carry out audits and inspections where necessary, reporting results to Chief Executive, SLT and Elected Members and making recommendations for improvement
f) Produce quarterly Health & Safety statistical reports including both results statistics and other performance indicators, with an analysis of relevant trends
g) Verify that systems and procedures for health, safety and welfare are in place and are being complied with
h) Where identified, stop or restrict operations being carried out by or on behalf of the Council where there are practices or circumstances, which present a serious and/or imminent danger
i) Ensure that systems are in place for the reporting, recording and investigation of accidents, near misses and violence to staff, using statistics to review and plan health and safety interventions
j) Monitor accidents, near misses and incidents of violence to staff throughout the Council and, where necessary, investigate and report on them and on preventative measures to be taken
k) Represent the Council on health and safety matters, liaising with the HSE and other enforcement bodies where necessary

l) Monitor legislation, regulations and published information and ensure that necessary changes are introduced
m) Promote and publicise health and safety matters

3.11 Health, Welfare, and Safety Panel

The key role of the Health, Welfare, and Safety Panel is to promote the cooperation between the Council and its employees in the instigation, development, and implementation of measures to ensure the health, safety, and welfare at work of all employees of the Council and facilitate carrying out the policy. In particular, the panel will:

a) Consider accident statistics and trends together with reports of serious accidents and make suitable recommendations for future preventative action
b) Promote the development and application of policy, codes of practice and guidance for safe systems of work
c) Consider, within the terms of the Council's Health and Safety Policy and the relevant legislation, other matters affecting the health, safety, and welfare of employees
d) Consider information published by various bodies and its application to the operations of the Council
e) Consider suggestions and reports by any Panel Member, which may assist in the promotion of safe working practices
f) Ensure provision of adequate lines of communication
g) The Panel shall also take account of the health, safety, and welfare of clients, pupils, contractors, visitors and the public where they are affected by the Council's activities
h) Inspection visits by the Panel will be made to various sites around the Borough regularly. The schedule of visits shall be agreed by the Chairman or Vice-Chairmen and notified to the Emergency and Safety Team
i) Strategic and Assistant Directors shall be notified of the proposed visits in advance
j) Whenever possible, the appropriate senior manager(s) and, the safety representative(s) at the premises or site to be visited shall attend visits by the Panel

3.12 Safety Representatives

The Council is committed to complying with the Safety Representatives and Safety Committees Regulations 1977 and the Health and Safety (Consultation with Employees) Regulations 1996. The Council will consult with the recognised trade unions and employees' representatives (both trade union and non-trade union) on the appointment of safety representatives and representatives of employee safety. Such consultation is to take place, where practicable, using existing procedures and in good time, so as to ensure effective consultation on matters which affect the employees represented by the safety representatives.

Trade Unions are encouraged to appoint Safety Representative under the provisions of the Safety Representatives and Safety Committee Regulations 1977. The duties of Safety Representative are:

a) Representing employees in consultation with the employer to develop arrangements for effective co-operation in measures to ensure the health, safety, and welfare of the employees
b) Investigating potential hazards at the workplace
c) Investigating accidents and dangerous occurrences at the workplace
d) Investigating complaints by the employees they represent
e) Making representations to the employer on matters arising out of points b), c), and d)
f) Making representations to the employer on general matters affecting the health,

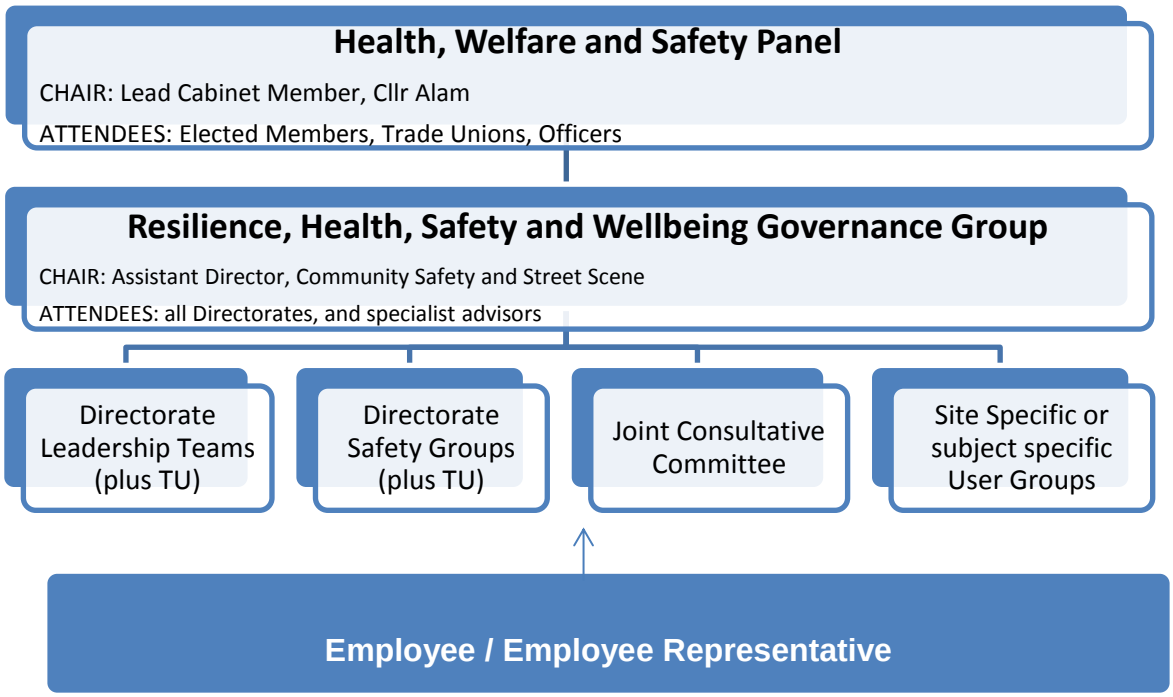
safety, and welfare of employees at the workplace
g) Carrying out inspections of the workplace
h) Representing employees in consultations with the HSE
i) Attending safety committee meetings, as necessary

3.13 Resilience, Health, Safety and Wellbeing Governance Group

The governance group will ensure appropriate governance arrangements are in place to oversee and ensure a robust approach to occupational Health, Safety and Wellbeing across the Council and ensure a positive culture is embedded. This will be delivered in line with the group's Terms of Reference.

3.14 Summary of Organisation, Duties and Responsibilities

The following groups are in place across the organisation and committed to improving the Health, Welfare and Safety culture of the organisation. All issues are to be escalated and de-escalated using the following hierarchy and governance structure.



Section 4: Arrangements for Health and Safety

This section outlines the arrangements in place for prominent hazards and key issues that are relevant throughout the Council. It is recognised that there are Directorate/Service Area specific issues, these must be covered by risk assessments and associated procedures. Detailed policies, guidance and procedures linked to the undermentioned can be found on the Council's intranet site.

4.1 Accident, Near Miss and Violence and Aggression Reporting and Investigation

Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013

a) All accidents / incidents, whether they result in an injury, damage or 'near misses' are to be reported using the appropriate Council accident or incident forms within 3 working days of the date of the accident or incident.

b) Serious incidents / fatalities must also be reported by telephone to the Emergency and Safety Team immediately

c) The accident / incident forms to be used (accessed via the Council intranet site) are noted below, and once complete must be returned to the Emergency and Safety Team (healthandsafety@rotherham.gov.uk):
   - Generic Accident Report Form
   - Violence and Aggression Report Form
   - COVID (positive) Report Form (subject to change of use, given changing Covid 19 landscape)
   - Near Miss Report Form

d) The Emergency and Safety team maintain oversight of the timelapse between date of accident or incident and date of report submitted to the service, these are incorporated as art of the performance management tools. Reports are regarded as follows:
   - 0-3 days – on time
   - 4 – 7 days – overdue
   - 8+ days – late report with appropriate escalation and challenge within the reporting service area / Directorate

e) Certain injuries, diseases, and dangerous occurrences are required to be reported to the Health and Safety Executive (HSE) under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR). The Emergency and Safety Team are responsible for reporting such incidents on behalf of Service Areas (usually required within ten days from the date of the incident). Fatal incidents and serious incidents will be reported without delay via telephone. All other reportable incidents will be reported via the online RIDDOR site, a copy of the F2508 will be stored electronically by the Emergency and Safety Team

f) Investigations, reporting and recording of accidents/incidents, whether they result in injury, damage or "near misses", and dangerous occurrences are to be carried out by immediate Line Managers or Supervisors for all accidents and / or incidents.

g) If necessary, the Council's Emergency and Safety Team will provide assistance in the investigation and preparation of reports

h) Where appropriate the Council's Emergency and Safety Team may also carry out a supplementary investigation, based on risk of reoccurrence, and severity of likely consequences

i) The Emergency and Safety Team will conduct regular reviews of completed investigations to ensure that appropriate investigations have been undertaken and suitable remedial measures identified and put into place where applicable

j) Service Areas to ensure that in all cases, timescales noted above are adhered to.

4.2 Asbestos

Control of Asbestos Regulations 2012

The duty to manage asbestos is contained in regulation 4 of the Control of Asbestos Regulations 2012. The Council is the duty holder for many non-domestic premises and common parts of flats etc. and has responsibility for the maintenance or repair of non-domestic premises. To fulfil this duty to manage asbestos the Council will:

a) Presume materials contain asbestos unless there is strong evidence that they do not. If in doubt, materials must be presumed to contain asbestos, and works must cease until suitable surveys and sampling has been undertaken
b) Take reasonable steps to find out if there are materials containing asbestos in non-domestic premises, and if so, where it is and what condition it is in
c) Make, and keep up to date, a record of the location and condition of the asbestos-containing materials - or materials which are presumed to contain asbestos
d) Assess the risk of anyone being exposed to fibres from the materials identified
e) Prepare a plan that sets out in detail how the risks from these materials will be managed
f) Take the necessary steps to put the plan into action
g) Periodically review and monitor the plan and the arrangements to act on it so that the plan remains relevant and up to date
h) Provide information on the location and condition of the materials to anyone who is liable to work on or disturb them, so that they can put in place appropriate control measures whilst the work is being done
i) Ensure that others co-operate as far as is necessary to allow the Council to comply with the requirements
j) Provide employees with appropriate asbestos awareness training based upon their role and responsibilities
k) Ensure all employees who may come into contact with asbestos during the course of their work are competent in carrying out that work and have been made aware of the risks and precautions to be taken
l) All non- licensed work will only be carried out with the appropriate controls in place, a suitable and sufficient risk assessment will be in place
m) All licensed work will be undertaken by suitably competent contractors (checked and verified as competent) and notified to HSE at least 14 days prior to works on a ASB5 form
n) Maintain a database of premises that contain asbestos and keep this updated

4.3 Confined Spaces

Confined Spaces Regulations 1997

Managers and Supervisors should follow the principles:

a) Avoid entry to confined spaces e.g., by doing the work from outside
b) If entry to a confined space is unavoidable, follow a safe system of work; and
c) Put in place adequate emergency arrangements before the work starts

Those employees who may enter confined spaces whilst carrying out their duties will be provided with suitable and sufficient information, instruction and training.

4.4 Construction Health, Safety and Welfare (CDM)

Construction (Design and Management) Regulations 2015

a) Prior to commencement all projects involving building and construction should be evaluated for the application of CDM
b) All building and construction work should be carried out in a way that protects the health and safety of those working on the site and others

c) Managers are responsible for carrying out site inspections on an appropriate basis depending on the nature of work

4.5 Consultation and Communications with Employees

Safety Representatives and Safety Committees Regulations 1977 and the Health and Safety (Consultation with Employees) Regulations 1996

The Council will consult with the recognised trade unions and employee representatives, through the Joint Consultative Committee and Health, Welfare and Safety Panel, together with Directorate Leadership groups as appropriate. Consultation is to take place, where practicable, using existing procedures and in good time, so as to ensure effective consultation on matters which affect the employees. The Council will take steps to ensure that all employees are consulted and communicated with in good time on matters relating to their health and safety in particular with regard to the following:

a) The introduction of any measure into the workplace that may substantially affect the health and safety of those employees
b) Any health and safety information that is required to be supplied to employees under relevant statutory provisions
c) The planning and organising of any health and safety training that is required under relevant statutory provisions
d) The risks to the health and safety that employees are likely to be exposed to and the measures necessary to control such risks

The Council recognises the role of employees in health and safety and encourages employees to report matters of concern regarding health and safety where there is the potential to cause injury or loss or where they feel improvements can be made to the health and safety of their workplace to their managers and/or to the Emergency & Safety Team. This includes Near Miss reporting.

Managers are to investigate concerns and if necessary, consult with the Emergency and Safety Team. Serious issues and those affecting a significant number of employees may be referred to the Council's Health, Welfare, and Safety Panel, which is administered, by the Emergency and Safety Team.

4.6 Contractors

Contract work on occupied premises carries a dual responsibility. Employees organising such work should ensure there is effective liaison with the contractor and that all parties involved understand and adhere to their responsibilities in relation to health and safety.

a) Contractors (including their sub-contracts) carrying out work on behalf of the Council should be required to demonstrate their health and safety competency through the submission of health and safety policies, method statements, and risk assessments
b) Prior to appointment contractors employing five or more people will be required to submit their Health and Safety Policy for assessment.
c) Contractors holding a current CHAS registration (a national database - Contractors Health and Safety Assessment Scheme) will not be required to submit their policy, except on renewal of partnerships

4.7 Control of Substances Hazardous to Health

Control of Substances Hazardous to Health Regulations 2002 (COSHH)

COSHH covers substances that are hazardous to health. Substances can take many forms and include chemicals, products containing chemicals, fumes, dusts, vapours, mists, nanotechnology, gases and asphyxiating gases and biological agents.

The principles of good practice should be followed by departments:

- Can the exposure to a hazardous substance be prevented by substituting the hazardous substance or using a different process?
- If exposure cannot be prevented, can exposure be controlled by using a less hazardous substance or less hazardous form of the substance?
- Implement suitable measures to control exposure, e.g., engineering controls (Local Exhaust Ventilation - LEV)
- Use of PPE once other steps have been considered, limiting exposure times, supervision and training

a) Managers shall ensure that a COSHH assessment is undertaken of any substance or process which is hazardous to health, before using the substance or carrying out the process. The COSHH assessment shall identify the following:
   - Substance characteristics
   - Effects on the body
   - Persons affected
   - Control measures
   - First aid procedures
   - Emergency Procedures
   - Fire procedures
   - Safe use, handling, storage and disposal

b) The Council's Emergency and Safety Team will assist in the preparation of COSHH assessments, measurement, and evaluation of exposure, and precautions to be taken where necessary

c) Managers must ensure that information on COSHH assessments is given to those employees who will be using the substance or process and that appropriate training is in place for those employees

4.8 Corporate Manslaughter and Corporate Homicide Act 2007

The Act sets out an offence for convicting an organisation where a gross failure in the way activities were managed or organised results in a person's death.

The Council and its Managers will ensure that systems and procedures are in place, implemented as required under health and safety legislation, and identified throughout this policy. The Council and Managers must ensure that there are no such accepted practices, attitudes, policies, or systems, which are likely to encourage any such serious management failure or have produced tolerance of it.

4.9 Display Screen Equipment (DSE)

Health and Safety (Display Screen Equipment) Regulations 1992

An assessment shall be carried out for all workstations used by employees where DSE equipment is being used; this should be conducted at the start of employment, when there is a change to the workstation or equipment and reviewed if a user is experiencing problems relating to DSE use. The form to be completed for office and home based DSE workstation assessment is on the Council's intranet.

The objective of the assessment is to analyse the workstation and assess the risks including:

a) Ensuring workstations meet minimum requirements and are suitable for individuals
b) Planning work so that there are breaks or changes of activity
c) Employees who are classed as DSE users are entitled to a free eyesight test.
d) Where the eyesight test recommends the use of corrective lenses for use with DSE

equipment, the Council will meet the cost of a basic frame and basic lenses solely for the DSE use

e) The Emergency and Safety Team manage the voucher scheme for employee eyesight tests and provide assistance where required when completing DSE assessments.

4.10 Driving at Work

The Provision and Use of Work Equipment Regulations 1998, Corporate Transport Policy and Guidance, The Road Vehicles (Construction and Use) Regulations 1996.

a) Drivers are responsible for the pre-use checks of their vehicles, the safety, and security of passengers or loads and complying with rules and guidance from within the highway code for road safety and vehicle rules and traffic law.
b) Managers will ensure that all Council vehicles are used and maintained in accordance with the corporate policy and guidelines issued by the Corporate Transport Unit.
c) Managers will ensure that employees who drive Council vehicles have the appropriate licence, training and competency.
d) Managers will ensure that employees driving their own vehicles at work have the appropriate driving licence, insurance and vehicle tax prior to authorisation being given for driving those vehicles for work purposes.
e) Employees using their own vehicle for work are responsible for the maintenance and upkeep of their vehicle in a roadworthy condition.
f) Employees are not permitted to drive a vehicle (own or Council vehicle) at work while under the influence of alcohol, illegal drugs or suspended from driving – potential action may be taken under Council disciplinary procedures if this is not complied with
g) Employees should adhere to the speed limits, drive according to the road conditions and take appropriate rest breaks.
h) Where large vehicle movements are undertaken on public highways, there must be a safe system of work implemented this may include the use of trained banksmen, vehicle cameras.
i) Risk assessments should include vehicle movements/vehicles reversing where appropriate.

4.11 Drugs and Alcohol

The Council acknowledge that alcohol, illegal and prescribed drugs can all affect the performance of employees whilst at work. The consumption of alcohol and illegal drugs whilst at work is strictly prohibited and may result in disciplinary action being taken. If an employee is suspected of being under the influence of alcohol or illegal drugs the manager may remove the person from their work duties with immediate effect where it is necessary to safeguard that particular employee or others who may be affected by their actions.

All employees are to adhere to the following:

a) Do not come into work under the influence of alcohol or illegal drugs
b) Never bring alcohol or non-prescribed drugs into the workplace
c) Always check with your doctor or pharmacist if prescribed drugs have side effects that may have an impact upon your work
d) Never drive or operative machinery under the influence of alcohol or illegal drugs
e) Inform your manager if the prescribed medication you are taking may have an impact upon your work e.g., driving vehicles

The HR policy Substance Misuse at Work should be referred to, this is on the intranet HR A-Z.

4.12 Electrical Safety

Electricity at Work Regulations 1989 and the Provision and Use of Work Equipment Regulations 1998

The Council has responsibility for the maintenance of fixed electrical installations, electrical equipment and portable electrical appliances. The Council shall ensure that any electrical system, equipment or appliances used by employees are free from risk, this includes equipment or appliances used outside of Council premises.

a) Managers must ensure that all employees are aware of the process of carrying out informal visual user checks and inspections before using any appliance and the process by which defects are reported
b) Services must engage competent persons to be responsible for the electrical testing and labelling of all portable appliances within Council owned premises. The competent person will determine the frequency of testing depending upon use of the equipment
c) All electrical equipment used within the Council must be appropriately CE marked
d) All electrical systems, equipment and appliances shall be subject to formal inspections by a competent person at suitable intervals and informal inspections by users as outlined above
e) Following inspection, if any equipment is found to be defective it shall be removed from service or suitably isolated from the supply by a competent person until it can be repaired or replaced if the defect cannot be repaired
f) Records of electrical inspection certificates by competent persons must be kept and managers made aware of any defects that need to be rectified
g) Live working is not permitted. If there are exceptional circumstances where it is deemed essential by a competent electrical engineer, there must be a suitable and sufficient risk assessment, method statement and suitable precautions in place

4.13 Enforcement of Health and Safety

a) The Council is committed to ensuring that all contact with enforcement officers is recorded and matters of concern addressed. The enforcement agencies applicable are:
    - Health and Safety Executive (HSE).
    - Environment Agency.
    - South Yorkshire Fire and Rescue Service.
    - South Yorkshire Police.
b) Where there is an investigation of the Council by the Health and Safety Executive (HSE), the Council may be charged a fee for intervention if found to be in breach of regulations. The fee is charged as an hourly rate (Current rate for 2021/22 is £160 per hour).
c) All employees must cooperate fully with enforcement bodies and provide information requested in a timely manner.
d) The Emergency & Safety team will act as lead in terms of any liaison between the Council and the enforcement agency

4.14 Fire and Emergency Arrangements

The *Regulatory Reform (Fire Safety) Order 2005*

a) Facilities Management will undertake a fire risk assessment for all Council owned and operated assets. The frequency of inspection and review of assessments depends upon the individual building risk categorisation and will be clearly documented on the relevant fire risk assessment
b) Facilities Management will ensure a Fire evacuation procedure is in place for all Council owned and operated premises
b) Periodic evacuation drills will be carried out by Facilities Management and monitored by the Emergency and Safety Team, who will in turn provide a debrief of the evacuation
c) People with disabilities must be specifically catered for by the completion of a Personal Emergency Evacuation Plan (PEEP)
d) Facilities Management will ensure that evacuation drills are recorded in the building Fire Logbook
e) Managers in conjunction with Facilities Management will appoint volunteer Fire Marshals to assist in evacuation drills
f) Facilities Management will ensure that all means of escape, fire detection/alarm systems, and fire equipment are to be fully maintained
g) All persons who undertake design work for or specify or undertake alterations to premises that may affect fire precautions (including procedures) must:
    - Consult Facilities Management and / or The Emergency & Safety Team regarding the effects on the premises' fire risk assessment.
    - Where necessary notify, consult, and seek approval from the Building Control service
    - Alterations must not be made to premises unless the appropriate approvals have been granted and appropriate documentation received to authorise and approve the works before, during, and after they take place. Upon completion of works, requiring Building Control approval a 'Building Control Completion Certificate' and a complete set of 'As Built' plans of the premises must be obtained

4.15 First Aid

The Health and Safety at Work (First Aid) Regulations 2011

a) The Council provides first aid services and facilities for employees and others on the premises
b) Services will assess the need for qualified first aiders and appointed persons in accordance with Council guidance
c) Training will only be carried out by approved providers
d) First aid boxes will be regularly examined by the relevant first aider(s) or appointed person
e) Defibrillators are located in some Council buildings – Facilities Management retain information of where these are located

4.16 Gas Safety

Gas Safety (Installation and Use) Regulations 1998 as amended specifically deal with the installation, maintenance and use of gas appliances, fittings and flues in domestic and certain commercial premises. They place duties on landlords to ensure that gas appliances, fittings and flues provided for tenants' use are safe.

Where the Council has responsibility for maintenance and repair of gas appliances in Council buildings and domestic properties, they will ensure that:

a) Gas fittings and flues are maintained in a safe condition
b) An annual safety check is carried out on each gas appliance/flue
c) Records of gas safety checks are maintained
d) Copies of gas safety checks will be provided to tenants within 28 days of the check
e) All works on gas fittings/appliances will be undertaken by a Gas Safe registered engineer with the appropriate registration for the class of work
f) Where contractors are used for work on gas systems or gas appliances, checks will be made to ensure they are competent to carry out the works, the Gas Safe Register will be checked prior to works commencing
g) Where gas appliances are found to be unsafe, they will the isolated and a notice will be attached to the appliance until suitable repairs by a competent person are undertaken.

4.17 Hand-Arm Vibration Syndrome

Control of Vibration at Work Regulations 2005

There is a need to reduce prolonged and regular use of handheld tools producing vibration. Managers will:

a) Ensure effective controls are in place to reduce the risk of injury (and control exposure) to employees and that this is recorded in the relevant HAV risk assessments
b) Suitable and sufficient information, instruction and training is given to users of vibration emitting equipment on its proper and safe use as well as encouraging the reporting of HAVS symptoms
c) Ensure that procurement of plant and equipment considers vibration magnitude levels and therefore potential risk to employees
d) Ensure that plant and equipment producing hazardous vibration is identified and appropriate measures are taken to ensure proper maintenance or replacement of such plant or equipment
e) Ensure that employees participate in regular health surveillance
f) Ensure that vibration exposure is monitored and does not exceed legal values, this includes ensuring up to date information vibration magnitude for plant and equipment is available

4.18 Health Surveillance

Where employees are exposed to hazards to health, such as Hand-Arm Vibration Syndrome, noise, asbestos, dusts or hazardous substances, health surveillance may be required. The Council contracts to provide occupational health services.

Line Managers or supervisors should identify from their risk assessments where health surveillance for employees may be required with the advice of the Emergency and Safety Team.

The Emergency and Safety Team shall contact the Occupational Health Service Provider and arrange the screening appointments; they will also communicate findings reported by the Occupational Health Service Provider to relevant managers and maintain records.

4.19 Home Working

A home worker is defined as an employee who works at home for the majority of their working week. A separate policy and guidelines are in operation for home working and occasional home working which includes the relevant health and safety considerations. Managers and employees should conduct a risk assessment in accordance with these

guidelines. Home based working guidance is on the Council's intranet under the HR A-Z.

4.20 Hybrid Working

As the Council transitions through the Covid 19 pandemic, a hybrid model of working is continuing to develop, Facilities Management will continue to ensure the building risk assessments remain fit for purpose and in line with any relevant Covid 19 guidance available. Further details can be found on the Council's intranet pages here.

4.21 Infectious Disease

All services are to keep risk assessments up to date with sector specific guidance, and where appropriate regulations and restrictions to help control the spread of infectious diseases, including Covid 19. If required information and guidance can be sought from the Council's Public Health team.

Facilities Management to ensure the Council's assets remain operational in line with any guidance available, and that building risk assessments remain up to date

HR to ensure that individual risk assessments for potentially vulnerable workers are conducted and remain available and are used to support employees where possible to reduce the risk of Infectious diseases.

4.22 Ladders

Ladders may be used in the workplace by employees for low risk, short duration tasks. To use a ladder, employees should be competent, they should have received appropriate instruction, training and understand how to use these safely. Where ladders and step ladders are to be used by departments, Managers should ensure that an appropriate risk assessment is in place and that it is the most appropriate equipment to be used for accessing and undertaking the work. Managers should also ensure that ladders remain fit for purpose through regular ladder inspections.

See also Work at Height below.

4.23 Legionella

HSE Approved Code of Practice L8: *The Control of Legionella Bacteria in Water Systems – Control of Substances Hazardous to Health Regulations 2002*

a) The Council has a number of hot and cold water and air conditioning systems that have the potential to expose persons to legionella bacteria if they are not adequately maintained. The Council is to control, prevent and minimise the risk from legionella, to provide and maintain safe and healthy working conditions, equipment and systems of work for all staff, contractors and visitors, and to provide such resources, information, training and supervision as needed for this purpose. This also extends to residential properties where the Council is responsible for maintaining those water systems
b) Legionella risk assessments shall be undertaken, suitable measures shall be put into place to control the risks identified. Written schemes shall be implemented to maintain efficient and effective control of the water systems; these shall include monitoring, inspections, recording and review of control measures and procedures. Roles and responsibilities shall be clearly defined, the Council's competent person(s) shall be identified in the risk assessments and also key personnel involved in the management of any control measures

4.24 Lifting Operations and Lifting Equipment

Lifting Operations and Lifting Equipment Regulations 1998

a) Managers should ensure that all lifting operations involving lifting equipment are properly planned by a competent person, appropriately supervised and carried out in a safe manner.
   All lifting equipment provided by the Council should be fit for purpose, appropriate for the task, suitably marked (Safe Working Loads), and must undergo statutory periodic thorough examination by a competent person
b) Lifting equipment owned by the Council will be maintained in a safe condition and will undergo statutory periodic thorough examinations at the specified intervals, 6 monthly if lifting people or a lifting accessory or attachment, 12 monthly for all other lifting equipment unless specified otherwise by a competent person. Records of inspection and maintenance will be maintained for all lifting equipment
c) Where hire equipment is used this must not be used unless it is accompanied by a current thorough examination certificate. Managers and Supervisors are responsible for checking that equipment supplied comes with the required certification before it is put into use
d) Where lifting equipment fails a statutory LOLER inspection and is deemed unsafe, steps must be taken by managers to prevent its further use immediately until it is repaired by a competent person or taken out of service

4.25 Lone Working

The Council recognises the fact that there are risks to employees working alone in the provision of its services. Managers will ensure that risk assessments cover lone workers and implement appropriate control measures to reduce the risks. Employees will be informed of any additional risks they may face as a lone worker.

4.26 Managing Health and Safety

Management of Health and Safety at Work Regulations 1999

The Council is committed to ensuring that a high level of health and safety performance is established, maintained, and promoted throughout the Council. The Council will follow the plan, do, check, act principles for managing safety as per the HSG)65 and ISO standards Managing for Health and Safety.

a) The Council's Emergency and Safety Team will develop, produce, and implement standards, systems and tools to enable the management of health and safety, specifically with regard to:
   - The Council's written policy with regard to health and safety
   - Arrangements to implement the policy
   - Infrastructure to enable risk management processes to be carried out with regard to Health and Safety risks
   - A system to allow performance to be measured and monitored to inform continual development
   - Reviewing performance and audit arrangements to ensure that the policy addresses legal and organisational requirements
b) The Council's Emergency and Safety Team will establish, maintain and implement a programme of safety audits, inspections and advise Strategic Directors and their management teams on procedures for monitoring work activities and any deficiencies. This auditing system will also apply to Partners and Contractors of the Council
c) Managers will monitor and review risk assessments to ensure they remain valid.

Significant additions or alterations to work activities, processes, equipment, etc. should trigger a review of the assessment. Adverse events, such as accidents, near misses may provide evidence that risk assessments and procedures are not sufficient and therefore a review should be made. All risk assessments shall be reviewed periodically

d) The Emergency and Safety Team will conduct annual sample audits of risk assessments and general compliance with the Council's safety precautions and procedures. The Emergency and Safety Team will review and monitor accidents, incidents, near misses and ill health data, identify trends and advise, assist Directorates where appropriate on policies and procedures to prevent recurrences and reduce the number of incidents

a) The appropriate officers in the Emergency and Safety Team have the authority to stop or restrict operations being carried out by or on behalf of the Council where there are practices or circumstance, which present a serious and/or imminent danger

4.27 Manual Handling

Manual Handling Operations Regulations 1992

Manual handling relates to the moving of items either by lifting, lowering, carrying, pushing or pulling.

a) Managers will ensure that manual handling activities within their work area and the employees who carry out these tasks are regularly identified, and risk assessed. Managers must also make provisions for those employees who carry out these activities on an occasional basis, as well as young people and expectant mothers
b) A manager's first requirement with regard to manual handling is to avoid the need where reasonably practicable by redesigning or mechanising the task
c) If the manual handling cannot be avoided then a suitable and sufficient risk assessment of the hazardous manual handling task should be undertaken
d) Where possible, mechanical assistance shall be provided for example, a trolley or hoist. Where this is not reasonably practicable changes to the task, the load and the working environment shall be explored
e) Managers will ensure that employees who regularly carry out manual handling operations will be provided with suitable and sufficient training in safe kinetic lifting techniques. The Council's Emergency and Safety Team will assist in the provision of manual handling training
f) The Council's Emergency and Safety Team will advise on manual handling risk assessments

4.28 New and Expectant Mothers

Management of Health and Safety at Work Regulations 1999

The Council recognises that there may be increased risks to new and expectant mothers.

a) Managers will ensure that risk assessments are undertaken, reviewed and revised where necessary when a woman notifies her manager that she is pregnant, has given birth in the last six months or is breastfeeding. Additional control measures may be required for the duration of pregnancy and breast-feeding
b) Women will be informed by their manager of any additional risks they may face and appropriate control measures

4.29 Night Workers

The Council has some employees who are classed as night workers. A night worker

is defined as someone who normally works at least 3 hours at night and night-time is defined as between 11pm-6am. Night work may present additional hazards this will be considered the risk assessments where appropriate.

Managers are responsible for offering night workers a free health assessment before they start working nights and on a regular basis while they are working nights. In many cases it will be appropriate to do this once a year, or more often if required. Human Resources manage the access to the occupational health service in relation to night workers.

4.30 Noise

The Control of Noise at Work Regulations 2005

The Council will ensure that steps are taken to reduce the risk to employee health by controlling their exposure to noise at work.

a) Managers will ensure that noise assessments are carried out where noise is identified as a hazard. The Emergency and Safety Team will assist with measurement and assessment
b) Managers will introduce appropriate measures to eliminate or reduce the risk and control exposure to protect employees. This may include engineering controls, changes in work practices, provision of hearing protection
c) Employees should be provided with information and training on the risks, measures to follow to reduce the risk to their hearing. Where hearing protection is required to worn, employees must wear it as instructed and use of hearing protection must be supervised
d) Health surveillance shall be provided for those who are regularly exposed above the upper exposure action values (as identified by a noise assessment) or are at risk for any other reason e.g., they already suffer from hearing loss. Managers should notify the Emergency and Safety Team of those employees in order that Occupational Health appointments can be arranged. Employees must co-operate and attend occupational health appointments
e) The noise assessments should be reviewed when there are changes in work practices or noise exposure

4.31 Partner and Subsidiary Organisations

a) The Council expects partners, contractors and others carrying out work on its behalf to produce and maintain a health and safety policy, have appropriate insurance cover, produce suitable and sufficient risk assessments and method statements for the work they are planning to undertake and provide a copy of these prior to commencement of works
b) Managers will ensure that appropriate policies and management systems are in place prior to appointment and monitor compliance throughout the duration of works. The Emergency and Safety Team will provide advice and assistance in evaluating these documents

4.32 Permits to Work

The Council recognises that in exceptional circumstances or as part of a safe system of work, a Permit to Work may be required. A permit to work is a formal written safe system of work. Areas of work that are higher risk and that may require a permit are Work at height, Excavations, Electrical work, Confined spaces, Roof work, Hot works, Asbestos and certain Contractor works. Managers responsible for overseeing such works should have regard to whether a permit to work may be required when the work is planned.

Persons issuing permits shall receive suitable training. The Emergency and Safety Team should be consulted for advice and assistance.

4.33 Personal Protective Equipment (PPE) & Respiratory Protective Equipment (RPE)

The Personal Protective Equipment Regulations 1992

a) Managers are responsible for identifying and issuing PPE based upon a risk assessment relevant to the specific task
b) Managers should, wherever reasonably practicable, eliminate or reduce the risk at source before PPE is considered. The use of PPE should be viewed as a last resort. Detailed advice can be obtained from the Emergency and Safety Team. Where the need for PPE cannot be avoided, training in its use, storage, and maintenance must be provided
c) Employees have a responsibility to co-operate with regards to PPE and must wear it when it is required as identified by risk assessment or method statements. Employees must look after PPE issued, check its condition before each use and report any damage immediately to their manager so that a replacement can be obtained
d) Where a risk assessment identifies the need for employees to wear respiratory protective equipment (RPE), face fit testing will be undertaken. Employees should be clean shaven when wearing RPE unless there are medical or religious reasons for not being clean shaven, in those instances an assessment will be made to ensure suitable alternative RPE is provided

4.34 Radiation

Ionising Radiation Regulations 2017

Some secondary schools have radioactive sources in the science departments. Where this is the case, the school will have a competent person who will manage and oversee the storage and safety of such sources day to day. The Health and Safety Team will monitor the use of radioactive sources in schools as the RPO and conduct annual audits of all such sources to ensure compliance with the legislation. A central register of radioactive sources will be maintained by the Health and Safety Team.

4.35 Risk Assessment

The Management of Health and Safety at Work Regulations 1999

Risk assessments are a tool to ensure that workplace hazards are identified, the risk of hazards being realised are assessed and suitable control measures are implemented to protect employees and others. Written risk assessments shall be conducted by all Service areas. Managers will ensure that risk assessments are undertaken of all hazardous work activities, maintained and reviewed for all activities in conjunction with employees on a regular basis. Risks should be reduced to the lowest reasonably practicable level by taking preventative measures in order of priority, namely:

- Elimination
- Substitution
- Engineering controls
- Administrative controls
- Personal protective clothes and equipment

Risk Assessment Guidance and blank template documents are available on the Council's intranet site.

4.36 Safety Signs and Signals

The Health and Safety (Signs and Signals) Regulations 1996

Managers will ensure that where necessary appropriate signs and signals are provided to indicate safe conditions, prohibitions, mandatory control measures, and specific hazards. The advice of the Emergency and Safety Team should be sought, where necessary.

4.37 Schools

a) The Council is responsible for setting the health and safety policy for schools where it is the employer
b) Detailed arrangements for schools are contained in the Children and Young Peoples' Services model Health and Safety Policy for Schools
c) Governing bodies and head teachers are responsible for implementing this policy

4.38 Sharps

Sharps are defined by the HSE as "needles, blades (such as scalpels) and other medical instruments that are necessary for carrying out healthcare work and could cause an injury by cutting or pricking the skin".

Any injury sustained increases the potential for exposure to infections such as blood borne viruses. Managers will:

a) Ensure risk assessments are in place, for the use of, or handling of sharp equipment with clear control measures
b) Ensure risk assessments are in place for services likely to inadvertently come into contact with sharps (i.e., during laundering, or cleaning activities) with clear control measures
c) Prevent exposure as far as practicable
d) If the risk cannot be prevented, control the risk of injury adequately
e) Ensure appropriate training and information is given on safe use of sharps
f) Ensure, where appropriate suitable clinical waste disposal procedures are in place
g) Ensure suitable infection control processes are in place
h) Ensure any sharp injury is medically treat in line with guidance, and that medical advice is sought regarding an ongoing support
i) Ensure the injury is reported

4.39 Standard Safety Record (SSR)

a) Services and managers will plan and carry out all work activities taking account of this policy. Where the Emergency and Safety Team have reason to believe that work activities, planned, or being carried out, may give rise to a risk of serious personal injury an immediate improvement or prohibition notice through a Standard Safety Record (SSR) will be issued
b) All such incidents will be referred to the appropriate Director of Service / Corporate Health and safety Management Group and/or the Health, Safety and Wellbeing Governance Group

4.40 Stress

Managers will ensure that workplace stress risk assessments are in place and regularly reviewed. Managers will ensure that the Council's Stress at Work Policy is adopted, available from the HR pages of the Council Intranet

4.41 Smoking

Smoking, as defined in the Council smoking policy is not permitted in any Council workplace or work vehicle. Appropriate signage will be displayed to this affect where it is

required by law. The Council's Smoking Policy is on the HR website A-Z of HR Information.

4.42 Terrorism

Management of Health and Safety at Work Regulations 1999

The Council acknowledges the threat of terrorism to its employees and has a separate Terrorism Policy and Procedures document. Managers will ensure that in the event of a specific threat or change in the UK threat level procedures are in place for employees to be informed of the threat and the steps to be taken to protect them. Where necessary, this may include evacuation to a safe place or lockdown of premises, and responsibility for personal possessions.

4.43 Trainees, Agency Workers and Seconded Workers

Management of Health and Safety at Work Regulations 1999

The Council recognises its responsibilities for temporary, agency or seconded employees and trainees on work experience. For the purposes of this policy "employee" includes temporary workers, students, or adults on approved work experience and volunteer helpers. Managers should take account of these employees in their risk assessments.

4.44 Training (Information, Instruction and Supervision)

a) Health and safety training, information and instruction are an integral part of the overall training within the Council. This is particularly important with regard to induction training, which is arranged for all new employees entering the Council by their manager
b) Health and safety training is compulsory, and the training needs of employees should be the subject of periodic review by Strategic Directors, Directors of Service, managers and supervisors through the Performance and Development Review (PDR) or other processes. Refresher training should be carried out where necessary. Employees should have sufficient knowledge, skills, and information to carry out their work in a safe and healthy manner
c) Managers will ensure that all health and safety training provided to employees is recorded
d) The Emergency and Safety Team will provide internal health and safety training where appropriate and practical. Managers will ensure appropriate attendance
e) Where necessary, specialised training may need to be commissioned by a service area
f) Managers should ensure that all relevant health and safety information and appropriate instructions are given to employees in a timely manner
g) Such information and instructions will include risk assessments, precautions and procedures, manufacturers and suppliers' health and safety information
h) Managers should ensure that all information and instructions are kept up to date and reviewed on a regular basis
i) Managers should ensure that all employees receive adequate and appropriate supervision at work. New, inexperienced or young employees are likely to require a greater level of supervision

4.45 Violence and Aggression

The Council recognises the fact that there are risks to employees in the provision of its services but expects that people generally should be able to go about their duties without threat or fear of violence, aggression or intimidation resulting from their work.

a) Managers responsible for people, premises, and services will assess the risk of

aggression, violence, or potential violence to employees and take all reasonably practicable measures to eliminate or reduce the level of risk to employees' health and safety

b) Employees are not expected to go alone into potentially dangerous situations or unnecessarily put themselves at risk
c) In the event of employees being exposed to violence at work, a violence to staff report must be submitted to the Emergency and Safety Team
d) A Violence and Aggression database will be maintained by the Emergency and Safety Team; entries will be made upon receipt of violence to staff reports. All Council staff will have access to the search facility of the database so that they may plan work and take appropriate precautions where necessary

Guidance on Violence at Work and the Violence Report Form can be found on the Council's Health and Safety Intranet page. Specific guidance is also available on Member Safety, Members will be regarded as employees for the purpose of violence at work.

4.46 Visitors

a) Managers will ensure that risk assessments take account of visitors and the public. Precautions should be taken to ensure that they are not endangered by any work activity, facility or provision made by the Council
b) Visitors on all Council premises should be accompanied. Beyond public access areas visitor passes must be issued, emergency procedures to be followed

4.47 Waste Management

Mangers will ensure sufficient procedures are in place to ensure safe, and appropriate disposal of waste generated in connection with the work activity.

Additionally, the Council operates a waste management service to residents and businesses, relevant managers will ensure that procedures are in place to control the safe operation of tasks and interaction with the public during waste collection activities and that appropriate procedures are implemented to manage waste and comply with the duty of care, or regulatory requirements.

4.48 Work Equipment

The Provision and Use of Work Equipment Regulations 1998

Work equipment means any appliance, apparatus, machinery, tool, or installation for use at work, whether exclusively or not. Examples include photocopiers, computers, furniture, steps, and ladders, lifting equipment, hand tools and power tools of all types.

a) Managers will ensure that all work equipment is fit for purpose, properly used, inspected, and maintained
b) Managers will ensure that employees who use any work equipment receive sufficient information, instructions and, where necessary, training in the use of that equipment

4.49 Workplace Health, Safety and Welfare

The Workplaces (Health, Safety and Welfare) Regulations 1992

Workplace health, safety and welfare includes heating; lighting; ventilation; gas, electrical and water installations; asbestos; flooring; windows; toilets and facilities for meals etc.

a) Facilities Management will ensure that all Council owned workplaces are regularly inspected and that such inspections are recorded
b) The Emergency and Safety Team will provide advice and support for the inspection programme

c) Managers will ensure that they carry out frequent inspections in their areas of responsibility

4.50 Work at Height

Work at Height Regulations 2005

The Council aims to protect all employees and others who may be working on Council premises from falls from height. Work at height includes any place where, if there were no precautions in place, a person could fall a distance liable to cause personal injury.

The Council will follow the hierarchy below:

a) Avoid work at height where it is possible to do so, use alternative work method from ground level e.g., Window cleaning using extended pole system
b) Where work at height cannot be avoided, prevent falls by using an existing place of work that is safe or selecting the right type of equipment e.g., a mobile elevated work platform, scissor lift. Measures that are collective that protect all persons e.g., guard rails should be considered before personal protection (safety harnesses, lanyards connected to an anchor point)
c) Minimise the distance and consequences of a fall, by using the right type of equipment where the risk cannot be eliminated for example safety nets by the work area (collective) or fall arrest system using a high anchor point (personal protection)

Managers should plan work at height taking into account the above points. They should ensure; it is properly supervised, those undertaking the work are competent, the most suitable work method and equipment should be selected. The Health and Safety Team can provide advice and guidance where required.

Ladders and step ladders may be used for short duration low risk work where it is the most appropriate equipment to be used as identified in risk assessments.

4.51 Working Safely

a) No employees will be expected to carry out any activity which poses an unacceptable risk either to themselves or to other persons
b) All employees must assume responsibility for working safely within the limits of their competence and training

4.52 Young Persons

Young persons (generally regarded as anyone under 18) are, in general, at greater risk through lack of experience and maturity. Managers will ensure that specific consideration is given to young people and that is reflected in their risk assessments.

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: Health and Safety Policy	
Directorate: Regeneration and Environment	**Service area:** Emergency and Safety
Lead person: Sam Barstow / Claire Hanson	**Contact:** Claire Hanson
Is this a: [x] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
The Health and Safety Policy sets out the health and safety commitments of the organisation, alongside how these will be managed and implemented to ensure compliance with health and safety legislation, guidance and best practice.

3. Relevance to equality and diversity
All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity. The following questions will help you to identify how relevant your proposals are. When considering these questions think about age, disability, sex, gender reassignment,

race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.		
Questions	**Yes**	**No**
Could the proposal have implications regarding the accessibility of services to the whole or wider community? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*	x	
Could the proposal affect service users? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*	x	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? *(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)*	x	
Have there been or likely to be any public concerns regarding the proposal? *(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)*		x
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? *(If the answer is yes you may wish to seek advice from commissioning or procurement)*	x	
Could the proposal affect the Council's workforce or employment practices? *(If the answer is yes you may wish to seek advice from your HR business partner)*	x	
If you have answered no to all the questions above, please explain the reason		

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

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

4. Considering the impact on equality and diversity
If you have not already done so, the impact on equality and diversity should be considered within your proposals before decisions are made**.** Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation. Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B).
• **How have you considered equality and diversity?** Yes

• **Key findings** A Health and Safety policy is a legal requirement – aimed at ensuring a safe and health work environment for employees and those affected by the Council work activities.
• **Actions** Review existing risk assessment (as part of next scheduled review) guidance notes to ensure equality and diversity, including recognition of protected characteristics is explicit, not implied.

Date to scope and plan your Equality Analysis:	June 2022
Date to complete your Equality Analysis:	June 2022
Lead person for your Equality Analysis (Include name and job title):	Claire Hanson Emergency Resilience and Safety Manager

5. Governance, ownership and approval

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

Name	Job title	Date
Sam Barstow	Interim Assistant Director Community Safety and StreetScene	
Claire Hanson	Emergency Resilience and Safety Manager	

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	30/06022
Report title and date	Health and Safety Policy (version 2.5)
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	September 2022 Cabinet
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	05/07/22

This page is intentionally left blank

PART B – Equality Analysis Form

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

This form:

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

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

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

1. Title	
Equality Analysis title: Health and Safety Policy (version 2.5)	
Date of Equality Analysis (EA): 30 June 2022	
Directorate: **Regeneration and Environment**	**Service area:** **Emergency & Safety Team**
Lead Manager: **Claire Hanson**	**Contact number:** **07748 760498**
Is this a: [x] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance		
Name	**Organisation**	**Role (eg service user, managers, service specialist)**
Claire Hanson	RMBC	Emergency & Safety Team – Service Manager
Alan Coward	RMBC	Health and Safety Advisor
Vikki Brannan	RMBC	Resilience Officer

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

Aim/Scope (who the Policy/Service affects and intended outcomes if known)
This may include a group/s identified by a protected characteristic, others groups or stakeholder/s e.g. service users, employees, partners, members, suppliers etc.)

The Health and Safety Policy sets out how Health and Safety will be managed across the organisation, how the Council will manage workplace risks that could affect employees, contractors' members of the public and other stakeholders. The Health and Safety Policy is shrouded in legislative requirements and parameters in terms of managing specific risks, as outlined in the Policy document. These legislative safety requirements must be paramount to ensure we remain complaint. This policy document outlines the Council commitment to taking reasonable precautions to secure the health and safety of employees, contractors, members of the public or others affected by our work activities, as far is reasonably practicable through controlling foreseeable risks and mitigating these.

The Health and Safety Policy introduces systematic processes to support the management of Health and Safety, aimed at ensuring our activities and work will be carried out in a safe manner and that the health and safety of Council employees and others who may be affected by our activities or actions - fundamentally underpinned through Risk Assessments, and as such protected characteristics, as well as other factors that may influence the risk of a Council activity not being delivered in a safe manner will be addressed here. This Policy is applicable to employees and other stakeholders regardless of any protected characteristics.

These risk assessments predominantly take the form of a generic or specific work activity risk assessment, display screen risk assessments, new and expectant mums risk assessment (led by HR) and their requirements stated within the policy document.

The policy document also aims to demonstrate that training is available and competent health and safety advice available to support this.

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

None known specifically in relation to Health and Safety policy. As noted, this process involves assessment of risk in relation to work activities delivered by all Service Areas – these activities in their own right, where appropriate are subject to Equality Impact assessment in line with Council Policy.

Are there any gaps in the information that you are aware of?	
What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? This policy document focuses on ensuring health and safety provision is sufficient across the Council, with due regard given to the safe delivery all working practices in line with statutory provision and expectations	
Engagement undertaken with customers. (date and group(s) consulted and key findings)	None – this is an internal management policy
Engagement undertaken with staff (date and group(s)consulted and key findings)	The Health and Safety policy has been subject to the following consultation processes, and feedback incorporated: • All Directorates through the Council's Resilience, Health, Safety and Wellbeing Governance Group (Commenced November 2021) • All key services as defined by the Council's Resilience, Health, Safety and Wellbeing Governance Group Terms of Reference (Namely, Community Safety, ICT, Facilities Management, HR, Corporate Insurance and Corporate Risk Management) (Commenced November 2021) • Community Safety and Regulatory Services (as a sample user group) (January 2022) • Through an interactive session delivered at the Wider Leadership Team (February 2022) • Trade Unions through Branch Secretaries (Commenced December 2021) • The Council's Health, Welfare and Safety Panel, chaired by Cllr Alam and attended by both Trade Unions, Councillors and officers alike (presented in April and endorsed for progression through the democratic process for formal approval by Cabinet)

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

This policy document focuses on delivery of safe and health and safety practices, that remain compliant with legislation, it is fundamentally an inward look at safe systems of work, processes and procedure aimed at ensuring compliance with Health and Safety Law.

The policy, where appropriate highlights some protected characteristics and makes recommendations for managing these risks (risks in a Health and Safety Context), such as young persons potentially immaturity and lack of work experience may mean that more supervision or training is required, new and expectant mums (supported by separate HR policy) and Display Screen Equipment (DSE) requirements that may associated with disability, pregnancy, maternity or age related risks – the policy, supporting the regulatory requirements makes provision for reasonable adjustments to ensure a safe and health work environment is achieved.

Within the policy document there is provision for the reporting of accidents and incidents that may occur, this reporting process, again is aligned to HSE requirements and whilst does not specifically request information regarding Personal Characteristics, it is implied within some free text options.

Does your Policy/Service present any problems or barriers to communities or Groups?
No

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

- It aims to deliver safe working practices
- Take actions through access to allow equal access
- Allows for adaptations to working practices to accommodate a divers workforce made where identified through risk assessment

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

- Proactive policy document that offers benefits to any person affected by council activities or work through a structured approach to managing health and safety across the organisation
- Ensuring safe working practice is the fundamental outcome of this policy
- Where Personal Characteristics are known and disclosed, these can be addressed through risk assessments and ways of working to ensure a healthy and safe work environment

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

5. Summary of findings and Equality Analysis Action Plan

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

Title of analysis: Health and Safety Policy V2.5
Directorate and service area: Regeneration and Environment (Community Safety and StreetScene)
Lead Manager: Claire Hanson
Summary of findings:
The Health and Safety Policy document is shrouded in legislative requirements to ensure compliance with statutory provisions and manage our health and safety responsibilities effectively and proportionately. It outlines our key objectives to support this management processes,

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
The risk assessment guidance is scheduled for review, this review will ensure protected characteristics are explicit, opposed to implicitly referenced within the guidance note sufficiently**.**	All	12/22
The accident and incident reporting process to be reviewed (at its scheduled review point)to determine whether protected characteristics ought to form part of this process, how this may be best captured and how this information may be used going forward	All	12/22

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

6. Governance, ownership and approval		
Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.		
Name	**Job title**	**Date**
Sam Barstow	Interim Assistant Director Community Safety and StreetScene	
Claire Hanson	Emergency Resilience and Safety Manager	

7. Publishing	
The Equality Analysis will act as evidence that due regard to equality and diversity has been given. If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report. A copy should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.	
Date Equality Analysis completed	30/06/22
Report title and date	Health and Safety Policy (version 2.5)
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	05/07/22

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?	No Impact				
Emissions from transport?	No Impact				
Emissions from waste, or the quantity of waste itself?	No Impact				
Emissions from housing and domestic buildings?	No Impact				
Emissions from construction and/or development?	No Impact				
Carbon capture (e.g. through trees)?	No Impact				

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

Please provide a summary of all impacts and mitigation/monitoring measures: The Health and Safety Policy sets out the Councils commitments to health and safety, and how this will be managed across the organisation, there are no implied increase in travel, heating, buildings etc that will result in increased omissions.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Claire Hanson Emergency Resilience and Safety Manager Community Safety and Street Scene Regeneration and Environment
Please outline any research, data, or information used to complete this [form].	n/a
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]	

This page is intentionally left blank

Rotherham Metropolitan Borough Council

Public Report with Exempt Appendices
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 19 September 2022

Report Title
Strategic Acquisitions

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

Strategic Director Approving Submission of the Report
Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)
Lorna Vertigan, Strategic Regeneration Manager
Lorna.vertigan@rotherham.gov.uk

Ward(s) Affected
Boston Castle

Report Summary

This Report seeks to set out the proposed use of the £1million Strategic Acquisitions Fund that was approved by Council in March 2021 for the Capital Programme and spend within the Towns Fund (as reported to Cabinet in March 2022).

Recommendations

1. That the Assistant Director for Planning, Regeneration and Transport be authorised to negotiate the acquisition by agreement of the property interests at sites 1a, 1b and 2 at exempt Appendix 1 (principally through Government grants and the Council's Strategic Acquisitions Fund), 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. Should negotiation on any site in exempt Appendix 1 prove to be unsuccessful, the purchase of the alternative sites as identified in Appendix 1 will be progressed as approved by Cabinet in March 2022. That the Assistant Director for Planning, Regeneration and Transport be authorised to negotiate the acquisition by agreement of the property interests at sites in 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.

List of Appendices Included

Appendix 1 Property List (Exempt)
Appendix 2 Equalities Impact Assessment
Appendix 3 Carbon Impact Assessment

Background Papers
Budget and Council Tax 2021/22 and Medium Term Financial Strategy
Strategic Acquisitions report to Cabinet March 2022
Town Investment Plan (redacted version)
Rotherham Town Centre – Levelling Up Application

Consideration by any other Council Committee, Scrutiny or Advisory Panel
No

Council Approval Required
No

Exempt from the Press and Public
An exemption is sought for Appendix 1 under Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A of the Local Government Act 1972 is requested, as this report contains sensitive commercial information with regards to commercial agreements which could disadvantage the Council in any negotiations if the information where to be made public.

It is considered that the public interest in maintaining the exemption would outweigh the public interest in disclosing the information, as the parties' commercial interests could be prejudiced by disclosure of commercial information.

Regeneration Programme: Strategic Land Assembly

1. Background

1.1 Rotherham Council is embarking on its most significant regeneration opportunity following the securing of major public sector investment. The impact of this programme will bring benefits across the entire Borough and the community of Rotherham.

1.2 The Council has secured over £70m from the Department for Levelling Up, Housing & Communities through the Town Deal and Levelling Up Fund. This comes in addition to the £12.6m from the Future High Streets Fund.

1.3 In addition to this central government funding, the Council has set aside £1m of its own capital to acquire strategically located land and property. Together this funding will enable the Council to develop and deliver a comprehensive programme of regeneration across the Town Centre and the Borough as a whole.

1.4 This Report addresses the need for public sector intervention to acquire land and property owned by the private sector which is required for the regeneration of Rotherham by delegating powers necessary to negotiate and acquire key strategic sites.

1.5 In March 2022, a report was presented to Cabinet seeking approval to acquire a number of properties to facilitate Rotherham's ongoing regeneration programme. A further two properties are now required for the implementation of the Town Deal programme. These properties are identified as 1a and 1b in Appendix 1.

1.6 The March report sought approval to negotiate acquisition of sites 3 & 4 in exempt Appendix 1 but did not specify a funding source. Since March, successful negotiations on surrounding land has led to the proposal to allocate the Council's £1m Strategic Acquisition Fund to the acquisition of these properties.

1.7 A further property, identified as 2, in exempt Appendix 1 is also proposed for acquisition with the Strategic Acquisition Fund.

1.8 Should negotiation on properties 2,3 or 4 prove to be unsuccessful alternative sites for acquisition are identified in exempt Appendix 1 and will be considered for the Strategic Acquisition Fund in consultation with the Strategic Director for Regeneration & Environment, Council's Section 151 Officer and the Cabinet Member for Jobs and the Local Economy.

Rotherham Town Centre

1.9 The town centre is currently home to a number of vacant, abandoned and derelict buildings and acquisition and public sector control of privately owned properties is a route to deliver on the Town Centre Masterplan ambitions.

1.10 The properties identified as Site 1a and 1b in Appendix 1 are required for the continued development of an improved leisure offer in the town centre. A scheme has been identified and funded through the Town Deal and will bring a new leisure offer to the town.

1.11 Site 2 is a building which has lacked a secure future for many years. Bringing this building into public sector ownership will secure and open up the opportunity for its future use.

1.12 Sites 3 & 4 have previously been identified for acquisition and will continue development at the Riverside Residential Quarter and Leisure & Culture Quarter.

Funding

1.13 A £1m 'Strategic Acquisition Fund' was set aside in the 2021/22 budget setting as part of the Capital Programme to allow the Council to react to acquisition and development opportunities swiftly and positively as and when they may arise and to support regeneration, housing and economic recovery. This approach aimed to give the Council the ability to consider a much longer-term view of acquisition.

1.14 Having secured additional Government funding and progressed with various landowner negotiations it is recommended the £1m is used for the acquisition of Sites 2, 3 and 4 described in Appendix 1.

1.15 Early negotiation has begun on the properties identified in Appendix 1, however should this prove to be unsuccessful an option is sought to utilise the Strategic Acquisition Fund to acquire alternative sites as identified in the March 2022 Cabinet report and referred to in Appendix 1.

1.16 Sites 1a and 1b are identified to bring forward a Town Deal funded scheme to bring a new leisure use to the Town Centre. Although it is anticipated acquisition will fall within the Town Deal budget alternative funding opportunities may be explored and used if necessary as set out in 6.2.

2. Key Issues

2.1 Strategic acquisitions are necessary to bring privately owned land into the control of the public sector and deliver the regeneration programme. Careful consideration has been given to which acquisitions should be prioritised based on their strategic importance, state of repair and potential for the private sector to bring forward development.

2.2 The timescales imposed by the secured funding and the requirement of public sector partners require the Council to move at pace and, considering the quantum of sites for acquisition, it is considered appropriate that Cabinet consider approving the overall acquisition of the Freehold and Leasehold interests in the land and properties identified, whilst the Assistant Director for Planning, Regeneration and Transport, in consultation with the Section 151

Officer and the Cabinet Member for Jobs and Local Economy, negotiates the terms and conditions including the price.

3. Options considered and recommended proposal

3.1 Consideration has been given to entering into partnership arrangements with landowners rather than taking full control of the land. In progressing negotiations, this approach will be considered on a project by project basis, however in many cases, and as understood through early consultation, landowners do not always wish to bring forward schemes fitting with masterplan ambitions, or development is not in the core business of the land owners.

3.2 Do nothing is not a recommended option, considering the Council's ambitious plans for economic growth and regeneration in the Borough.

4. Consultation on proposal

4.1 Where appropriate, affected landowners have been consulted and are fully aware how their land is vital to the pursuance of the regeneration of Rotherham. In most cases, the first stages of negotiation have begun.

4.2 Consultation and communications on the regeneration programme have taken place over the course of the development of funding bids and the programme itself. Specific consultation on project proposals will take place over the coming year.

5. Timetable and Accountability for Implementing this Decision

5.1 Landowners are keen to see progress on negotiation and acquisition expediated in a timely manner. The Council are prepared to move at pace following this Cabinet report.

5.2 Levelling Up monies are profiled for spend by March 2024 and Town Deal by March 2025.

5.3 Implementation of decisions to acquire property interests would see Delegated Officer Decisions being brought forward over the lifetime of the funds as agreements are reached.

5.4 Should officers be unable to reach agreement, or fail to reach agreement within the funding timeframes, further reports will be presented to Cabinet in line with project programmes.

5.5 Accountability for the implementation of the decision and negotiations will be led by the RIDO team with support from external consultants and the Council's Estates Team.

6. Financial and Procurement Advice and Implications

6.1 The acquisition of land falls outside the scope of procurement legislation and as such there are no procurement implications associated with the recommendations detailed in this report.

6.2 The relevant funding for the Capital acquisitions is provided from three sources. Sites 1a and 1b principally from the government Towns Deal grants, Levelling Up funding and the Council's Strategic Acquisition Fund. The Town Deal projects are progressing in line with the terms agreed with government. It is proposed the Property 2, 3 and 4 acquisition also be funded from the Council's Strategic Acquisitions fund in the Capital Programme.

6.3 After acquisition there are revenue implications for long term property holding. Where possible property 1a and 1b costs will be managed within the terms of the government grant. For properties 2, 3 and 4 the liability of the holding costs will create an additional budget pressure on the Council's existing corporate property budgets. These budgets are currently forecast to overspend for 2022/23 due in the main to delayed delivery of planned budget savings. In order to mitigate the financial impact of these new strategic acquisitions, it is therefore vital that the Council's delivers the planned budget savings in this area.

7. Legal Advice and Implications

7.1 There are no substantive legal issues arising from the content of this report other than as detailed in the report.

7.2 Legal Services is liaising closely with RIDO and the Council's Estates team to offer advice during the course of negotiations and will consider the terms of each individual transaction once these have been agreed on a case by case basis.

8. Human Resources Advice and Implications

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

9. Implications for Children and Young People and Vulnerable Adults

9.1 There are no direct implications arising from this report

10. Equalities and Human Rights Advice and Implications

10.1 Appendix 2 provides information of the Equalities Assessment process.

10.2 Full assessments are being carried out in the preparation of Full Business Cases.

11. Implications for CO2 Emissions and Climate Change

11.1 As set out in the Carbon Impact Assessment at Appendix 3 there are not considered to be any direct impacts from the acquisition of properties.

11.2 CO2 emissions and climate change is being considered in the development of each of the projects and captured in Full Business Cases.

12. Implications for Partners

12.1 There are no implications anticipated from these acquisitions.

13. Risks and Mitigation

13.1 Full risk registers will be developed on a project by project basis and included in project Business Cases.

13.2 A programme wide Risk Register has been developed and is regularly monitored through the Regeneration Programme Board.

13.3 Delays and/or increased costs result in the inability to deliver regeneration due to the unwillingness of third parties to engage, including absent landlords, owners and occupiers. Early engagement with owners is now underway.

14. Accountable Officers

Lorna Vertigan, Strategic Regeneration Manager
Tim O'Connell, Head of RIDO

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	05/09/22
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	30/08/22
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	31/08/22

Report Author: *Lorna Vertigan, Strategic Regeneration Manager*
Lorna.vertigan@rotherham.gov.uk

This report is published on the Council's website.

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

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: Regeneration Programme: Strategic Land Assembly, October 2022	
Directorate: R&E	**Service area:** RiDO
Lead person: Lorna Vertigan	**Contact number:** 07748 142833

Is this a:

	Strategy / Policy		**Service / Function**	X	**Other**

If other, please specify: Authorisation to negotiate and acquire land and property necessary for the pursuance of the regeneration programme, specifically those sites in relation to the delivery of the Town Deal and Levelling Up funded projects.

2. Please provide a brief description of what you are screening
This Cabinet report is a further facilitator of the delivery of the regeneration programme. As such the Equalities Assessment reflects the process previously outlined which will see assessment being carried out as part of the development of Full Business Cases on a project by project basis. One of the conditions in the Town Deal Heads of Terms is *"Public Sector Equalities Duty (PSED) and other assessments: Rotherham Borough Council will undertake programme-wide level impact assessment, relevant project-level impact assessment to meet their Public Sector Equalities Duty as well as carry out relevant Environmental Impact Assessments."* Consultation and screening was previously carried out during the production of the Town Investment Plan, which was approved by Cabinet in January 2021. Further consultation will be carried out in the implementation of projects.

3. Relevance to equality and diversity		
All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity. The following questions will help you to identify how relevant your proposals are. When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.		
Questions	**Yes**	**No**
Could the proposal have implications regarding the accessibility of services to the whole or wider community? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*		X
Could the proposal affect service users? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*		X
Has there been or is there likely to be an impact on an individual or group with protected characteristics? *(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)*		X
Have there been or likely to be any public concerns regarding the proposal? *(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)*	X	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? *(If the answer is yes you may wish to seek advice from commissioning or procurement)*		X
Could the proposal affect the Council's workforce or employment practices? *(If the answer is yes you may wish to seek advice from your HR business partner)*		X
If you have answered no to all the questions above, please explain the reason		
This paper specifically addresses the acquisition of land and property for the pursuance of various regeneration projects. The answers given above specifically relate to the acquisition of property.		

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?**

Early consultation was carried out in the preparation of the town centre masterplan, the Town Investment Plan and the Levelling Up fund submissions to Government and equality assessments were carried out.

Specifically in relation to property acquisition consultation with most land owners has already begun. There are no direct equality and diversity concerns identified with this process.

- **Key findings**

Widespread consultation and engagement with communities, including protected characteristic groups, directly informed the TIP, and equality implications were considered at this stage.

In the process of developing full business cases, equality implications will be considered in more detail, and worked into the projects.

Specifically in relation to property acquisition consultation with most land owners has already begun. There are no direct equality and diversity concerns identified with this process.

- **Actions**

As outlined above, where appropriate, detailed equality analyses will be completed for individual projects to assess the equality implications and identify mitigating actions.

Date to scope and plan your Equality Analysis:	October 2021 onwards as projects developed
Date to complete your Equality Analysis:	August 2022
Lead person for your Equality Analysis (Include name and job title):	Lorna Vertigan – Strategic Regeneration Manager

5. Governance, ownership and approval

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

Name	Job title	Date
Simeon Leach	Economic Strategy & Partnerships Manager	
Tim O'Connell	Head of RiDO	

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	8th August 2022
Report title and date	Regeneration Programme: Strategic Land Assembly (October 2022)
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	Cabinet
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	8th August 2022

User guidance:

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

---

- Carbon Impact Assessments are to be appended to the associated cabinet reports
- Prior to publishing reports, Carbon Impact Assessments should be sent to climate@rotherham.gov.uk 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?	Unknown				
Emissions from transport?	Unknown				
Emissions from waste, or the quantity of waste itself?	Unknown				
Emissions from housing and domestic buildings?	N/A				
Emissions from construction and/or development?	Unknown				
Carbon capture (e.g. through trees)?	Unknown				

Identify any emission impacts associated with this decision that have not been covered by the above fields: All projects will involve the construction of new buildings and infrastructure which will inherently have an impact on Carbon emissions. In the design and construction of these projects endeavours will be taken to minimise negative impacts and increase positive. The detail of impacts is unknown at this stage but will be examined and detailed in relation to each project over the next 9 months, up to June 2022. The full impact will be conveyed on a project by project basis through an impact assessment attached to each Business Case.

Please provide a summary of all impacts and mitigation/monitoring measures: Overall the development of each project will consider how emissions can be reduced in the design, development and delivery of each project.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Lorna Vertigan, Strategic Regeneration Manager, RIDO, R&E
Please outline any research, data, or information used to complete this [form].	
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	

This page is intentionally left blank

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 19 September 2022

Report Title
Second Council Plan 2022-2025 and Year Ahead Delivery Plan Progress Report

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
Jo Brown, Assistant Chief Executive

Report Author(s)
Simon Dennis, Corporate Improvement and Risk Manager
Simon.dennis@rotherham.gov.uk

Tanya Lound, Corporate Improvement and Risk Officer
tanya.lound@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

In January 2022, the Council adopted a Council Plan for 2022-25 as well as a Year Ahead Delivery Plan for the period up to 31 March 2023.

The Council Plan was informed by public consultation and sets out the Council's vision for the Borough and priorities for serving residents and communities.

To enable the Council to work towards the Council Plan outcomes and achieve its commitments, a Year Ahead Delivery Plan was also developed, setting out the key activities to be delivered over the next year (January 2022 – March 2023).

Formal progress reports are to be presented in public at Cabinet meetings every three months and the first report was presented on the 20 June 2022. The second progress report is attached at Appendix 1 and this focuses on the progress made on the activities in the Year Ahead Delivery Plan up to end July 2022.

For the first time, Council Plan performance measure data is included as part of this Report and this data will be included in all future progress reports.

Recommendations

That Cabinet note:

1. The overall position in relation to the Year Ahead Delivery Plan activities.

2. The data for the Council Plan performance measures for the first quarter of 2022-2023.

3. As outlined in paragraph 2.13, agree extended completion dates for the bus, tram and cycle improvement schemes which form part of the Transforming Cities Fund Programme until March 2024.

4. The performance reporting timetable for the remainder of the 2022-2023 year.

List of Appendices Included
Appendix 1 – Council Plan 2022-25 and Year Ahead Delivery Plan second quarterly progress report
Appendix 2 – Equality Analysis
Appendix 3 – Carbon Impact Assessment

Background Papers
Council Plan 2022-25 and Year Ahead Delivery Plan approved by Council in January 2022.

Council Plan 2022-25 and Year Ahead Delivery Plan first quarterly progress report considered in June 2022.

Consideration by any other Council Committee, Scrutiny or Advisory Panel
None

Council Approval Required
No

Exempt from the Press and Public
No

Second Council Plan 2022-2025 and Year Ahead Delivery Plan Progress report

1. Background

1.1 The Council Plan 2022-25 is a key document which sets out the Council's vision for the Borough and priorities for serving residents and communities and is informed by public consultation. The Plan provides the medium-term basis for targeting resources, informing the budget-setting process and planning cycles, and ensuring that residents can hold the Council to account for delivery.

1.2 To enable the Council to work towards the Council Plan outcomes and achieve the commitments, the Plan includes a suite of performance measures and targets as well as a Year Ahead Delivery Plan which sets out the key activities to be delivered over the next year (January 2022 – March 2023 for this first period). The Year Ahead Delivery Plan will be updated annually.

1.3 Both the Council Plan 2022-25 and the Year Ahead Delivery Plan were adopted by Council in January 2022.

1.4 The process for monitoring performance is set out in the Council's Performance Management Framework which explains how robust performance monitoring should be carried out.

1.5 To ensure that the delivery of actions and their impact is assessed, formal quarterly performance reports will be presented in public at Cabinet meetings. Scrutiny will also be able to consider the reports in line with the Council's normal processes.

1.6 Service Plans have been produced for every Council service and these will be reviewed annually to ensure a 'golden thread' runs from the Council Plan through to each service as well as the Personal Development Review (PDR) process at individual officer level.

2. Key Issues

2.1 Informed by a programme of public and stakeholder engagement, the Council Plan sets out medium-term priorities and actions, building on and taking forward commitments made by Councillors to the Rotherham community. The Plan is framed around five themes:

- Every neighbourhood thriving
- People are safe, healthy, and live well
- Every child able to fulfil their potential
- Expanding economic opportunity
- A cleaner, greener local environment.

2.2 The Council Plan sets out the outcomes that the Council will work towards over the next three years. There are 26 outcomes and 47 commitments in total.

2.3 To ensure delivery against these, the Year Ahead Delivery Plan includes 92 priority actions/milestones to be delivered by March 2023.

2.4 The Council Plan is being monitored through both the delivery of the milestones and activities within the Year Ahead Delivery Plan and the 66 performance measures outlined in the Council Plan. The performance measures include a mixture of output measures and longer-term outcome measures.

2.5 The second Progress Report (Appendix 1) focuses on the progress made across all the Year Ahead Delivery Plan activities up to the end of July 2022 to deliver the five headline priorities for Rotherham as set out in the Council Plan for 2022-25. However, the Report has been designed to ensure that progress on the Year Ahead Delivery Plan activities is as up to date as possible up to the time of publication, so key milestone completion dates that fall between the end of July and the Cabinet meeting in September will be updated too.

2.6 The targets for Council Plan performance measures relate to the new financial year 2022-23 and are reported here for the first time for Quarter 1 (April to June). The previous progress update included only year-end data for 2021-22 to provide a baseline for future reports. Appendix 1 includes full details of performance against these measures.

2.7 The Quarterly Progress Report (Appendix 1) includes a high-level overview overall and is then presented by Council Plan theme, with each thematic section including achievements and challenges, Year Ahead Delivery Plan trackers and performance scorecards. The Report also includes wider information, key facts and intelligence, specific case studies and a timeline of key achievements/activities to demonstrate activity during the quarter.

2.8 The Year Ahead Delivery Plan milestone trackers (included in Appendix 1) outline progress against the 92 actions within the Year Ahead Plan. Each action has been rated as follows:

Status	Definition
Not yet due to start	Action not yet scheduled to start.
On track	Action started and on track to be delivered by the original deadline.
Known delays	Action has some risk/delay to delivery or is behind the original schedule by less than three months.
Will not be met	Action will not be/has not been met within three months of the original target date.
Complete	The action is fully complete and/or operational.

2.9 As of 25 August 2022, the activities within the Year Ahead Delivery Plan are rated as follows:

- 32% (29) complete
- 51% (47) are on track to be delivered by original target date
- 11% (10) are delayed by less than 3 months
- 5% (5) will not be met within 3 months of original target date
- 1% (1) are not yet due to start.

2.10 The Performance Scorecards included in Appendix 1 provide an analysis of the Council's performance against each of the 66 performance measures and each are given equal priority.

2.11 Each of the measures are rated as follows:

Status	Definition
✔	Performance is on or above target.
●	Currently performance is not at expected levels. Confidence that the target will still be achieved by year-end.
✖	Performance is not currently on target. High risk that year-end target will not be achieved.
△	Target cannot be assessed this quarter (ie annual measure or awaiting publication of data)
ⓘ	Information measure targets not applicable (ie volume/demand measures where 'good' is neither high or low)

Direction of travel	Definition
↑	Performance or numbers have improved.
→	Performance maintained or numbers are the same.
↓	Performance or numbers have declined.
♦	Quarterly direction of travel not applicable.

2.12 For the first quarter of the financial year, the status of the performance measures is set out below, along with the direction of travel for each:

Progress against targets

		Number of measures	% of measures
✔	Performance is on or above target	20	30%
●	Currently performance is not at expected levels. Confidence that the target will be achieved by year-end.	12	18%
✖	Performance is not currently on target. High risk that year-end target will not be achieved.	11	17%
Unable to be assessed this quarter			
△	Target cannot be assessed this quarter. (ie Annual measure or awaiting publication of data).	17	26%
ⓘ	Information measure targets not applicable. (ie Volume / Demand measures where 'good' is neither high or low).	6	9%

Direction of travel

		Number of measures	% of measures
↑	Performance or numbers have improved.	20	30%
→	Performance maintained or numbers are the same.	4	6%
↓	Performance or numbers have declined.	15	23%
Unable to be assessed and reported this quarter			
♦	Quarterly direction of travel not applicable	27	41%

2.13 In agreement with South Yorkshire Mayoral Combined Authority, there has been an extension to the bus, tram and cycle improvement schemes which form part of the Transforming Cities Fund Programme until March 2024 (see Year Ahead Delivery Plan Tracker 5.5). This action is currently marked as 'known delays', however it is recommended that the dates in the Year Ahead Delivery Plan are amended to reflect the revised dates.

2.14 Performance/progress will continue to be kept under review within directorates and reported publicly quarterly, in order to ensure that the Council's direction of travel remains positive. Reports will be presented to Cabinet meetings throughout the financial year, as follows:

- 19 December 2022 - Third progress report to Cabinet (covering Q2 performance)

- 20 March 2023 – Fourth progress report to Cabinet (covering Q3 performance)
- TBC June 2023 – Fifth progress report to Cabinet (covering Q4 performance)

3. Options considered and recommended proposal

3.1 The Council Plan 2022-25 was developed in consultation with Cabinet Members and officers across all directorates, as well as being informed by public consultation. This Report forms part of the Council's commitment to public reporting on its progress.

3.2 It is recommended that Cabinet note the overall position in relation to the Year Ahead Delivery Plan activities. It is also recommended that Cabinet note the performance to 30 June 2022 for the Council Plan performance measures and also note the performance reporting timetable for 2022-2023 contained at paragraph 2.13.

4. Consultation on proposal

4.1 A programme of public consultation and engagement to support the development of the Council Plan took place throughout August and September 2021. This included online and postal surveys, focus groups, a series of short interactions and engagement at the Rotherham Show. There were 350 online and postal surveys returned and over 1,000 other interactions in total across all methods of engagement.

4.2 In addition to the public consultation, engagement took place with key stakeholders, including work with Cabinet members and officers across all directorates, a session with OSMB and a session that was open to all elected members.

4.3 The consultation is part of an ongoing dialogue between the Council and members of the public. Feedback continues to be sought on the Year Ahead Delivery Plan activities, Rotherham Partnership Plan and the refresh of the Equalities Strategy.

5. Timetable and Accountability for Implementing this Decision

5.1 It is proposed in paragraph 2.13 above that the third quarterly progress report is presented to Cabinet on 19 December 2022.

6. Financial and Procurement Advice and Implications

6.1 The Council Plan and the Year Ahead Delivery Plan are designed to help steer the use of Council finances, balanced against the wider funding backdrop for the Council and the broader context of national local government finance and policy. There are no direct financial implications as a result of this Report and the delivery of the Council Plan will be managed within the Council's available budgets.

6.2 The Council operates in a constantly changing environment. It will be important to ensure that ambitions and performance targets remain realistic in the context of central government policy, forthcoming legislation, and the financial position of the Authority.

6.3 Whilst there are no direct procurement implications in this report the Council Plan and Year Ahead Delivery Plan includes some activities which require the need to procure goods, services or works to achieve their outcomes. All projects will need be procured in line with the Public Contracts Regulations 2015 (as amended) and the Council's own Financial and Procurement Procedure Rules, giving clear consideration and application of social value, the Real Living Wage and other ethical factors.

6.4 Appendix 1 includes information regarding the Council's financial position, and this has been aligned to the financial reporting timelines.

7. Legal Advice and Implications

7.1 Whilst there is no specific statutory requirement for the Council to have a Performance Management Framework and Council Plan, being clear about the Council's ambitions gives staff, partners, residents, and central Government a clear understanding of what it seeks to achieve and how it will prioritise its spending decisions.

7.2 An effective and embedded Council Plan is also a key part of the Council's ongoing improvement journey.

8. Human Resources Advice and Implications

8.1 There are no direct Human Resources (HR) implications as a result of this Report, though the contribution HR makes to an engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers is set out within the 'One Council' theme. Delivery of the Council Plan will also be underpinned by the implementation of a new Workforce Plan which was launched in June 2022.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The Council Plan has a core focus on the needs of children and young people and vulnerable adults and this is embedded throughout all themes of the plan, particularly in theme three (Every child able to fulfil their potential).

10. Equalities and Human Rights Advice and Implications

10.1 Equalities is cross cutting throughout the Council Plan and Year Ahead Delivery Plan.

10.2 Of the five guiding principles, two in particular aim to meet residents' and communities' differentiated needs:

- Expanding opportunities for all
- Working with our communities

10.3 'Expanding opportunities for all' encompasses the Council's essential priority to tackle inequality, striving to ensure that the health and life chances of the most disadvantaged communities are improving the fastest. To complement this approach, 'working with our communities' ensures that to achieve the best outcomes for local people, residents are involved in the things that matter to them and services are designed based on input from those who use them.

10.4 There is also an outcome focussed on addressing inequalities and leaving no one behind within the 'people are safe, healthy and live well' theme. This will involve providing support to our communities at a level that is proportionate to the degree of need – taking a universal approach where appropriate whilst also providing targeted support to those who most need it.

10.5 In addition, the underlying 'One Council' theme encompasses two specific areas which ensure different needs are met:

- Effective customer services
- Engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers

10.6 The Council's commitment to place all customers at the heart of service delivery includes a strengthened approach to equalities and being inclusive. The commitment to an engaged, diverse and skilled workforce is expected to improve the council's response to diverse customer needs, by bringing a more differentiated understanding of equality and diversity considerations and barriers.

10.7 A detailed Equality Analysis is attached (Appendix 2).

11. Implications for CO2 Emissions and Climate Change

11.1 A cleaner, greener local environment is a theme within the Plan, focused around reducing harmful levels of carbon emissions to limit the impacts on communities and the environment. Actions within this theme encompass plans for the reduction of emissions in housing, through the Housing Strategy, and transport, such as through cycleway improvements, and public transports improvements, as well as improving data on waste and single-use plastic.

11.2 A Carbon Impact Assessment has been produced based on the Year Ahead Delivery Plan (see Appendix 3). The impact assessment will continue to be reviewed and updated each quarter.

12. Implications for Partners

12.1 . Working with partners across the public, private and voluntary and community sectors will be integral to the delivery of the Council Plan, and partners have

been consulted as part of its development. All the themes will require multi-agency approaches to some degree and the Council will continue to show effective leadership, operating through a range of strategic partnership bodies.

12.2 The Rotherham Plan 2017-25, the overarching partnership plan for the Borough, is being refreshed in 2022 and progress on this is recorded in this Report. The Rotherham Plan will align with and complement the Council Plan, setting out partners' joint ambitions to improve outcomes for local people.

13. Risks and Mitigation

13.1 The Corporate Strategic Risk Register has been realigned to the new Council Plan themes and the process of updating and identifying strategic risks is in place to manage risks connected to the plan.

13.2 Quarterly progress reports will continue to note risks associated with actions at risk of not being delivered, or those that have missed the deadline, as well as performance measures which have not progressed in accordance with the target set.

13.3 Directorates are also responsible for ensuring that any significant risks are addressed via directorate and corporate risk registers.

14. Accountable Officers

Simon Dennis, Corporate Improvement and Risk Manager
Assistant Chief Executive's Directorate
Simon.dennis@rotherham.gov.uk

Approvals obtained on behalf of Statutory Officers:

	Named Officer	**Date**
Chief Executive	Sharon Kemp	05/09/22
Strategic Director, Finance & Customer Services (S.151 Officer)	Judith Badger	31/08/22
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	31/08/22

Report Author:
Simon Dennis, Corporate Improvement and Risk Manager
simon.dennis@rotherham.gov.uk

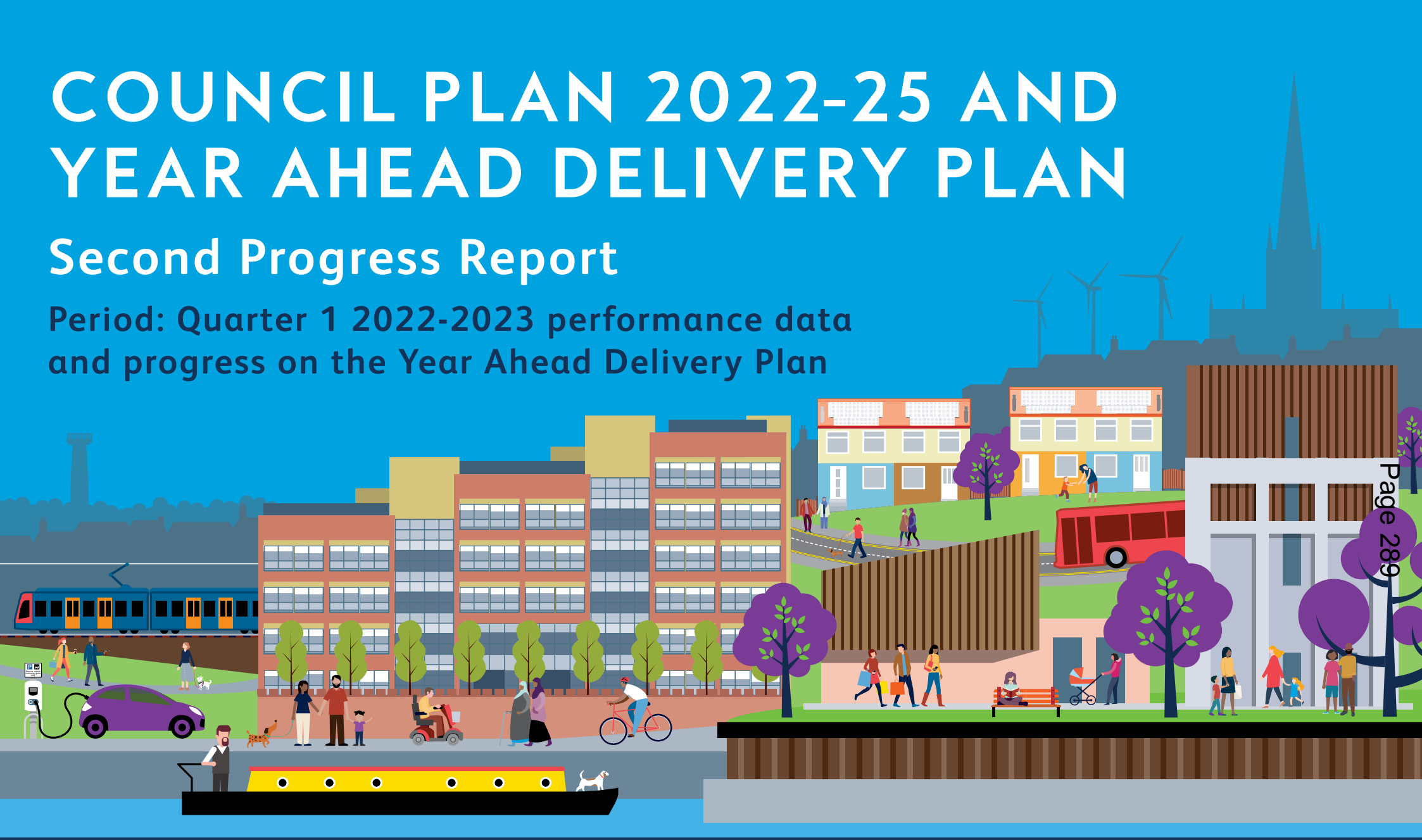
Tanya, Lound, Corporate Improvement and Risk Officer,
tanya.lound@rotherham.gov.uk

This report is published on the Council's website.

COUNCIL PLAN 2022-25 AND YEAR AHEAD DELIVERY PLAN

Second Progress Report

Period: Quarter 1 2022-2023 performance data and progress on the Year Ahead Delivery Plan



www.rotherham.gov.uk

Rotherham Metropolitan Borough Council

CONTENTS

TABLE OF CONTENTS	
I. EXECUTIVE SUMMARY	4
2. STATUS DEFINITIONS	6
3. OVERVIEW OF PERFORMANCE AND PROGRESS	7
4. FINANCE UPDATE	8
5. TIMELINE OF KEY ACHIEVEMENTS AND ACTIVITIES	21
6. THEME UPDATES	22
6.I THEME I: EVERY NEIGHBOURHOOD THRIVING	22
• Headlines – evidencing our progress	23
• Highlights – achievements and challenges	24
• Narrative – the bigger picture	25
• Year Ahead Deliver Plan tracker	27
• Performance measures	32
• Case studies	34
6.2 THEME 2: PEOPLE ARE SAFE, HEALTHY AND LIVE WELL	36
• Headlines – evidencing our progress	37
• Highlights – achievements and challenges	38
• Narrative – the bigger picture	39
• Year Ahead Deliver Plan tracker	41
• Performance measures	48
• Case study	50
6.3 THEME 3: EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL	52
• Headlines – evidencing our progress	53
• Highlights – achievements and challenges	54
• Narrative – the bigger picture	55
• Year Ahead Deliver Plan tracker	57
• Performance measures	61
• Case study	63

CONTENTS

6.4 THEME 4: EXPANDING ECONOMIC OPPORTUNITY	**64**
• Headlines – evidencing our progress	65
• Highlights – achievements and challenges	66
• Narrative – the bigger picture	67
• Year Ahead Deliver Plan tracker	68
• Performance measures	73
• Case study	75
6.5 THEME 5: A CLEANER, GREENER LOCAL ENVIRONMENT	**77**
• Headlines – evidencing our progress	78
• Highlights – achievements and challenges	79
• Narrative – the bigger picture	80
• Year Ahead Deliver Plan tracker	82
• Performance measures	88
• Case study	90
6.6 ONE COUNCIL	**91**
• Headlines – evidencing our progress	92
• Highlights – achievements and challenges	93
• Narrative – the bigger picture	94
• Year Ahead Deliver Plan tracker	96
• Performance measures	100

I. EXECUTIVE SUMMARY

The Council Plan is a key document which sets out the Council's vision for the borough and priorities for serving residents and communities. The Plan provides the medium-term basis for targeting resources, informing the budget-setting process and planning cycles, and ensuring that residents can hold the Council to account for delivery.

Four guiding principles run through the Plan, informing the Council's way of working and helping to achieve better outcomes:

Expanding opportunities for all

As we open up new opportunities we will target the most help at those who need it, so no one is left behind.

Recognising and building on our strengths to make positive change

This will involve making the best use of local assets, including building, parks and public spaces, as well as harnessing the knowledge and skills of community groups and local residents.

Working with our communities

To achieve the best outcomes for local people, we recognise the importance of putting them at the heart of everything we do. That means involving local residents in the things that matter to them and making sure we design our services based on input from those who use them.

Focussing on prevention

We know that prevention is better than cure in achieving positive outcomes for our resident. For this reason, we will focus on reducing the risk of problems arising in the first place, and when they do, we will intervene early to prevent them from worsening.

I. EXECUTIVE SUMMARY

Informed by the programme of public and stakeholder engagement, the Council Plan is framed around five themes:



These five themes are underpinned by a cross-cutting strand - 'One Council' - which sets out how the Council will operate to achieve the vision.

To ensure delivery of the Council Plan, an annual Year Ahead Delivery Plan will run until March 2023 and will be reviewed and updated each year thereafter.

This is the second quarterly report to Cabinet, demonstrating the progress made up to the end July 2022.

The report focuses on delivering the 92 priority actions/milestones contained within the Year Ahead Delivery Plan and the 66 headline performance measures that best demonstrate progress in achieving the 26 key outcomes. It also brings together wider information, key facts and intelligence to explain how the Council is working and performing, including timelines and case studies to demonstrate the impact on residents and communities.

Through directorate and service-level business plans the Council carries out wider work to measure performance and quality. This report is intended to provide an overview of the contribution that the Council makes across all its activities to improving Rotherham as a place to live, work and spend time.

2. STATUS DEFINITIONS

Year Ahead Delivery Plan definitions

Not yet due to start	Action not yet scheduled to start.
On track	Action started and on track to be delivered by the original deadline.
Known delays	Action has some risk/delay to delivery or is behind the original schedule by less than three months.
Will not be met	Action will not be/has not been met within three months of the original target date.
Complete	The action is fully complete and/or operational.

Performance measure definitions

✓	Performance is on or above target
●	Currently performance is not at expected levels. Confidence that the target will be achieved by year-end.
✗	Performance is not currently on target. High risk that year-end target will not be achieved.
△	Target can not be assessed this quarter. (ie Annual measure or awaiting publication of data).
i	Information measure targets not applicable. (ie Volume / Demand measures where 'good' is neither high or low).

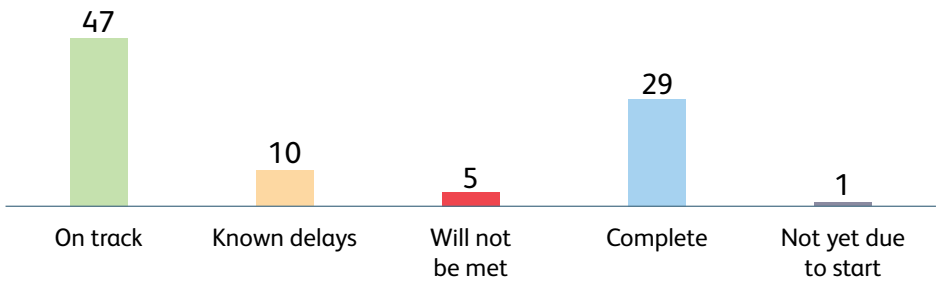
↑	Performance or numbers have improved.
→	Performance maintained or numbers are the same.
↓	Performance or numbers have declined.
♦	Quarterly direction of travel not applicable.

3. OVERVIEW OF PERFORMANCE AND PROGRESS

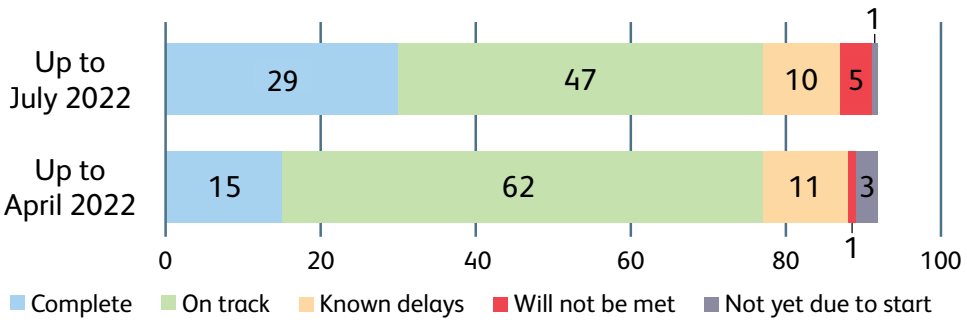
The diagrams below provide details of the overall status in relation to the Council Plan performance measures (where data is available or where targets have been set) and Year Ahead Delivery Plan actions/milestones.

YEAR AHEAD PLAN ACTIONS/MILESTONES

Year Ahead Delivery Plan Actions Status

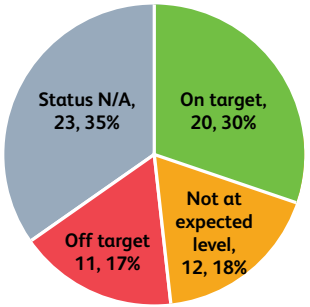


Year Ahead Delivery Plan Trend
(in comparison to last report)

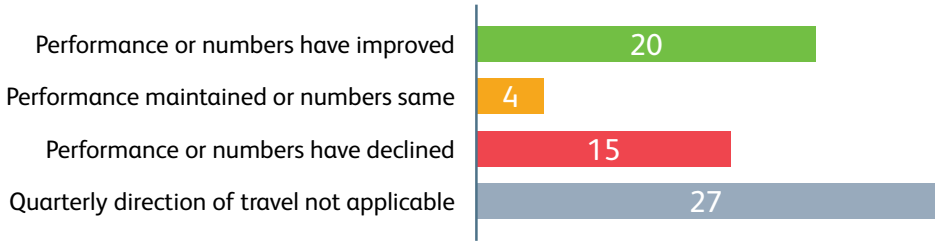


PERFORMANCE MEASURES

Performance Measures Status



Performance Measures Direction of Travel



Of the 15 performance measures on a downward trajectory, five are still on or above the target set, three are expected to achieve their year-end target and seven are off target. Services are reviewing mitigations to improve performance. (The overall totals in the diagrams may differ because the direction of travel is not applicable for all measures).

4. FINANCE UPDATE

The table below provides details on some of the key areas of the Council's budget 2022/23, indicating how the Council intends to spend its budget against its six core themes.

Themes	Commentary on financial performance of key areas of the budget
EVERY NEIGHBOURHOOD THRIVING	At a local level, villages and town sites are being improved with investment that has started on the ground from the Towns Villages fund.
	Investment continues to enhance library sites.
	Building on the Council's track record of robust enforcement action across a range of enforcement and regulatory functions, work to enhance capacity and delivery is ongoing through partnership training and engagement. Local events are being programmed.
	Ward Member engagement approach is being developed, via Neighbourhoods Team, to capture local hot-spot areas and ensure that they meet the scope for inclusion. A procedure for identification of potential sites is to be introduced prior to further engagement on potential schemes beginning Quarter 3 this year as part of our Local Engagement process.

4. FINANCE UPDATE

The table below provides details on some of the key areas of the Council's budget 2022/23, indicating how the Council intends to spend its budget against its six core themes.

PEOPLE ARE SAFE, HEALTHY & LIVE WELL	Alcohol and Drug Services are being retendered with the new contract to start in 2023/24. During 2022/23 additional government funding (£908k) will be invested to carry out a market sustainability and fair cost of care review.
	The service is continuing to invest in capacity to meet the challenges of the 3 hour hospital discharge process post Covid (following the withdrawal of government funding).
	Housing Growth – The Council is continuing to develop new homes and acquire properties to increase the supply of affordable homes. This is supported by the HRA BP which identifies funding of £92.3m up to 2025/26.
	Temporary accommodation is a cost pressure for the Housing Service (est. £0.4m 2022/23). Work is ongoing to reduce demand and find alternative accommodation solutions.
	The Council are currently providing an Energy Crisis Support scheme that provides a cash grant of £250 to households that are struggling to meet the cost of their energy bills. Over £108k has been issued so far across 427 applications. The scheme also picks up via the same form, pensioners who are struggling with the cost of living, providing them an additional payment of £150.
	CCTV investment by the Council has provided operational resources to improve the CCTV service with increased capacity for capturing offences and offenders.
	Additional operational resources have been applied in the Planning Service in driving better enforcement outcomes.

4. FINANCE UPDATE

The table below provides details on some of the key areas of the Council's budget 2022/23, indicating how the Council intends to spend its budget against its six core themes.

EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL	The creation of in-house residential homes continues in 22/23 with the two 'phase 3' four bed homes originally scheduled to open in October 22 and April 23. The in-house residential programme is, however, currently behind schedule due to difficulties in procuring properties. Revised proposals and timeline are to be submitted to Cabinet this month (September 2022).
	The CYPS placement budget is £34.9m and is determined based on the number of children supported across the different placement types throughout the year and their unit costs. The overall budget is based on reducing LAC numbers from 565 to 547. The current number is 555, with transformation work ongoing to achieve the placement profile and reduce costs.
	Continued Corporate investment in the Early Help Family Group Conference service and an increase in Supporting Families funding from £1m to £1.35m to support early intervention alongside new Start for Life & Family Hub monies (nationally £302m, LA allocations are yet to be received).
	The Safety Valve Programme/Dedicated Schools Grant (DSG) Management Plan sets out a number of key actions to enable Rotherham to provide education through its annual DSG allocation and as a consequence receive Safety Valve funding to remove the historical DSG deficit. The Management Plan will support service transformation, enable creation of cost-effective education settings in the district through High Needs Capital and support inclusive schools across the district.
	Home to School transport has demand pressures linked to growth in Education Health Care plans (EHCPs). Joint work between R&E and CYPS is ongoing to maximise transport efficiencies and dampen cost pressures.

4. FINANCE UPDATE

The table below provides details on some of the key areas of the Council's budget 2022/23, indicating how the Council intends to spend its budget against its six core themes.

EXPANDING ECONOMIC OPPORTUNITY	Capital investment in the Borough progresses supported by the Future High Streets Fund, Levelling Up Fund and Towns Deal with matched Council capital resources. This investment will result in a reshaped town centre and changes in our local towns, villages and country parks.
	Transport infrastructure investment continues, including the Parkway Widening scheme and highways maintenance through the £24m 2024 Roads Programme.
	Jobs and skills investment is progressing with the building of the Century Business Centre where work is underway on site and the Contractor is programmed to complete construction and hand over the site in March 2023.
A CLEANER, GREENER LOCAL ENVIRONMENT	Additional revenue investment to improve the environment has benefitted grounds maintenance, street cleansing, wildflower seeding and tree planting.
	The Council is preparing to respond to changes in the national Waste and Resources Policy expected to be announced in 2022.
	Further recognition of the climate emergency is evidenced through an enhanced team dedicated to this area and investment in carbon reduction programmes.
ONE COUNCIL	The Council receives in excess of 200,000 calls a year into its main contact centre. Additional revenue investment to reduce call waiting times and to improve and modernise the way that members of the public can contact the Council will improve the customer experience and provide better value. Ongoing investment in digital technologies will ensure that the Council functions efficiently, effectively, and sustainably.

4. FINANCE UPDATE

2022/23 REVENUE BUDGET INVESTMENTS

The table below provides a progress update on the 2022/23 revenue budget investments approved via Council on the 2 March 2022, as part of the Council's budget and Council Tax Report 2022/23. Whilst these are in the main permanent investments, its vital the Council can demonstrate progress on these member priorities.

Investment Reference	Revenue Budget Investment	2022-23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
Every Neighbourhood Thriving							
22/23 R&E3	Events & Festivals	118	65	55%	118	0	The additional funding will uplift capacity within the team and support the delivery of Rotherham Show and the annual Christmas Lights event. This year's programme includes: the Queen's Jubilee Celebrations, UEFA Women's Euros and associated Fan Party activity, WOW- Women of the World Festival, Rotherham Show, a return of Bonfire Night at Clifton Park following a two-year hiatus and the annual Christmas Lights Switch On Event.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022-23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
22/23 R&E7	Libraries Book Fund	50	0	0%	50	0	The service is on track to spend the investment in the book fund. The investment is contributing towards E-Resources covering both non-fiction and fiction. Adult's fiction has a focus on health and well-being books. The additional funding will support projects and events delivered during 2022/23 in order to encourage people to become library users and reader development. Projects delivered to date include: UEFA Women's Euros, Rotherham Loves Reading and Platinum Jubilee Celebrations. Performance will be monitored via the number of active book borrowers and visits to libraries.
22/23 R&E12	Women's Euro 2022	140	94	67%	154	14	Four successful Euro 2022 events were delivered.
22/23 R&E13	Neighbourhood Road Safety	90	0	0%	50	-40	Recruitment currently under way.
22/23 R&E14	Town Centre Management	70	0	0%	40	-30	Town Centre Manager recruited.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022-23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
People are Safe, Healthy & Live Well							
22/23 R&E9	CCTV Lead Officer	60	16	27%	60	0	Post recruited to as part of investment in leading and providing improved CCTV service. This will increase capacity for capturing offences and offenders. Procurement has commenced for a new town centre CCTV system.
22/23 R&E15	Community Coordinator (Countering Extremism)	60	5	8%	50	-10	Post has been filled, its primary purpose is to work with communities and partner agencies raising awareness in relation to extremist narratives, which often prey on unrelated community issues to gather popularity and subsequently introduce a harmful element.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022-23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
22/23 R&E1	Planning Enforcement	44	35	80%	44	0	Temporary resources have been employed pending permanent recruitment and this additional capacity has helped to stabilise the workload. The number of planning breaches being reported remains high, however the workload has stabilised. Planning enforcement is not a statutory function, but the value of the planning service is diminished if there are no penalties for breaching planning regulations accordingly. In 2021 the enforcement team dealt with 529 cases compared to 453 cases in 2020.
22/23 R&E4	Licensing Service	150	31	21%	110	-40	Recruitment being undertaken to overcome higher than expected staff turnover in this important regulatory function. Staff are also working proactively with licensees to ensure Council policy is being adhered to.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022-23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
Every Child able to Fulfil their Potential							
22/23 CYPS1	Expansion of Family Group Conferencing (FGC)	130	43	33%	130	0	The expansion of FGC took place through temporary investment in 2021/22, the temporary posts are now permanent, and employees are in post. This will lead to a reduction in Looked After Children and more timely decision making (thus reducing social care costs), with children also having a stronger voice.
22/23 CYPS2	Universal Youth Work	180	128	71%	180	0	Universal Youth Work is a combination of three youth work posts costing £50k and grants to voluntary organisations of £130k. The posts have been established and recruited to and plans are in place to allocate monies to the voluntary sector to develop services further. This additional capacity enables Early Help to work with key agencies and youth work providers to develop and deliver a borough wide, positive activities programme, in a variety of settings. This will provide more Early Help support overall with things to do and places to go, with the added impact of reduction in social care costs.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022-23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
22/23 CYPS3	Development of SEND and inclusion services	200	67	34%	200	0	The recruitment process has taken place and appointments have been made to the vacancies, with interim agency workers currently being utilised until the new employees arrive. Once in post, they will enable the review, refresh and development of services provided for those children with additional needs or disability. This will include: clarity of offer, more proactive relationship with parents and carers and more timely assessment of EHCPs.
22/23 CYPS4	Support for School Uniform Provision	65	30	46%	65	0	The school uniform allocation supports the purchase of uniforms by pupils eligible for free school meals when they enter or transition schools. The majority of the funding has been provided to parents through the same mechanism as used for free school meal vouchers prior to the summer holidays. The only outstanding payments are for those new entrants to Primary Schools which have been difficult to identify with payments due to be made to eligible parents in September. Funding will assist those pupils transitioning between schools ensuring that they have appropriate uniforms.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022-23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
22/23 CYPS5	Additional Social Work Capacity to Support Children at Risk of CCE	144	48	33%	144	0	All four posts have been appointed, providing additional capacity for support. This will enable more support to be provided to children at risk following success of piloting work. This work will include Social Worker intervention complimented by various activities and groups.
Expanding Economic Opportunity							
22/23 R&E2	ADVANCE Skills Programme	150	50	33%	150	0	This investment is providing match funding. Three posts have been recruited to. ADVANCE is a programme which offers bespoke advice and guidance and careers and education information to individuals wanting to progress in their careers, and to employers wanting to develop and support their workforce.
A Cleaner, Greener Local Environment							
22/23 R&E5	Pilot Pollinator Friendly Approaches (Wild Flowers)	42	2	5%	42	0	Moved from 13 wildflower sites to 25 across the borough, resulting in 15,000m2 pollinator friendly wildflower areas.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022-23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
22/23 R&E6	Tree Planting – Engagement Programme	50	8.5	17%	50	0	Officer supporting the capital programme in place to plant a minimum of 500 trees per annum. Programme delivery on track.
22/23 R&E8	Climate Emergency Delivery Team	155	0	0%	100	-55	The investment is for three posts. Following a recruitment exercise, the Climate Change Manager has been appointed and starts mid October, the existing Principal Climate Change Officer will transfer mid September and a Climate Change Officer has been appointed and will also start mid September. The purpose of the Climate Emergency Delivery Team is to oversee the Corporate Climate Change Action Plan and seek to deliver the Council's Net Zero 30 and Net Zero 40 ambitions, part of which is through a corporate reduction in Carbon Emissions and other mitigation measures.
22/23 R&E10	Enhanced grounds maintenance and street cleaning	493	164	33%	493	0	Three officers remain in post to complete this work from the 17 recruited. All seasonal staff have moved to full time jobs, 41 in total.
22/23 R&E11	Tree Service Casework	100	35	35%	100	0	Plan in place to deliver casework improvements relating to neighbourhood trees.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022-23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
One Council							
22/23 FCS1	Additional Call Handling	122	28	23%	102	-20	The temporary staff initially employed to carry out the work have been successful in applying for permanent posts in the service. Recruitment is underway to backfill the new posts.
22/23 FCS2	Customer and Digital	109	8.5	8%	52	-57	The original employees for the Band G and Band F posts took up secondments within Digital Services in March 2022. To date only the Band F has been re-recruited to 1 June. the Band I post has been filled as of 1 July. In consequence a significant underspend is being reported.
Total Investment Proposals		**2,722**	**858**	**32%**	**2,484**	**-238**	

5. TIMELINE OF KEY ACHIEVEMENTS AND ACTIVITIES

April to July 2022

Rotherham Metropolitan Borough Council

Every neighbourhood thriving

People are safe, healthy and live well

Every child able to fulfil their potential

Expanding economic opportunity

A cleaner, greener local environment

One Council

2022

APRIL

- National Offer Day for primary schools saw the Council offer 95.3 % of parents their first preference school place.
- Prevention and health inequalities strategy and action plan completed and agreed by partners.
- First Towns and Villages fund scheme started on site.
- The Rotherham Healthy Holidays Easter programme began, providing meals for children and activities including sports, crafts and computing.
- Controlling Migration Fund programme evaluation submitted to DLUHC.
- Announced that the Rotherham Creative Learning Centre had been shortlisted under the Building Brighter Futures category at the Family Learning Awards.
- Installation of the main flood barrier and signature arch at Forge Island.
- Consultation commenced to inform the new Rotherham Together Plan.
- New school for children with social, emotional and mental health (SEMH) in Dinnington named Elements Academy.
- Work commenced on new Century business centre at Manvers.
- Work began on 'green corridor' in Greasbrough to improve links between green spaces in the area as part of the Towns and Villages Fund.
- Climate Emergency Annual Report was presented to Cabinet, detailing progress towards delivering actions outlined by the Council and the next steps for 2022.

MAY

- Rotherham 10k returned to Clifton Park — more than 460 runners took part and 250 completed the one-mile fun run.
- £1.4m supermarket voucher scheme for families with children entitled to free school meals extended for five months to feed children during the school holidays.
- Demolition of the former Charter Arms pub started, marking the start of a new era for the markets in Rotherham town centre.
- Consultation opened on the designs for Riverside Gardens, a new public space which will form a key gateway to the flagship Forge Island leisure development and wider town centre.
- Rotherham United open top bus celebrations in the Town Centre following successful promotion to the championship.
- Intranet page launched to encourage council staff to share examples of positive developments and the services provided to residents.
- Public information event on the proposed designs for Howard Street.
- Trialled the UK's first carbon negative asphalt as part of road resurfacing programme.
- Survey conducted with Elected Members to inform the Member Development Plan.
- Plan drafted for consultation to tackle single use plastics across council buildings and events.
- The Queen's Platinum Jubilee 2022 celebrations commenced across the town.
- Drop-in session at the Town Hall for elected members to meet with senior colleagues from across the Council.
- Guidance launched for staff across all organisations in Rotherham on how to have conversations with people who might be thinking about suicide.
- Businesses encouraged to apply for a grant to help improve their productivity, part funded through the European Regional Development Fund.
- National roadshow celebrating UEFA Women's EURO 2022 at Clifton Park -free roadshow that showcased the best of football, fitness and music.
- Payments of the Government's Council Tax rebate made to more than 75,000 households (bands A to D). More than 6,000 discretionary payments of £90 also paid to bands E-H.

JUNE

- In partnership with SteelPhalt won Innovation Award at the 2022 ALARM Risk Awards for pioneering use of carbon negative asphalt in the borough.
- Plans to re-implement Public Spaces Protection Order at Fitzwilliam Road approved.
- First payments to residents facing crisis due to energy bills made as part of the Council's new Support Scheme.
- Family-friendly events as part of the Children's Capital of Culture 2025 launch programme.
- New Equality, Diversity and Inclusion Strategy, alongside a detailed action plan approved.
- Armed Forces Day celebrations.
- Workforce Plan covering the period 2022-25 went live.
- Rotherham Together Partnership showcase event.
- Inspection of Local Authority Children's Services (ILACS) by Ofsted.
- Rotherham markets and library consultation and planning application submitted.
- Her Majesty The Queen's Platinum Jubilee celebrations across the town.
- New Carers Strategy, "The Borough that Cares", launched to coincide with National Carers Week.
- Ground broken on £5.4m business incubation hub at Century Business Park.
- Four Town Deal business cases submitted to government.
- Successful Integrated Care Partnership recruitment event, with interviews conducted on the day and five vacancies filled.

JULY

- Women's Euros - programme of cultural events took place alongside the four matches and Women of the World Festival in July 2022
- Plans for new homes on Council owned sites at Harthill and Canklow approved for 2022/23 as part of an additional £92m investment for housing growth.
- Enhanced alcohol and drug misuse services approved.
- Forge Island footbridge removed for recycling locally, clearing the way for a new footbridge as part of the wider development.
- £2m plan to improve local road safety approved.
- Additional financial agreed to support families, pensioners and care leavers with hardship caused by the cost-of-living crisis.
- Over 108,000 Council Tax energy rebates (£150) made to eligible households.
- 25 ward plans produced and published informed by local communities.
- Awareness raising about private fostering.
- The Council named as the most improved council in the country at the Local Government Chronicle (LGC) Awards 2022.
- Housing Strategy approved setting out the priorities and vision for housing over the next three years.
- Anti-Social Behaviour (ASB) Awareness Week – delivered various initiatives in Rotherham East Ward and Maltby.
- Healthy Holidays summer activities programme began offering free activities to keep children and young people occupied during the long holiday.
- Summer Reading Challenge launched with the theme of Gadgeteers, focussing on the discovery of science and innovation.
- BDR (Barnsley, Doncaster and Rotherham) Waste Partnership consultation to find out what people think of the household waste recycling service.

6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

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

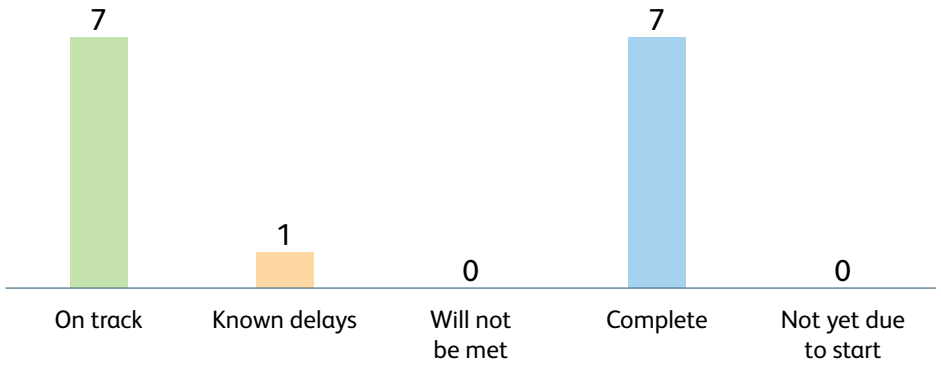
Outcomes – our ambition	How we will get there
• Work with communities on the things that matter to them • Residents, organisations and businesses use their skills and resources to help others • Neighbourhoods are welcoming and safe • Local people have access to libraries, cultural activities, parks and green spaces • Local towns and villages are improved.	• Continue to drive local priority setting and activity through ward plans and devolved budgets, with councillors, residents and partner organisations working together • Work with Rotherham's voluntary and community sector to support and facilitate local networks and groups • Further expand and promote a range of volunteering opportunities • Invest in and develop our library services as neighbourhood hubs, promoting access to books, computers and community events • Work alongside our partners to ensure Rotherham is a safe, inclusive and welcoming place for local people, including responding effectively to community safety issues such as anti-social behaviour and hate crime • Deliver improvements to local towns and villages • Bring our communities together through a range of enjoyable activities, cultural and social events, which inspire hope and pride in Rotherham.

6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

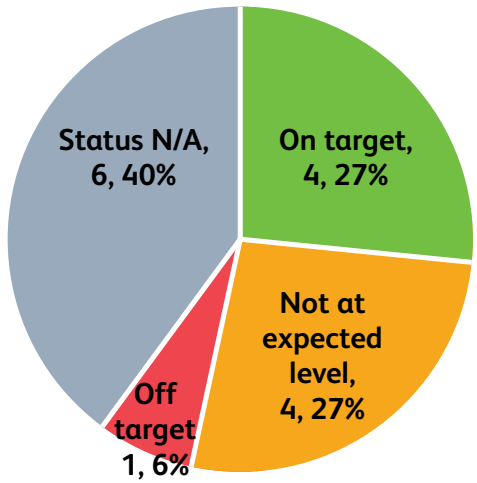
HEADLINES – EVIDENCING OUR PROGRESS

To provide evidence of delivery of the outcomes and commitments within this theme, there are 15 headline performance measures in the Council Plan and 15 priority actions/milestones contained within the Year Ahead Plan Delivery Plan. The diagrams below provide an overview of performance and progress.

YEAR AHEAD ACTIONS AND MILESTONES



PERFORMANCE MEASURES



6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

HIGHLIGHTS – ACHIEVEMENTS AND CHALLENGES

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Achievements

Year Ahead Delivery Plan activities

8,552 Rotherham Round-up and 8,387 ward bulletins subscribers.

25 ward plans produced and published informed by local communities.

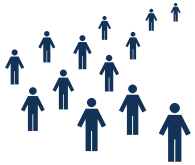


Estimated 32,417 people attended the Women's Euros fan parties and WOW festival.

Performance measures

62.9% of the local 'unclassified' road network classed as 'green status' (do not require repair) against a year-end target of 60% *(higher is better)*.

1,007,430 visits to culture, sport and tourism facilities, against a year-end target of 3,500,000 *(higher is better)*.



Challenges

Year Ahead Delivery Plan activities

Delays to new library at Thurcroft and signing of legal documentation. Revised target date March 2023.

Performance measures

9.8% positive outcomes for hate crime investigations, against a year-end target of 20% *(higher is better)*.

6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

NARRATIVE – THE BIGGER PICTURE

The "Every Neighbourhood Thriving" theme is focused on working with local people to achieve a good quality of life. This includes working with communities to find solutions to local issues and build on the heritage and assets available.

This theme also aims to create vibrant communities in which people feel happy, safe and proud. This will be achieved by making it easier for people to get involved in the local community, working closely with partners and local voluntary and community groups, enhancing town and village centres, green spaces and libraries, and tackling community issues.

The Council continues to work with communities on the things that matter to them and throughout June 2022 members considered ward priorities, informed by local communities. The ward plans were published in early July 2022. In addition, an evaluation of the Controlling Migration Fund Programme was completed and submitted to the Department for Levelling Up, Housing and Communities at the end April 2022. The programme delivered various interventions aimed at making a long-term positive impact on community cohesion with tangible improvements for individuals, services and on governance relationships. Most outputs were delivered within timescales, with many targets exceeded.

The Council is working on interventions to improve community safety and building on the Council's track record taking robust enforcement action across enforcement and regulatory functions. 146 Community Protection Warnings (CPWs) and 42 Community Protection Notices (CPNs) were delivered in Quarter 1, working in partnership with community protection and environmental health, housing, and South Yorkshire Police. At the end of Quarter 1, there were 9.8% positive hate crime outcomes, against a year-end target of 20%. South Yorkshire Police is taking action to improve the quality of investigations and have implemented a review of all investigations before closure. The Safer Rotherham Partnership continues to monitor hate crime outcomes on a quarterly basis. Work is also currently underway to identify local hot-spot areas for nuisance pavement parking so appropriate action can be taken. Alongside this the Council is committed to improving roads through the £24m 2024 roads programme and during Quarter 1, 24 of the 171 unclassified roads were repaired, meaning that 62.9% of the local 'unclassified' road network are classed as 'green status' (do not require repair).

To improve access to libraries and cultural activities, plans have been completed and planning permission and building regulations granted for the new Library at Thurcroft and, work has also started to deliver this year's programme of cultural events. During July 2022 a range of cultural events took place across the town to celebrate the Women's Euros, alongside the four matches and Women of the World Festival. The estimated audience attendance across the four fan parties and Women of the World Festival was 32,417. Further details are available in the case study below (see page 35). The Summer Reading Challenge also launched in July 2022 with the theme of the 'Gadgeteers', focussing on the discovery of science and innovation and work is taking place with schools and communities to encourage participation. Following restoration Keppel's Column is expected to reopen to the public for the first time in more than 30 years, this month (September 2022) slightly later than expected to coincide with heritage open days. Work is currently taking place to engage with the local community and train volunteers, for the already sold out tours and the restoration will be celebrated with a unique art installation and shared oral histories from local residents.

6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

The first scheme in the Council's Towns and Villages Fund (TVF) programme has been progressing, linking two well-used green spaces; Green Flag Award winning Greasbrough Park and the nearby Recreation Ground through the creation of a new green corridor. The project is part of a £4 million programme being undertaken to restore pride in the borough's towns and villages over the next two years.

6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

YEAR AHEAD DELIVERY PLAN TRACKER

Every Neighbourhood Thriving					
Ref	**Outcome**	**Activity**	**Timescales for delivery**	**Status**	**Rationale for status**
1.1	Work with communities on the things that matter to them	Produce ward plans with ward priorities informed by local communities.	June 2022	Completed	Ward members considered their priorities throughout June 2022 and refreshed priorities were published early July 2022.
1.2		Increase the number of subscribers for the ward bulletins to 9,000 (25 % increase).	Ongoing – March 2023	On track	The number of subscribers has continued to increase – there were 8,387 as of mid-July 2022.
1.3		Increase the number of subscribers for the new 'Rotherham Round up' borough wide email to 9,000.	Ongoing – March 2023	On track	The number of subscribers has continued to increase, and it is likely the target number will be exceeded. As of mid-July 2022, there were 8,552 subscribers.
1.4		Evaluate the Controlling Migration Fund programme.	November 2022	Completed	The evaluation has been completed and was submitted to DLUHC by end April 2022.

6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

1.5	Residents, organisations and businesses use their skills and resources to help others	Work with VAR to establish 80 new volunteering opportunities across voluntary and community organisations.	March 2022 SLA in place until March 2024, targets reviewed annually	Complete	From April 2021 to March 2022 VAR created 101 new volunteering opportunities which means the target of 80 was exceeded.
1.6	Neighbourhoods are welcoming and safe	Improve enforcement outcomes by making greater use of legal powers. This means issuing more than 350 community protection notices.	March 2023	On track	Capacity enhanced, following restructure and recruitment. Target date revised due to 350 community protection notices referring to year-end target, rather than August 2022. Actively working in partnership with housing and South Yorkshire Police (SYP) to issue Community Protection Warnings (CPWs) and Community Protection Notices (CPNs). Note - a CPN can only be served once a CPW has been issued and not complied with. 146 CPWs and 42 CPNs delivered in total in Quarter 1 by community protection and environmental health, housing, and South Yorkshire Police.
1.7		Develop interventions that seek to reduce hate crime and improve community safety by tackling harmful narratives, including via the 'Who is your neighbour' and Remedi projects.	May 2022	Complete	The Who Is Your Neighbour project concluded and the evaluation report was produced in July 2022. This is a partnership project with (and funded by) the Local Government Association and aims to identify good practice for engaging with communities. Projects for 2021-22 complete and now restarted for 2022-23, including the successful 'Step Up, Beat Hate' programme for the third year. Remedi has also commenced delivery of their restorative hate crime project.

1.8		Design and implement new neighbourhood road safety measures, including 20mph zones.	March 2023	On track	Ward Priority and local engagement approach being taken. Presentation to an "All Member" Briefing undertaken in May 2022 to launch the concept. The existing 20mph policy is being reviewed with initial evaluations for selected sites due to be ready by October 2022 to allow further engagement on potential schemes to take place. Transport Infrastructure Service will evaluate each submission prior to seeking approval for an agreed programme of local improvement measures.
1.9		Repair an estimated 595 estate roads (137.7km) (between April 2020- March 23) through the 2024 roads programme.	Ongoing – March 2023	On track	Delivered over 90 km of repairs to 395 locations on the unclassified network (estate type roads) in the first two years. To deliver a further 39 km of repairs to over 171 locations in the 2022/23 financial year (3rd year). Repaired 24 of the 171 unclassified roads in Quarter 1. The delivery of the unclassified programme is not equally proportioned across the calendar year and many estate roads will be repaired in Quarter 3 and Quarter 4.
1.10		Work with Councillors to identify hot-spot areas for nuisance pavement parking and develop plans to prevent nuisance pavement parking, including parking restrictions.	March 2023	On track	Ward Member engagement approach being developed, via Neighbourhoods Team to capture local hot-spot areas and ensure that they meet the scope for inclusion. A procedure for identification of potential sites is to be introduced prior to further engagement on potential schemes beginning Quarter 3 2022-23 as part of local engagement process referred in 1.8.

Return to contents

6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

1.11	Local people have access to libraries, cultural activities, parks and green spaces	Complete the new library at Thurcroft.	December 2022	Known delays	Plans completed and planning permission and building regulations have been granted. Additional funding for the increased costs of the scheme have now been identified. Delays in signing legal documentation off. Revised target date March 2023.
1.12		Hold cultural and sporting events across Rotherham to appeal to a range of ages and backgrounds, including: • Women's Euro 2022 • Rotherham Show • Rotherham 10k • Summer Reading Challenge • Fun palaces.	Jan – Jul 2022 Sept 2022 May 2022 September 2022 October 2022	On track	Work has started to deliver this year's programme of events including: • Rotherham 10k – took place on 15 May 2022. • Queen's Platinum Jubilee Celebrations – grants programme to support local event organisers undertaken. A town centre open air exhibition and Big Lunch Garden Party at Clifton Park from 2 to 5 June was delivered • Women's Euros – programme of cultural events took place alongside the four matches and Women of the World Festival in July 2022. Estimated audience attendance across the four fan parties and WOW festival was 32,417. See case study • Rotherham Show - planning underway for a 2-day festival (3 and 4 September 2022) • Summer Reading Challenge launched in July 2022 with the theme of Gadgeteers, focussing on the discovery of science and innovation. Work currently ongoing with Schools, partners and local communities to encourage participation. Celebration event arranged for 2 October 2022 • The Fun Palace Ambassador, funded by the National Lottery, working with communities and partners to continue hosting within libraries and expanding into other venues, with the celebration taking place over the first weekend in October 2022.

1.13		Complete restoration of the grade II listed site Keppel's Column.	October 2021 – May 2022	Complete	Restoration works complete and to reopen to the public for the first time in more than 30 years, on 9 September 2022 to coincide with heritage open days. August 2022 focused on engaging the immediate community and training volunteers. The restoration will be celebrated with a unique art installation and shared oral histories.
1.14		Complete feasibility study for a new Rotherham Theatre.	October 2021 – April 2022	Complete	Worked with HLM Architects to complete the feasibility study to explore options for a new Centre for Performing Arts in a more central location.
1.15	Local towns and villages are improved	Create a plan of developments across the borough to maximise the impact of the Towns and Villages fund.	October 2021 – April 2022	Complete	Phase 1 plans approved by Cabinet in January 2021 and the first scheme started on site in April 2022. All wards have had a project approved, and these will be delivered across the programme, estimated to be completed before April 2024. Next update scheduled for Cabinet in Autumn 2022.

Return to contents

Every Neighbourhood Thriving

Outcomes

- Work with communities on the things that matter to them
- Residents, organisations and businesses use their skills and resources to help others
- Neighbourhoods are welcoming and safe
- Local people have access to libraries, cultural activities, parks and green spaces
- Improved local towns and villages are improved

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23		Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	TARGET			
NE01a	Satisfaction with the borough and local area: a) Proportion of public satisfied with Rotherham Borough as a place to live	ACEX - Comms. & Marketing	Chris Burton	High	A	62.0%	Not Available	>62%	♦	△	62% (June 2021) very or fairly satisfied. June 2022 survey conducted, awaiting findings.
NE01b	Satisfaction with the borough and local area: b) Proportion of the public satisfied with their local area as a place to live	ACEX - Comms. & Marketing	Chris Burton	High	A	80.0%	Not Available	Equal to or >80%	♦	△	80% (June 2021) very or fairly satisfied. The national average is 82%. June 2022 survey conducted, awaiting findings.
NE02a	Volunteering: a) Number of staff involved in the council employee volunteer scheme to support local communities	ACEX - HR	Lee Mann	High	Q	Not Available	Not Available	baseline needed - tbc	♦	△	Data not yet available. This scheme is not yet up and running.
NE02b	Volunteering: b) Number of new volunteering opportunities for local people via the voluntary and community sector	ACEX - Policy, Perf & Intell.	Fiona Boden	High	Q	101	23	80	♦	✔	23 new volunteering opportunities created in Quarter 1. On track to achieve year-end target. DoT not included as new measure.
NE03a	Anti-social behaviour a) Number of community protection notices issued (anti-social behaviour, waste and noise)	RE - Comm. Safety & Street Scene	Sam Barstow	High	Q	205	42	>350	↑	●	This measures Community Protection Notices (waste, noise and ASB) ASB & Policing Act 2014 issued by the Community Protection Unit, (CPU). The total for Q1, 21/22 was 42. DoT is upwards as 7 more CPN's issued than in Q4 21-22 . Although a considerable increase in numbers will be required to achieve the yearly target of 350, the service is confident that changes to processes and staff training will make this target achievable.
NE03b	Anti-Social behaviour b) Public perception of anti-social behavior (via the 'Your Voice Counts' quality survey)	RE - Comm. Safety & Street Scene	Sam Barstow	Low	Q	42.0%	45.0%	<43%	↓	●	Your Voice Counts Survey is conducted quarterly by South Yorkshire Police. Quarterly average for South Yorkshire Neighbouring authorities are, Barnsley 44%, Doncaster 47%, Sheffield 34%. Although the % has increased slightly for Q1, the percentage of people who thought ASB was a big problem in their area has remained stable from the previous quarter (based on the sample size and take-up of the survey).
NE04a	Hate crime: a) Number of hate crime incidents	RE - Comm. Safety & Street Scene	Sam Barstow	Neither High/Low	Q	837	234	No target	♦	ⓘ	Comprising 214 Crimes and 20 Non-crimes.
NE04b	Proportion of positive outcomes to hate crime investigations	RE - Comm. Safety & Street Scene	Sam Barstow	High	Q	12.8%	9.8%	20%	↓	✖	% of positive outcomes to Hate Crime investigations continues to record lower than in in 21-22 and 20-21, at Q1, 9.8% of Hate Crimes had seen a positive outcome. This measure includes both Completed and Ongoing Investigations. The Quarter 1 total solely for Completed Investigations is 13.3%. These figures are subject to change and verification by South Yorkshire Police Data Analysts. Ongoing discussions are taking place with South Yorkshire Police regarding the declining positive outcomes return.
NE05a	Proportion of the local "classified" road network classed as 'green status' (do not require repair)	RE - Comm. Safety & Street Scene	Sam Barstow	High	A	80.4%	80.4%	81%	→	●	The Q1 position on this measure remains consistent from previous quarter with 80.4% and the Council Plan Target is 81% so confident that throughout the year the target will be achievable.

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23		Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	TARGET			
NE05b	Proportion of the local "non-principal" road network classed as 'green status' (do not require repair)	RE - Comm. Safety & Street Scene	Sam Barstow	High	A	75.3%	75.3%	79%	➔	●	The Q1 position on this measure remains consistent from previous quarter with 75.3% and the Council Plan Target is 79% so confident that throughout the year the target will be achievable.
NE05c	Proportion of the local "unclassified" road network classed as 'green status' (do not require repair)	RE - Comm. Safety & Street Scene	Sam Barstow	High	Q	61.6%	62.9%	60%	↑	✔	The highways section has achieved a better than national average outturn for unclassified road network condition in 2021-22. The Q1 position on this measure is 62.9% and the Council Plan target is 60% so already exceeding the expected outcome.
NE06a	Perceptions of feeling safe: a) Proportion of public that feel safe when outside in their local area during the day	RE - Comm. Safety & Street Scene	Sam Barstow	High	A	90.0%	Not Available	>90%	♦	△	Data obtained from results of Residents Survey (June 2021). The year end position for this measure for 21/22 was 90% and the Council Plan Target is also 90%. Awaiting the results to be published from this year's (22-23) survey.
NE06b	Perceptions of feeling safe: b) Proportion of public that feel safe when outside in their local area after dark	RE - Comm. Safety & Street Scene	Sam Barstow	High	A	56.0%	Not Available	>56%	♦	△	Data obtained from results of Residents Survey (June 2021). The year end position for this measure for 21/22 was 56% and the Council Plan Target is also 56%. Awaiting the results to be published from this year's (22-23) survey.
NE07a	Number of visits to culture, sport and tourism facilities (all population - cumulative)	RE - Culture,Sport & Tourism	Zoe Oxley/Leanne Buchan	High	Q	3,023,352	1,007,430	3,500,000	↑	✔	There were over 304,000 more visitors to CST Facilities in Q1 when compared, (seasonal comparison), with Q1 21-22, the measure is on track to achieve its target by year end.
NE07b	Customer satisfaction with culture, sport and tourism services	RE - Culture,Sport & Tourism	Zoe Oxley/Leanne Buchan	High	Q	91.6%	91.4%	>90% across all services	↓	✔	Comprising an amalgamated average of the following service areas: Libraries 99.28% Heritage 88.50% Sports and Leisure 87.77% Parks and Green Spaces 90%

Return to contents

CASE STUDY: Women's Euro's Cultural and Heritage Programme

Rotherham is proud to have been a host city in delivering a record breaking UEFA Women's European Championship in July 2022. As one of nine host cities, Rotherham is playing a vital role in supporting the continued growth of women and girls' football in England. During July, the best female players in Europe joined football fans from across the globe at Rotherham's New York Stadium, for three group games and a quarter final. Teams and fans were welcomed from France, Belgium, Iceland, Italy and the Netherlands! In celebration of the tournament, Rotherham Council created a Cultural and Heritage Programme consisting of music, dance, theatre, art and much more across Rotherham and our vibrant communities, with a wide range of opportunities for people to engage with culture. A few examples of the projects are available below.



Heritage

Taking place at Clifton Park Museum, the exhibition, 'Grass Roots to Glory – Our Story So Far', charts the powerful and personal story of women's football across Rotherham. It tells the history of football in Rotherham, from the grassroots of Rotherham playing fields to the international pitches of European Championships. It includes the stories from local lionesses, fans, coaches, and commentators as well as women who have strived to give the game the centre stage it deserves.



Fan Parties

For each match that Rotherham hosted, the Town Centre was taken over by a festival of dance, movement, music, and food. Performance and music were enjoyed at All Saint's Square, football-themed workshops and masterclasses along College Street, food and drink at Minster Gardens, and activities such as face-painting and goal shooting took place at Effingham Square. Two host city supporters, Flux, and the RNN Group, helped to ensure the free event was a thriving place of activity and fun. Fan Walks also took place with Icelandic and Netherlands fans, bringing a fantastic atmosphere before each game.

6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING



WOW Festival

During the 16-17 July, Rotherham's first Women of the World took place, better known as the WOW festival. WOW is a vibrant, colourful and fun celebration of women, girls, trans and non-binary communities, connecting Rotherham to other women and girls across the globe as part of the WOW – Women of the World – family. The festival tackled subjects that matter most to women, girls and non-binary people, and is open for everyone to attend. The two-day festival celebration held a series of events, talks, debates, workshops, mentoring and performances and welcomed over 4,000 people. The event also had a British Sign Language Interpreter for the talks.

Supported by

Supported using public funding by ARTS COUNCIL ENGLAND

FLUX ROTHERHAM



6.2 THEME 2 – PEOPLE ARE SAFE, HEALTHY AND LIVE WELL

Everyone deserves to feel happy, healthy, and secure. We want to empower everyone to lead fulfilling lives, whilst also keeping them safe from harm.

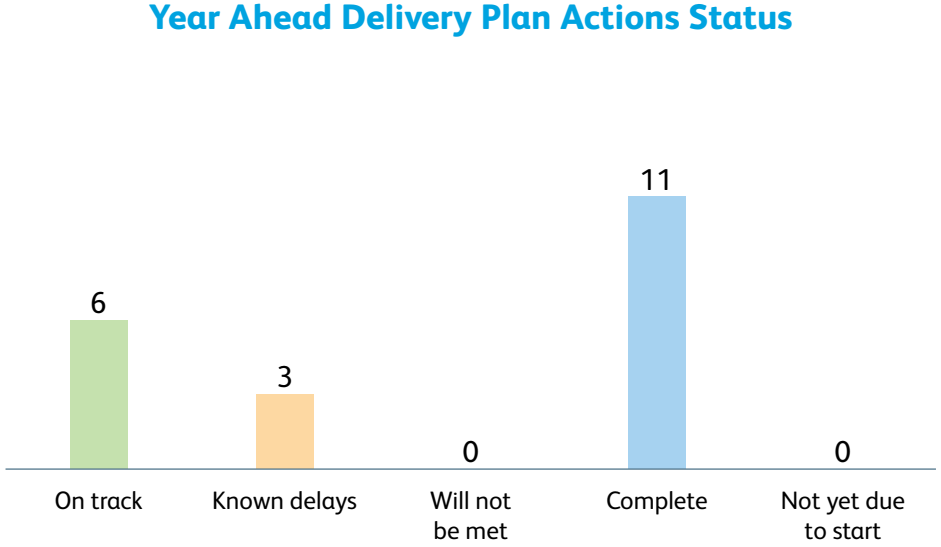
Outcomes – our ambition	How we will get there
• People have good mental health and physical wellbeing • People feel empowered, safe, and live independently for as long as possible • People can access affordable, decent housing • Inequalities are addressed and nobody is left behind.	• Focus on minimising/tackling the leading risk factors for death and disability in Rotherham, such as tobacco, unhealthy weight, and alcohol • Promote the best possible mental health for all, building on existing campaigns such as the Five Ways to Wellbeing, the Great Big Rotherham To-do list and Be the One • Work with people to build on their strengths and resilience, reducing reliance on social care interventions • Deliver the 'My Front Door' programme, providing adults with learning disabilities and autism with increased choice and opportunities for greater independence • Tackle poverty and financial crisis, including development of a 'social supermarket' which will help people to move on from food banks, a new Rothercard that will provide discounts on Council services for those who most need them, and our Community Energy Scheme, which will enable households to reduce their energy bills • Work with partners to deliver our domestic abuse strategy, taking a coordinated approach to reduce the prevalence of domestic violence • Invest in affordable housing and support those at risk of or experiencing homelessness • CCTV improvements will be realised through the Capital investment currently agreed (£420,000) alongside improving corporate management of CCTV purchases and assets • Continuing to focus on promoting access to services, including out of hours alongside a robust performance management framework within enforcement services • Transformation within Domestic Abuse Services is being delivered through strong partnership working, increased investment and the re-design of both internal and commissioned services.

6.2 THEME 2 – PEOPLE ARE SAFE, HEALTHY AND LIVE WELL

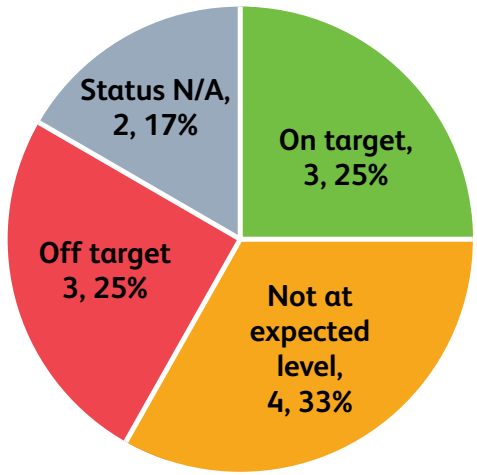
HEADLINES – EVIDENCING OUR PROGRESS

To provide evidence of delivery of the outcomes and commitments within this theme, there are 12 headline performance measures and 20 priority actions/ milestones contained within the Year Ahead Plan Delivery Plan. The diagrams below provide an overview of performance and progress.

YEAR AHEAD ACTIONS AND MILESTONES



PERFORMANCE MEASURES



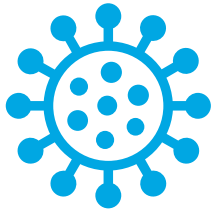
6.2 THEME 2 – PEOPLE ARE SAFE, HEALTHY AND LIVE WELL

HIGHLIGHTS – ACHIEVEMENTS AND CHALLENGES

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Achievements

Year Ahead Delivery Plan activities



Response to Covid-19 outbreaks in care, schools and workplaces has reverted to pre Covid-19 reporting, with Incident Review Meetings held until May 2022. From the end of June all settings will report directly to UKHSA.

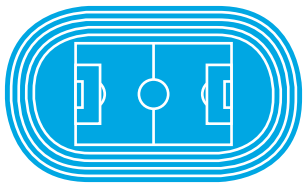
Housing Strategy approved by Cabinet in July 2022.





Carers Strategic Framework launched at Carers Week in June 2022 *(see case study page 54)*.

£250k investment works in Herringthorpe Stadium now complete.



Challenges

Year Ahead Delivery Plan activities



Minor delays in refresh of the Loneliness Action Plan, which will now be completed in October 2022 rather than this month (September 2022).

Performance measures



91.9% of Council housing repairs completed 'Right 1st time', against a year-end target of 97% *(higher is better)*.

51% households prevented or relieved from homelessness, against a year-end target of 85% *(higher is better)*.



6.2 THEME 2 – PEOPLE ARE SAFE, HEALTHY AND LIVE WELL

NARRATIVE – THE BIGGER PICTURE

The people are safe, healthy and live well theme focuses on empowering people to lead fulfilling lives, whilst also keeping them safe from harm, with the aim for everyone to feel happy, healthy, and secure. Our ambition is for people to have good mental health and physical wellbeing, to be able to access affordable, decent housing, with nobody left behind. Key areas of progress to deliver on these ambitions are outlined below.

The Council is developing its strategic approach as well as delivering a range of programmes to ensure people have good mental health and physical wellbeing. Suicide prevention guidance for staff and members has been published, and a cultural programme for residents aged 55+ is in delivery and will run this to month (September 2022). The programme has so far included a series of dementia events with Clifton Park Museum creating memory boxes and using digital technology to recreate memories, an 'age positive' positive photographic exhibition at Riverside Library, a series of performances relating to grief and loss, a new Care Home Choir, and the creation of a new circus school. Delivery of £250k investment works in Herringthorpe Stadium is now complete. Work to respond to local coronavirus outbreaks has now been delivered. Regular Incident Review Meetings were held until May and reporting has now gone directly to UKHSA. Internal Communication Team and the Clinical Commissioning Group (now integrated Care Board) have promoted bespoke promotional messages for the spring booster, young people and booster vaccination dosages, with the focus now on messages relating to Living Safely with Covid. The refresh of the partnership Loneliness Action Plan has commenced, however has been slightly delayed.

Work continues to ensure people feel empowered, safe, and live independently for as long as possible. Consultation and engagement work is underway to improve services for people with learning disabilities and autism, including plans to develop its future supported accommodation offer. Consultation on the 'build a new in-house day service' is complete, and building will start once consultation outcomes are shared. The new Carers Strategy, 'The Borough that Cares', was launched in June 2022 to coincide with National Carers Week. The framework defines how the Council will create a carer-friendly borough. Recommissioning of the Domestic Abuse Outreach Service, which will deliver provision of advice and guidance, joint communications and campaigns, is underway with the contract award in final stages of completion. The new service will commence from 1 October 2022.

To enable people to access affordable, decent housing, a new Housing Strategy has been completed and published following approval by Cabinet in July 2022. Produced in consultation with tenants, residents, officers, and other key stakeholders this sets out the priorities and vision for housing over the next three years. Development of over 400 homes at various sites across the borough is also underway, with 45 homes completed so far, on Wellgate, in Treeton and Ravenfield, however the town centre programme is now facing up to three months delay due to labour and materials shortages.

Work is underway to address inequalities and ensure nobody is left behind, including commissioning new services to prevent financial exploitation, and developing social supermarkets.

Work is continuing to reduce the number people housed in temporary accommodation. The number had reduced from 202 at the end of 2021/22 to 165 at the end of Quarter 1 of 2022/23 and the Council is continuing to support all households in hotels and temporary accommodation to move on to suitable settled accommodation as swiftly as possible. The situation continues to be monitored weekly.

6.2 THEME 2 – PEOPLE ARE SAFE, HEALTHY AND LIVE WELL

The proportion of households prevented or relieved from homelessness is currently below target (51% at the end of Quarter 1, against a year-end target of 85%). Various actions are being taken to improve performance, including strengthening case management processes to ensure outcomes are recorded accurately and the roles within the homelessness service have been refocused on early intervention and prevention. Homelessness outreach advice services continue to be delivered by Shiloh and work is also taking place to increase awareness and improve information to support those at risk of homelessness.

YEAR AHEAD DELIVERY PLAN TRACKER

People are safe, healthy and live well					
Ref	**Outcome**	**Activity**	**Timescales for delivery**	**Status**	**Rationale for status**
2.1	People have good mental health and physical wellbeing	Work with partners to develop a prevention and health inequalities strategy and action plan.	October 2021 – April 2022	Complete	Prevention and health inequalities strategy and action plan completed and agreed by the Integrated Care Partnership Place Board in April 2022.
2.2		Refresh the partnership Loneliness Action plan and ensure the delivery of Council owned actions.	September 2022	Known delays	The refresh of the partnership Loneliness Action plan has faced a slight delay with the project starting in July 2022, rather than June. The refresh is now expected by October 2022 and arrangements for stakeholder engagement are in place.
2.3		Produce suicide prevention guidance for staff and Members.	May 2022	Complete	New guidance was published for staff across all organisations in Rotherham on how to have conversations with people who might be thinking about suicide. The guidance has been developed with input from some of our frontline staff and uses three easy steps from Rotherham's 'Be the One' suicide prevention campaign to: Talk, Listen and Care.

Return to contents

2.4		Create a cultural programme including events, theatre, libraries, music and museums for residents aged 55+ to help with grief, mental wellbeing and physical conditioning.	October 2021 – March 2022	Complete	A programme of activities supporting audiences aged 55+ to reconnect following COVID-19 launched in October 2021 and will run until the end of this month (September 2022). The programme has so far included, a series of dementia events with Clifton Park Museum creating memory boxes and using digital technology to recreate memories, an 'age positive' positive photographic exhibition at Riverside Library, a series of performances relating to grief and loss with Rotherham Civic Theatre, a new Care Home Choir who performed at Rotherham Christmas Lights Switch On, and the creation of a new circus school, Circus Elders, for people aged 55+ to learn new tricks and perform together at major events such as Rotherham Show.
2.5		Deliver £250k investment works in Herringthorpe Stadium, including completion of flood lighting, refurbishment of internal and external pavilion.	March 2022	Complete	Internal building refurbishments, track repairs, new floodlights, hammer cage are complete. The PA system and replacement aluminium doors have been installed.
2.6		Meet national contact tracing weekly target of 89% contacts completed successfully.	March 2022	Complete	Since taking on Local Contact Tracing in March 2021, overall engagement rate was 92.3% and local completion rate for contacting positive cases and completing the national survey was 85.2%. Rotherham had the third highest completion rate in the region across 15 councils in Yorkshire and Humber.

Return to contents

2.7		Regular and timely review of all clusters of cases in complex settings (care, schools and workplaces) for requirements to hold an Incident Management Team meeting (IMT).	March 2022	Complete	Throughout May regular Incident Review Meetings have continued, primarily for care settings. From the end of June reporting processes reverted to those pre-Covid-19 for all health protection issues, infectious control measures and Covid-19. All settings will report directly to UKHSA.
2.8		Targeted engagement with communities to promote vaccination take up and dispel myths and fake news.	June 2022	Complete	Bespoke promotional messages for the spring Booster, Young People and Booster vaccination dosages were promoted during May, and targeted work has been delivered to those settings most at risk. The primary focus now is to promote Living Safely with Covid-19 and comms to encourage vaccination take up.
2.9	People feel empowered, safe and live independently for as long as possible.	Develop new day opportunities for people with learning disabilities, autism and complex needs: Complete 'day opportunities' consultation regarding REACH services. Commence building works to improve day facilities.	 May 2022 March 2023	On track	On 31 January the Council launched a major consultation as part of its plan to build a new in-house day service for people with learning disabilities. Consultation ended on the 30 April 2022 and a report is due to Cabinet in October 2022. Building works will commence later in 2022/23 subject to approval of the outcome of the consultation report to Cabinet in October 2022.

Return to contents

2.10		Develop and deliver a programme of consultation and engagement on the future supported accommodation offer for those with learning disabilities and autism.	January 2022 – October 2022	On track	A review of the supported accommodation offer being conducted for those with learning disabilities and autism. The engagement and consultation programme for this review is currently in the design stage with project workers carrying out audience development work. By October 2022 the programme will be drafted and presented to Cabinet for approval in November 2022, prior to implementation.
2.11		Deliver and launch the new Carers Strategy.	June 2022	Complete	The strategic framework has been drafted and was signed off by the Health and Wellbeing Board in January 2022, and will be updated a live document on an ongoing basis. (See case study below)
2.12		Recommission domestic abuse services.	October 2022	On track	The contract award is due to be finalised and announced imminently following a successful re-commissioning process. The new service will commence from 1 October 2022 and therefore be reported as complete in the next update.
2.13	People can access affordable, decent housing	Refresh the Housing Strategy.	May 2022	Complete	The Housing Strategy was approved by Cabinet on 11 July. The Strategy was produced in consultation with tenants, residents, Members, officers and other key stakeholders and this is a key document which will set out the priorities and vision for housing over the next three years.

Return to contents

2.14		Deliver the Council's Housing Growth Programme, including: • Town Centre housing programme • Chesterhill Avenue and Whinney Hill • Delivery of Council bungalows on sites in Treeton and Ravenfield	 February 2020 -October 2022 First homes by March 2022, completion by 2023 March 2021 – April 2022	Known delays	One programme is complete, one is on track and one has known delays. The first 31 homes out of 171 homes across three sites in the Town Centre have been completed, however the development is now experiencing some delays due to the nationwide shortage of the specified fire cavity barrier materials and general labour shortages across a range of trades. The programme is now estimated to complete at the end of 2022 or early 2023. 237 homes are being built on these two formerly owned council sites in Dalton and Thrybergh with the majority being for affordable rent, including bungalows, family homes and single person homes, alongside homes for private rent and shared ownership. The Council has now completed 14 new bungalows for council rent on land in Treeton and Ravenfield, in partnership with Rotherham-based O&P Construction. The new properties offer a range of bedroom options and have been designed in consideration of the needs of those with disabilities and/or in need of carer support.
2.15	Inequalities are addressed and nobody is left behind	Commission new services to prevent financial exploitation.	March 2023	On track	Using learning from other police authority areas to introduce a new support service to prevent the abuse of vulnerable people in relation to scams, frauds and doorstep crime. Proposals to develop a Financial Exploitation service offer agreed by Adult Social Care, Housing and Public Health Directorate Leadership Team on 21 June 2022. A Cabinet report will be submitted in December 2022 for approval to commission the new service by March 2023.

Return to contents

2.16		Complete a review of Rother Card.	June 2022	Known delays	Review progressing. Paper to be presented to Cabinet before 2023.
2.17		Develop three social supermarkets and other measures as part of a preventative approach to help people avoid food crisis.	December 2022	On track	Work is underway supporting a range of provision with newly formed social supermarkets and discussions ongoing with community organisations who may develop a social supermarket model. There are currently four social supermarkets operating in Rotherham. A new grants scheme to support new social supermarket development and set up is being prepared.
2.18		Reduce the number of homeless people housed in temporary accommodation.	April 2022 onwards	On track	At the end of Quarter 1 of 2022/23, the figure of households in temporary accommodation had reduced from 202 at the end of 2021/22 to 165, consisting of 63 households in hotels (10 of which were families) and 102 in Council or other arranged temporary accommodation. Since this time figures have continued to improve and, as of 22 July, had reduced to 142 households overall, with 39 of these within hotels none of which are now families. The Council is continuing to support all households in hotels and temporary accommodation to move on to suitable settled accommodation as swiftly as possible, and the situation continues to be monitored on a weekly basis.

Return to contents

2.19		Provide food vouchers to children eligible for free school meals for school holidays through to Easter 2022.	To April 2022	Complete	The provision of food vouchers for those children eligible rolled out for school holidays through to Easter 2022.
2.20		Provide up to £100 reduction in Council Tax liability for working age households eligible for Local Council Tax Support during 2021/22.	March 2022	Complete	Through LCTS 2021/22, £1,447,200.99 in Council Tax hardship grants have been paid out to 16,730 applicants, with 8,135 accounts reduced to nil. In respect of the 2022/23 hardship award, £1,387,546.76 has been awarded through the 2022/23 hardship scheme on 14,567 accounts. Of these 10,403 will have had a nil balance and 4,164 got the full £112.65 so will have a liability for this year. The scheme will run all year picking up new applicants.

Return to contents

People are Safe, Healthy and Live Well

Outcomes

- People have good mental health and physical wellbeing
- People feel empowered, safe and live independently for as long as possible
- People can access affordable, decent housing
- Inequalities are addressed and nobody is left behind

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23 QTR 1 (Apr-Jun)	2022/23 TARGET	Direction of travel	Progress against target	Notes
PE01	Number of people attending the Make Every Contact Count (MECC) training relating to health and wellbeing issues	ACHPH - Public Health	Ben Anderson	High	Q	152	36	150	♦	✔	152 people attended the MECC training for 2021/22. Any member of RMBC workforce is able to attend in addition to partners and businesses that engage with the 'bewell@work' scheme. 36 people attended training in Q1 2022/23, against an annual target of 150. DoT currently not available as awaiting quarterly data for 2021/22.
PE02	The proportion of adults involved in a safeguarding enquiry who felt their personal outcomes were at least partially met	ACHPH - Adult Care	Lauren Rochat	High	Q	97.0%	97.0%	97%	➔	✔	Q1 same level of 'met' as at 2021-22 year end. 96.6% in 20/21 benchmark Yorks & Humber Regional average used for context as performance greater than national average benchmark of 94.8% and closer to target set, thus most appropriate grouping.
PE03	Proportion of new clients who receive short term (reablement) service in year with an outcome of no further requests made for support	ACHPH - Adult Care	Lauren Rochat	High	Q	93.0%	89.5%	90%	➔	●	Q1 score is just below target by 0.5%, this is viewed still as good performance as it is reflecting change in cohort and current support initiatives to assist TRFT with bed flow at times of pressure. Also if sustained or reduced further would be moving in long term realignment with national benchmarking. 74.9% in 20/21 benchmark National average used for context as reflects a upper range.
PE04	Manage the number of new older adult admissions to long term residential care (aged 65+)	ACHPH - Adult Care	Lauren Rochat	Neither High/Low	Q	323	101	No target	♦	ⓘ	Q1 has seen rise in admissions since revised year end position of 323, with 101 admissions in Q1. A number of factors are impacting including supporting bed flow at TRFT by taking discharges who may need residential support as not yet able to be independent at home in the community. Actions to mitigate are in place and SMT have rated RED in latest June performance report. 288 in 20/21 benchmark Regional average is used for context as reflects a national upper range.
PE05	Proportion of council housing repairs completed 'Right 1st time'	ACHPH - Housing	Paul Walsh	High	Q	90.9%	91.9%	97%	➔	✖	Currently off target. Year-end performance for 2021/22 was 90.9%. DoT is downwards based on quarterly data and comparison to Q4 which was 92.79%.
PE06	Number of new homes delivered with Council support, including affordable homes	ACHPH - Housing	Paul Walsh	High	Q	180	52	225	➔	●	52 completions in Q1: 7 in April, 27 in May and 18 in June. Council sites in the Town Centre, enabled sites at Whinney Hill / Chesterhill Avenue are on track and will provide the majority of completions to meet the above target throughout 2022-23. Other council acquisitions are on track to be completed throughout the year. DoT based on comparison to Q4 which was 46.

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23 QTR 1 (Apr-Jun)	2022/23 TARGET	Direction of travel	Progress against target	Notes
PE07	Proportion of council housing stock that meets the "Decent Homes" standard	ACHPH - Housing	Paul Walsh	High	Q	99.9%	100.0%	100%	↑	✔	The percentage of non-decent properties as of 1st April 2022 was 0.02%; based on 5 properties failing decency from a stock figure of 20,040. Although performance has been rounded to 100% as at 14th July 2022, 4 of the properties had been made decent. With 1 property is still classed as non decent but we anticipate that we will achieve 0% non-decent by the financial year end. DoT based on comparison to Q4 99.99%
PE08	Proportion of households prevented or relieved from homelessness	ACHPH - Housing	Paul Walsh	High	Q	63.3%	51.0%	85%	↓	✕	Of the 422 homelessness cases in Quarter 1: 214 cases prevented or relieved from becoming homeless. DoT based on comparison to Q4 of 63.3%. Cases not prevented are due to various reasons, including: loss of contact, case withdrawn at customers' request, refusal of suitable accommodation offer, customer making own arrangements or being placed in temporary accommodation. Work is taking place to improve performance by strengthening case management processes and the roles within the homelessness service have been refocused on early intervention and prevention. Homelessness outreach advice services continue to be delivered by Shiloh and work is also taking place to increase awareness and improve information to support those at risk of homelessness.
PE09	Number of households in temporary accommodation	ACHPH - Housing	Paul Walsh	Low	Q	105	102	95	↑	●	The Year Ahead plan outlines the ambition to reduce the numbers in temporary accommodation to 95 households. As at end of Q1 this had reduced from 106 to 102. In addition and separate to this figure, there are a number of households within hotel accommodation who we will be working to move into more suitable housing options. At the end of 2021/22, there were 202 households in temporary accommodation. This consisted of 96 in hotels (of which 16 were family households) and 106 in Council or other arranged temporary accommodation. At the end of Q1 2022/23 this figure had reduced to 165, consisting of 63 households in hotels (10 of which were families) and 102 in Council (88) or other arranged temporary accommodation (14). The Council is continuing to support households in hotels and temporary accommodation to move on to suitable settled accommodation as swiftly as possible. The situation continues to be monitored on a weekly basis. DoT based on comarison to Q4.
PE10	Total number of referrals to domestic abuse support services	RE - Comm. Safety & Street Scene	Sam Barstow	Neither High/Low	Q	5,395	1,168	No target	♦	ⓘ	Rotherham Rise and Operation Encompass saw the highest number of referrals per DA service with 464 and 475 respectively for the Quarter.
PE11	Engagement rate with Domestic Abuse support services	RE - Comm. Safety & Street Scene	Sam Barstow	High	Q	47.0%	47.0%	60%	→	✕	This measure is the % of clients of DA services who accept support from that agency. Of the 2 Services measured, IDVA achieved an engagement of 60% and Rotherham Rise 34%, giving an average of 47%. DoT based on comparison to Q4.
PE12	Average number of days taken to process new claims for Housing Benefits and Council Tax Support	FCS - Finance	Rob Mahon	Low	Q	22.3	25.9	24	↓	●	Performance is currently below target due to capacity and delays in obtaining data, however it is anticipated that annual target will be achieved. DoT based on comparison to Q1 2021-22. Performance is based on annual average to date.

CASE STUDY

Carers Week: 6-12 June 2022 - Make Caring Visible, Valued and Supported

Carers Week is a national, annual campaign, supported by organisations including Carers Trust and Carers UK, during which events and activities are held to raise awareness of the challenges faced by unpaid carers and recognise the contribution that unpaid carers make to society. It provides an opportunity to help any carers who don't think of themselves as having caring responsibilities to access support and highlights the services and support that are available to carers from statutory, voluntary, and community organisations and carers groups in Rotherham. This year, Carers Week was scheduled for 6 – 12 June 2022.



Unpaid carers are the backbone of the care system, which would not be able to function without their contribution. Caring for a loved one can be a positive and rewarding experience, but carers need support to continue their vital role.

Devoting significant time to unpaid care can not only lead to a downturn in carers' health, but it can also make it difficult for them to maintain social relationships and to keep working or learning, which can affect their financial security. More people are caring for a loved one than ever before, and councils remain committed to helping carers.

This year, the theme of Carers Week was Make Caring Visible, Valued and Supported.

During the 2022 Carers Week, the Council organised an event, in partnership with Crossroads Care Rotherham, to offer information, support and advice to Rotherham's unpaid carers. The event was advertised throughout the borough via social media, although its town centre location meant that it was highly visible on the day.

The following organisations took part in this event:

- Rotherham Metropolitan Borough Council Assistive Technology
- Rotherham Metropolitan Borough Council Reablement and Sensory Service
- Crossroads Care Rotherham
- Rotherham Carers Forum
- Rotherham Barnardo's Young Carers
- Rotherham Sight & Sound.

Return to contents

The event took place on 7 June 2022, from 10am to 3pm, in an outside stall next to Crossroads Care, The Corner, in All Saints Square, Rotherham; information leaflets from the above agencies were on display, and staff were available to answer any questions or queries. For those who wished to make a one-to-one appointment with a member of staff, the Crossroads Care training room was made available throughout the day, and there was also the opportunity for carers to arrange telephone appointments for a later date.

Between all of the partners, over one hundred contacts with unpaid carers were recorded: twenty-one carers were seen by Crossroads Care, most of whom later received follow up calls that provided advice, information, and signposting to other services; and fourteen carers were provided with one-to-one support at The Corner by other organisations, including information about the Carers UK grant, carers assessments, and carers support groups in Rotherham. This shows that a large number of carers were able to obtain accurate advice and information and / or were signposted to other organisations on the day. The individual organisations gave their own direct contact details to carers, to allow them to make contact at their own pace

The event coincided with the Queen's platinum jubilee celebration, and both the Mayor of Rotherham and the Cabinet Member for Adult Care and Integration were in attendance to speak with carers. Takings at Crossroads Care's The Corner were £324.65, which easily exceeded their target of £200, and all of the money raised will be reinvested back into the service to support carers in Rotherham.

There are plans for similar events to be held for Carers Rights Day, on 25 November 2022.



Return to contents

6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

We want Rotherham to be a great place to grow up, where all children and young people are safe, valued, able to enjoy their lives and achieve their aspirations.

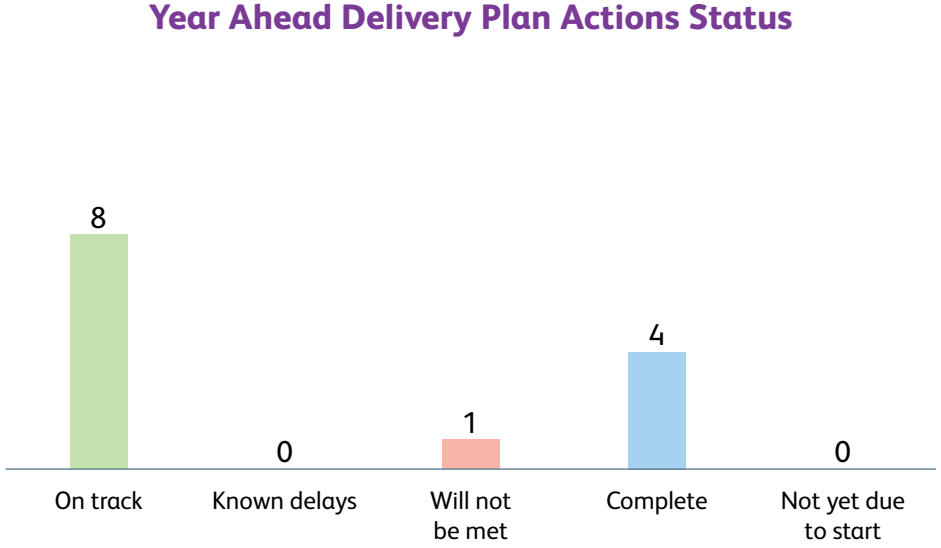
Outcomes – our ambition	How we will get there
• Children get the best start in life • Children and young people safe from harm • Young people feel empowered to succeed and achieve their aspirations • Children and young people have fun things to do and safe places to go.	• Further develop our partnership approach to ensuring that all children and young people get the best possible start in life and are ready to attend school and learn • Continue with the development of residential homes for our looked after children and work with local providers in residential and foster care to access the best local placements • The Council will work to improve our YOT inspection judgement through the delivery of our improvement plan • With our partners, we will address the variability of Education, Health and Care Plans and the quality of provision for children and young people • Collaborate with partners to embed a multi-agency Family Hub Approach for our children, families, and communities • Ensure that they Early Help workforce are equipped with the right, most up to date knowledge and tools to effect outstanding outcomes for children and families • Work with young people that are disengaged to reconnect them to training, further education and employment • Focus on raising the achievement of KS1 and two pupils in reading through the reading fluency project and will support pupils who are currently below the expected standard in reading and/or who may have difficulty accessing reading required in the wider curriculum • Work in collaboration with schools to narrow the persistent attainment gap between disadvantaged and non-disadvantaged pupils and raise the attainment of disadvantaged pupils • Deliver on our commitment to become the first Children's Capital of Culture holding a year-long festival in 2025.

6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

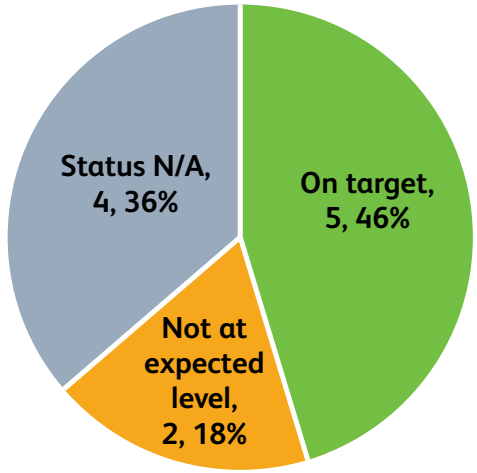
HEADLINES – EVIDENCING OUR PROGRESS

To provide evidence of delivery of the outcomes and commitments within this theme, there are 11 headline performance measures and 13 priority actions/ milestones contained within the Year Ahead Plan Delivery Plan. The diagrams below provide an overview of performance and progress.

YEAR AHEAD ACTIONS AND MILESTONES



PERFORMANCE MEASURES



6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

HIGHLIGHTS - ACHIEVEMENTS AND CHALLENGES

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Achievements

Year Ahead Delivery Plan activities



Rotherham inclusion Pathway, a school-led, multi-agency approach to supporting young people at risk of exclusion, has been fully implemented (see case study page 67).

Performance measures



Rate of children with a child protection plan reduced slightly to 82.2 (472 CPPs) at the end of Q1 when compared to 82.7 (475 CPP) at the end of March 22 *(lower is better)*.



Looked After Children (LAC) cohort continued to reduce with 536 LAC (93.3 rate per 10k population 0-17) at end of Q1, compared to 562 at end of Q4 2021/22 *(lower is better)*.



17.6% of social care re-referrals in 12 months, against a year-end target of 22% *(lower is better)*.



85.6% of two-year olds taking up an early education place, against annual target of 80% *(higher is better)*. Take-up during summer term currently at 87.4% *(awaiting final data)*.

Challenges

Year Ahead Delivery Plan activities



Early Help Strategy refresh delayed by more than three months, due to challenges in obtaining relevant data. Draft Strategy produced in line with revised timeline. To be launched this month (September 2022). Announcement of government's family hubs informed draft strategy.

6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

NARRATIVE – THE BIGGER PICTURE

In the theme every child able to fulfil their potential, activities focus on the ambition for Rotherham to be a great place to grow up, where all children and young people are safe, valued, able to enjoy their lives and achieve their aspirations. A summary of progress is set out below.

The Council is encouraging uptake of Early Years education as well as developing a new framework to ensure children get the best start in life. Targeted activity has led to an increase of 2-year-olds in Early Years education, from 75.5% in spring 2021 to 85.6% in spring 2022, take-up during this summer term is currently at 87.4%. This is the highest recorded summer term take-up level – the average for previous summer terms being 79%. A 'Best Start and Beyond' framework is being developed to enable key health and other services for children to work more cohesively together and a new steering group is now in place, with the framework to go to Health and Wellbeing Board for approval this month (September 2022).

The Early Help Strategy is being refreshed and a mental health service for children and young people is live to ensure children and young people are safe from harm. While there has been a delay to the development of the Early Help Strategy, feedback from a multi-agency steering group and consultation with 83 partnerships, as well as the government's Family Hub scheme is influencing the refresh. The online mental health service Kooth has been available to all children and young people aged 11-25 in Rotherham since last November. The response to the service has been positive and, between April to June 2022, 744 young people logged in to access support 4,361 times.

Programmes with schools and employers are underway to ensure young people feel empowered to succeed and achieve their aspirations. Work with schools to support the implementation of the Rotherham Inclusion Pathway Primary is now complete, with specialist panels set up and the extension of the social, emotional, mental health offer agreed. See case study page 67. The 'Team Around the School' project has been evaluated to measure the impact on the 421 pupils and schools who have received targeted mental health support and an impact report, including case studies from schools and wellbeing surveys, submitted to OHID. The Year of Reading programme is being delivered with universal training on early reading offered to all schools, including training for Governors on the importance of early reading and fully funded reading fluency intervention for KS2. Take-up from secondary schools has been particularly positive and projects will continue in the autumn term. The Disadvantaged Pupils Making the Difference project will continue with 10 targeted schools. In autumn 2022 a group of Rotherham leaders will be working on the development of a disadvantaged toolkit which will be launched in spring 2023.

A programme to match schools and colleges to an adviser from a local business to provide good quality careers education information, advice and guidance is underway and the 75% target having been achieved. 31 SME's are now actively engaged through the Business Education Alliance and recruitment is ongoing. The programme is moving from virtual to face-to-face delivery of "Dragons Den" style workshops which allow students to interrogate local employers and business representatives about their industry and career.

Programmes of activities as well as new equipment are underway to ensure children and young people have fun things to do and safe places to go. 17 voluntary and community sector providers have been commissioned to offer universal youth work sessions during 2022-23. This will establish a universal youth offer of 'places to go & things to do' for young people. Some providers have begun delivering and there will be a significant increase in delivery in the new academic year. A new youth offer website will be tested at Rotherham

6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

Show and launched in November 2022. The programme to deliver the £100k Play Equipment replacement programme has started with the first phase of play improvements expected across nine play areas totalling £50,000 to date.

6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

YEAR AHEAD DELIVERY PLAN TRACKER

Every child able to fulfil their potential					
Ref	**Outcome**	**Activity**	**Timescales for delivery**	**Status**	**Rationale for status**
3.1	Children get the best start in life	Carry out targeted engagement with families to increase take up of early education.	March 2023	On track	Targeted activity positive in spring 2022 for Early Year education with 85.6% of 2-year-olds taking up an early education place. Activity has continued during the summer term, with take-up currently 87.4% (final data to be completed at the end of the school holiday as delivery continues during this period).
3.2		Work with Health and Wellbeing Board partners to develop a 'Best Start and Beyond' strategy.	April 2023	On track	A 'Best Start and Beyond' framework is being developed to enable key health and other services for children, (such as the 0-19s Public Health Nursing service), to work more cohesively together. An inaugural meeting of a new Steering Group for the framework took place in June and the framework is to be presented for approval at the Health and Wellbeing Board this month (September 2022).
3.3	Children and young people are safe from harm	Develop and launch the refreshed Early Help Strategy.	October 2021 – February 2022	Will not be met	Consultation with partners (83 organisations) completed. Draft Strategy produced in line with the revised timeline, informed by the announcement of the Government's Family Hubs and Youth Investment Fund on 07 August 2022. The draft will inform Improving Lives Select Commission workshop and will be launched this month (September 2022). Delays due to gathering of information which took longer than anticipated.

3.4		Implement KOOTH, the online mental health and wellbeing tool and monitor usage by young people.	November 2021 – October 2022	Complete	Kooth in Rotherham went live in November 2021. In Q1 (April to June 2022), 744 young people logged in to access support 4,361 times. Of 652 new registrations in Q1, 14% identified as BAME. The most common presenting issues were anxiety / stress, self-harm and friendships. Feedback by young people, families, GPs and schools has been positive. Funding sourced to maintain Kooth for at least an additional year and monthly monitoring will continue beyond October 2022.
3.5	Young people feel empowered to succeed and achieve their aspirations	Implement the Rotherham inclusion Pathway (a school-led, multi-agency approach to supporting young people at risk of exclusion).	October 2021 – July 2022	Complete	The Inclusion Pathway is fully implemented, with primary and secondary inclusion panels now in place and meeting regularly. A review of secondary outreach offer has been completed and commissioning of social, emotional, mental health offer agreed.
3.6		Evaluate the current 'team around the school' project to establish the impact on the sample schools and their pupils.	January 2022 – July 2022	Complete	Evaluation completed and formal final impact report submitted to the Office for Health Improvement and Disparities (OHID) on 22 July 2022. Schools involved in TAS shared case studies and wellbeing surveys to evidence the impact on both pupils and staff.
3.7		Implement the 'Year of Reading' programme and evaluate its success.	January 2022 – July 2023	On track	Delivery remains ongoing and universal training on early reading offered to all schools, with reading fluency project accessed by 29 schools and 225 pupils, and project focused on Y2 pupils to be repeated in spring 2023. Governors have received training on the importance of early reading Take up from secondary schools particularly positive.

Return to contents

6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

3.8		Deliver the Enterprise Adviser Network programme, ensuring 75% of schools and colleges are matched to an adviser from a local business and are demonstrating progress towards achieving the eight Gatsby benchmarks for good quality careers education information, advice and guidance.	March 2023	On track	Following resignation of postholders recruitment has been completed and all advisor roles are now in post. Project remains on target. All schools and colleges engaged, work underway over summer break to identify and recruit for Enterprise Adviser vacancies.
3.9		Deliver the Business Education Alliance programme, with 33 SMEs engaging with schools and colleges to help raise aspirations through meaningful employer encounters.	December 2023	On track	Project remains on track. 31 SMEs are actively engaging, and recruitment is ongoing. The programme is moving from virtual to face-to-face delivery of workshops, which allow students to interrogate local employers and business representatives about their industry and career.
3.10		Maximise Kickstart placements to provide employment opportunities for local, unemployed, young people'.	September 2022	On track	Recruitment of Kickstart placements has now come to a close in line with the Government scheme. As of 31 March, the Council had provided 63 young people with a placement. Placements will be ongoing until this month (September 2022). Whilst with the Council, those on placement receive support in relation to personal development and employability, including applying for internal and external vacancies.

6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

3.11	Children and young people have fun things to do and safe places to go	Work with children and young people across the borough to co-design the Children's Capital of Culture 2025 programme.	August 2021 – May 2022	Complete	Children's Capital of Culture launched in February 2022 with a high-profile festival and a new exhibition and a wide range of activities, all of which were designed and delivered in partnership with young people. The programme will continue to work with children and young people to co-design the next phase of development.
3.12		Agree a new universal Youth offer including the contributions of both the Council and voluntary sector partners.	January 2023	On track	Commissioning has taken place for 17 voluntary and community sector providers to offer universal youth work sessions during 2022/2023. Some providers have begun delivering and there will be a significant increase in delivery in the new academic year. A new youth offer website is to be tested at Rotherham Show and launched in November 2022.
3.13		Complete delivery of the £100k Play Equipment replacement programme.	March 2023	On track	This programme has started with the first phase of play improvements expected across nine play areas totalling £50,000 to date.

Every Child able to fulfil their potential

Outcomes

- Children get the best start in life
- Children and young people safe from harm
- Young people feel empowered to succeed and achieve their aspirations
- Children and young people have fun things to do and safe places to go

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23		Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	TARGET			
CH01	Percentage of eligible children accessing their 2-2.5yr health visitor checks	ACHPH - Public Health	Ben Anderson	High	Q	92.0%	94.0%	93%	↑	✔	92% of eligible children accessed their 2-2.5yr health visitor checks in Q1-Q4, 2021/22. Despite currently being on target, this is a challenge as above contractual requirements. Benchmarking data is not as up-to-date and is only available if the Local Authority data passes Stage 1 validation. All benchmarking data are aggregate values. Q1-Q3 value for England is 74% but Q4 is yet to undergo validation. Benchmarking data, National data, show an annual value of 71.5% (note data for the annual value is 2020-2021 due to data availability) DoT Compared to Q4 2021/22, which was 92%.
CH02	Number of Children in Need (rate per 10K population 0-17 as per DfE population)	CYP - Social Care	Monica Green	Low	Q	380.5	375.8	376	↑	●	The child in need (CiN) population continues to remain stable showing a slight decrease from 380.5 at 2021/22 yearend (978 CiN) to 375.8 at the end of Q1 (962 CiN). Progress has been made towards the target (375.5 - lower is better) in Q1 and there is confidence that the target will be achieved by year-end. Positively, performance is currently below the latest statistical neighbour average (418.5), but not quite meeting the national average (321.1).
CH03	The number of children with a Child Protection plan (rate per 10K population 0-17)	CYP - Social Care	Monica Green	Low	Q	82.7	82.2	85	↑	✔	The rate of children with a child protection plan reduced slightly to 82.2 (472 CPP) at the end of Q1 when compared to 82.7 (475 CPP) at the end of March 22 (2021/22 Outturn). This measure has met the 85.0 target set (lower is better) in Q1 but it is some way off meeting the latest national (41.4) and stat neighbour (58.3) averages.
CH04	The number of Looked After Children (rate per 10k population 0-17)	CYP - Social Care	Monica Green	Low	Q	97.8	93.3	95	↑	✔	The looked after children (LAC) cohort has continued to reduce in 2022/23 with 536 LAC at the end of Q1 compared to 562 at the end of Q4 2021/22. This in turn has reduced the rate of LAC per 10,000 population aged 0yrs to 17yrs to 93.3 at the end of Q1 and performance is now meeting the 95.2 (lower is better) target set and is below the latest statistical neighbour average (98.2), but isn't meeting the national average (67.0).
CH05	Open Early Help cases at the end of the reporting period (number of children)	CYP - Early Help	David McWilliams	Neither High/Low	Q	2889	2951	No target	♦	ⓘ	There were 2951 children (1329 families) open to the service at the end of Q1. Q4 of 2021/22 had 2899 children (1321 families) showing an increase of 52 children (8 families) in the quarter. 507 families were closed to the Service during this period.

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23		Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	TARGET			
CH06	Proportion of social care re-referrals in 12 months - in current month	CYP - Social Care	Monica Green	Low	Q	18.3%	17.6%	22%	↑	✔	17.6% of referrals in Q1 were re-referrals within 12 months. This is an increase from 14.0% during Q4 2021/22, but a decrease on the 2021/22 outturn of 18.3%. Performance remains below the 22.0% target set (lower is better), however the service will need to continue to focus on this area to ensure the percentage doesn't continue to rise.
CH07	Number of children and young people who are currently assessed as having a medium to high risk of CSE (CSE cohort)	CYP - Social Care	Monica Green	Neither High/Low	Q	41	40	No target	♦	ⓘ	There were 40 children and young people assessed as having a medium to high risk of Child Sexual Exploitation (CSE) at the end of Q1. Q4 2021/22 had 41 children which shows a reduction of 1 child in the quarter.
CH08	Proportion of two-year olds taking up an early education place	CYP - Education & Inclusion	Nathan Heath	High	Q	Not Available	85.6%	80%	↑	✔	This is an academic year measure which is reported quarterly, and in Q1 we have reported the proportion of two-year-olds taking up an early education place as at the end of term two 2021/22 which was 85.6%. This is an improvement on term one when take up was 76.9%. Term three and 2021/22 academic year end performance will be available to report at the end of Q2.
CH09	Proportion of pupils passing the phonics screening check in year 1	CYP - Education & Inclusion	Nathan Heath	High	A	75% (provisional)	Not Available	Above Stat Neighbour Ave	♦	△	This is an academic year measure, and the 2021/22 performance provided, including benchmarking data is provisional only; final validated performance will be available in September/October 2022.
CH10	Number of children with Education, Health and Care Plan	CYP - Education & Inclusion	Nathan Heath	Neither High/Low	Q	2640	2685	No target	♦	ⓘ	There were 2685 children with an Education, Health and Care Plan (EHCP) at the end of Q1. Quarter four 2021/22 had 2640 children which shows an increase of 45 children in the quarter.
CH11	Number of additional universal youth work sessions delivered	CYP - Early Help	David McWilliams	High	Q	339	92	800	♦	●	During Q1, commissioning has taken place for 17 VCS providers to offer universal youth work sessions during 2022/2023. Some providers have already begun delivering, however there will be a significant increase in delivery in the new academic year which will ensure that the target is met and potentially exceeded by the end of March 2023. *The target of 800 sessions is based on delivery over 35 weeks to the end of March 2023.

CASE STUDY

Inclusion Pathway Journey

In December 2020, the Council started its journey to strengthen inclusion across Rotherham and implement a new system to reduce school exclusions both in alternative provision and mainstream schools.

Throughout the academic year 2021 – 2022, the Council worked with colleagues, headteachers and school leaders to develop the inclusion pathway. Monthly Inclusion Panel meetings began in September 2021, with separate meetings for primary and secondary. Inclusion Panels are chaired and co-ordinated by the strategic lead for Inclusion from the Council and has commitment from partners including specialist inclusion, educational psychologists, Early Help, CAMHS (Child and Adolescent Mental Health Service), Rotherham Parent Carer Forum, Guiding Voices (a group of young people with SEND) and With Me In Mind (a group of professionals who support pupils in selected schools on a 1:1 basis).

Regular reviews of the panels and pathway with school leaders and RMBC colleagues have ensured the continued emphasis on clear parameters for the use of alternative provision, moving from long term placement to shorter intervention-based approach.

An addition for spring term 2022, was the ability to present and support permanently excluded pupils at Inclusion Panels in order to agree a mainstream education placement, if appropriate.

As part of the pathway, support for pupils' social, emotional and mental health has been developed to enable pupils to remain in mainstream settings long term and reduce exclusions. Response has also been strengthened with a primary outreach offer and the new provision of secondary outreach which will be operational from this month (September 2022). This includes a single point of referral and a training offer for schools, with regular review in place to ensure the provision is meeting the evolving needs of social, emotional and mental health (SEMH) pupils.

Through learning from other projects, the Specialist Inclusion Team has been able to offer small scale individual, time limited direct support for pupils through recommendation at Inclusion Panels and this has supported pupils' social, emotional and mental health as well as providing effective assessments to support school professionals along the graduated response pathway, this could also provide evidence for any future Education, Health and Care Plan (EHCP) assessment requests.

Extensive work has taken place to work with schools to map, and quality assure alternative provision providers across the borough.

During 2021-22 the 50 pupils were referred to the Primary Inclusion Panel and 35 pupils referred to the Secondary Inclusion Panel. This has resulted in:

- 92% increase in attendance primary schools and 60% at secondary schools
- 97% reduction in suspensions at primary schools and 74% at secondary schools
- 22% primary and 11% secondary referrals to CAMHS
- 14% primary and 11% secondary recommendations for a EHCP.

The first Rotherham inclusion event took place on 1 July 2022 to celebrate the years' achievements and share learning and the events will take place annually. Those presenting included DfE representative, Wingfield Behaviour Hub, Elements SEMH Academy, Rotherham Aspire Outreach, headteacher and wellbeing national providers.

Following its success, further plans are developing to support pupils' mental health and well-being, increase attendance and engagement and reduce suspensions and permanent exclusion.

Return to contents

6.4 THEME 4 – EXPANDING ECONOMIC OPPORTUNITY

We want Rotherham to be a great place to grow up, where all children and young people are safe, valued, able to enjoy their lives and achieve their aspirations.

Outcomes – our ambition	How we will get there
• A growing economy that provides decent jobs and chances to progress • Delivering regeneration schemes that bring investment and opportunity, both in Rotherham town centre and in our towns and villages • Working with partners and suppliers to create more local jobs, paid at the Real Living Wage or above, and apprenticeships • People having opportunities to learn, develop skills and fulfil their potential • Strengthening digital infrastructure and skills which enable access for all.	• Support people to improve their skills and secure decent work through a range of schemes and initiatives • Provide a package of support and advice that enables businesses to start up and thrive, including targeted support to those most affected by the pandemic • Deliver improvements and opportunities for local communities through major regeneration programmes • Create a vibrant town centre, accessible to everyone, through a range of complementary schemes and major projects, including the flagship leisure development at Forge Island • Secure further commitments through our social value policy and work with partners to maximise the impact of our collective spending power • Connect people to economic opportunities through a range of transport schemes and improvements that also offer more environmentally friendly travel options.

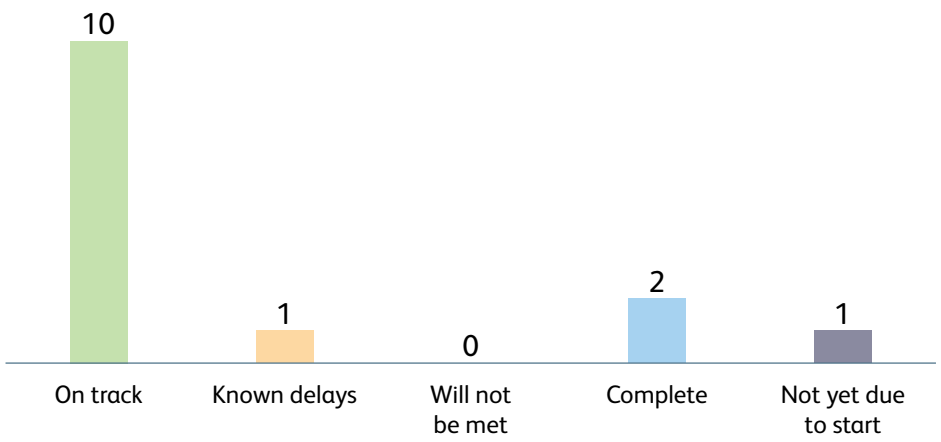
6.4 THEME 4 – EXPANDING ECONOMIC OPPORTUNITY

HEADLINES – EVIDENCING OUR PROGRESS

To provide evidence of delivery of the outcomes and commitments within this theme, there are nine headline performance measures and 14 priority actions/ milestones contained within the Year Ahead Plan Delivery Plan. The diagrams below provide an overview of performance and progress.

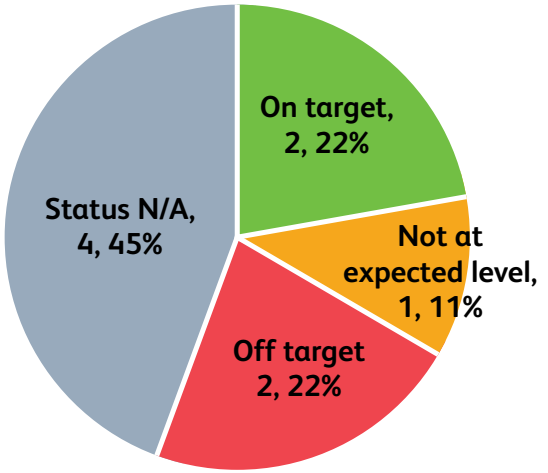
YEAR AHEAD ACTIONS AND MILESTONES

Year Ahead Delivery Plan Actions Status



PERFORMANCE MEASURES

Performance Measures Status



Return to contents

6.4 THEME 4 – EXPANDING ECONOMIC OPPORTUNITY

HIGHLIGHTS – ACHIEVEMENTS AND CHALLENGES

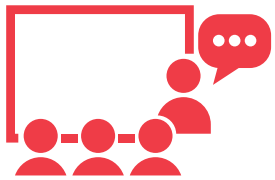
This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Achievements

Year Ahead Delivery Plan activities



145 sessions taken place across 13 libraries supporting job seekers and those looking to undertake further training.



26 people signed up to Advance project in June and July 2022. Project offers support to people in work to help them progress and enhance career prospects.



Five Town Deal business cases submitted to government to carry out ambitious regeneration projects.



Local labour agreements applied to the developments at Wentworth Woodhouse, Eastwood trading estate, Bessemer Way (Templeborough) and Rotherham Road (Dinnington) to increase chances for people accessing local jobs.

Performance measures



23 new businesses started with help from the Council, against a year-end target of 60 *(higher is better)*.



157 actions taken to provide advice and support to local businesses to help them recover and grow, against a year-end target of 300 *(higher is better)*.

Challenges

Performance measures



0.4% of new starter apprenticeships created as a percentage of the Council's workforce, against a target of 1.5% *(higher is better)*.

6.4 THEME 4 – EXPANDING ECONOMIC OPPORTUNITY

NARRATIVE – THE BIGGER PICTURE

This theme is working towards the vision of a fair and prosperous economy that provides chances for everyone to get a good job, or start and grow a business, and plan confidently for the future. It includes initiatives with partner organisations and employers to develop skills and enable people to realise their ambitions, tailored support for those who are disadvantaged in the jobs market, the delivery of regeneration throughout Rotherham, and maximising value from the money that is spent to create opportunities, raise living standards, and benefit local communities.

On regeneration schemes, four Town Deal business cases (Corporation Street phase 1, 3-7 Corporation Street, Templeborough and Riverside residential) were submitted to government in June 2022 to carry out ambitious regeneration projects. Two further business cases were submitted in August 2022 (Guest & Chrimes and Mainline Station). An extension has been agreed by government for the Eastwood bridge business case to be subitted in September 2022. The detailed design of the flagship leisure development at Forge Island - comprising a cinema, hotel, and restaurants – is on track and expected this month (September 2022), allowing construction to begin. A planning application for the market and library project was submitted in June 2022 for consideration and the appointment of contractor is on track for October 2022.

A range of initiatives are supporting residents to gain skills and progress their careers. For those already in work but looking to progress, the Advance project has recruited its team and started to sign up organisations and individuals to work with. The target of signing up 20 participants per month was exceeded in June (26) and July (26) 2022. Since November 2020, delivery of the European Social Fund (ESF) 'Pathways to Success' and 'Pathways to Ambition' part funded employment support programme has led to 924 unemployed and economically active residents being supported to access training and work. Of these 313 have secured employment and 143 have gained accredited training or education.

Further support for job seekers is available in local libraries. Thirteen libraries across Rotherham are working with eight partner organisations to help and advise people who want to undertake training and find work and 145 sessions have taken place.

Work is underway to increase new starter apprenticeships at the Council. This includes assessing recruitment to critical roles and defining career pathways for the posts which are most difficult to fill. Current performance indicates that the proportion of new starter apprenticeships created as a percentage of the Council's workforce is below target (0.4% at the end of Quarter 1, against a year-end target of 1.5%).

Elsewhere on this theme, local labour agreements are being applied to large scale developments, using the conditions attached to relevant planning permissions and increasing the chances for local people to access jobs. Clauses have so far been applied to the developments at Wentworth Woodhouse, Eastwood trading estate, Bessemer Way (Templeborough) and Rotherham Road (Dinnington). This is part of the Council's ongoing social value work, which aims to maximise benefits to local people and communities from the money it spends.

Finally, following consultation, work is underway to develop a digital inclusion strategy and a report was shared with stakeholders in July 2022.

YEAR AHEAD DELIVERY PLAN TRACKER

Expanding economic opportunity					
Ref	**Outcome**	**Activity**	**Timescales for delivery**	**Status**	**Rationale for status**
4.1	A growing economy that provides decent jobs and chances to progress.	Delivery of new Century business centre at Manvers.	January 2022 – July 2023	On track	Work underway on site. Contractor programmed to complete construction and hand over site in March 2023.
4.2		Deliver 'Reload Programme' of sector support for culture and creative industries, including providing 20 microgrants for event organisers and 21 new commissions.	October 2021 – March 2022	Complete	Programme complete with a total of £285,000 awarded to arts and cultural organisations through grants and new commissions. See case study on page 79.
4.3	Delivering regeneration schemes that bring investment and opportunity, both in Rotherham town centre and in our towns and villages.	Secure planning approval, complete detailed design and appoint contractor for the construction of the market and library project as part of Future High Streets Fund.	February 2022 (Planning Board) – October 2022	On track	Submitted for planning in June with anticipated Planning Board this month (September 2022). Appointment of contractor still on track for October 2022

Return to contents

6.4 THEME 4 – EXPANDING ECONOMIC OPPORTUNITY

4.4		Develop business cases for the six Town Deal projects and submit summaries to government by 27 June 2022.	January 2022 – June 2022	Known delays	Business cases submitted to government in June 22 for: • Corporation Street • Templeborough • Riverside residential Business cases submitted to government in August 2022 for: • Guest & Chrimes • Mainline Station Extension agreed for Eastwood bridge until September 2022.
4.5		Complete the detailed design prior to construction of the leisure development on Forge Island.	January 2022 – October 2022	On track	Return of design packages expected this month (September 2022).
4.6	Working with partners and suppliers to create more local jobs, paid at the Real Living Wage or above, and apprenticeships	Work with partners to identify their local spending profile as well as promoting living wage accreditation.	September 2022 (progress review date)	On track	Anchor networks are being developed with partner organisations around procurement. Knowledge sharing activity is ongoing as part of these bi-monthly meetings and to establish a profile of local spend. The social value charter has been signed by members of the Rotherham Together Partnership. The Council is actively promoting the living wage accreditation and an RMBC Social Value event was held on 14 July, with key partners aiming to help organisations learn more about social value and the benefits.
4.7		Ensure new in scope contracts are in line with Living Wage accreditation.	Ongoing - March 2023 (review date)	On track	All "in scope" contracts are required to meet the real living wage standard as part of the procurement process. This is included in social value reporting.

4.8		Adopt a local labour policy to encourage and/or enable local people to access job opportunities arising from major development sites.	Ongoing – March 2023	On track	Local labour clauses are being applied to major planning permissions, increasing the chances for local people to access jobs. Clauses have been applied to developments at: Wentworth Woodhouse, Eastwood trading estate, Bessemer Way (Templeborough) and Rotherham Road (Dinnington).
4.9	People having opportunities to learn, develop skills and fulfil their potential	Deliver the European Social Fund (ESF) 'Pathways to Success' employment support programme to at least 450 residents, helping them into training and work.	Ongoing to March 2022 (may be further extended to December 2023)	Complete	924 residents participated in the ESF Pathways programme. Of these, 313 people have secured employment and a further 143 have gained accredited education or training. The project has exceeded all contractual targets and, as a result, has secured additional funding which will extend the project until 31 December 2023. Given the success of the project, the Rotherham Pathways team will be holding best practice workshops with other providers in the sub-region.
4.10		Commence the delivery of the Advance project and provide assistance to 500 people in employment to enhance their career prospects.	January 2022 – December 2023	On track	The project is in delivery and referral processes have been established, including links with local businesses to offer support and identify participants. The target of signing up 20 participants per month was exceeded in June (26) and July (26) 2022.

Return to contents

4.11		Train library staff and work with partners to help people make best use of library resources for job seeking, gaining skills, and supporting small businesses and entrepreneurs to grow. This includes: • Work with partners from the People and Skills Networking Group to set up work coaches and job seeker support across the library network. • Business and intellectual Property Centre (BIPC) to launch at the Central Library.	November 2021 onwards March 2022	On track	• All library staff are undertaking 'Libraries Connected' e-learning training and the libraries and archiving apprenticeship is being promoted to new and existing staff to further improve skills. Bespoke IT training for library staff and customers is being developed by the RNN Group. • 13 libraries across Rotherham are working with eight different partners to support job seekers and those looking to undertake further training. 145 sessions have taken place. • BIPC service launched on 1 March – action complete.
4.12	Strengthening digital infrastructure and skills which enable access for all	Identify measures to improve digital inclusion through consultation with communities.	December 2022	On track	Consultation with residents to help establish Rotherham's digital inclusion baseline has been completed. A report was shared with stakeholders in July and the outline of a strategy is now being developed in line with the timescales below.
4.13		Develop a Digital Inclusion Strategy.	December 2022 – July 2023	Action not yet scheduled to start	Strategy will be informed by the digital inclusion report referred to above.

Return to contents

4.14		Deliver public Wi-Fi to the new town centre library and markets building and investigate the feasibility of delivering Wi-Fi to other council owned public spaces within the town centre.	March 2023	On track	Activity will be joined up with build timescales for the library/ market and other town centre developments. A programme is also in place to deliver wi-fi in 10 neighbourhood centres across the borough.

Expanding Economic Opportunity

Outcomes

- A growing economy that provides decent jobs and chances to progress
- Delivering regeneration schemes that bring investment and opportunity, both in Rotherham town centre and in our towns and villages
- Working with partners and suppliers to create more local jobs, paid at the Real Living Wage or above, and apprenticeships
- People having opportunities to learn, develop skills and fulfil their potential
- Strengthening digital infrastructure and skills which enable access for all

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23		Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	TARGET			
EC01	Proportion of working age population who are in work (or actively looking for work) in Rotherham	RE - Planning, Regen. & Transp.	Simon Moss	High	Q	77.0%	Not Available	Achieve national average	♦	△	The data for Economic Activity is taken from the Annual Population Survey. The survey releases data quarterly. The data released is based on surveys conducted with residents over a 12 month period rather than a quarter. The data presented here relates to April 2021 – March 2022. Data that relates to the 12 months preceding Jun 22 will be released on 11 October 2022. 77% of Rotherham's working age population is economically active. In comparison, Yorkshire & Humber and Great Britain are at 77.8% and 78.5% respectively. Currently Rotherham is 1.5% below the national average, an improvement of 1% from the last update.
EC02a	Optimistic about the future: a) Proportion optimistic about the future of Rotherham as a place to live	RE - Planning, Regen. & Transp.	Simon Moss	High	A	57%	Not Available	>57%	♦	△	Data obtained from results of Residents Survey (June 2021). Awaiting the results to be published from this year's (22-23) survey.
EC02b	Optimistic about the future: b) Proportion optimistic about the future of Rotherham town centre	RE - Planning, Regen. & Transp.	Simon Moss	High	A	24%	Not Available	>24%	♦	△	Data obtained from results of Residents Survey (June 2021). Awaiting the results to be published from this year's (22-23) survey.
EC03	Number of new businesses started with help from the Council	RE - Planning, Regen. & Transp.	Simon Moss	High	Q	103	23	60	↑	✔	For Q1 the Council supported 8 new businesses via Launchpad and 15 via Business Centres. The performance on this measure for 21/22 was above the Council Plan target (60). DoT based on comparison to Q4 which was 17.
EC04a	Actions taken in Rotherham to promote progressive and sustainable Economic Development: a) Survival rate of new businesses supported in RiDO Business Centres over the first three trading years	RE - Planning, Regen. & Transp.	Simon Moss	High	A	93.0%	Not Available	81%	♦	△	There are various reasons why measuring survival rate for just the first 3 years of trading is an issue for the business centres. This is partly down to early stage businesses taking space often already being 1-2 years old as they have to afford commercial rent level payments. The data is also extracted from a report on the business centres customer database, which includes all occupants.Data for 22-23 will be available in Q4.
EC04b	Actions taken in Rotherham to promote progressive and sustainable Economic Development: b) Provide advice and support to local businesses to help them recover and grow.	RE - Planning, Regen. & Transp.	Simon Moss	High	Q	136	157	300	↑	✔	Strong first quarter which shows growth against the previous quarter (136). It is also more than half of the annual target (300) for this measure. DoT based on comparison to Q4 which was 136.
EC05	Number of engagements with libraries' services which help people learn, acquire new skills or get a job	RE - Culture,Sport & Tourism	Zoe Oxley/Leanne Buchan	High	Q	24,861	13,269	75,000	↑	✘	The number of engagements that assist customers to develop their talents and job skills has seen 13,269 activities compared to 24,861 activities offered in the whole of last year 21-22. DoT based on comparison to Q4 which was 11,578. The impact of Covid continues to have a 'slowing' influence on recovery to pre-pandemic levels.

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23		Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	TARGET			
EC06	Proportion of new starter apprenticeships created within the Council as a percentage of the workforce	ACEX - HR	Lee Mann	High	Q	0.6%	0.4%	1.5%	↓	✕	Currently off target. Work is underway to assess recruitment to critical roles. New starter apprenticeships will be used for the most difficult to fill posts.
EC07	Number of online customer transactions (digital inclusion measure - aim to achieve 3% increase year-on- year)	FCS - Customer, Info & Digital	Luke Sayers	High	Q	200,200	45,660	185,400	↑	●	21/22 significantly above target for annual performance due to increased delivery of digital services. Target 3% increase year on year (2021/22 185,400 for the year (46,350 per quarter). DoT based on comparison to Q1 in 2021-22 which was 43,600 transactions. Rated as amber as confident that Year-end target will be achieved.

CASE STUDY

RELOAD: Supporting Rotherham's Cultural & Creative Industries

In its 2021/22 budget setting the Council had committed to increased investment for events, particularly as the sector had been hit hard by the COVID-19 pandemic with many events cancelled or postponed. The budget included a £20,000 allocation for small events grants and in October 2021 the Council's Culture, Sport & Tourism service used this budget as match to secure additional funding via the South Yorkshire Mayoral Combined Authority and the European Regional Development Fund Welcome Back programme. This created a total fund of £275,000 to support cultural and creative business and event organiser safely recovery and bring communities together again.



Wah Hong's Chinese New Year Celebrations 2022 supported by a RELOAD Community Events Grant – February 2022, image by Timm Cleasby.

The fund was split across a range of grants and commissions working with partners in the sector to unlock more funding and provide greater support for artists and performers. Under the banner of RELOAD an open call was created which included:

- 20 grants of up to £1,000 for grass roots community event organisers to restart their events programmes
- 25 new commissions supporting new exhibitions, performances, festivals, workshops and installations.

RELOAD worked with partners including Grimm & Co and Wentworth Woodhouse alongside the Council's Culture, Sport & Tourism services such as Rotherham Civic Theatre, Clifton Park Museum, events and the Children's Capital of Culture 2025 programme. The programme supported:

- 54 artists, performers and musicians
- 20 local community event organisers
- Enabled 31 events and festival to take place safely
- Mentoring and coaching support for seven artists as part of a museum residency programme
- A combined audience attendance estimated at over 500,000
- A combined social media reach in excess of 5 million engagements.

Highlights from the RELOAD programme include: the 2021 Winter Wonders programme which supported large-scale installations as part of the annual Christmas lights switch on and pop-up performances in Dinnington, Greasbrough and Wath; the return of WE Wonder Noir at Wentworth Woodhouse which featured new light, sound and digital artworks; the transformation of Old Town Hall in Rotherham Town Centre into Linger Longer Lane, providing a temporary pop-up for Grimm & Co; support for Rotherham

Return to contents

6.4 THEME 4 – EXPANDING ECONOMIC OPPORTUNITY

UEFA Women's Euros Fan Party programme which commissioned three new walkabout performances from local companies and worked with Yorkshire Dance and Khula Arts to host world class dance and music; and the creation of the inaugural Rotherham Skate and Arts Festival which created a giant skate part and music festival in the heart of the Town Centre, alongside pop-up workshops and activities.

The financial and in-kind contribution from partners and collaborators is estimated at £150,000 making the total investment secured £425,000 and provided a return of £21.25 for every £1 the Council invested in the RELOAD programme (ROI rate of 2,025%).



Rotherham Christmas Lights Switch On featuring projection from local artist Leigh de Vries – November 2021, image by James Mulkeen.

Return to contents

6.5 THEME 5 – A CLEANER, GREENER LOCAL ENVIRONMENT

We want Rotherham to be a great place to grow up, where all children and young people are safe, valued, able to enjoy their lives and achieve their aspirations.

Outcomes – our ambition	How we will get there
• Increasing satisfaction with the cleanliness of the borough • Creating better transport systems for future generations • Reducing the risk and impact of flooding and other environmental emergencies. • Contributing to reducing carbon emissions across the borough.	• Ensure our streets are clean by providing an effective response to fly-tipping and littering, and continually improving our approach to street cleaning • To continue to invest in our urban green spaces and country parks, maintaining our four Green Flag accredited parks, whilst aiming for additional accreditations • Complete masterplans for the borough's three country parks, with an ambition to enhance services provided at these parks, whilst improving the appearance, cleanliness and welcome of our green spaces • Work with regional partners to deliver public transport improvements such as a new Tram-train stop at Magna, as well as longer term aims a railway station at Waverley and a new mainline station for Rotherham • Develop a new Cycling Strategy and invest in new cycleways across Rotherham • Continue the roll out of public charging points to make electric vehicles a more viable option for residents and visitors • Deliver flood alleviation projects and work with communities and businesses to develop flood resilience measures in the worst-affected areas • Deliver a renewable energy generation project by 2025 • Plant a minimum of 500 new trees every year • Encourage our suppliers to reduce their emissions through implementation of the Council's Social Value Policy • Support residents to access nationally available insulation grants to improve energy efficiency.

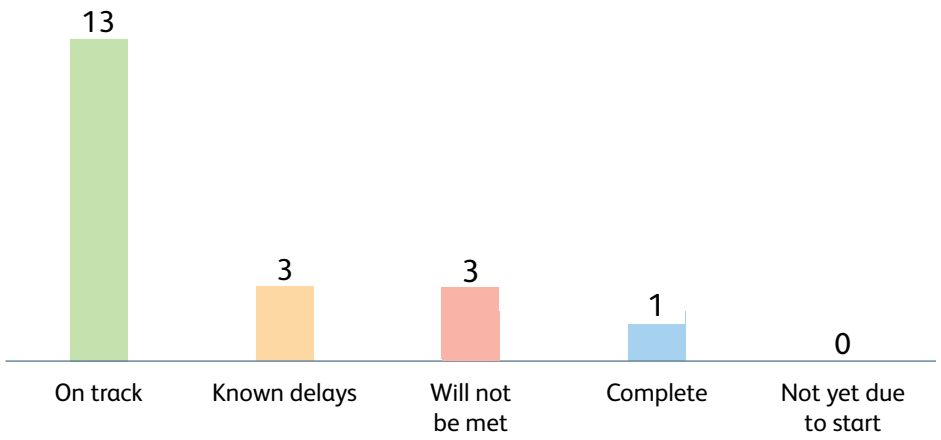
6.5 THEME 5 – A CLEANER, GREENER LOCAL ENVIRONMENT

HEADLINES – EVIDENCING OUR PROGRESS

To provide evidence of delivery of the outcomes and commitments within this theme, there are eight headline performance measures and 20 priority actions/ milestones contained within the Year Ahead Plan Delivery Plan. The diagrams below provide an overview of performance and progress.

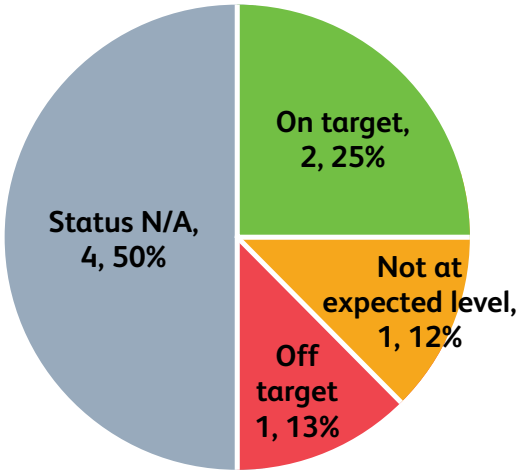
YEAR AHEAD ACTIONS AND MILESTONES

Year Ahead Delivery Plan Actions Status



PERFORMANCE MEASURES

Performance Measures Status



Return to contents

6.5 THEME 5 – A CLEANER, GREENER LOCAL ENVIRONMENT

HIGHLIGHTS – ACHIEVEMENTS AND CHALLENGES

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Achievements

Year Ahead Delivery Plan activities



45 areas of enhanced cleansing completed, focusing mainly on the town centre due to the Women's EUROs.

Forge Island canal barrier operational after operational tests carried out.





Local Flood Risk Management Strategy updated, incorporating objectives relevant to community resilience.



Council has signed statement of intent, required by OFGEM. Now working with energy contractors to identify qualifying sites and carry out energy efficiency works on properties as part of the ECO4 scheme, focusing on supporting low income and vulnerable households and improving the least energy efficient homes.

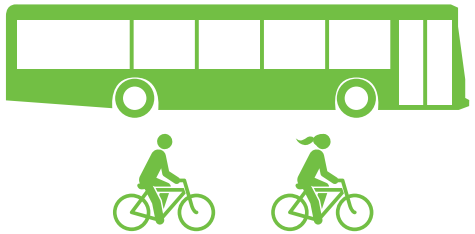
Challenges

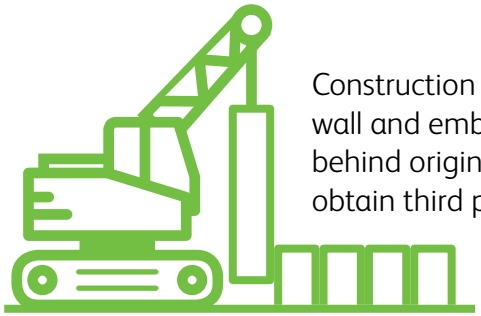
Year Ahead Delivery Plan activities



Masterplans for Thrybergh and Rother Valley country parks in development but running behind schedule. Thrybergh Country Park consultation now live and Rother Valley consultation expected to start this month (September 2022).

Transforming Cities Fund programme of bus and cycling improvement schemes progressing and continues to experience delays due to capacity and inflationary pressures in the supply chain.





Construction of Ickles Lock to Centenary Way flood wall and embankment now underway, six months behind original schedule due to the time taken to obtain third party landowner approvals.

6.5 THEME 5 – A CLEANER, GREENER LOCAL ENVIRONMENT

NARRATIVE – THE BIGGER PICTURE

This theme aims to create clean and welcoming places across the borough, supporting environmentally friendly activity and initiatives that cut carbon emissions, helping to secure and preserve our natural environment for the next generation. Recent progress is outlined below.

Enhancements to street cleaning and weed removal across the borough are continuing. Enhanced software purchased, training carried out and new system being piloted in the north zone since the beginning of August 2022. This system will better monitor and assess the environment in local areas and enable improvements to be made in street cleaning and general grounds maintenance. If it proves effective, the system will be expanded to other areas later in the year. 45 out of the planned 240 areas of enhanced cleansing have been completed, focusing mainly on the town centre due to the Women's EUROs. The majority of the remaining areas will be completed in the winter and this work will be based on a winter plan informed by consultation with ward members.

There is continued investment in CCTV provision with shared partner access. This investment has continued to help capture more offences as well as evidence of ASB and other criminal activity. 20 fixed penalty notices were served between April and June 2022 which was down on the levels from the last three months, but still significantly higher than the final quarter of 2021. In addition, one Fixed Penalty Notice (FPN) for failure to produce evidence of legal waste arrangements has been issued, as well as one formal caution in relation to a fly-tipping offence and nine fly-tipping prosecution files are currently being processed. Work is ongoing to develop a cross-service enviro-crime plan which is expected to be completed this month (September 2022).

The major scheme to widen and improve the Parkway which will reduce speed and congestion and improve air quality, remains on track for completion in June 2023. Work is also continuing to deliver projects to create better transport systems as part of the Transforming Cities programme. The Frederick Street cycleway scheme is due to be completed by October 2022 and enabling works have started on the new footbridge to Forge Island. The first phase of a scheme to provide a cycleway on Sheffield Road has been largely completed and a number of other schemes are either being consulted on or are awaiting tender returns. Agreement has been reached with South Yorkshire Mayoral Combined Authority (SYMCA) for an extension to complete projects due to delays across the programme caused by inflationary and capacity pressures.

The canal barrier at Forge Island has been operational since 18 August 2022 after tests were carried out. The Ickles Lock to Centenary Way flood wall embankment works are now on site, albeit six months behind their original schedule after delays in obtaining third party landowner approvals. Completion of this latter scheme is now scheduled for June 2023. In addition, the local flood risk management strategy has been updated, incorporating objectives relevant to community resilience. Finally, following the 'connected by water' pilot on community engagement and resilience in Laughton Common, a similar approach is now being taken in Whiston with a community event having taken place in July which was attended by Council officers, Yorkshire Water and the Environment Agency.

As part of the ongoing drive to reduce carbon emissions, the development of phase 1 of a heat decarbonisation plan (which targets operational buildings with heating systems that are reaching the end of their serviceable life), has enabled decarbonisation surveys to be carried out on eligible buildings to identify required works. The £6.4m approved by the council for building decarbonisation will enable a bid for external funding from the public sector

decarbonisation scheme to be submitted this month (September 2022). Also, direct support continues to help residents apply for insulation grants through government schemes. The ECO4 scheme started on 1 July 2022, focusing on supporting low income and vulnerable households and improving the least energy efficient homes. The Council has signed a statement of intent, as required by OFGEM, and is working with energy contractors to identify qualifying sites and carry out energy efficiency works on Rotherham properties.

The first stage of the vehicle conversion programme will focus on the next 12 months and will target the Council's small vehicle fleet such as cars and small vans for low carbon alternatives.

Finally, preparatory work, including an ecology survey, is being carried out prior to submitting a planning application towards the end of 2022/early 2023 for a £1 million "proof of concept" renewable energy project.

Return to contents

YEAR AHEAD DELIVERY PLAN TRACKER

A cleaner, greener local environment					
Ref	**Outcome**	**Activity**	**Timescales for delivery**	**Status**	**Rationale for status**
5.1	Increasing satisfaction with the cleanliness of the Borough	Develop first proposals for country park masterplans (Rother Valley and Thrybergh) for public consultation.	April 2022	Will not be met	Plans for the development of masterplans at Thrybergh and Rother Vally country parks are in development. Thrybergh Country Park consultation now live and Rother Valley consultation expected to start this month (September 2022).
5.2		Increase the number of fines, prosecutions or legal actions for fly tipping.	August 2022	On track	20 Fixed Penalty Notices (FPNs) for fly-tipping were issued between April and June, slightly below the previous quarter (24), but still a significant increase on October-December 2021 (8). There has also been one FPN for failure to produce evidence of legal waste arrangements, one formal caution in relation to a fly-tipping offence and nine fly-tipping prosecution files are currently being processed.
5.3		Implement systems to monitor and assess the environment in local areas and enable improvements in grounds maintenance and street cleansing.	April 2022	Will not be met	Software purchased and training carried out. System now implemented and being piloted in the north zone between August 2022 to March 2023. Annual contract runs August-to-August. The aim is to expand to other zones subject to the pilot.

Return to contents

5.4		Target an extra 240 local areas for additional cleaning and weed removal.	March 2023	On track	45 areas of enhanced cleansing have been completed. An area could be a street, ginnel, public space or park. Most of the remaining areas will be completed in the winter. Zonal managers will be devising a plan for October- March, working with each Ward Members this month (September 2022). It is expected that the plan will include 80 plus areas per zone.
5.5	Creating better transport systems for future generations.	Deliver bus, tram and cycle improvements through the Transforming Cities Fund (TCF) programme, including: • Sheffield Road Cycleway • Frederick Street public realm with cycleway • Forge Island footbridge • Moor Road, Manvers cycle route • Doncaster Road, Dalton • A631 Maltby bus corridor	 March 2023 March 2023 March 2023 March 2023 March 2023 March 2023	Known delays	In agreement with SYMCA on extension for project completion dates to March 2024, two schemes (Frederick St cycleway, Forge Island Footbridge) scheduled to be largely completed by March 2023, three schemes are now expected to be completed during 2024 (Sheffield Rd cycleway, Moor Road cycle route, Maltby bus corridor), and a further scheme is under review. Updates on specific schemes are as follows: • **Frederick Street** – scheme underway and due to be completed in October 2022 • **Forge Island footbridge** – enabling works are underway, with the contractor starting on site in September • **Moor Road** – contract awarded and finalising pricing. Business Case due for assurance in December 2022, with delivery expected to be completed by June 2023. • **Sheffield Road** – phase 1 of the cycleway scheme has been largely completed, with a speed reduction element to follow. Further phases will be delivered in 2023/24. • **A631 Maltby bus corridor** – detailed design has been awarded and aiming for business case submission in Jan 23, with delivery starting in April 23 for expected completion March 2024. • **Doncaster Road** – scheme currently under review following identification of a significant diversion of a medium pressure gas main, which is a large cost increase.

Return to contents

5.6		Finalise delivery plan for the approved cycling strategy.	March 2023	On track	The delivery plan is at commissioning stage and will comprise existing activities and schemes. It will also include future activity and programmes needed to deliver the strategy's longer-term objectives.
5.7		Complete A630 Parkway Improvement Scheme to reduce speeds (50mph), reduce congestion and improve air quality.	June 2023	On track	Scheme is on track for completion to programme. Key activities in August / September 2022 include roundabout resurfacing and new signal installations.
5.8	Reducing the risk and impact of flooding and other environmental emergencies.	Achieve 'shovel ready' status for the six priority flood alleviation schemes and work to secure funding to implement the schemes.	March 2024	On track	Design consultants appointed to undertake pre-construction phase. Anticipated that the outline designs will be completed in 2023, with the schemes reaching 'shovel ready' status in 2024.
5.9		Construct the Forge Island canal barrier.	August 2022	Complete	Canal barrier operational since 18 August 2022 following operational tests. The police station car park has been fully remediated after being used for access to enable the construction of the western flood wall.
5.10		Construct the Ickles Lock to Centenary Way flood wall and embankment.	October 2021 – December 2022	Will not be met	The start of construction was delayed due to delay in obtaining third party landowner approvals. However, work has now started on site with a revised completion date of June 2023.
5.11		Develop plans to support community resilience and community-led activities in areas at risk of flooding.	September 2022	On track	Local flood risk management strategy has been updated, incorporating objectives relevant to community resilience. Following the 'connected by water' pilot on community engagement and resilience in Laughton Common, a similar approach is now being taken in Whiston.

Return to contents

5.12	Contributing to reducing carbon emissions across the borough.	Develop a medium term and long-term Climate Change Strategy and Action Plan.	March 2022	Known delays	The action plan has been refreshed and it has been decided that a new strategy is not required in the short term. The action plan will be presented to Cabinet for approval in October 2022, before this action is marked as complete. Recruitment of the climate change delivery team has now been completed.
5.13		Implement heating or energy efficiency measures in Council buildings that reduce CO2 emissions, working towards the target of an 18% reduction by March 2023.	April 2022 – March 2023	On track	The Council has developed a heat decarbonisation plan, which targets operational buildings with heating systems that are reaching the end of their serviceable life. Decarbonisation surveys have been carried out on eligible buildings to identify required works. A bid for the public sector decarbonisation scheme will be submitted this month (September 2022).
5.14		Install additional eight vehicle charging units to complement existing provision, and two residential charging hubs.	April 2022 – March 2023	On track	A South Yorkshire Mayoral Combined Authority funded project (£343,660) is progressing to install six of the additional eight rapid charge points at three locations (Drummond St, Constable Lane and Douglas St). This will reduce installation costs, reduce running costs, capitalise on the Wellgate photovoltaic system and – with two charge points per site – becomes more attractive to electric vehicle users. The remaining funds from this project will be combined with the Council capital budget (£173k) to fund one of the two residential charging hubs. Work is ongoing to identify the best location. An application has also been submitted for Government LEVI pilot funding for £1.29m and £330k private investment to install an additional hub with 32 charging points at Drummond St car park. A decision is expected in late August.

Return to contents

6.5 THEME 5 – A CLEANER, GREENER LOCAL ENVIRONMENT

5.15		Develop a fleet conversion programme to low carbon fuel.	November 2022	On track	Programme being drafted in line with the current needs of services and the Council's commitment to lowering carbon emissions. The first stage of the programme will focus on the next 12 months and will target the Council's small vehicle fleet such as cars and small vans for low carbon alternatives. Larger vehicles will also need to be replaced in some services and there remains significant limitations in terms of low carbon alternatives for these types of vehicles.
5.16		Develop a plan to tackle single use plastics across council buildings and events.	May 2022	Known delays	Single use plastics action plan drafted. Shared in June 2022 with relevant Cabinet Members and the Climate Change Members Working Group for initial approval and changes made as a result. When in post, the new Climate Change Team will lead on this action and cross-check the Plan. In January 2023, the Plan will form part of the Climate Change Annual Report to Cabinet, for final sign off, before this action is marked as complete.
5.17		Deliver a communications plan to raise awareness about climate change and influence positive changes in behaviour across the borough.	Ongoing – March 2023	On track	Communications Plan is in development taking account of key climate change events and dates. Carbon literacy project 'proof of concept' business case agreed at climate change project board – this will help shape the delivery of awareness raising amongst council officers and then be scaled up for wider consumption. Council officers attended community engagement session facilitated by Live Inclusion to provide updates on the Council's approach to addressing the climate emergency.
5.18		Plant 10,000 new trees across the borough, working with community groups and schools.	November 2021 – March 2023	On track	In the first season of the Council's tree planting programme (November 2021 - February 2022), 2,000 new trees were planted across the borough. The planting season for 2022-23 starts in November 2022 and run until February 2023, with consultation underway.

5.19		Continue to provide direct support to residents to enable them to apply for insulation grants where applicable through the ECO3 and ECO4 programmes.	March 2023	On track	The ECO4 scheme started on 1st July 2022, focusing on supporting low income and vulnerable households and improving the least energy efficient homes. The Council has signed a statement of intent, as required by OFGEM, and is working with energy contractors to identify qualifying sites and carry out energy efficiency works on Rotherham properties. Support is continuing for residents who need help to apply for government grants.
5.20		Find a suitable site for renewable energy generation, obtain planning permission and commence procurement.	March 2023	On track	The £1 million proof of concept renewable energy project is progressing well on the council-owned site at Kilnhurst. Preparatory work, including an ecology survey, is being carried out alongside resolving a number of site issues prior to submitting a planning application towards the end of 2022/early 2023.

Return to contents

A Cleaner, Greener Local Environment

Outcomes

- Increasing satisfaction with the cleanliness of the borough
- Creating better transport systems for future generations
- Reducing the risk and impact of flooding and other environmental emergencies
- Contributing to reducing carbon emissions across the borough

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23 QTR 1 (Apr-Jun)	2022/23 TARGET	Direction of travel	Progress against target	Notes
EN01a	Fly tipping and enviromental crime: a) Effective enforcement actions; fly-tipping	RE - Planning, Regen. & Transp.	Sam Barstow	High	Q	61	22	37	🡻	✔	Breakdown of 22 enforcement actions: 15 Fly Tipping FPN's 6 Small Flytipping FPN's 1 Prosecutions. DoT in comparison to Q4 which was 26.
EN01b	Fly tipping and enviromental crime: b) Effective enforcement actions; other environmental crime (culmulative)	RE - Planning, Regen. & Transp.	Sam Barstow	High	Q	780	384	2,000	🡹	✖	Actions taken against Enviro-crime in partnership with Kingdom and Doncaster Council have seen a slight improvement in Q1 figures, in comparison to Q4 which was 134. However, this figure is far lower than the numbers achieved pre Covid and the Council Plan target of 2,000 may not be achieveable. Action being taken to address this.
EN02	Proportion of waste sent for reuse (recycling and composting)	RE - Planning, Regen. & Transp.	Sam Barstow	High	Q	38.8%	43.7%	45%	🡹	●	Performance in Q1 has improved by nealy 10 points on the percentage return the previous quarter, and is also better than Q1 in 21-22.
EN03	Number of official complaints and service requests relating to a) street cleaning, b) grounds maintenance and c) waste management i) Complaints ii) Service Requests	RE - Planning, Regen. & Transp.	Sam Barstow	Low	Q	a) Street Cleansing i) 5 ii) 7,458 b) Grounds Maintenance i) 17 ii) 1,343 c) Waste Management i) 143 ii) 85,941	a) Street Cleansing i) 3 ii) 530 b) Grounds Maintenance i) 6 ii) 337 c) Waste Management i) 31 ii) 12,538	190 cumulative for year in the number of official complaints received.	🡻	✔	40 complaints were received in Q1, 9 more than Q4 but on target to achieve yearly target of less than 190. Please note, the Waste Management Service Requests figure for 21-22 has been adjusted by -4,000 due to duplicate Garden Waste Subscriptions in January. This was due to a system issue with the Bartec waste management system.
EN04	Carbon dioxide emission levels for the Council (for specific areas, for example operational buildings, street lighting)	RE - Planning, Regen. & Transp.	Simon Moss	Low	A	a. Fleet 2433 b. Council Buildings-Electric 1890 c. Council Buildings-Gas 1749 d. Streetlighting 1396 e. Grey Fleet 222 f. Onsite Generation 7 g. EV Charging 1 Above in Emissions (tco2e)	Not Available	18% reduction by 2023	♦	△	Baseline figures supplied by Climate Change Data Analysis Officer. • Carbon Emissions have dropped by 25% between 2019 and 2021 • Carbon Emissions from streetlighting reduced by 39% between 2019 and 2021 • Carbon Emissions from Grey fleet dropped by 65% between 2019 and 2021 due to the pandemic. Has risen a further 22% between 2021 and 2022, but still nowhere near as high as pre-pandemic records. • Fleet carbon emissions fell by 11% in 2020 before returning to pre-pandemic levels in 2021. • Emissions from Council building gas rose by 8% in 2020 before returning to near pre-pandemic levels in 2021. • Council building electricity emissions fell by 38% between 2019 and 2021

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23		Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	TARGET			
EN05a	Number of trees planted by the Council a) Number of Hectares	RE - Planning, Regen. & Transp.	Simon Moss	High	A	9.4	Not Available	5	♦	△	Data only available at year end. Tree planting is seasonal and takes place over the winter months.
EN05b	Number of trees planted by the Council b) Number of trees	RE - Planning, Regen. & Transp.	Simon Moss	High	A	22139	Not Available	500	♦	△	Data only available at year end. Tree planting is seasonal and takes place over the winter months.
EN06	Proportion of council housing with an Energy Performance Certificate (EPC) rated C and above	ACHPH - Housing	Paul Walsh	High	A	46.48% (Oct'21)	Not Available	baseline needed - tbc	♦	△	Baseline position relates to October 2021. The national target is to aim to have all stock at EPC C-rated by 2030. This figure will be provided annually at Q4.

CASE STUDY

Carbon Neutral Road Repair

This Council, working in collaboration with SteelPhalt, installed the world's first carbon negative asphalt on one of its main roads in March 2022. This scheme was delivered on Broom Lane, just outside the Town Centre as part of the £24 Million 2024 Roads Programme. The product uses recycled steel slag aggregate and a bi-product natural binder (the glue that holds the aggregate together).

Traditionally, SteelPhalt's products contain 95% recycled aggregate from the steel making industry within Rotherham, the remaining 5% is bitumen. However, Bitumen comes from the processing of oil and consequently is a big contributor to the carbon footprint of asphalt.

SteelPhalt's new carbon neutral asphalt product, (called SteelSurf ECO+), uses a renewable bio-based substance as an alternative to bitumen dramatically reducing the product's carbon footprint. This ground-breaking new bio-based bitumen uses a natural binder called Kraft Lignin which originates from trees. Lignin is within the cell walls of every tree. It is a substance that provides the second biggest source of renewable carbon on the planet. One of the main building blocks of a tree, it is biobased and can be used as a responsible alternative to many fossil-based materials.

Combining the bio-based bitumen along with the carbon neutral slag aggregate supplied from local resources, and the reduced mixing temperature required for the material, Steelphalt also manufacture and supply the material direct from its local Rotherham based plant. The SteelSurf ECO+ product not only offsets the carbon used in manufacture but produces a carbon negative asphalt due to the carbon sync of Lignin.

The work that the Council and Steelphalt delivered on this project has been recognised nationally and in July 2022 the project won the Innovation Award at the 2022 ALARM Risk Awards for the pioneering use of carbon negative asphalt in the borough.

This Eco asphalt demonstrates both the Council's and SteelPhalts commitment to sustainability and innovation. It could reduce the climate impact substantially over the life cycle of the road. The use of such materials in resurfacing works in Rotherham supports the Council's commitment to a cleaner, greener local environment, targeting the reduction of carbon emissions.







Return to contents

6.6 THEME 6 – ONE COUNCIL

As a Council we have an important part to play in addressing the challenges faced and achieving better outcomes for the people of Rotherham. Our vision is to work with communities to deliver responsive and modern services that are easily accessible to all.

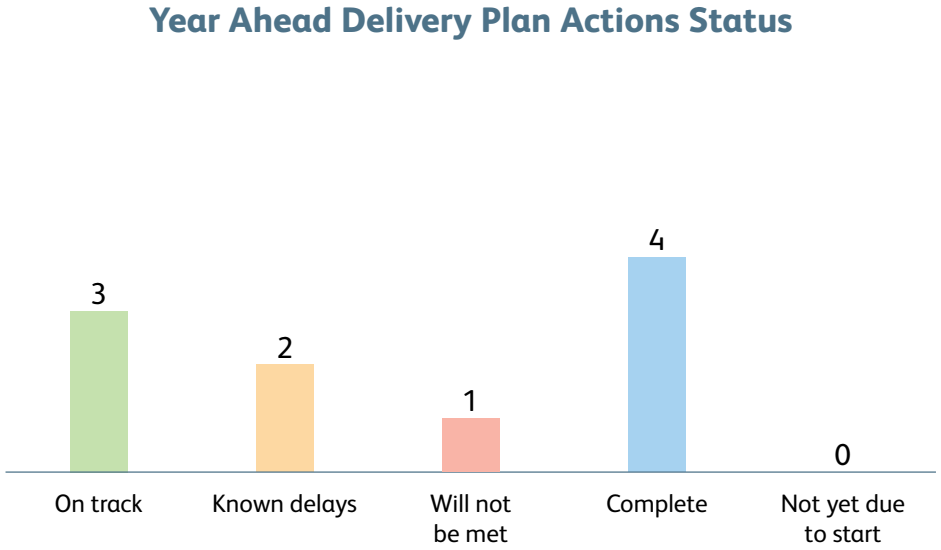
Outcomes – our ambition	How we will get there
• Effective customer services – residents know we mean what we say, are kept informed and can access the services they need in the way that suits them • Engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers • Sound financial management and governance arrangements • Effective leadership, working with our partners to achieve better outcomes across the whole borough.	• Work with services, partners and communities to promote equality, celebrate diversity and ensure fairness for everyone • Communicate and engage with residents so that they feel informed about council services and how to access these • Work in an efficient, open, transparent and accountable way, in partnership with key stakeholders • Work to improve customer satisfaction, including by developing and implementing a new set of customer service standards.

6.6 THEME 6 – ONE COUNCIL

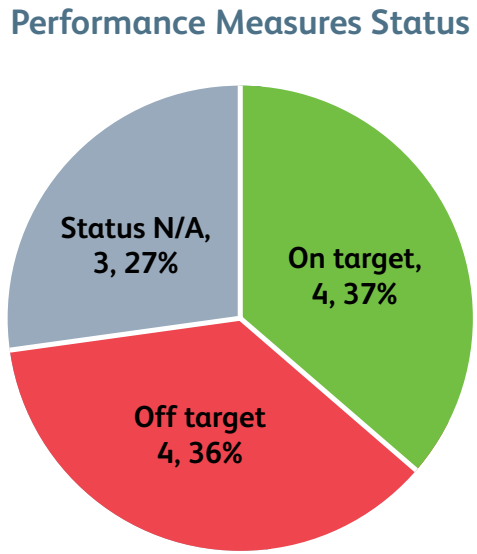
HEADLINES – EVIDENCING OUR PROGRESS

To provide evidence of delivery of the outcomes and commitments within this theme, there are 11 headline performance measures and 10 priority actions/ milestones contained within the Year Ahead Plan Delivery Plan. The diagrams below provide an overview of performance and progress.

YEAR AHEAD ACTIONS AND MILESTONES



PERFORMANCE MEASURES



Return to contents

6.6 THEME 6 – ONE COUNCIL

HIGHLIGHTS – ACHIEVEMENTS AND CHALLENGES

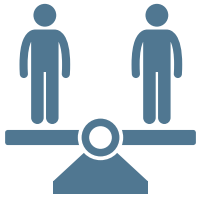
TThis section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Achievements

Year Ahead Delivery Plan activities



Member's survey completed in May 2022 with results to be fed back this month (September 2022).



New Equalities Strategy approved June 2022.

Workforce Plan 2022-25 went live at the end of June 2022.



Directorate level actions plans in response to Employee Opinion Survey are mostly in place.



Performance measures



An increasing number of complaints are being cleared within target timescales, with 88% in first quarter against a target of 85% *(higher is better)*.

Challenges

Year Ahead Delivery Plan activities



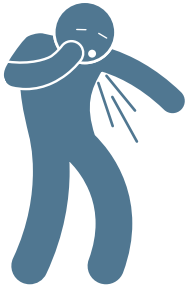
Refresh of Rotherham Together Plan delayed until November 2022 due to partners responding to Omicron variant.

Performance measures



Average call wait time is reducing but not yet meeting the average six minutes call wait time target.

Number of days lost to sickness is 13.93 per full time equivalent against a target of 10.3 and was worsening in the first quarter.



6.6 THEME 6 – ONE COUNCIL

NARRATIVE – THE BIGGER PICTURE

The One Council theme is focussed around working with communities to achieve the Council's vision and deliver responsive and modern services which are accessible to all.

The Council remains committed to increasing the range of services available online and reducing unnecessary call demand to improve customer waiting times. In the period since the last report, the first draft of a set of high-level customer standards has been developed and feedback obtained. The draft standards are now being shared for comment with Directorate Leadership Teams throughout the summer.

Work is continuing on the new 'Bin App', which will enable customers to check bin dates, generate automated notifications and reminders and access other bin related services. Following feedback, some further development requirements have been identified. The app will be launched once these developments have been completed. The new menu option for general enquiries and the switchboard which directs customers more quickly to the service and team they need, is continuing to work effectively. Following this success, the same approach was applied to the housing enquiries and repairs line in August 2022. Finally, a review of the pilot call back facility that is in place for housing repairs, has identified some further enhancements which are under consideration and a review of demand management is underway to identify opportunities for service redesign. These developments are having an impact on call waits, as average call wait time is reducing and heading in the right direction, but not yet meeting the average 6 mins call wait time target.

The Council's new Equality, Diversity and Inclusion Strategy, which is a critical strategic document, was approved by Cabinet in June 2022. The Strategy was approved alongside a detailed Action Plan that links to the Council Plan and Year Ahead Delivery Plan and work is underway to ensure that this Action Plan is delivered.

Another important foundation of the Council's service delivery is the Workforce Plan. Covering the period 2022-25, the Plan "went live" at the end of June 2022 and outlines five workforce priorities and various supporting activities to be delivered under each priority. Progress is overseen by the Workforce Strategy Board. The Plan sets out key activity to become an employer of choice, including a review of how the Council attracts, recruits, develops and retains staff. Revised approach to attraction and retention will be based on widening the talent pool to remove barriers for potential candidates, with the aim of delivering an increasingly diverse workforce that is representative of our communities. Working groups have also been established, including at an Integrated Care Partnership level to identify opportunities to further enhance attraction and retention in health and social care. A successful Integrated Care Partnership recruitment event took place in June 2022, with interviews conducted on the day and five vacancies filled. Furthermore, research and benchmarking are being conducted to identify further opportunities to enhance attraction and retention. Following workforce planning analysis, mitigating actions are also now in place for the top three critical roles for each directorate where recruitment issues have been identified.

The results from the Employee Opinion Survey 2021 were presented to the Strategic Leadership Team in March 2022 and the final elements of a corporate action plan are now being generated with senior leaders. Directorate and Service/team level reports have been circulated for review and individual directorates are now reviewing reports and developing action

plans for improvement. The Workforce Strategy Board will review directorate action plans and proposals this month (September 2022) prior to sign off at Strategic Leadership Team.

Since the pandemic the number of working days lost to sickness remains a challenge (13.93 at the end of Quarter 1, against a year-end target of 10.3). In the short term, absence management clinics are taking place to advise and upskill managers and absence data is being shared with senior management to ensure effective oversight. In addition, a new management development programme is being developed to provide specific learning for managers on effective absence management.

The Member Development Plan is continually being refreshed to include sessions which are specifically requested by Members and officers alike. Invitations go out to members setting out the clear aims and objectives of each session and the target audience. Informal Member check-ins will be completed in the coming months and these will focus on member's development aspirations to support delivery of ward priorities. Finally, the results of the Member Survey, which was completed in May 2022, will be fed back to the Member Development Panel this month (September 2022).

Following agreement by the partnership Chief Executives of an outline of the new Rotherham Together Plan, a consultation session with the VCS took place on 5th April with focus groups taking place in April and May. A draft of the refreshed Plan is now being developed and will be consulted on this month (September 2022), and a final version agreed in November. Due to the focus on responding to Omicron, partnership Chief Executives agreed to an extended timescale for the refresh. The revised target date is November 2022, following public consultation in this month (September 2022).

Return to contents

6.6 THEME 6 – ONE COUNCIL

YEAR AHEAD DELIVERY PLAN TRACKER

One Council					
Ref	**Outcome**	**Activity**	**Timescales for delivery**	**Status**	**Rationale for status**
6.1	Effective customer services – residents know we mean what we say, are kept informed and can access the services they need in the way that suits them.	Develop and implement a new set of cross organisational customer service standards following consultation with customers (internal and external stakeholders).	December 2023	On track	The high-level customer standards have been developed and shared internally with the Customer Experience working group and feedback sought in May 2022. The standards have been refreshed as a result of the feedback received and the refreshed version is being shared with directorate leadership teams between June and August 2022.
6.2		Expand and improve the range of services available online and identify ways to reduce unnecessary call demand to improve average customer wait times to a maximum of 6 minutes.	Ongoing – March 2023	Known delays	A test version of a 'Bin App' has been shared for feedback with key stakeholders who identified some further development requirements. In addition, the new menu option for general enquiries is continuing to work effectively and the same approach was applied to the housing enquiries/repairs line in August 2022. The call back facility remains in place for housing repairs and a review of this pilot identified further enhancements which are under consideration. Average call wait time across all services to 30 June 2022 was 6 minutes 8 seconds. This is an improvement from 6 minutes 30 seconds in quarter 3 of 2021/22 and 6 minutes 19 seconds in quarter 4 of 2021/22. Although average call wait time is reducing, it is not yet meeting the average 6 minutes call wait time target.

6.6 THEME 6 – ONE COUNCIL

6.3		Refresh the Council's equality strategy and objectives.	April 2022	Complete	The Equality, Diversity and Inclusion Strategy was approved by Cabinet in June 2022.
6.4		Review the Corporate Consultation and Engagement Framework.	November 2022	On track	The Consultation and Engagement Framework is currently being refreshed and is on track to be completed by the target date.
6.5	Engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers.	Implementation of the Workforce Plan.	January 2022	Complete	The Workforce Plan 2022-25 went live on the intranet on 29 June and was referenced in the Chief Executive's Briefing on 1 July. A management briefing was issued on 4th July 2022 to support the launch. Implementation and progress is overseen by the Workforce Strategy Board.
6.6		Assess and implement a strategic workforce planning approach to attraction and retention for high priority roles such as care and social work, with a focus on encouraging applications from Rotherham residents.	September 2022	On track	Work commenced in this area at a Council and Integrated Care Partnership level and working groups have been formed. Research and benchmarking to identify opportunities to further enhance the approach to attraction and retention of key staff is underway. An Integrated Care Partnership recruitment event aimed specifically at health and social care recruitment took place in June. Interviews were conducted on the day for Children and Young People's Services business support with five vacancies filled. Workforce planning analysis and mitigating actions are in place for top three critical roles for each directorate where recruitment issues have been identified to enable a targeted and comprehensive approach to be applied.

6.6 THEME 6 – ONE COUNCIL

6.7		Review feedback from the Employee Opinion Survey 2021, identify priority areas and agree corporate and directorate action plans.	June 2022	Known delays	A presentation on Council results was delivered to Strategic Leadership Team (SLT) in March 2022. Following on from this, a corporate action plan is being co-created with senior leaders. Directorate and Service/team level reports have been circulated for review and Directorates have now reviewed their reports and have developed action plans for improvement. The Workforce Strategy Board will review directorate action plans and proposals this month (September 2022), prior to later sign off at SLT.
6.8	Sound financial management and governance arrangements.	Deliver a balanced budget and Medium-Term Financial Strategy approved by Council.	March 2022 (annually)	Complete	The Council's balanced budget and MTFS was approved at Council on the 2 March 2022.
6.9	Effective leadership, working with our partners to achieve better outcomes across the whole Borough.	Refresh the Member Development Programme.	April 2022	Complete	The Member Development Plan is continually being refreshed to include sessions which are specifically requested by Members and officers alike. Invitations go out to members setting out the clear aims and objectives of each session and the target audience. As part of Member catch-up meetings, discussions will take place with Members regarding individual development needs and aspirations to support delivery of ward priorities. Finally, the results of the Member Survey, which was completed in May 2022, will be fed back to the Member Development Panel in September 2022.

6.6 THEME 6 – ONE COUNCIL

6.10		Refresh the Rotherham Together Plan.	June 2022	Will not be met	Partnership chief executives agreed an outline of the plan in March 2022. Rotherham Together Partnership showcase event held in June 2022. Due to the focus on responding to Omicron, partnership Chief Executives agreed to an extended timescale for the refresh. A draft of the refreshed Plan is now being developed, with a view to consulting on this this month (September 2022) and a final version agreed in November.

One Council

Outcomes

- Effective customer services – residents know we mean what we say, are kept informed and can access the services they need in the way that suits them
- Engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers
- Sound financial management and governance arrangements
- Effective leadership, working with our partners to achieve better outcomes across the whole borough

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23		Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	TARGET			
OC01	Proportion of complaints closed within timescales	ACEX - Policy, Perf & Intell.	Fiona Boden	High	Q	85.0%	88.0%	85%	↑	✔	Over target of 85%. This is due to higher numbers received and good performance in Housing.
OC02a	Satisfaction: a) The proportion of residents who feel that the Council keeps them informed	ACEX - Comms. & Marketing	Chris Burton	High	A	50.0%	Not Available	>50%	♦	△	50% (June 2021) very or fairly well informed. The national average is 67%. June 2022 survey conducted, awaiting findings.
OC02b	b) To what extent do you think that the Council acts on the concerns of local residents	ACEX - ACEX	Chris Burton	High	A	48.0%	Not Available	>48%	♦	△	48% (June 2021) great deal or fair amount. The national average is 61%. June 2022 survey conducted, awaiting findings.
OC03	Average customer wait time to corporate contact centre (in minutes)	FCS - Customer, Info & Digital	Luke Sayers	Low	Q	Not available - New measure for 22/23	6mins 8 secs	6.0	♦	✕	New Council Plan measure for 2022-23. Although the target was not achieved, this is a significant improvement on previous quarters in 2021-22 (Q4 6 minutes 19 seconds and Q3 6 minutes 38 seconds). Rated as red, as 8 seconds above quarterly target. Various actions taken to improve performance including new menu option via switchboard, a review of the pilot call back facility for housing repairs and a review of demand management is underway to identify opportunities for service redesign.
OC04	Number of council working days lost to sickness per full time equivalent post	ACEX - HR	Lee Mann	Low	Q	13.6	13.9	10.3	↓	✕	Calculations for this measure are based on a rolling 12 months and therefore absence is still impacted by the COVID-19 pandemic - 14% of absence during 2021/22 was due to the COVID-19. Absence management clinics are taking place to advise and upskill managers. Absence data is also being shared with senior management to ensure effective oversight. In addition, a new management development programme is being developed that provide specific learning for managers on effective absence management. Benchmark 10.3 from CIPD public sector sickness absence organisations 5,000 plus employees.
OC05	The proportion of completed annual staff performance development reviews	ACEX - HR	Lee Mann	High	Q	78.6%	3.5%	95%	♦	△	Annual completion target, reminders going out to managers and majority will be undertaken at the end of August 2022. Second quarter expected to show significant increase towards target.
OC06a	Diverse workforce: a) Overall proportion of disabled employees	ACEX - HR	Lee Mann	Rep. of borough	Q	9.3%	9.2%	9%	↓	✔	53.5% of working age people with a disabiity are in employment. Target to employ this rate of working age population with a disability.

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23 QTR 1 (Apr-Jun)	2022/23 TARGET	Direction of travel	Progress against target	Notes
OC06b	b) Overall proportion of Black, Asian and Minority Ethnic employees	ACEX - HR	Lee Mann	Rep. of borough	Q	4.7%	4.6%	6.3%	↓	✗	Seek to achieve 6.3% working age population in the borough, ONS Census. The new Workforce Plan sets out key activity to become an employer of choice, including a review of how the Council attracts, recruits, develops and retains staff from different sections of the community.
OC06c	c) Proportion of workforce under 25	ACEX - HR	Lee Mann	Rep. of borough	Q	4.2%	3.8%	4.6%	↓	✗	Benchmark LGA Average in Local Government December 2021. The new Workforce Plan sets out key activity to become an employer of choice, including a review of how the Council attracts, recruits, develops and retains staff from different sections of the community.
OC07a	Council tax and business rates collected: a) Proportion of Council Tax collected in the current financial year compared with other Met Councils	FCS - Finance	Rob Mahon	High	Q	97.4%	27.2%	Top Quartile	↓	✔	The final collection performance for 21/22 of 97.42% was a 0.87% increase on 96.55% reported in 20/21. This was the 4th highest collection rate reported by Metropolitan Councils. Q1 performance of 27.22% is 0.41% down on performance at the same time last year. At this stage comparisons with last year are skewed due to the award of additional CTS earlier in the year than last year and by the large proportion of Council Tax staff time taken up dealing with the Energy Rebate work rather than collecting Council Tax. It is anticipated that the target of Top Quartile Metropolitan Council will be achieved however other councils performance will not be available until June 2023. DoT based on comparison to Q1 2021-22.
OC07b	b) Proportion of business rates collected in the current financial year compared with other Met Councils	FCS - Finance	Rob Mahon	High	Q	97.4%	28.8%	Top Quartile	↑	✔	The final collection performance for 21/22 of 97.35% was a 0.47% increase on 96.95% reported in 20/21. This was the 3rd highest collection rate reported by Metropolitan Councils. Q1 performance of 28.82% is 7.77% up on performance at the same time last year. At this stage comparisons with last year are skewed due to significant changes to available business rates reliefs for the current financial year. It is anticipated that the target of Top Quartile Metropolitan Council will be achieved however other councils performance will not be available until June 2023. DoT based on comparison to Q1 2021-22.

ILLUSTRATION CREDITS


Page 24 Created by Peter Carleton from the Noun Project


Page 24 Created by Vectors Market from the Noun Project


Page 24 Created by Claire Jones from the Noun Project


Page 24 Created by Mikicon from the Noun Project


Page 24 Created by Magicon from the Noun Project


Page 42 Created by Adrien Coquet from the Noun Project


Page 42 Created by Fahmihorizon from the Noun Project


Page 42 Created by Phumpsky from the Noun Project


Page 42 and 97 Created by Agus Rahargo from the Noun Project


Page 58 Created by Alzam from the Noun Project


Page 58 Created by Flatart from the Noun Project


Page 58 Created by Gan Khoon Lay from the Noun Project


Page 58 Created by Arafat Uddin from the Noun Project


Page 58 and 97 Created by Jokokerto Uddin from the Noun Project


Page 70 Created by Whites Spaces Inc. from the Noun Project


Page 70 Created by Solid Icon Co from the Noun Project


Page 70 Created by Milanda Courey from the Noun Project


Page 70 Created by Adriano Emerick from the Noun Project


Page 83 Created by Lars Meiertoberens from the Noun Project


Page 83 Created by Reva from the Noun Project


Page 83 Created by Vectorstall from the Noun Project


Page 83 Created by Pro Designer from the Noun Project


Page 97 Created by Rukanicon from the Noun Project


Page 97 Created by Jan Niklas Prause from the Noun Project


Page 97 Created by Adrien Coquet from the Noun Project


Page 97 Created by Chris Kerr from the Noun Project

Return to contents

Ref: 86924/SEPTEMBER 2022

This page is intentionally left blank

PART B – Equality Analysis Form

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

This form:

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

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

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

1. Title	
Equality Analysis title: Second Council Plan 2022-2025 and Year Ahead Delivery Plan Progress report	
Date of Equality Analysis (EA): 23 August 2022	
Directorate: Assistant Chief Executive	**Service area:** Policy, Performance and Intelligence
Lead Manager: Simon Dennis	**Contact:** simon.dennis@rotherham.gov.uk
Is this a: [x] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance		
Name	**Organisation**	**Role (eg service user, managers, service specialist)**
Steve Eling	Rotherham Metropolitan Borough Council	Policy and Equalities Manager
Simon Dennis	Rotherham Metropolitan Borough Council	Corporate Improvement and Risk Manager
Tanya Lound	Rotherham Metropolitan Borough Council	Corporate Improvement and Risk Officer
Levi Karigambe	Rotherham Metropolitan Borough Council	Policy Officer

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

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

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

The Council Plan is a key document which sets out the Council's vision for the borough and priorities for serving residents and communities. This plan provides the medium-term basis for targeting resources, informing the budget-setting process and planning cycles, and ensuring that residents can hold the Council to account for delivery.

The Year Ahead Delivery Plan sits alongside the Council Plan. To ensure delivery of the Council Plan, the annual Year Ahead Delivery Plan will run until March 2023 and will be reviewed and updated each year thereafter. This is the second quarterly progress report to Cabinet, focusing on the progress made up to the end of July 2022.

The report focuses on progress made in delivering the 91 priority actions/milestones contained within the Year Ahead Delivery Plan and the 66 headline performance measures that best demonstrate progress in achieving the 26 key outcomes. It also brings together wider information, key facts and intelligence to explain how the Council is working and performing, including timelines and case studies to demonstrate our impact.

Through directorate and service-level business plans the Council carries out wider work to measure performance and quality. This report is intended to provide an overview of the contribution that the Council makes across all its activities to improving Rotherham as a place to live, work and spend time.

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

A mix of contextual equalities information, such as from the 2011 census, and consultation on the Council Plan is provided here.

Population

- Population estimates indicate that the borough is becoming increasingly diverse with significant international migration, mainly from other EU countries. Based on the 2011 census, the proportion of residents from Black and Minority Ethnic (BAME) communities

increased from 4.1% in 2001 to 8.1% in 2011 and will have grown further since to at least 10% by 2016. Ethnic diversity is most evident amongst young people illustrated by the 17.8% of school pupils who were from BAME groups in 2018. The Pakistani community is the second largest ethnic group in Rotherham after White British, with 3% of residents in 2011 and 6.8% of school pupils in 2018.

- Rotherham's BAME population is very concentrated in the inner areas of the town whilst the outer areas were 96% White British in 2011. 42% of BAME residents live in areas that are amongst the 10% most deprived in the country and for some groups the figure is higher. This compares with the Borough average of 19.5%.
- The population is ageing; Rotherham has 52,000 people aged 65 years or over or 19.7% of the population, above the national average of 18.4%. The population aged over 65 is projected to increase to over 21% by 2026, with the largest increase being in the number of people aged over 75.

Economy

- Rotherham has a polarised geography of deprivation and affluence with the most deprived communities concentrated in the central area whilst the most affluent areas are to the south, although the overall pattern is complex.
- Rotherham is one of the 20% most deprived areas in England with 12,667 children living in "absolute poverty" 2018/19.
- The inequality in the pay gap between men and women is substantial, whereby male workers in Rotherham earn £13,409 more than female workers, on average (median gross annual pay). This means women's pay in Rotherham is only 54.6% of men's pay, compared with 64.5% nationally.
- In the consultation for the Council Plan, 45% of respondents stated there were not enough job opportunities in their area, as opposed to 19% who stated there were enough. Those with no disabilities were more likely to state there were enough job opportunities in their area (21%) than those with disabilities (15%), with female respondents more likely to be unsure about the opportunities (37%), than men (32%).

Health and wellbeing

- Rotherham had 56,588 people with a limiting long-term health problem or disability in 2011, with 11.3% saying this limits their activity a lot, compared with the average of 8.3% nationally. Although there have been health improvements, health inequalities remain and in some cases are widening.
- Health inequalities are also significant, both between the borough and the national average and between the most and least deprived communities in Rotherham. In addition to these factors, the COVID-19 pandemic has exacerbated existing inequalities, with the most disadvantaged communities being hit the hardest.
- In the Council Plan consultation, in response to the question on what would have the biggest positive impact on wellbeing and quality of life, men (30%) and those without a disability (27%) were more likely to state environmental improvements (23% overall), while more women and those with a disability stated 'More things to do in the community' (16% women, 22% with disability, 13% overall). Male respondents (14%) and those with a disability (12%) were also more likely to state 'improved working conditions' as factors (8% overall).

Neighbourhoods

- In the survey consultation on the Council Plan, men were more likely to say they used parks daily (46%) than women (28%), while women were more likely to never use parks at all (7%), than men (1.2%).

- With regards to crime and community safety, tackling anti-social behaviour (79%), tackling crime such as car crime (67%), and protecting vulnerable older people (62%) emerged as respondents' top priorities, over preventing harassment and violence against women and girls (42%), and preventing hate crime (includes disability/ racial/ religious/ homophobic/ transphobic crimes) (35%) – which might partly be due to the age profile and the overrepresentation of older age groups, as well as the underrepresentation of religious and ethnic minorities.

Council Plan data Quarter 1

- The Council Plan includes three performance measures which aim to create a diverse workforce and quarter 1 data includes within the report states:
  - Overall proportion of disabled employees – 9.2% against a year-end target of 9.3%
  - Overall proportion of Black, Asian and Minority Ethnic employees – 4.6% against a year-end target of 4.7%
  - Proportion of the workforce under 25 – 3.8% against a year-end target of 4.2%.

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

Promoting equality, celebrate diversity and ensuring fairness for everyone runs throughout all the themes in the Council Plan and Year Ahead Delivery Plan, however some updates are lacking information regarding equalities and equalities data, and it is therefore unclear what data is being collected and used and how outcomes for different communities and protected characteristic groups are being improved. For example, subscriptions and visits are not broken down by protected characterises groups to determine whether these are diverse and representative of the borough. Case studies also lack reference to how seldom heard and protected characteristic groups have been involved.

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

Progress updates on the Council Plan Year Ahead Delivery Plan are produced on a quarterly basis. These updates are reviewed by both SLT, Cabinet and Scrutiny and are publicly available online. The update reports include progress in relation to actions within the Year Ahead Delivery Plan, as well as performance relating to a suite of key performance measures.

In addition, as the Year Ahead Delivery Plan activities are implemented, services are required to complete an equality screening and/or analysis to ensure due regard has been given and that there is an understanding of the effects of a strategy, policy, service or function on those from a protected characteristic group, where this is applicable to do so.

Engagement undertaken with customers. (date and group(s) consulted and key findings)	To help inform the priorities and actions in the Council Plan, various consultation exercises took place between August and September 2021. There were over 1,300 interactions across all engagement methods. The consultation was part of an ongoing dialogue between the Council and members of the public. Customers are consulted and engaged in different ways by services when delivering the Year Ahead Delivery Plan activities. The performance measures monitored include resident satisfaction and a resident satisfaction survey is conducted annually in June. The results from the 2022 survey are currently being analysed.

	Some performance measures are also based on customer perceptions in relation to the quality of the service received.
Engagement undertaken with staff (date and group(s)consulted and key findings)	Engagement with staff was undertaken through directorates contributing to writing the report informing us of progress made on actions/milestones that applied to them. Staff also provided performance data and contributed to the gathering of case studies used in this report.

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

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

Equalities is cross cutting throughout the Council Plan and Year Ahead Delivery Plan.
Of the five guiding principles, two in particular aim to meet residents' and communities' differentiated needs:

- Expanding opportunities for all
- Working with our communities

Expanding opportunities encompasses the Council's essential priority to tackle inequality striving to ensure that the health and life chances of the most disadvantaged communities are improving the fastest. To complement this approach, 'working with our communities' ensures that to achieve the best outcomes for local people, local residents are involved in the things that matter to them and services are designed based on input from those who use them. This will enable service users to take an active role in improving access to services, highlighting any barriers for those sharing protected characteristics in designs and services, making sure that specific needs are met.

There is also an outcome focussed on addressing inequalities and leaving no one behind within the 'people are safe, health and live well' theme. This will involve providing support to our communities at a level that is proportionate to the degree of need – taking a universal approach where appropriate whilst also providing targeted support to those who most need it.

Furthermore, the underlying 'One Council' theme encompasses two specific areas, which ensure different needs are met:

- All customers at the heart of everything we do
- Engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers.

The Council's commitment to place all customers at the heart of service delivery includes a strengthened approach to equalities and being inclusive. This will involve working with services and partners to promote equality, celebrate diversity and ensure fairness for everyone. The commitment to an engaged, diverse and skilled workforce is expected to improve the council's response to diverse customer needs, by bringing a more differentiated understanding of equality and diversity considerations and barriers.

The quarterly reports capture progress in relation to all activities within the Year Ahead Delivery Plan and a suite of key performance measures.

Within **five themes of the Council Plan**, a series of universal offers are aimed at all of Rotherham's residents, while several actions are specifically aimed at tackling inequalities and issues of access. The following expands both on the universal and the targeted offers within each theme.

Every neighbourhood thriving
Activities in this area are aimed at meeting the needs of all residents and ensure they benefit from thriving neighbourhoods. The priorities of making neighbourhoods welcoming and safe, local people having access to libraries, cultural activities, parks and green spaces, improved local town and village centres, reducing crime and anti-social behaviour and improving street safety are for the benefit of all residents regardless of protected characteristics. Residents, organisations and businesses are encouraged and enabled to use their skills and resources to help others.

Individual services, such as parks, libraries, cultural offers and neighbourhood working will each undertake an equality analysis, where required to do so, to identify gaps, making sure that any physical, cultural, language or other access barriers are identified, and all residents have offers meeting their needs.

Progress made which links to improving equality, diversity and inclusion outcomes include:

- 25 Ward Plans produced and published - Borough-wide and local VCS organisations and groups representing communities with protected characteristics invited to contribute the priorities. Census data and other equalities data also used to inform the priorities
- Evaluation of the Controlling Migration Fund Programme completed and submitted to the Department for Levelling Up, Housing and Communities end April 2022. The programme delivered various interventions aimed at making a long-term positive impact on community cohesion with tangible improvements for individuals
- During July 2022 a range of cultural events took place across the town to celebrate the Women's Euros, alongside the four matches and Women of the World Festival. The WOW festival tackled subjects that matter most to women, girls and non-binary people, and was open for everyone to attend. The event also had a British Sign Language Interpreter for the talks
- Projects to reduce hate crime and improve community safety by tackling harmful narratives via Remedi, including 'who is your neighbour', 'Step Up, Beat Hate', and restorative hate crime
- Delivery of the first Towns and Villages Fund scheme, connecting two well-used green spaces in Greasbrough which included widening footpaths to improve accessibility.

People are safe, healthy and live well
Actions in this area are aimed at protecting everyone's physical and mental health, while focusing on the most vulnerable. Within actions to ensure that people have good mental health and physical wellbeing, programmes to tackle loneliness and isolation will have particular benefits to older people and those living with disabilities. Within the priority for children, families and adults to feel empowered, safe and live independently for as long as possible, actions focus on children in care, people with learning disabilities, independent living and adult social care ensure that the needs of these vulnerable groups are prioritised. Actions further include for everyone to have access to affordable, decent housing.

One specific action within this area focuses on addressing inequalities, ensuring nobody is left behind. This includes the confidence to understand inequalities, and actions in particular tackle financial exclusion, homelessness and domestic abuse.

Ongoing monitoring and improvement of these services contributing to this theme will be key, as the most vulnerable often face the most barriers. Monitoring will identify and address gaps in provision, and in particular ensure that individuals sharing several protected characteristics, and thus potentially facing multiple barriers, can access the support they need.

Progress made which links to improving equality, diversity and inclusion outcomes include:

- Prevention and health inequalities strategy and action plan completed and agreed
- Cultural programme for residents aged 55+ is in delivery and will run to September 2022. The programme has so far included a series of dementia events with Clifton Park Museum creating memory boxes and using digital technology to recreate memories, an 'age positive' positive photographic exhibition at Riverside Library, a series of performances relating to grief and loss, a new Care Home Choir, and the creation of a new circus school.
- Promoted bespoke promotional messages to specific groups to encourage people to receive the Covid-19 vaccine
- Consultation and engagement work is underway to improve services for people with learning disabilities and autism, including plans to develop its future supported accommodation offer
- The new Carers Strategy, "The Borough that Cares", was launched in June 2022 to coincide
  with National Carers Week
  Work to address inequalities and ensure nobody is left behind includes - A review of Rother Card has been completed and proposals scheduled to go to Cabinet in
  October 2022
- Housing Growth Programme continues to be delivered, which includes a range of homes designed in consideration of the needs of those with disabilities and/or in need of carer support
- Free school meals and hardship grants provided to those eligible.

Every child able to fulfil their potential

Actions under this theme are aimed at children having the best start in life, children and young people having a voice and feeling listened to, young people empowered to succeed and achieve their aspirations, and children and young people having fun things to do and safe places to go. Activities in the early years aim to address educational inequalities, collaborative working with schools to give children the opportunity to fulfil their potential, regardless of ability, including vulnerable and disadvantaged children, and reconnect those disengaged from education to opportunities and training.

Services contributing to this theme, again, will carry out equality analyses where appropriate and monitor equality data.

Progress made which links to improving equality, diversity and inclusion outcomes include:

- Online mental health service Kooth has been available to all children and young people aged 11-25 in Rotherham since last November. The response to the service has been positive and, between April to June 2022, 744 young people logged in to access support 4,361 times
- Disadvantaged Pupils Making the Difference project continues with 10 targeted schools
- Inclusion Pathway is fully implemented to support pupils' mental health and well-being, increase attendance, and reduce suspensions and permanent exclusions
- Universal training on early reading offered to all schools, with reading fluency project accessed by 29 schools and 225 pupils

- Children's Capital of Culture launched in February 2022 with a high-profile Festival and a new exhibition and a wide range of free activities, all of which were designed and delivered in partnership with young people.

Expanding economic opportunity

Actions under this theme include a growing economy that provides decent jobs and chances to progress, places rejuvenated by regeneration that brings investment and opportunity, people have opportunities to learn, develop skills and fulfil their potential, working with partners and suppliers to create more local jobs, apprenticeships, paid at the living wage or above, strengthened digital infrastructure and skills which enable access for all. Contributing to these actions are programmes supporting vulnerable residents to gain skills and employment, and libraries proving IT and resource support to residents, to improve digital inclusion.

Equality analysis and monitoring will be carried out where appropriate to ensure vulnerable residents sharing protected characteristics benefit from this support. Given the gender pay gap in Rotherham is substantial and above the national average, activities in this area will need to be monitored closely to ensure they do not widen the gap.

Progress made which links to improving equality, diversity and inclusion outcomes include:

- The Council is actively promoting the living wage accreditation
- A range of initiatives are supporting residents to gain skills and progress their careers
- Local labour clauses are being applied to major planning permissions, increasing the chances for local people to access jobs
- Regeneration project designs being developed in consultation with Rotherham residents, including consideration of accessibility
- Consultation with residents to help establish Rotherham's digital inclusion baseline.

A cleaner, greener local environment

The priorities of making neighbourhoods cleaner and greener are for the benefit of all residents regardless of protected characteristics.

This theme encompasses reductions in carbon emissions, working towards net zero targets, better transport systems for future generations, reduced risks of flooding and other environmental emergencies. There are no immediate equality implications in this area, although any direct impacts on residents, such as through actions in housing, transport and in work with community organisations, will be monitored.

Progress made which links to improving equality, diversity and inclusion outcomes include:

- Delivering bus, tram and cycle improvements through the Transforming Cities Fund (TCF) programme
- Local flood risk management strategy updated, incorporating objectives relevant to community resilience.

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

No problems or barriers have been identified. The Plan does not make specific reference to any protected characteristics, and ongoing monitoring as detailed above will be key to ensure any barriers are identified and addressed.

Does the Service/Policy provide any positive impact/s including improvements or remove barriers? Yes as detailed above.
What affect will the Policy/Service have on community relations? (may also need to consider activity which may be perceived as benefiting one group at the expense of another) No negative impacts expected – any targeted activities are based on known needs and vulnerabilities.

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

5. Summary of findings and Equality Analysis Action Plan

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

Title of analysis: Second Council Plan 2022-2025 and Year Ahead Delivery Plan Progress report
Directorate and service area: Assistant Chief Executive, Policy, Performance and Intelligence
Lead Manager: Simon Dennis
Summary of findings:
The Year Ahead Delivery Plan addresses inequalities in several of its key themes, including the overarching theme 'One Council' and guiding principles, with the aim to decrease inequalities and for the council's services to deliver for all residents. Equality and access data will need to be monitored closely, especially in the 'People are safe, healthy and well' and 'Everyone has economic opportunities' themes, as these are areas of considerable existing inequalities, which will make it more difficult for some individuals and groups to access opportunities and services.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Provide quarterly update reports to Cabinet, including consideration of the equality implications.	All	Quarterly
All services to undertake equality analyses where applicable and monitor.	All	Ongoing
Seek to obtain updates from directorates, regarding what has been done to consider equalities when delivering the Year Ahead Delivery Plan actions/activities.	All	Quarterly

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

6. Governance, ownership and approval		
Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.		
Name	**Job title**	**Date**
Jo Brown	Assistant Chief Executive	05 September 2022
Cllr Chris Read	Leader	05 September 2022

7. Publishing	
The Equality Analysis will act as evidence that due regard to equality and diversity has been given. If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report. A copy should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.	
Date Equality Analysis completed	23 August 2021
Report title and date	Second Council Plan 2022-2025 and Year Ahead Delivery Plan Progress report
Date report sent for publication	05 September 2022
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

This page is intentionally left blank

Appendix 3 - Carbon Impact Assessment – Second Council Plan 2022-25 and Year Ahead Delivery Plan Progress Report

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

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	N/A	Phase 1 of a heat decarbonisation plan has been developed. This will cover 43 of the Council's highest energy consuming operational buildings. Projected carbon emissions reductions from phase 1 are from 3,716 tCO2e in 2019, to 806 tCO2e in 2030: a reduction of 78%. Work is ongoing to extend the HDP to cover all operational buildings. A bid for the public sector decarbonisation scheme will be submitted in September 2022. £1 million proof of concept renewable energy project progressing well on the council-owned site at Kilnhurst. Preparatory work, including an ecology survey, is being carried out alongside resolving a number of site issues prior to submitting a planning application towards the end of 2022/early 2023. This is expected to save 240 tCO2e compared to grid electricity.	Delivery of new Century business centre at Manvers and delivery of a range of business support and advice projects to help local companies recover are likely to increase emissions from new office buildings or other businesses.	Asset Management Board adopted a policy that all new and refurbishment properties will look at the feasibility of low carbon heating and energy efficiency measures as a first option. Business centres are included in the Council's decarbonisation Plan. See actions outlined in previous two columns.	Carbon Impact Assessments required for all Cabinet reports. All emissions from operational buildings are monitored and reported publicly.

Emissions from transport?	N/A	Fleet Conversion Programme being drafted in line with the current needs of services and the Council's commitment to lowering carbon emissions. The first stage of the programme will focus on the next 12 months and will target the Council's small vehicle fleet such as cars and small vans for low carbon alternatives. Larger vehicles will also need to be replaced in some services and there remains significant limitations in terms of low carbon alternatives for these types of vehicles.	Transforming Cities Fund programme includes various bus, tram, and cycle improvements. These will be expected to reduce transport emissions. Decreases may be offset by induced demand for transport arising from other projects (e.g. Century Business Centre). Currently not possible to calculate net impact. The plan for neighbourhood road safety engagement, including 20 mph zones, will if successful decrease emissions. Installation of additional 8 charging units to complement existing provision, and 2 residential charging hubs will mitigate transport emissions by aiding the transition to hybrid or electric. Completion of the A630 Parkway Improvement Scheme to reduce speeds (50mph), reduce congestion and improve air quality, and delivery of bus, tram and cycle improvements through the Transforming Cities Fund	See actions outlined in previous two columns.	Approaches to monitoring vehicle usage, emissions and fuel efficiency. Carbon Impact Assessments required for all cabinet reports. Data captured from the pilot to monitor and assess the environment in local areas.

			programme, and Cycleways schemes in line with the cycling strategy will decrease emissions and encourage people to cycle more. New systems being piloted to monitor and assess the environment in local areas and enable improvements in grounds maintenance and street cleansing. This will help to reduce unnecessary visits/travel to certain zones.		
Emissions from waste, or the quantity of waste itself?	N/A	Single use plastics action plan drafted. When in post, the new Climate Change Team will lead. In January 2023, the Plan will form part of the Climate Change Annual Report to Cabinet, for final sign off, before this action is marked as complete.	BDR (Barnsley, Doncaster and Rotherham) Waste Partnership consultation to find out what people think of the household waste recycling service.	See actions outlined in previous two columns.	A baseline for single use plastics across council buildings and events will be identified. Improved information and data to take further action in reducing waste, improving recycling rates and reducing contamination. Carbon Impact Assessments required for all cabinet reports.
Emissions from housing and domestic buildings?	N/A		Delivery of 171 homes across 3 sites underway as part of the Council's Housing Growth Programme, including: • Town Centre housing programme • Chesterhill Avenue and Whinney Hill	Housing Strategy for 2022-2025 agreed by Cabinet in July 2022 includes the Green Housing Strategy to reduce energy costs and improve efficiency of homes.	Establish housing stock emission baselines, consolidating the available intelligence and gathering further data as required, using existing data on

			• Delivery of Council bungalows on sites in Treeton and Ravenfield. These houses will imply an increase in emissions from domestic buildings, however in the case of buildings being taken up by existing residents this may not be significantly different to current domestic emissions from those residents.		council-owned housing stock, and developing intelligence on the wider housing stock across the Borough. Carbon Impact Assessments required for all cabinet reports.
Emissions from construction and/or development?	N/A	Construction and planned developments, such as improving the condition of local neighbourhood roads through the 2024 roads programme, provision of the new library at Thurcroft, building works to improve day facilities, developing new and improved play areas for children and young people, a feasibility study for the Rotherham Theatre will increase emissions. Plans for large scale developments and improvements, such as the towns and villages fund, construction of the market and library schemes as part of Future High Streets Fund programme and construction of the leisure development on Forge Island could		Emission considerations as part of the Council's social value policy are being developed, exploring how the policy can be used to incentivise climate change commitments and CO2 reductions within tender processes. Introduction of further SPDs (supplementary planning documents) relevant to climate change – SPDs can elaborate on Local Plan policies, giving developers additional technical guidance, speeding up applications and resulting in better quality development for the community and environment. See actions outlined in previous two columns.	Carbon Impact Assessments required for all cabinet reports.

		significantly increase carbon emissions. • Plans connected to the construction of flood alleviation schemes and barriers, such as achieving 'shovel ready' status for the six priority flood alleviation schemes, securing funding to implement the schemes, constructing the Forge Island canal barrier and the Ickles Lock to Centenary Way flood wall and embankment will all entail emissions.			
Carbon capture (e.g. through trees)?	N/A		In the first season of the Council's tree planting programme (November 2021 - February 2022), 2,000 new trees were planted across the borough. The planting season for 2022-23 starts in November 2022 and run until February 2023, with consultation underway. Improvement of approach to weed control and removal, as well as sustainable management of verges and greenspaces to encouraging biodiversity and increase wildflower areas, with potential (but likely negligible) impact on carbon capture.	See actions outlined in previous two columns.	The Council currently has little data related to carbon sequestered via trees, limiting our understanding of the planting required to offset emissions. Carbon Impact Assessments required for all cabinet reports.

Identify any emission impacts associated with this decision that have not been covered by the above fields:
25 ward plans produced and published informed by local communities, many of which include priorities to improve the local environment and tackle climate change.

Please provide a summary of all impacts and mitigation/monitoring measures:
Given that this is a progress report, and implies no direct recommendations or decisions, there are no relevant emission impacts to consider. Where progress on certain actions has implied a specific definable impact on emissions, this has been included indicatively.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Tanya Lound, PPI, ACX
Please outline any research, data, or information used to complete this [form].	Climate Emergency Progress Summary and 2021/22 Action Plan Second Council Plan 2022-2025 and Year Ahead Delivery Plan Progress report
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	

This page is intentionally left blank

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 19 September 2022

Report Title
Household Support Fund October 2022 – March 2023

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

Strategic Director Approving Submission of the Report
Jo Brown, Assistant Chief Executive

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

Steve.eling@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

The Household Support Fund (HSF), first introduced in 2021/22 and extended into the first half of 2022/23, has been extended again to the end of March 2023 following a government announcement made in the Summer.

Draft grant guidance has now been provided but no details of grant amount are yet available. However, based on the method for calculation of the grant by population weighted by a function of the English Index of Multiple Deprivation, a best estimate suggests that Rotherham will be allocated £2.489m, being the same as provided for the first half of the year.

This report provides an overview of the eligible uses, together with recommendations for a proposed allocation of the estimated grant. Any variations arising from details of the final grant guidance or final grant allocation are proposed to be managed through adjusting the allocation made towards the Energy Crisis Support Scheme.

Recommendations

1. That subject to the receipt of final grant guidance and allocation of grant, that provisional allocations of the Household Support Fund Grant of £2.489m be made as follows:
    a) £899k for food vouchers to children eligible for free school meals for school holidays up to and including Easter 2023.
    b) £1.4m to support applications from households for assistance with cost-of-living increases through the Council's Energy Crisis Support Scheme.
    c) £45k allocation to support care leavers, being young people leaving foster or local authority care and living independently in their own accommodation who are responsible for paying their own utility bills, providing additional financial support through the cost-of-living increases.
    d) £30k to support local VCS organisations to support vulnerable households over Christmas / New year through a supplement to the Crisis Support service level agreement.
    e) £90k to provide additional tinned food to supplement that available for crisis food parcels provided by local food banks and Community Food Members alongside assisting with supplies to social supermarkets, a supplement to the Crisis Support service level agreement.
    f) £25k to provide additional non-food products for inclusion in crisis food parcels covering personal hygiene, sanitary and household products.

2. Unless the final grant is substantially different from the estimate, to delegate authority to the Assistant Chief Executive in consultation with the Cabinet Member for Social Inclusion, to determine revised and final allocations for the Household Support Grant to include provision for other eligible actions within the use of Household Support Fund should it not be possible to achieve full spend of the grant through the approved options.

List of Appendices Included

Appendix 1 Equality screening
Appendix 2 Climate impact assessment

Background Papers
Household Support Fund (1 October 2022 – 31 March 2023): – DRAFT Guidance for County Councils and Unitary Authorities in England – Department for Work and Pensions

Consideration by any other Council Committee, Scrutiny or Advisory Panel
No

Council Approval Required
No

Exempt from the Press and Public
No

Household Support Fund October 2022 – March 2023

1. Background

1.1 The Household Support Fund (HSF), first introduced in 2021/22 and extended into the first half of 2022/23, has been extended again to the end of March 2023 following a government announcement made in the Summer.

1.2 The grant is to be made available again to County Councils and Unitary Authorities in England to support those most in need and struggling with the cost of living. It is expected that the same allocation will be made for the second half of 2022/23 as was received in the first, which for Rotherham would be £2.489m. This was calculated based on the population of each authority weighted by a function of the English Index of Multiple Deprivation. However, the allocation has not yet been notified, with DWP stating that they are still awaiting formal Treasury approval. They also state that Authorities are able to add their own funding or partner contributions from local organisations on top of the grant, including seeking match funding from local community foundations.

1.3 Draft guidance has now been received from Government setting out the permitted uses of the grant and eligibility criteria. This report makes recommendations ahead of an allocation being made and final grant guidance being issued on the basis of best intelligence available. This will enable provisional decisions that can be confirmed and brought into effect once the final details are provided.

2. Key Issues

2.1 The Household Support Fund was made available by the Department of Work and Pensions (DWP) to County Councils and Unitary Authorities in England to support those most in need. This funding initially covered the period October 2021 to the end of March 2022 and was then extended to the end of September 2022. Local Authorities were given discretion about exactly how this funding was used within the scope set out in guidance. The expectation was that it should primarily be used to support households in the most need with food, energy and water bills. It could also be used to support households with essential costs related to those items and with wider essential costs. In exceptional cases of genuine emergency, it could additionally be used to support housing costs where existing housing support schemes do not meet this exceptional need.

2.2 For the period October 2022 to March 2023, the ring fencing of allocation to benefit specific age groups has been removed. New criteria for the grant sets out in particular that:

- Authorities have the flexibility within the Fund to identify which vulnerable households are in most need of support and apply their own discretion when identifying eligibility. Authorities should ensure that they consider the needs of various households including families with

children of all ages, pensioners, unpaid carers, care leavers, and people with disabilities.

- Authorities must operate an application-based service for support to ensure those in need have a route to emergency support. This can be delivered directly by the Local Authority or by a third party on their behalf. Authorities should establish eligibility criteria for their application service and should communicate with residents to ensure that their scheme and the mechanism for applying is clear and accessible. Note this does not have to be used for the whole scheme.

- Authorities can also proactively identify households who will benefit from support. Where this is the case, Authorities should consider how they can ensure that they are focusing on those in the most need to prevent escalation of problems.

2.3 The recommended provision through the Council's Energy Crisis Support Scheme will meet the condition to operate an application-based service, whilst other support including providing vouchers to children eligible for free school meals to cover school holidays is compliant with the condition covering proactively identifying households who will benefit from support.

2.4 For the period October 2022 to March 2023, HSF can provide support as follows:

- Authorities are to ensure that the grant is primarily allocated to support with the costs of food, energy (for heating, lighting and cooking), water (for household purposes, including sewerage) and other essential living needs in accordance with the Scheme guidance.

- In exceptional circumstances of genuine emergency, the Authority may allocate grant funds to support with housing costs as set out in the Scheme guidance.

- Eligible spend does not include:
    - o Advice services including debt advice.
    - o Mortgage costs.

2.5 Subject to the draft grant guidance being confirmed and grant allocation being provided as projected, the recommendations in this report can be implemented. Should the grant conditions change to exclude any proposed use, or the grant allocation be different, any impact on the recommended uses can be addressed through the recommended delegated decision in consultation with the Cabinet member.

3. Options considered and recommended proposal

3.1 The options have been assessed to meet the criteria of the grant funding streams aligned with the other actions being taken by the Council to support people in need. The proposed allocations are based on the level of funding being maintained at the level received for the period April to September 2022

and previous experience of 'what works' in distributing these funds. All of the options are eligible spend under the draft HSF grant guidance. Specific groups of people identified in the guidance as priority households can be targeted through the applications for support options.

3.2 Food vouchers for school holidays

3.2.1 Continuing to provide vouchers to children eligible for free school meals to cover school holidays will carry forward support to low-income families in a manner that has proved effective. Assuming use of HSF will cover the Easter holidays in April 2023, this approach would fund five weeks of school holidays from Christmas / New Year. The October half term is already funded from the first half year HSF grant.

On the basis of the current eligible numbers of children being 11,986 at a voucher value of £15 per week, the HSF allocation would be £899k.

3.3 Boosting the Council's Energy Crisis Support Scheme

3.3.1 This takes forward the practice in the current scheme arrangements where the Council receives applications for energy crisis support by extending HSF provision to all households, not only pensioners, following removal of the age threshold that applies to the April to September 2022 allocation. Currently applicants receive £250 towards their energy bill, with pensioners receiving a further £150 towards cost of living. The proposed change would provide for all successful applications to receive up to £400 as a one-off grant in support of meeting the cost of energy bills and wider cost of living. Taking account of allocations to other recommended options, this would provide £1.4m, providing at least 3,500 grants at the full £400.

3.3.2 The provision of these one-off grants covers the period October 2022 to March 2023. Households that received a grant between April and September 2022 will be eligible to apply again for the coming period.

3.4 Support for care leavers

3.4.1 The first half year of HSF for April to September includes a £45k allocation to CYPS to support young people leaving care with cost-of-living pressures. This would be extended to cover October to March at the same level of funding.

3.5 VCS support to vulnerable families over Christmas / New Year / Winter

3.5.1 HSF, and the Covid Winter Grant before it, has provided support to local VCS organisations to provide additional support to vulnerable families that they work with over the last two years. This has primarily involved the provision of food hampers over Christmas / New Year. Small grants to organisations have been administered by VAR and have supported in excess of 300 families in both years. This would be facilitated through a supplement to the Crisis Support SLA and be provided again at the same sum of £30k.

3.6 Extra provision of food

3.6.1 The provision of crisis food to local food banks is covered in the Crisis Support SLA. The food received is food industry surplus and provided at no cost. The costs in the SLA only relate to warehousing and distribution. Demand for crisis food remains high following the COVID pandemic. Whilst adequate tonnages of food continue to be provided through the food industry, the nature of what is being declared surplus has changed in recent months with tinned food, especially meat, fish, vegetables and fruit becoming increasing short in supply. This then impacts on the range of produce that can be included in food parcels. Rotherham's social supermarkets and food pantries are also reporting a reduction in the access to tinned food, with less donations being received.

3.6.2 There is an option to purchase tinned stock to be added to the surplus stock received from the food industry. This would be facilitated through a supplement to the Crisis Support SLA to be integral to the supply of food banks and use the purchasing, warehousing and distribution arrangements already in place. An enquiry has produced wholesale prices and estimated volume requirements on the basis of current crisis demand. The volume is calculated at 79,800 units with a cost of £90k. The use of HSF to support tinned food provision to social supermarkets is complementary to the broader support for their development, assisting through the cost-of-living crisis. It will support the Council's development work by providing tinned food until April 2023, whilst the development work covers broader functions and sustainability over the longer term, including food provision from April 2023.

3.7 Provision of non-food stock for crisis food parcels and social supermarkets

3.7.1 During the COVID pandemic additional resources were used to purchase supplementary non-food stock included with crisis food provision. The stock was purchased on the basis that it would be used until depleted. There is an opportunity to purchase, through the provisions of the Crisis Support SLA, an amount of non-food stock to supplement the food provision over the winter until March 2023. £25k is recommended.

3.8 Balance of spend

3.8.1 It is likely that actual spend will vary from that allocated to specific uses dependant on demand. It is proposed that to ensure full spend at year end, any balancing sums be applied through the Energy Crisis Support Scheme.

4. Consultation on proposal

4.1 Officers in relevant Council services along with VCS partners have been engaged in producing the recommended options

5. Timetable and Accountability for Implementing this Decision

5.1 Arrangements are in place to commence the range of support measure as soon as approval is given.

6. Financial and Procurement Advice and Implications

6.1 Whilst no allocation has been made pending Treasury approval, the report assumes grant of £2.489m, being the same sum provided for October 2021 to March 2022 and April 2022 to September 2022, will be provided by the Department for Work and Pensions (DWP). The proposed spend is in accordance with the grant conditions, though progress on spend will need to be monitored to ensure that Government requirements and timeframes are adhered to.

6.2 Scheme spend will be reviewed as part of management of the grant with final allocations being determined once the final cost of holiday food vouchers and demand against the other allocation is confirmed. This aims to ensure that the grant is utilised or committed before 31st March 2023. This includes provision to fund food vouchers for the Easter school holidays in 2023.

6.3 There are no direct procurement implications arising from the recommendations detailed in the report. If there is a need to procure goods and services in the delivery of this support, this must be undertaken in line with both the Council's own Financial and Procurement Procedure Rules (FPPR's) and the Public Contracts Regulations 2015 (as amended). Recommendations for grant assistance support through VCS partners will be facilitated through existing service level agreements.

7. Legal Advice and Implications

7.1 The recommended proposals are in accordance with the conditions of use of the grant. Further, the scheme is consistent with relevant public law principles, in particular it is lawful, fair and rational.

7.2 The Council can support this type of local welfare provision under the "Local authority's general power of competence", as set out in S.1 of the Localism Act 2011 (c. 20). Further Local authorities' have the ability to act in this area under powers contained in other legislation, for example, section 2 of the Local Government Act 2000 enables local authorities to provide financial assistance to any individual.

8. Human Resources Advice and Implications

8.1 There are no Human Resources implications associated with this report.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The recommended use of Household Support Fund includes issuing vouchers in lieu of free school meals eligible children for school holidays through to Easter 2023.

10. Equalities and Human Rights Advice and Implications

10.1 The objectives of the use of the grants and targeting towards vulnerable households including families with children will contribute to addressing economic and social inequalities. It will have a positive equalities impact.

10.2 Equalities data will be collected as part of administering the programme of support.

11. Implications for CO2 Emissions and Climate Change

11.1 There are no implications for CO2 emissions of climate change.

12. Implications for Partners

12.1 Partner organisation will be engaged in making referrals to support provided under the grant along with direct support to vulnerable households and those struggling through the cost-of-living crisis.

13. Risks and Mitigation

13.1 Risk is primarily centred around achieving, whilst not exceeding spend of the grant.

13.2 The grant conditions are current in draft form and could change for the approved version. Should changes result in any recommended actions becoming ineligible, and free grant budget would be allocated to the Energy Crisis Support Scheme. Owing to the grant allocation not being advised, the result of any change from the estimate used in the report could be addressed through Energy Crisis Support Scheme allocation. To address this, the recommendations provide for a delegated decision, that unless the final grant is substantially different from the estimate, to delegate authority to the Assistant Chief Executive in consultation with the Cabinet Member for Social Inclusion, to determine revised and final allocations for the Household Support Grant to include provision for other eligible actions within the use of Household Support Fund should it not be possible to achieve full spend of the grant through the approved options.

14. Accountable Officers

Steve Eling
Policy and Equalities Manager
Assistant Chief Executives Directorate.

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	05/09/22
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	01/09/22
Head of Legal Services (Monitoring Officer)	Bal Nahal	01/09/22

Report Author: *Steve Eling*
Policy and Equalities Manager
Assistant Chief Executive's Directorate
Steve.eling@rotherham.gov.uk

This report is published on the Council's website.

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: Household Support Fund October 2022 – March 2023	
Directorate: **ACX**	**Service area:** **PPI**
Lead person: **Steve Eling**	**Contact number:** **01709 254419**
Is this a: ☐ **Strategy / Policy** ☒ **Service / Function** ☐ **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
The Government is to provide a third allocation of Household Support Fund grant. The allocation is to cover the period 1st October to 30th Sep. The funding must be used or allocated during that time. The report has been produced on the basis of draft guidance. No allocation of grant has yet been notified resulting in an estimate being used for the purposes of making provisional allocations. These could change when the allocated grant is known, however, the use of any grant will support families and households in need in Rotherham.

3. Relevance to equality and diversity		
All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity. The following questions will help you to identify how relevant your proposals are. When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.		
Questions	**Yes**	**No**
Could the proposal have implications regarding the accessibility of services to the whole or wider community? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*	x	
Could the proposal affect service users? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*	x	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? *(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)*	x	
Have there been or likely to be any public concerns regarding the proposal? *(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)*		x
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? *(If the answer is yes you may wish to seek advice from commissioning or procurement)*		x
Could the proposal affect the Council's workforce or employment practices? *(If the answer is yes you may wish to seek advice from your HR business partner)*		x
If you have answered no to all the questions above, please explain the reason		
The objectives of the use of the grants and targeting towards vulnerable households including families with children will contribute to addressing economic and social inequalities. It will have a positive equalities impact.		

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?** Owing to the limited timescale between Government announcement of the of the funding streams, only having received draft guidance and no grant allocation at the time or writing the report, knowledge from support to low-income households from earlier grants streams has been used to inform the proposed uses of the grant funding for the second half of 2022/23.
• **Key findings** There are specific impacts for low-income households with children, from BAME communities and low-income pensioners. The current increase in energy prices as part of cost-of-living increases are likely to have greatest impact on the lowest income and most vulnerable households.
• **Actions** Equalities data will be collected as part of delivering the proposed support packages. An equality analysis will be completed on the basis of the data collected to inform delivery of the funding streams and at the end of the funding period. It is not possible to complete a full EA ahead of delivering the grant funded support

Date to scope and plan your Equality Analysis:	30th April 2023
Date to complete your Equality Analysis:	30th April 2023
Lead person for your Equality Analysis (Include name and job title):	Steve Eling Policy and Equalities Manager

5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**
Jo Brown	Assistant Chief Executive	31st August 2022

6. Publishing

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

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

A copy of **all** screenings should also be sent to equality@rotherham.gov.uk 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	31st August 2023
Report title and date	Household Support Fund 19th September 2022
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	Cabinet Household Support Fund October 2022 – March 2023 19th September 2022
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	31st August 2022

User guidance:

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

---

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

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

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

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

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Steve Eling, Policy & Equalities Manager, Assistant Chief Executives Directorate
Please outline any research, data, or information used to complete this [form].	N/A
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]	N/A

This page is intentionally left blank