



CABINET

Monday 20 March 2023

10.00 a.m.

**Council Chamber, Rotherham Town Hall,
Moorgate Street, Rotherham. S60 2TH**

Cabinet Members:-

Leader of the Council
Deputy Leader of the Council,
Neighbourhood Working Portfolio
Adult Social Care and Health Portfolio
Children and Young People Portfolio
Corporate Services, Community Safety and Finance Portfolio
Housing Portfolio
Jobs and the Local Economy Portfolio
Social Inclusion Portfolio
Transport and Environment Portfolio

Councillor Chris Read
Councillor Sarah Allen

Councillor David Roche
Councillor Victoria Cusworth
Councillor Saghir Alam
Councillor Amy Brookes
Councillor Denise Lelliott
Councillor Dave Sheppard
Councillor Dominic Beck

Rotherham
Metropolitan
Borough Council 

CABINET

Venue: Council Chamber - Rotherham Town Hall, Moorgate Street, Rotherham, South Yorkshire S60 2TH

Date and Time: Monday 20 March 2023 at 10.00 a.m.

Agenda Contact Governance Unit – governance@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 - 23)

To receive the record of proceedings of the Cabinet meeting held on 13 February 2023.

5. Exclusion of the Press and Public

There are no exempt items.

ADULT SOCIAL CARE AND HEALTH

6. Learning Disability Services (Pages 25 - 48)

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

Recommendations:

That Cabinet:

1. Notes the achievements and ongoing progress of the Learning Disability Transformation Programme as set out in the Cabinet Report *“The transformation of services and support for people with a learning disability – May 2018”*.
2. Approve a minimum 90-day period of co-production to establish the views and needs of people with a learning disability, their families, and carers and younger people preparing for adulthood, regarding the future vision and strategy for people with a learning disability.
3. Agrees to receive a further report in late Autumn 2023 proposing a refreshed strategy for people with a learning disability in Rotherham.

7. Cabinet Response to Covid-19 Care Home Safety (Pages 49 - 65)

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

Recommendations:

1. That Cabinet endorses this response to the Health Select Commission’s spotlight review and accepts the recommendations.

CORPORATE SERVICES, COMMUNITY SAFETY AND FINANCE

8. Modern Slavery Annual Transparency Statement (Pages 67 - 93)

Report from the Strategic Director for Regeneration and Environment.

Recommendations:

1. Cabinet notes the progress made to date.
2. Cabinet agrees for the current Transparency Statement 2022/23 to remain in place in 2023/24.

HOUSING AND SOCIAL INCLUSION

9. Homelessness Prevention and Rough Sleeper Strategy 2023 - 2026 (Pages 95 - 154)

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

Recommendations:

1. That Cabinet approve the Homelessness and Rough Sleeper Strategy 2023 - 2026.

JOBS AND THE LOCAL ECONOMY

10. Climate Change Action Plan and Annual Report (Pages 155 - 202)

Report from the Strategic Director for Regeneration and Environment.

Recommendations:

It is recommended that Cabinet:

1. Approve the Climate Change Action Plan in Appendix 2 including nature crisis and adaptation actions, noting the key achievements and opportunities summarised in Appendix 1 and sections 2 and 5 of this report.
2. Approve the Single Use Plastic Action Plan in Appendix 4.

LEADER OF THE COUNCIL

11. Household Support Fund 2023/24 (Pages 203 - 220)

Report from the Assistant Chief Executive.

Recommendations:

That Cabinet agree:

1. That provisional allocations of the Household Support Fund Grant of £4.978m be made as follows:
 - a. £2.5m for food vouchers to children eligible for free school meals for school holidays up to and including Easter 2024.
 - b. £1.2m to cover the estimated costs of the Council's Local Council Tax Support Top Up Scheme.
 - c. £0.4m additional funding to top up the Council's Discretionary Housing Payments fund.
 - d. £0.563m to support applications from households for assistance

with cost-of-living increases, through the Council's Energy Crisis Support Scheme.

- e. £180k to provide additional tinned food to supplement the supplies available for crisis food parcels provided by local food banks and Community Food Members. This sum would also assist with supplies to social supermarkets, which is a supplement to the Crisis Support service level agreement.
 - f. £90k 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.
 - g. £45k to support local VCS organisations to support vulnerable households over Christmas / New year through a supplement to the Crisis Support service level agreement.
2. 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 provisional allocations.
 3. £150,000 cost of living crisis grant funding from the South Yorkshire Mayoral Combined Authority is used to top up the allocation to Discretionary Housing Payments; of which, £50,000 will be utilised in the current financial year and the remaining £100,000 in 23/24.
 4. To approve use of the Council's Business Rates Levy surplus distribution allocation of £538,415 to be used to support Energy Crisis Support Payments in 2022/23.

12. Social Value Annual Report (Pages 221 - 256)

Report from the Assistant Chief Executive.

Recommendations:

1. That the annual report is received noting the increased social value commitments along with outcomes achieved.
2. That Cabinet agree the following key priorities for 2023 include:
 - a. Continue to embed the foundations of strong social value delivery through contract manager and supplier learning and development, tools and evaluation.
 - b. Support new and existing businesses to enter into new markets, from which the Council buys goods and services through the work of Rotherham Investment and Development Office and meet the buyer events.
 - c. Hold a Social Value celebration event for suppliers to showcase

- impact and inspire others.
- d. Formally launch Rotherham Social Value Anchor Networks to raise awareness and engagement of more partners.

SOCIAL INCLUSION

13. Financial Inclusion Strategy (Pages 257 - 288)

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

Recommendations:

1. That Cabinet approves the Corporate Financial Inclusion Plan 2023-24

TRANSPORT AND ENVIRONMENT

14. Fleet Replacement Plan (Pages 289 - 310)

Report from the Strategic Director for Regeneration and Environment.

Recommendations:

That Cabinet:

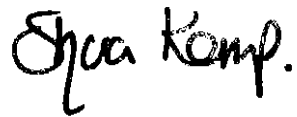
1. Approves the approach to fleet replacement, which refreshes 35% of the current fleet by 2025/26 that works towards the Council's strategic objective of achieving 'Net Zero' status by 2030, and Borough wide by 2040.
2. Notes the intention to strengthen centralised fleet management, including Council-wide requests for additional vehicles, acquisition, disposal, maintenance and redeployment of assets to ensure best utilisation and value.
3. Delegates authority to the Strategic Director of Regeneration and Environment, in consultation with the S.151 Officer, and Cabinet Member for Transport and the Environment to enter into the necessary procurement agreements to effect the delivery of the report objectives.

15. Recommendations from Overview and Scrutiny Management Board (To Follow)

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 Wednesday 15 March 2023.

16. Date and Time of Next Meeting

The next meeting of the Cabinet will be held on Monday 24 April 2023 commencing at 10.00am in Rotherham Town Hall.

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

SHARON KEMP,
Chief Executive.

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THE CABINET
13th February, 2023

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

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

Apologies for absence were received from Councillors Beck and Lelliott.

111. DECLARATIONS OF INTEREST

There were no declarations of interest.

112. QUESTIONS FROM MEMBERS OF THE PUBLIC

A question was received from Councillor Ball who asked where the non-compliant vehicles go now that buses within Sheffield had to comply with the clean air scheme?

The Leader explained that Rotherham had its own clean air mandate as part of the agreement with Sheffield and did not foresee the concentration of those buses as being an issue within Rotherham. Rotherham are likely to be the first place in South Yorkshire to introduce a fleet of EV buses which are expected to arrive next year.

The Cabinet Member for Adult Social Care and Health explained it was important that the Council did what it could do to negate the impact of unclean air as they were fully aware that polluted air did have an impact on people's health.

In his supplementary Councillor Ball noted that Rotherham bus station was quite a condensed space and queried if air monitors could be added to monitor the emissions.

The Leader said he would need to find out if this was possible and would provide a written answer.

A question was received from Councillor Mills. He began by noting the shocking documentary that aired recently about child sexual exploitation which heavily featured Rotherham Council. He then asked how the Council expected the survivors to trust the Council and Councillors that he felt failed to speak out.

The Leader said the revelations within the documentary were no less shocking than they were 8 years ago, however, they came out through a piece of work that was commissioned by the Labour Councillors at that time, who wanted to put it right. Lots of actions were taken over those 8

years, with a series of measures put in place to assure the Council's practices. The Council worked with the National Crime Agency to ensure that all those let down in the past had access to justice and the support services that had been commissioned. He understood that these measures would not make it easy for someone who had been let down in the past to trust the Council, however, they would continue to take the right steps to ensure services were right and to work towards minimising and preventing the risk of it happening again in the future.

In his supplementary Councillor Mills said he felt Councillors who had failed to speak out were afraid of being called racist and were afraid of speaking out and protecting vulnerable children. He queried if the Councillors would be apologising for their lack of action and would they be made to resign so that survivors could begin to trust the Council again.

The Leader explained that Councillors who were appointed during that time, went through an intense period of scrutiny. Out of that scrutiny a number of Members voluntarily stood down or were stood aside at that time. Those who remained were trusted by the Party and those in their Wards who re-elected them on 2 occasions. In a democracy that was the right way for it to be determined. He did not foresee that they would be stepping down. He believed that all of them had apologised for the failings of the whole Council and all of those people had also been at the heart of putting things right within the Council to ensure the Council was in a better place.

113. MINUTES OF THE PREVIOUS MEETING

Resolved:

That the minutes of the Cabinet meeting held on 23rd January, 2023, be approved as a true and correct record of the proceedings.

114. EXCLUSION OF THE PRESS AND PUBLIC

The Chair advised that appendices to Minute Nos. 115 and 126 contained exempt information, however, the meeting remained open to the public and press throughout.

115. MENTAL HEALTH SERVICE REVIEW

Consideration was given to the report submitted which set out the options and recommendations as part of the Adult Social Care Mental Health Review within Rotherham. The focus of the review would be a revised Mental Health model with the main emphasis being to enhance the early intervention and prevention offer and to ensure that people of Rotherham had an effective service offer and pathway.

The Council had progressed a great deal with its offer on learning disabilities but there was now a need to develop a new vision and strategy from 2023 onwards. The basic principles, which were agreed in 2017, needed to be incorporated into this. The objectives were to have a more diverse approach, promoting wellbeing and high-quality care. The Council's approved mental health professionals AMPH had been seconded to RDASH for the last 12 years. A new model was needed that encapsulated early intervention and prevention and a personalised, strength-based approach featuring recovery.

The proposal was that staff seconded to RDASH would be brought back to the Council. The proposal would support the Council being a more responsible employer, revise the health and social care pathway to be co-produced with a greater focus on reablement and recovery to signpost people back into their communities. The proposal had been shared with RDASH and the ICP who had indicated their support.

Resolved: That Cabinet:

1. Approve the development of the Mental Health revised service offer and model with agreement for this to come back to Cabinet in December 2023 prior to implementation.
2. Approve a programme of work to co-produce a new mental health reablement and day opportunities offer with people with lived experience, their families and carers.

116. FAMILY HUBS AND START FOR LIFE PROGRAMME

Consideration was given to the report submitted which sought approval to spend the Family Hubs and Start for Life grant using the approach outlined. The grant was made available to Rotherham from the Department for Education (DfE) and the Department for Health and Social Care (DHSC) as one of 75 Local Authorities that was pre-selected.

The grant provided an opportunity for additional investment, circa £3.4m over 3 years to the Council. The funding was predominantly for 'transformation,' (with 5% ring fenced for capital adjustments & upgrades to existing buildings).

Family Hubs were a way of joining up the planning and delivery of Family Help and Support Services to improve access, connections between families, professionals, services, and providers, and to put relationships at the heart of Family Support.

The conditions of the grant were prescriptive and the programme was required to be transformational. The proposed programme and approach would add value to the existing services.

The Cabinet Member for Adult Social Care and Health explained that Public Health consultants had worked closely with staff on the proposal. The Health and Wellbeing Board would also receive progress reports.

The Leader welcomed the proposal indicating the multi-agency working being accessible to the community will be of benefit. Previous studies had shown the benefit of this provision.

Resolved:

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

117. PROPOSAL TO CLOSE ROWAN CENTRE PUPIL REFERRAL UNIT (PRU) - FOLLOWING THE TRANSFER OF PUPILS TO ELEMENTS ACADEMY

Consideration was given to the report submitted which sought approval to commence a period of statutory consultation by public notice on proposals to close the Rowan Centre Pupil Referral Unit following the Department for Education (DfE) prescribed process.

The consultation had begun on 21st November, 2022. It was clarified that the setting was now empty following the successful transfer of all pupils. A benefit to the proposal was that it would enable the site to be used for other educational purposes.

It was proposed that recommendation one be amended to note that no representations in relation to the pre-statutory consultation had been received.

Resolved:

1. That there were no representations in relation to pre statutory consultation to be noted.
2. That approval be granted to commence a period of statutory consultation on proposals to close the Rowan Centre PRU by public notice.
3. That the Department for Education be formally notified of the proposal.
4. That a further report be submitted to Cabinet following statutory consultation, outlining representations to the formal consultation, and seeking determination of the proposals.

118. BUDGET AND COUNCIL TAX REPORT 2023/24

Consideration was given to the report submitted which proposed the Council's Budget and Council Tax for 2023/24, based on the Council's Provisional Local Government Finance Settlement for 2023/24, budget consultation and the consideration of Directorate budget proposals through the Council's Budget process alongside a review of the financial planning assumptions within the Medium-Term Financial Strategy (MTFS).

The following 3 priorities were taken into account when considering the budget proposals:

- Protecting front line services as much as possible.
- Mitigating the cost-of-living pressures as much as possible, in particular for those on low incomes.
- Maintaining a sustainable position. The proposals were expected to balance the budget for the next 2 years as well as providing an uplift for Adult Social Care.

The Cabinet Member for Adult Social Care and Health welcomed the additional funding for Adult Social Care. The key issues in Adult Social Care nationally were regarding the demand and expectations, however in Rotherham it was regarding the retention and provision of staff in care homes, in particular the levels of remuneration they received.

The Cabinet Member for Social Inclusion welcomed the investment in the Waterloo Kiln restoration. The Kiln was significant, and it was important to get the work completed as quickly as possible. The project had been matched funded by Historic England.

The Deputy Leader and Cabinet Member for Neighbourhood Working thanked and praised staff within Neighbourhoods and Democratic Services for identifying savings within the budget, in particular the proposal to close the Town Hall on Fridays. She clarified the Town Hall could still be used for special events on Fridays, such as for Annual Council, if needed. She noted the services of the Strategic Director of Finance and Customer Services and her team along with her fellow Cabinet Members for their assistance with the proposals.

The Cabinet Member for Corporate Services, Community Safety and Finance noted that the Council tried its best to support the most vulnerable of its residents where there was increased demand and he felt the proposed budget contributed to that support.

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.

The Strategic Director of Finance and Customer Services explained that the Council was still awaiting information from Government regarding the Public Health grant. Assumptions on its content had been made, however, there was the potential for change depending on the outcome.

Resolved: That Cabinet recommended to Council

1. Approval of the Budget and Financial Strategy for 2023/24 as set out in the report and appendices, including a basic Council Tax increase of 2% and an Adult Social Care precept of 2%.
2. Approval of the proposed extension to the Local Council Tax Support Top Up scheme, that will provide up to £117.60 of additional support to low-income households most vulnerable to rising household costs, through reduced Council Tax bills as described in section 2.5.11-14.
3. Approval of the updated Medium Term Financial Strategy (MTFS) to 2025/26, as described within section 2.6.
4. Approval of the Reserves Strategy as set out in Section 2.9 noting that the final determination of Reserves will be approved as part of reporting the financial outturn for 2022/23.
5. To note and accept the comments and advice of the Strategic Director of Finance and Customer Services (Section 151 Officer), provided in compliance with Section 25 of the Local Government Act 2003, as to the robustness of the estimates included in the Budget and the adequacy of reserves for which the Budget provides (Section 2.14).
6. To note the feedback from the public and partners following the public consultation on the Council's budget for 2023/24 which took place from 19th December, 2022, to 22nd January, 2023, attached as Appendix 10.
7. Approval of the proposed increases in Adult Social Care provider contracts and for Personal Assistants as set out in Section 2.4.
8. Approval of the revenue investment proposals set out in Section 2.7 and Appendix 2.
9. Approval of the Council Fees and Charges for 2023/24 attached as Appendix 7.
10. Approval of the revenue savings proposals set out in Section 2.8 and Appendix 4.
11. Application of the Business Rates Reliefs as set out in Section 2.10, in line with Government guidance.

12. Approval of the proposed Capital Strategy and Capital Programme as presented in Section 2.12 and Appendices 3A to 3F.
13. Approval of the Treasury Management matters for 2023/24 as set out in Appendix 9 of this report including the Prudential Indicators, the Minimum Revenue Provision Policy, the Treasury Management Strategy and the Investment Strategy.
14. Approval of the Flexible use of Capital Receipts Strategy 2023/24 (Appendix 5).
15. Approval that the projected 2022/23 revenue outturn overspend will be funded from the Council's corporate reserves as indicated within section 2.9.
16. Approval that any changes resulting from the Final Local Government Finance Settlement 2023/24 be reflected in the Budget and Council Tax Report to Council on 1st March, 2023.
17. It is recommended to continue with the principles and measures adopted since April 2020 to make faster payments to suppliers on receipt of goods, works and services following a fully reconciled invoice as described in section 2.11.
18. Approval that the Capital Programme Budget continues to be managed in line with the following key principles:
 - (i) Any underspends on the existing approved Capital Programme in respect of 2022/23 be rolled forward into future years, subject to an individual review of each carry forward to be set out within the Financial Outturn 2022/23 report to Cabinet.
 - (ii) In line with Financial and Procurement Procedure Rules 7.7 to 7.11 and 8.12, any successful grant applications in respect of capital projects will be added to the Council's approved Capital Programme on an ongoing basis.
 - (iii) Capitalisation opportunities and capital receipts flexibilities will be maximised, with capital receipts earmarked to minimise revenue costs.

119. UPDATE ON THE TOWNS AND VILLAGES FUND

Consideration was given to the report submitted which detailed that the Towns and Villages Fund was a £4m capital programme, aiming to improve the Borough's local town and village centres. The first 6 projects were approved by Cabinet in January 2022, and this report provided an update on those projects, as well as setting out the plan for delivering the next phases of the programme.

It was clarified that the Brinsworth project had not yet commenced. Conducting consultation on the projects had proved beneficial, meaning that local residents were more aware of what was happening within their area.

Resolved:

1. That Cabinet notes the progress made on the first phase of the Towns and Villages Fund.
2. That Cabinet endorses the approach to the future phases of the programme, as detailed in the report.

120. DECEMBER FINANCIAL MONITORING REPORT 2022/23

Consideration was given to the report which sets out the financial position as at the end of December 2022 and forecast for the remainder of the financial year, based on actual costs and income for the first 9 months of 2022/23.

As of December 2022, the Council currently estimates an overspend of £8.4m for the financial year 2022/23. This is a £1.1m improvement on the November position reported to Cabinet in January 2022.

These additional costs could not have been projected within the Council's Medium Term Financial Planning. The Council would ensure that the short-term savings were delivered.

Resolved: That Cabinet:

1. Notes the current General Fund Revenue Budget forecast overspend of £8.4m.
2. Notes that actions would continue to be taken to reduce the overspend position but that it was expected that the Council would need to draw on its reserves to balance the 2022/23 financial position.
3. Notes the receipt and planned use of the Adult Social Care Discharge Grant (£1.121m).
4. Notes the updated Capital Programme.

121. BUSINESS RATES DISCRETIONARY RELIEF RENEWALS IN 2023/24

Consideration was given to the report which was to consider the renewal applications for the awards of Discretionary Business Rate Relief for the organisations and premises listed in Appendix 1 of the report. This was in accordance with the Council's Discretionary Business Rates Relief Policy (approved by Cabinet on 12th December 2016).

It was clarified that this discretionary relief was given when the property was used wholly or mainly for charitable purposes by a charity or other non-profit body whose main objects were charitable or benevolent, or concerned with education, social welfare, science, literature or the arts.

Resolved:

1. That Cabinet approve the applications for Discretionary Business Rate Relief for the organisations listed in Appendix 1 of the report submitted and in accordance with the details set out in Section 6 to this report, for the 2023/24 financial year.

122. HOUSING REVENUE ACCOUNT RENTS AND SERVICE CHARGES

Consideration was given to the report submitted which was seeking approval for the proposed values of the housing rents, non-dwelling rents, District Heating and service charges and the draft Housing Revenue Account (HRA) Budget for 2023/24.

The report was also considered alongside the HRA Business Plan report for 2023/24.

The plan was refreshed annually so that it remained responsive to changes in the economic climate, policies, or national government changes. The key priorities that influenced the plan remained largely as they were previously. These were:

- Investing in future housing growth.
- Replacing homes lost through Right to Buy.
- Maintaining Decent Home standards and service standards.
- Ensuring compliance to statutory functions, part of which was achieving energy performance C across the housing stock.
- Sustaining the current levels of investment in front line services.
- Safeguarding and supporting the most vulnerable tenants.

A critical consideration of the plan was to set the rents at a level to enable the Council to meet those priorities.

The introduction of the social rent cap had set rents at a maximum of 7%.

The proposal within the report was that dwelling rents were increased by 7% which included shared ownership. A 6% increase to service charges, which included garages and parking.

For district heating there was a £1.65m cushioning on the proposed increase which was proposed to increase in-line with national Government's proposed dual fuel cap.

The Leader reflected on the pressures within the housing budget. There was a reluctance to increase rents by 7%, however, the same pressures, such as fuel increases, applied. The Council had an ambitious housing programme. It was highlighted that most tenants would be protected from the increases due to other measures already in place.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-decision scrutiny process. The Board had reviewed both items together and raised concerns regarding the cost-of-living crisis, in particular around the rent and service charges. Additional recommendations were proposed, which were as follows:

1. That Cabinet be advised that the recommendations be supported.
2. That consideration be given to whether additional measures, such as tenancy advice and support, could be introduced to mitigate the impact of rent increases for residents who are particularly vulnerable to changes in rent levels (for example recipients of Personal Independence Payments and Disability Living Allowance for children).
3. That consideration is given to developing a communication strategy, including drop-in sessions, to raise awareness of changes to the district heating charges and support available to households.

In terms of the HRA Business Plan it was confirm that the Overview and Scrutiny Management Board supported those recommendations.

Resolved: That the Cabinet noted the content of the report and recommended to Council:

1. That dwelling rents are increased by 7% in 2023/24 (Option 1) in line with the latest Government policy on rents for social housing which caps rent increases to 7% for 2023/24.
2. That shared ownership rents are increased by 7% in 2023/24 (Option 1) as per the increase on Council dwelling rents.
3. That there is a 6% increase in charges for garages and parking spaces, communal facilities, cooking gas and use of laundry facilities.
4. That Cabinet note the £1.65m 'cushioning' effect that the Council has put in place through the District Heating Scheme in 2022/2023 rising to £2.593m for 2023/2024 subject to recommendation 6 below.
5. That the Council retain the Energy Bill Relief Scheme amounts to offset some of the deficit incurred in cushioning tenants from energy price rises.

6. The unit charge per Kwh is increased by 186.43% and weekly prepayment charges are increased by 44% to 150%, depending on property size, for District Heating Schemes in 2023/24 (Option 1) to enable the Scheme to break even in the long term.
7. Approve the draft Housing Revenue Account budget for 2023/24 as shown in Appendix 2.
8. That the Council retain the policy of realigning rents on properties at below formula rent, to the formula rent level when the property is re-let.
9. That consideration be given as to whether additional measures, such as tenancy advice and support, could be introduced to mitigate the impact of rent increases for residents who are particularly vulnerable to changes in rent levels (for example recipients of Personal Independence Payments and Disability Living Allowance for children).
10. That consideration is given to developing a communication strategy, including drop-in sessions, to raise awareness of changes to the district heating charges and support available to households.

123. HRA BUSINESS PLAN

Consideration was given to the report which explained that the Council was required to produce an Housing Revenue Account (HRA) Business Plan setting out its investment priorities over a 30 year period. The report also provided a detailed technical overview of the current position and the reason for changes to the Business Plan.

The report was also considered alongside the Housing Revenue Account Rents and Service Charges 2023/24.

The plan was refreshed annually so that it remained responsive to changes in the economic climate, policies, or national Government changes. The key priorities that influenced the plan remained largely as they were previously. These were:

- Investing in future housing growth.
- Replacing homes lost through Right to Buy.
- Maintaining Decent Home standards and service standards.
- Ensuring compliance to statutory functions, part of which was achieving energy performance C across the housing stock.
- Sustaining the current levels of investment in front line services.
- Safeguarding and supporting the most vulnerable tenants.

A critical consideration of the plan was to set the rents at a level to enable the Council to meet those priorities.

The introduction of the social rent cap had set rents at a maximum of 7%.

The proposal within the report was that dwelling rents were increased by 7% which included shared ownership. A 6% increase to service charges, which included garages and parking.

For district heating there was a £1.65m cushioning on the proposed increase which was proposed to increase in line with national Government's proposed dual fuel cap.

The Leader reflected on the pressures within the housing budget. There was a reluctance to increase rents by 7%, however, the same pressures, such as fuel increases, applied. The Council had an ambitious housing programme. It was highlighted that most tenants would be protected from the increases due to other measures already in place.

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.

Resolved: That Cabinet recommended to Council to:

1. Approve the proposed 2023-24 Base Case Option 1 for the HRA Business Plan.
2. Review the Plan annually to provide an updated financial position.

124. PLACE BASED INVESTMENT STRATEGY

Consideration was given to the report which presented the Rotherham Place Based Investment Strategy (PBIS) for approval. The Strategy responded to the South Yorkshire Mayoral Combined Authority's (SYMCA) creation of a single pot of funding, the 'South Yorkshire Renewal Fund', and provided the framework and principles to determine how the Renewal Fund may be used in Rotherham.

The report summarised the 8 themes which built on existing work including the Council's substantial Capital Programme.

The Leader noted that having everything in one document highlighted the scale of the projects being undertaken.

Resolved:

1. That Cabinet approve the Rotherham Place Based Investment Strategy.

125. ROTHERHAM CONSTRUCTION PROCUREMENT FRAMEWORK

Consideration was given to the report which sought authority to re-procure the fifth version of the Rotherham Construction Partnership (RCP) Framework Agreement. This would be advertised as RCP5, to provide access to a range of suitably qualified contractors to deliver a variety of building works projects.

It was clarified that various construction packages were included, and the Council's Social Value Policy would be applied.

Resolved: That Cabinet:

1. Approve the re-procurement of a framework of suitably qualified contractors to deliver a variety of building works projects as and when required for Rotherham and other Local Authorities and Public Sector Organisations.
2. Delegates authority to the Strategic Director of Regeneration and Environment, in consultation with the Cabinet Member for Jobs and the Local Economy and the S151 Officer, to enter into the resulting Framework Agreements with the successful contractors.

126. WAVERLEY MEDICAL CENTRE (OLIVE LANE) FUNDING AND DEVELOPMENT AGREEMENT

Consideration was given to the report which summarised the request by what was the Rotherham Clinical Commissioning Group (the CCG), now the South Yorkshire Integrated Care Board (ICB), for the Council to act as a 'Partner' to facilitate the development of a proposed new medical centre at the Olive Lane development within the new Waverley Community. The report detailed the reasons why the ICB had made the request and the issues arising in relation to the Council entering into the Funding and Development Agreement.

It was explained that once built the Council would lease the facility back to the provider and should the ICB gain the ability to hold the asset in the future, a proposal to transfer it could be considered.

Resolved: That Cabinet:

1. Approves the Council entering into the proposed Section 2 Funding Agreement and Development Agreement and the subsequent property lease agreements in order to facilitate the development of the proposed Medical Centre.

2. Authorises the Assistant Director for Planning, Regeneration and Transport, in consultation with the Assistant Director for Legal Services, to negotiate the terms and conditions of the Section 2 Funding Agreement, subject to final approval by the Section 151 Officer to facilitate the acceptance of funding and its subsequent distribution.
3. Authorises the Assistant Director for Planning, Regeneration and Transport, in consultation with the Assistant Director for Legal Services, to negotiate the terms and conditions of the proposed property leases, both as Landlord and Tenant, in order to comply with the Section 2 Funding Agreement.

127. CABINET RESPONSE TO SCRUTINY REVIEW - MARKETS: ENGAGEMENT AND RECOVERY

Consideration was given to the report submitted which responded to the recommendations from the Improving Places Select Commission spotlight review of Rotherham Markets carried out during 2022. The review examined the recovery and regeneration of the markets in Rotherham Town Centre.

It was clarified that work on a number of the recommendations was underway.

Resolved:

1. That the Cabinet response to the Scrutiny Review Recommendations – Markets: Engagement and Recovery be approved.

128. CABINET RESPONSE TO SCRUTINY REVIEW - CULTURAL STRATEGY

Consideration was given to the report which set out the proposed Cabinet response to the findings and recommendations from the spotlight scrutiny review which took place with Council Officers on the 2nd February, 2022. The summary of findings and recommendations from the meeting jointly undertaken by Improving Places Select Commission and Improving Lives Select Commission were presented to Cabinet on the 19th December, 2022.

Resolved:

1. That the Cabinet response to the Scrutiny Review Recommendations (as set out in Appendix 1) for the Cultural Strategy be approved.

**129. 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.

130. DATE AND TIME OF NEXT MEETING

Resolved:

That the next meeting of the Cabinet be held on Monday, 20th March, 2023, commencing at 10.00 a.m. in Rotherham Town Hall.

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Committee Name and Date of Committee Meeting

Cabinet – 20 March 2023

Report Title

Learning Disability Services

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)

Helen Fisher, Head of Service

helen.fisher@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

This report summarises the achievements of the Learning Disability Transformation Programme as set out in the Cabinet Report *“The transformation of services and support for people with a learning disability”* in May 2018.

Building on the success of these achievements, the report makes recommendations to co-produce a refreshed vision and strategy for people with a learning disability as the next stage of the learning disability transformation programme for Rotherham.

Recommendations

That Cabinet:

1. Notes the achievements and ongoing progress of the Learning Disability Transformation Programme as set out in the Cabinet Report *“The transformation of services and support for people with a learning disability – May 2018”*.
2. Approve a minimum 90-day period of co-production to establish the views and needs of people with a learning disability, their families, and carers and younger people preparing for adulthood, regarding the future vision and strategy for people with a learning disability.

3. Agrees to receive a further report in late Autumn 2023 proposing a refreshed strategy for people with a learning disability in Rotherham.

List of Appendices Included

Appendix 1: Part A - Equality Analysis screening

Appendix 1: Part B - Equality Analysis Form

Appendix 2: Carbon Impact Assessment

Background Papers

- My Own Place: Supported Living for Autistic People and People with a Learning Disability – 20 September 2022
- The location of Parkhill Lodge residential Services – outcome of consultation and subsequent recommendations cabinet paper - 22 November 2021
- The transformation of services and support for people with a learning disability – May 2018
- [Learning Disability England 'Good Lives: Building Change Together'](#)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None.

Exempt from the Press and Public

No.

Learning Disability Services

1. Background

- 1.1 Following a significant consultation in 2017, which laid the foundations for a new Learning Disability Transformation Programme, (*The Transformation of Services and Support for People with a Learning Disability - Cabinet and Commissioner's Decision-Making Meeting 21 May 2018*) Cabinet committed to the following vision for those with a learning disability:
- Have the opportunity to get a job and contribute to their community.
 - Have the opportunity to choose where they live.
 - Have access to a good quality health service.
 - Be kept safe and protected from all forms of exploitation.
 - Access services of the highest quality which make a difference in assisting people to be as independent as possible.
 - Offer services that are affordable, are personalised and are what people would want to choose.
- 1.2 The objectives of the programme were to: -
- Provide high quality care and support to people with a learning disability and their families.
 - Actively promote people's wellbeing, helping them have a good life and be as independent, healthy, and well as possible.
 - Be more diverse so all people with a learning disability in Rotherham, whatever their age, background, or level of need, will have more choice in their support.
 - Move away from traditional building based or institutional form of support and will focus on support, which is personalised, flexible and meets people's individual needs.
 - Help people work together and pool their personal funds so they can share their support and sustain meaningful and rewarding relationships.
 - Provide the best value for the people of Rotherham.
- 1.3 The 2018 paper stated, "*The transformation of the LD Services over the next two years will see the Services move from existing building-based locations which will be decommissioned (Oaks Day Centre, Addison Road Day Centre, Treefields, Quarryhill and Parkhill), and alternative services that will be situated as close to the person as possible in their local community.*"
- 1.4 Whilst the Covid pandemic has significantly impacted on the delivery timescales, all the services referenced within the 2018 Cabinet report have now been decommissioned, with alternative support options provided for people with a learning disability.

1.5 Key achievements to date

The Council has: -

- Opened a new residential respite service at Conway Crescent in January 2021 which can support people with a wide range of needs.
- Relocated residents of Parkhill Lodge in Maltby to Lord Hardy Court in October 2020 to support safer infection control measures. The residents were then subsequently supported where appropriate to move into more independent accommodation, and for those that continue to live at Lord Hardy Court, personalised outcomes have been agreed with the person, their family members and /or advocates.
- Decommissioned Oaks and Addison Day Centre. People were supported or signposted to the newly created day opportunities facilitated by Community Catalysts.
- Developed proposals for day opportunities for people with high support needs through a redesigned new build specialist day support provision at Castle View and a £2.1m capital investment.
- Commissioned Community Catalysts to co-ordinate the Community Options project on behalf of Rotherham Council which led to the creation of at least 20 enterprises that now provide quality, creative support for people with a learning disability who live in Rotherham. By the end of the project enterprises had 555 opportunities being used by people across the week and provided 137 jobs for local people.
- Established the My Front Door Team on a permanent basis to support the learning disability pathway in Rotherham to optimise consistency of approach and outcomes for Rotherham residents with a learning disability or autism diagnosis.

2 Future Vision

- 2.1 Whilst it is important to note the progress to date, people with learning disabilities still do not enjoy equal life chances with the rest of the community. The Council needs to do more to improve the lives and opportunities of people learning disabilities in order to ensure that they can play their full role in our community.
- 2.2 People with a learning disability experience disproportionate levels of inequality and their quality-of-life outcomes are lower than they should be. Their life expectancy is shorter than people who do not have a learning disability. A strong strategic framework is required to ensure health inequalities are minimised and life chances are maximised.
- 2.3 To deliver on this the Council needs to refresh the vision and strategy from 2023 and beyond. The approach will be co-produced with people with a learning disability, young adults and their families, parents and carers, as well as partners and providers who are delivering services and supporting people with a learning disability.
- 2.4 It is anticipated that the strategy and vision will have a strong focus on how people with a learning disability are supported to become more independent

in all areas of life such as how and where to live, employment and training opportunities, travelling independently, making their own decisions and being active members of their community.

- 2.5 The strategy will foresee how the Council and other services can work with young people with a learning disability and their families at an earlier age to raise aspirations. The aspiration; to live as independent a life as possible without the reliance of support and services.
- 2.6 The strategy should seek to support independence and resilience through access to information. Information needs to be in a format that is accessible, and the Council needs to work closely with carer and user forums to ensure this information is valuable and helpful in supporting independence.
- 2.7 Rotherham has the lowest rate of employment in South Yorkshire for people with a learning disability and in receipt of social care services. People with a learning disability and service providers have also indicated that transport and independent travel for people with a learning disability is a barrier to accessing work, opportunities, and independence.
- 2.8 The strategy should envision how employment support and employment pathways for people with a learning disability can be strengthened, including how to address major barriers to work and independence by such as transport and independent travel.
- 2.9 For those people with a learning disability who do require support services the strategy should consider expectations about how to support individuals as they progress through life. Less service led and more “ordinary life” principles will form the foundations of the approach.
- 2.10 In supported living, accommodation is provided alongside support, supervision or care to help people live as independently as possible in their local community. Some people can remain in the same house with the same people for many years receiving support. However, a home where someone lives or a place to spend the day whilst in their twenties and thirties may be distinctly different to what people may need and wish for later in life. Accommodation with support options should become a steppingstone to independent living and not seen as the “final” outcome.
- 2.11 For those people with a learning disability who require long term accommodation with support, the vision and strategy for the future needs to be refreshed. Long term accommodation with support should meet the needs of people both now and for those who may require this level of support in the future.
- 2.12 For the refreshed vision and strategy to be successful it will need to be co-produced with people with a learning disability, their carers, families, services supporting people with a learning disability and key delivery partners in health.

- 2.13 The strategy should envision clear objectives around:
- Support to be and remain independent.
 - Information and Guidance.
 - Transport.
 - Employment.
 - Accommodation with support for people with a learning disability.
 - Review of Shared Lives.
- 2.14 The strategy must align with national policies, priorities and best practices drawing on evidence-based models of support. To ensure the Council can deliver on the strategy it will need to be set within a governance and delivery framework.
- 2.15 The Council also intends to become a member of Learning Disability England where people with learning disabilities, families, friends, and people that work in services come together on an equal basis to share knowledge and create a movement for change together.
- 2.16 Learning Disability England hosts a 'Good Lives Framework' (background paper) which brings together people's thoughts and ideas about what it will take for everyone with learning disabilities to be able to live a good life. The Council intends to use this framework to support the co-production and implementation of the strategy, learning from best practice across the country.

3. Options considered and recommended proposal

- 3.1 Note the achievements and ongoing progress of the Learning Disability Transformation Programme as set out in the Cabinet Report "The transformation of services and support for people with a learning disability – May 2018".
- 3.2 Approve a minimum 90-day period of co-production to establish the views and needs of people with a learning disability, their families, and carers and younger people preparing for adulthood, regarding the future refreshed vision and strategy for people with a learning disability.
- 3.3 Agree to receive a further report in late Autumn 2023 proposing a refreshed strategy for people with a learning disability in Rotherham.
- 3.4 Commence a period of co-production with people with a learning disability, their carers, service providers and health partners as follows:

| Timeline | Milestone |
|-------------------------|---|
| February 2023 | Engage advocacy and link in with Learning Disability England to assist with coproduction scoping and design |
| February – March 2023 | Scope and design the coproduction with advocacy and partners |
| April – June 2023 | Co-production events |
| May – July 2023 | Begin to consolidate the themes and outputs from the coproduction |
| August – September 2023 | Write the Learning Disability Strategy |
| November 2023 | Cabinet report for Learning Disability Strategy approval |

3.5 A subsequent report will be brought back to Cabinet in late autumn detailing the co-production outcomes and to present the refreshed Learning Disabilities Strategy for consideration.

3.6 Evidence also suggests that co-produced strategies help Councils to deliver better services and outcomes to its residents. Defined priorities set within a strategic framework will hold the council to account by its residents.

3.7 As Adult Social Care and the Council will become subject to Care Quality Commission (CQC) inspections of its Adult Care Services from 2023, it is critical the Council can evidence strategies are co-produced with the people who use services and are supported by clear delivery plans. CQC will therefore focus on how the Council ensures co-production is embedded within its strategy development.

4. Consultation on proposal

4.1 The recommendations if approved will require a minimum 90-day period of co-production. This will take place from April 2023 – June 2023. The Council recognises the importance of speaking to people about the services they receive, their experience of this and the impact this has on their lives.

4.2 This will require external expert project support from Advocacy Services to enable people a voice when they find it difficult to express their views. Maximising the opportunity for people to influence the services that they receive and the way that services are planned, developed, and delivered.

4.3 The outcome of the engagement and co-production will inform a refreshed strategy.

5. Timetable and Accountability for Implementing this Decision

5.1 Minimum 90-day period of co-production commencing April 2023.

- 5.2 A further Cabinet report will be submitted in late Autumn 2023 seeking approval of the refreshed vision and strategy.

6. Financial and Procurement Advice and Implications

- 6.1 A total estimate of external support costs in relation to the co-production is approximately £10,000.
- 6.2 There is no budget for any costs that come from the co-production exercise or the cost of undertaking the co-production itself so these would need to be identified from the Adult Social Care budget. The Department will ensure that underspends in year are allocated to fund the associated costs with co-producing the strategy.
- 6.3 If there is a need to engage external third-party organisations to support the co-production activity, they must be procured in accordance with the Council's own Financial and Procurement Procedure Rules.

7. Legal Advice and Implications

- 7.1 The Council should consider co-production in all aspects of implementing its statutory duties under the Care Act 2014 and to promote participation to achieve its aims.
- 7.2 The Care and Support Statutory Guidance to the Care Act 2014 includes the concept of co-production: "Local authorities should actively promote participation in providing interventions that are co-produced with individuals, families, friends, carers and the community. Co-production' is when an individual influences the support and services received, or when groups of people get together to influence the way that services are designed, commissioned and delivered. Such interventions can contribute to developing individual resilience and help promote self-reliance and independence, as well as ensuring that services reflect what the people who use them want" (Paragraph 2.20).
- 7.3 During the consultation process the Council has a duty to consider the 4 key elements of the Gunning criteria in order to make the consultation a fair and worthwhile exercise. Although co-production involves engaging people to give their views about a particular matter, it takes this a step further by people having the opportunity to be actively involved in influencing the development and delivery of services.

8. Human Resources Advice and Implications

- 8.1 There are no Human Resources implications identified within the report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 The strategy will be for young people and adults with a learning disability so they will be included in the engagement and coproduction.

For all young people to:

- Grow up prepared for the future.
- Have improved health and wellbeing.
- Be able to exercise control over the support they receive.
- Be able to receive support locally from a range of services that everyone values.
- For all young people to have an opportunity to have their own 'front door'.
- Ensure the right support is in place based on where the young person lives.

9.2 For adults with a learning disability to:

- Have the opportunity to get a job and contribute to their community.
- Have the opportunity to choose where they live.
- Have access to a good quality health service.
- Be kept safe and protected from all forms of exploitation.
- Access services of the highest quality which make a difference in assisting people to be as independent as possible.
- Offer services that are affordable, are personalised and are what people would want to choose.

10. Equalities and Human Rights Advice and Implications

10.1 The proposals in this report support the Council to comply with legal obligations encompassed in the:

- 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.

The Equality Analysis provides further detail.

11. Implications for CO2 Emissions and Climate Change

11.1 A Carbon Impact Assessment form has been completed and can be reviewed in Appendix 2.

12. Implications for Partners

12.1. Partners would form an integral part of the co-production from the beginning. They are a crucial delivery partner in the Learning Disability Strategy. A system approach to learning disabilities provision is critical to the achievement of improved outcomes for people in receipt of these services and will be a fundamental principle to the engagement, vision, and strategy development.

13. Risks and Mitigation

- 13.1 Risk: Depth and breadth of the co-production exercise - ensuring that it is engaging and understood so that meaningful co-production can take place
- 13.2 Mitigation: Work with advocacy and other relevant customer focus groups to support and ensure meaningful engagement and co-production.
- 13.3 Risk: People and families do not engage or are not well informed in relation to the intention to co-produce a vision and strategy.
- 13.4 Mitigation: Communication and Engagement Plan is developed with Advocacy support and partners.
- 13.5 Risk: Managing expectations to ensure the vision and strategy is realistic with key achievable deliverables included.
- 13.6 Mitigation: Co-production should start to shape the conversation, understanding and agreed strategy delivery.

14. Accountable Officers

Ian Spicer, Strategic Director of Adult Care, Housing and Public Health
ian.spicer@rotherham.gov.uk

Approvals obtained on behalf of Statutory Officers: -

| | Named Officer | Date |
|--|-------------------|----------|
| Chief Executive | Sharon Kemp | 06/03/23 |
| Strategic Director of Finance & Customer Services (S.151 Officer) | Judith Badger | 02/03/23 |
| Assistant Director, Legal Services (Monitoring Officer) | Phillip Horsfield | 20/02/23 |

Report Author: Helen Fisher, Head of Service
helen.fisher@rotherham.gov.uk
 This report is published on the Council's [website](#).

Appendix 2.

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: Proposals to Co-produce a Learning Disability Strategy for Rotherham | |
| Directorate: ACH&PH | Service area: Adult Care and Integration |
| Lead person: Helen Fisher | Contact: Helen.fisher@rotherham.gov.uk |
| Is this a: | |
| <input checked="checked" type="checkbox"/> Strategy / Policy | <input type="checkbox"/> Service / Function |
| <input type="checkbox"/> Other | |
| If other, please specify | |

| 2. Please provide a brief description of what you are screening |
|--|
| <p>The report seeks approval to co-produce a learning disability vision and strategy.</p> <p>Cabinet approves a minimum 90-day engagement and co-production exercise to establish the views and needs of people with a learning disability, their families, and carers and younger people preparing for adulthood, regarding the future vision for people with a learning disability and high support needs.</p> |

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

N/A

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

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

4. Considering the impact on equality and diversity

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

Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

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

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

These proposals will affect those with a learning disability and their ability to be able to contribute to this in a meaningful way

The engagement and coproduction will therefore need to be designed and managed with support of advocacy and other key partners to ensure that people and their carers and family are supported to contribute.

- **Key findings**

People with a learning disability, their families and advocacy support will be involved to support the design of the engagement and coproduction.

- **Actions**

The engagement and coproduction will be delivered and designed in such a way that people can contribute effectively and in a way that is tailored to their circumstances and understanding. Special attention will be paid to the design of information, questions and the tools used to convey messaging, so it is understood and accessible by all.

| | |
|--|-------------------------------|
| Date to scope and plan your Equality Analysis: | 5 th December 2022 |
|--|-------------------------------|

| | |
|--|-------------------------------|
| Date to complete your Equality Analysis: | 5 th December 2022 |
|--|-------------------------------|

| | |
|---|------------------------------|
| Lead person for your Equality Analysis (Include name and job title): | Helen Fisher Head of Service |
|---|------------------------------|

5. Governance, ownership and approval

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

| Name | Job title | Date |
|-------------------|--------------------|----------|
| Ian Spicer | Strategic Director | 13/12/23 |
| Kirsty Littlewood | Assistant Director | 13/12/23 |

6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

| | |
|--|---|
| Date screening completed | 5/12/23 |
| Report title and date | Update on the Transformation of Learning Disability Services and Proposals to Co-produce a Learning Disability Strategy for Rotherham |
| If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication | Report completed 20/1/23 to be published 30/1/23 |
| Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk | 20/1/23 |

Appendix 1.

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: Proposed consultation and co-production of LD vision and strategy | |
| Date of Equality Analysis (EA): 5/12/22 | |
| Directorate: ACH&PH | Service area: Adult Care and Integration |
| Lead Manager: Helen Fisher | Contact number: Helen.fisher@rotherham.gov.uk |
| Is this a: | |
| <input checked="" type="checkbox"/> Strategy / Policy | <input type="checkbox"/> Service / Function |
| <input type="checkbox"/> 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) |
|--------------|--------------|---|
| Helen Fisher | RMBC | Head of Service |
| Garry Parvin | RMBC | Head of Service |
| Julie Moore | 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)

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 proposed engagement and coproduction will be specifically targeted at people with a learning disability, their carers, key delivery partners, and services that provide support for people with a learning disability.

The intended outcome is everyone can participate in the formulation of a learning disability vision and strategy.

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.

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.

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: These services are available to all who have an assessed need regardless of their 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 appear to be 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 cohort).

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.

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.

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

Data regarding the Learning Disability cohort in Rotherham with a primary support reason of learning disability is captured on the Adult Care LAS system.

Are there any gaps in the information that you are aware of?

Data in relation to Gender Reassignment, Pregnancy and Maternity and Sexual Orientation have not been captured.

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

The proposal outlined in the Cabinet Paper is to request an engagement and Coproduction Exercise to help determine a future vision and strategy for those directly impacted in the Learning Disability community. This represents a check on the impact of future potential changes and a route to determining what they feel about the future and how they can input and influence that.

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 afford an opportunity for feedback to be provided by the cared for person and staff to Adult Social Care staff on the quality-of-service provision they receive.

| | |
|--|---|
| <p>People using the services and their families also have the option to make a formal complaint regarding the quality of the care or pertaining to issues with systems and processes aligned to it through the Council's or the Provider's complaints process.</p> <p>For more serious concerns, Safeguarding and Whistle Blowing policy and procedures are in place and followed.</p> | |
| <p>Engagement undertaken with customers. (date and group(s) consulted and key findings)</p> | <p>The intention with the cabinet report is to undertake an extensive communication and co-production exercise to ensure that all potential consultees and related stakeholders are included and coproduce the vision and strategy.</p> |
| <p>Engagement undertaken with staff (date and group(s) consulted and key findings)</p> | <p>None</p> |

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)

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 customers aged over 18 in the Learning Disability/Autism cohort accessing services. Data is captured on the Adult Care LAS case management system. 206 of these customers live within a supported living setting.

The proposal in the cabinet report will directly impact upon those with a learning disability and will facilitate their contribution and co-production of the vision and strategy

Does your Policy/Service present any problems or barriers to communities or Groups?

There may be a lack of knowledge or understanding around the purpose and intent

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

Yes, it is intended that this proposal will be shaped and driven by people with a learning disability and their carers. This should promote inclusivity and positive relationships with the council.

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)

Community relations and inclusion may be a factor that comes out of the engagement exercise. If that is the case, then consideration will be given to that factor in the EA that accompanies the next cabinet report – outcome of the engagement and coproduction to develop a learning disability vision and strategy anticipated date Autumn 2023.

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: proposals to engage and coproduce a learning disability vision and strategy |
| Directorate and service area: Adult care, Housing and Public health |
| Lead Manager: Helen Fisher |
| Summary of findings: |
| The Equality Analysis has been completed to ensure that the engagement and co-production will enable the Learning Disability community to fully engage and influence the vision and strategy. Care will be taken in the design of the engagement and coproduction programme so that people's views can be properly captured using tools and techniques that make the process effective, inclusive, and accessible to all. |

| Action/Target | State Protected Characteristics as listed below | Target date (MM/YY) |
|---|---|---------------------|
| Design process to take account of protected characteristics in terms of supporting information, questions poised, and tools used to communicate. | Primary focus on D, C, | |
| Use learnings/methodology from previous consultations and to seek expert advice from advocacy partner. The council's guidelines on undertaking consultations will be used as a background reference document to ensure the process is effective, legal, and compliant with agreed policy. | Primary focus on D, C, | |
| Consultation to cover 90 days and be fully inclusive and so include the views of people, their carers and family, service providers and stakeholders. | Primary focus on D, C, | |

| | | |
|--|------------------------|--|
| Ensure that consultation results are reported in a clear, representative, and balanced form back to Cabinet. | Primary focus on D, C, | |
| Ensure that consultation results are shared with all stakeholders in a timely manner using tools/techniques that take account of individual circumstances and protected characteristics. Advice, where required, will be sought from advocacy partner. | Primary focus on D, C, | |

***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 |
|-------------------|--------------------|----------|
| Kirsty Littlewood | Assistant Director | 13/12/23 |
| Ian Spicer | Strategic Director | 13/12/23 |
| Cllr Roche | Councillor | |

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 | 6 th December 2022 |
| Report title and date | Update on the Transformation of Learning Disability Services and Proposals to Co-produce a Learning Disability Strategy for Rotherham |
| Date report sent for publication | To be published 30/1/23 |
| Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk | 20/1/23 |

APPENDIX 3 – CARBON IMPACT ASSESSMENT

| <div>Will the decision/proposal impact...</div> <div><i>Proposal is to carry out a consultation and co-production exercise</i></div> | 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? | Nil | | | | |
| Emissions from transport? | Minimal | | People traveling to engage with coproduction | | |
| Emissions from waste, or the quantity of waste itself? | Nil | | | | |
| Emissions from housing and domestic buildings? | Nil | | | | |
| Emissions from construction and/or development? | Nil | | | | |

APPENDIX 3 – CARBON IMPACT ASSESSMENT

| | | | | | |
|---|-----|--|--|--|--|
| Carbon capture (e.g. through trees)? | Nil | | | | |
|---|-----|--|--|--|--|

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:

No impacts

| | |
|---|--|
| Supporting information: | |
| Completed by: (Name, title, and service area/directorate). | Helen Fisher – Head of Service , ASCH&PH |
| Please outline any research, data, or information used to complete this [form]. | None |
| If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts. | N/A |
| Tracking [to be completed by Policy Support / Climate Champions] | |

Committee Name and Date of Committee Meeting

Cabinet – 20 March 2023

Report Title

Cabinet Response to Spotlight Scrutiny Review on COVID-19 Care Home Safety

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

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

Report Author(s)

Ben Anderson, Director of Public Health

Ben.anderson@rotherham.gov.uk

Steph Watt, Head of Adults Commissioning (Joint Commissioning), SYICB
(Rotherham Place) / RMBC

steph.watt@nhs.net

Karen Smith, Strategic Commissioning Manager (Joint Commissioning), RMBC /
SYICB (Rotherham Place)

karen-nas.smith@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

This report provides a Cabinet response to the recommendations from the spotlight review carried out by Health Select Committee on Covid-19 Care Home Safety.

Recommendations

1. That Cabinet endorses this response to the Health Select Commission's spotlight review and accepts the recommendations.

List of Appendices Included

Appendix 1 - Cabinet Response to Scrutiny Review – COVID-19 Care Home Safety

Appendix 2 - Part A - Initial Equality Screening Assessment

Appendix 3 - Carbon Impact Assessment

Background Papers

Covid-19 Care Home Safety: January 2023 Cabinet Report of Health Select Commission Spotlight Review.

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

No

Cabinet Response to Spotlight Scrutiny Review on COVID-19 Care Home Safety

1. Background

- 1.1 Health Select Commission undertook a Spotlight Review of Covid-19 Care Home Safety and presented the following recommendations to Cabinet on 23rd January 2023:
- 1.2
1. That the following recommendations from the review be received:
 - a) That the learning from the pandemic and ongoing needs in respect of care home safety be noted.
 - b) That the service consider how the Council may help support recruitment and retention within the care sector.
 - c) That consideration be given to how best to retain, where possible, the benefits of supportive models such as regular engagement, access to training/guidance and the IMT approach, which were adopted during the pandemic.
 - d) That outcomes of forthcoming reviews by the Health and Wellbeing Board on learning from the Pandemic be considered for scrutiny.
 2. That Cabinet formally consider its response to the above recommendations by March 2023, in accordance with the Overview and Scrutiny Procedure Rules.
- 1.3 In response to Recommendation 2 above and in line with the Overview and Scrutiny Procedure Rules this paper provides response to the Spotlight Review Recommendations 1(a) to 1(d).
- 1.4 It should be noted that Rotherham maintains a mixed Care Home market. A significant majority of Care homes (94%) in Rotherham are run by independent sector providers, and while the Council works closely with those providers and can influence the market, there are other commercial and regulatory influences on them. The Council has a legal duty under the Care Act 2014 to carry out market shaping to understand the local market and stimulate a diverse range of care and support services to ensure that people and their carers have choice over how their needs are met. This also ensures that the care market remains vibrant and stable.
- 1.5 Historically the Council was the dominant purchaser of care home places. However, over the last 5 years the position has shifted substantially, and the Council is now financially supporting 35% of placements. This has happened due to an increase in the number of Continuing Health Care fully funded placements, self-funders, out of borough placements and NHS commissioned step-down beds.
- 1.6 As part of the mixed market in Rotherham, the Council is also a provider of Care Home facilities. This proved extremely valuable during the pandemic, giving greater flexibility in terms of our response to the pressures faced by the system.

2. Key Issues

2.1 Learning from the Pandemic and Ongoing Needs

In response to recommendation 1(a) Cabinet notes the Health Select Commission Spotlight Review and the learning from the pandemic and ongoing needs in respect of care home safety.

2.2 Recruitment and Retention within the Care Home Sector

In response to Recommendation 1(b) Cabinet can report that the adult social care workforce training programme will continue in 2023/24 including running sector-based academy recruitment programmes involving Job Centre Plus, Free2Learn, Princes Trust and the Housing Inspire and Pathways Team. As part of the academy, where potential candidates express an interest in working in adult social care, employers are invited to talk about their organisation's job vacancies and job interviews are held.

2.3 Communication and Ongoing Support for Care Homes

In response to Recommendation 1(b) Cabinet can also report that the Adult Social Care Commissioning and Finance Team have undertaken work on the Fair Cost of Care exercise and developed a draft Market Sustainability Plan. The final Market Sustainability Plan will be completed and submitted to the Department of Health and Social Care by 27th March 2023.

2.4 The Market Sustainability and Fair Cost of Care Fund was announced by Central Government on 16th December 2021. The primary purpose of the fund is to support Local Authorities to prepare their markets, including the care home market, for reform and to support Local Authorities to move towards paying providers a fair cost of care. The funding provided to the care home market of £305k for 2022/23 also contributed towards recruitment and retention within the care sector.

2.5 The Government requires local authorities to prepare markets for wider charging reform and thereby increase market sustainability. As a condition of receiving future funding, local authorities will need to evidence the work they are doing to prepare their markets. Adult Social Care have now submitted cost of care reports including a provisional Market Sustainability Plan to the Department of Health and Social Care on 14th October 2022.

2.6 Meetings have also been held with owners / directors of companies between May 2022 and January 2023 which gives providers an opportunity to provide feedback on proposed fee rates and the draft market sustainability plan.

2.7 Good Practice and Regular Engagement

In response to Recommendation 1(c) Cabinet can give assurance to Health Select Committee that consideration has been given to the best ways to retain good practice from the pandemic response. Relationships with Care Homes and Registered Care Home managers were strengthened during the pandemic and these stronger relationships continue to be built on as we face other issues together for the care sector. Maintaining those

relationships and regular engagement with the sector is helping to address the ongoing challenges.

- 2.8 Provider forums with registered managers and meetings with owners / directors are held to contribute to development initiatives, influence new policy, provides an opportunity to discuss strategic and operational concerns / issues, agree actions and share good practice with each other and key stakeholders.
- 2.9 Similarly, the approach to Covid-19 outbreak management developed through the pandemic continues to be followed both in response to Covid-19 and to other communicable disease outbreaks in care homes.
- 2.10 At present due to low prevalence rates, Incident Management Team (IMT) meetings have been stood down, although a range of measures and thresholds have been developed for meetings to reconvene if this is required. This includes prevalence rates higher than 2%, where there is a point at which the Trust are no longer able to cohort patients safely, 10% of care homes beds are closed due to outbreaks and three or more commissioned homes providing step-down beds have outbreaks leading to discharge pressures. Public Health respond to requests to set up IMT's if these thresholds are met and deemed necessary.
- 2.11 **Forthcoming Reviews of the Pandemic**
In response to Recommendation 1(d) Cabinet agrees that any forthcoming Health and Wellbeing Board reviews of the pandemic or pandemic learning to be considered for scrutiny.

3. Options considered and recommended proposal

- 3.1 Cabinet endorses this response to the Health Select Commission's spotlight review.

4. Consultation on proposal

- 4.1 Public Health, Commissioning, Finance, Legal and Learning and Development have contributed towards this report.

5. Timetable and Accountability for Implementing this Decision

- 5.1 The accountability for implementing recommendations arising from this report will sit with Cabinet and relevant officers.

6. Financial and Procurement Advice and Implications

- 6.1 There are no financial implications directly arising from this report. Fee rates provided to care homes have been informed by discussions with providers and the fair cost of care exercise and completed as part of the budget setting process.
- 6.2 There are no procurement implications directly arising from this report.

7. Legal Advice and Implications

- 7.1 Under s5 of the Care Act 2014 the Council has a statutory duty to promote an effective and efficient market of care and support services, also referred to as 'market shaping'. This includes both ensuring the sustainability of the market and fostering a workforce able to deliver high quality services.

8. Human Resources Advice and Implications

- 8.1 There are no human resources implications directly arising from the report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 There are no implications for Children, Young People, and Vulnerable Adults directly arising from the report.

10. Equalities and Human Rights Advice and Implications

- 10.1 The recommended proposals have positive outcomes on equalities for residents in care homes. These proposals will ensure safe, quality and sustainable services can continue to be delivered.

11. Implications for CO2 Emissions and Climate Change

- 11.1 There are no climate or emissions implications directly associated with this report.

12. Implications for Partners

- 12.1. There are no implications for partners directly arising from this report.

13. Risks and Mitigation

- 13.1 There are no risks identified within this report.

14. Accountable Officers

Ben Anderson, Director of Public Health
 Steph Watt, Head of Adults Commissioning (Joint Commissioning), SYICB (Rotherham Place) / RMBC
 Karen Smith, Strategic Commissioning Manager (Joint Commissioning), RMBC / SYICB (Rotherham Place)

Approvals obtained on behalf of Statutory Officers: -

| | Named Officer | Date |
|---|----------------------|-------------|
| Chief Executive | Sharon Kemp | 06/03/23 |
| Strategic Director of Finance & Customer Services | Judith Badger | 02/03/23 |

| | | |
|--|-------------------|----------|
| (S.151 Officer) | | |
| Assistant Director of Legal Services (Monitoring Officer) | Phillip Horsfield | 20/02/23 |

Report Author(s):

Ben Anderson, Director of Public Health
Ben.anderson@rotherham.gov.uk

Steph Watt, Head of Adults Commissioning (Joint Commissioning), SYICB
 (Rotherham Place) / RMBC
steph.watt@nhs.net

Karen Smith, Strategic Commissioning Manager (Joint Commissioning), RMBC
 / SYICB (Rotherham Place)
karen-nas.smith@rotherham.gov.uk

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

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APPENDIX 1

Cabinet's Response to Scrutiny Review – COVID-19 Care Home Safety

| | Recommendation | Cabinet Decision (Accepted/ Rejected/ Deferred) | Cabinet Response (detailing proposed action if accepted, rationale for rejection, and why and when issue will be reconsidered if deferred) | Accountability | Target date for completion (if applicable) |
|----|---|--|--|--|---|
| 1. | That the following recommendations from the review be received: a) That the learning from the pandemic and ongoing needs in respect of care home safety be noted. | Accepted | That Cabinet accepts and notes the recommendation from the Spotlight Scrutiny/OSMB meeting. | Ben Anderson, Scott Matthewman and Steph Watt | Ongoing |
| | b) That the service consider how the Council may help support recruitment and retention within the care sector. | Accepted | That Cabinet accept the recommendation from the Spotlight Scrutiny/OSMB meeting. The adult social care workforce training programme will continue in 2023/24 including running sector-based academy recruitment programmes involving Job Centre Plus, Free2Learn, Princes Trust and the Housing Inspire and Pathways Team. As part of the academy, where potential candidates express an interest in working in adult social care, employers are invited to talk about their organisation's job vacancies and job interviews are held. | Nigel Mitchell | Ongoing |
| | c) That consideration be given to how best to retain, where possible, the benefits of supportive models such as regular engagement, access to training/guidance and the IMT approach, which were adopted during the pandemic. | Accepted | That Cabinet accept the recommendation from the Spotlight Scrutiny/OSMB meeting. The Adult Social Care Commissioning and Finance Teams have undertaken work on the Fair Cost of Care exercise, developed a draft Market Sustainability Plan and submitted cost of care reports to the Department of Health and Social Care on 14 th October 2022. Meetings have been held with owners / directors of companies between May 2022 and January 2023 which gave providers an opportunity to provide feedback on proposed fee rates and the draft market sustainability plan. A final market sustainability plan will be submitted to the Department of Health and Social Care by 27 th March 2023. Relationships with Care Homes and Registered Care Home managers were strengthened during the pandemic and these stronger relationships continue to be built on as we face other issues together for the care sector. Maintaining those relationships and regular engagement with the sector is helping to address the ongoing challenges. Provider forums with registered managers and meetings with owners / directors are held to contribute to development initiatives, influence new policy, provides an opportunity to discuss strategic and operational concerns / issues, agree actions and share good practice with each other and key stakeholders. The approach to Covid-19 outbreak management developed through the pandemic continues to be followed both in response to Covid-19 and to other communicable disease outbreaks in care homes. At present due to low prevalence rates, Incident Management Team (IMT) meetings have been stood down, although a range of measures and thresholds have been developed for meetings to reconvene if this is required. This includes prevalence rates higher than 2%, where there is a point at which the Trust are no longer able to cohort patients safely, 10% of care homes beds are closed due to outbreaks and three or more commissioned homes providing step-down beds have outbreaks leading to discharge pressures. Public Health will respond to requests to set up IMT's if these thresholds are met and deemed necessary. | Steph Watt, Gioia Morrison and Karen Smith Steph Watt, Gioia Morrison and Karen Smith Steph Watt and Karen Smith Steph Watt and Karen Smith Ben Anderson | 14 th October 2022 27 th March 2023 Ongoing Ongoing Ongoing |

| | Recommendation | Cabinet Decision <i>(Accepted/ Rejected/ Deferred)</i> | Cabinet Response <i>(detailing proposed action if accepted, rationale for rejection, and why and when issue will be reconsidered if deferred)</i> | Accountability | Target date for completion (if applicable) |
|----|---|--|--|---|---|
| | d) That outcomes of forthcoming reviews by the Health and Wellbeing Board on learning from the Pandemic be considered for scrutiny. | Accepted | That Cabinet accept the recommendation from the Spotlight Scrutiny/OSMB meeting. Cabinet agrees that any forthcoming Health and Wellbeing Board reviews of the pandemic or pandemic learning to be considered for scrutiny. | Ben Anderson, Scott Matthewman and Steph Watt | Ongoing |
| 2. | That Cabinet formally consider its response to the above recommendations by March 2023, in accordance with the Overview and Scrutiny Procedure Rules. | Accepted | That Cabinet accept the recommendation from the Spotlight Scrutiny/OSMB meeting. | Ben Anderson, Scott Matthewman and Steph Watt | Ongoing |

APPENDIX 2.

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: Cabinet Response to Spotlight Scrutiny Review on COVID-19 Care Home Safety | |
| Directorate: Adult Care, Housing and Public Health | Service area: Commissioning |
| Lead person: Karen Smith | Contact: Karen-nas-smith@rotherham.gov.uk |
| Is this a: | |
| <input type="checkbox"/> Strategy / Policy | <input checked="" type="checkbox"/> Service / Function |
| <input type="checkbox"/> Other | |
| If other, please specify | |

| 2. Please provide a brief description of what you are screening |
|---|
| <p>The Cabinet report is in response to recommendations from Scrutiny around how the Council will continue to support recruitment and retention within all independent sector care homes for older people in Rotherham.</p> <p>The Council will also continue to provide support to all care home providers such as regular engagement, access to training/guidance and the Incident Management</p> |

Team (IMT) approach, which were adopted during the pandemic.

The Council will also continue to engage with all care home providers on the Fair Cost of Care and Market Sustainability Plan.

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

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

Not applicable.

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?**

The proposal for the Council to continue to support recruitment and retention within independent sector care homes for older people will have a positive impact on the future delivery of maintaining safe, quality services to provide care and support to predominantly older people (65 years and over) with physical disabilities / long term health conditions.

The proposals will continue to have a positive impact on all residents and staff members in care home for older people (65 years and over) in Rotherham, regardless of their protected characteristics.

The adult social care workforce training programme will continue in 2023/24 and will be available to all staff members working in care homes for older people, regardless of their protected characteristics.

The proposal for the Council to retain the benefits of supportive models such as regular engagement, access to training/guidance and the Incident Management Team (IMT) approach, which were adopted during the pandemic will also continue to have a positive impact on residents and staff members in care homes, regardless of their protected characteristics.

The Fair Cost of Care exercise and Market Sustainability Plan will also continue to provide additional financial support to the care home sector to continue to provide safe, quality, and sustainable services for residents with complex health and social care needs, regardless of protected characteristics.

The recommended proposals have positive outcomes on equalities for residents in care homes.

There are no further actions required to mitigate any impacts, therefore an Equality Analysis Form (Part B) is not required.

These proposals will ensure safe, quality and sustainable services can continue to be delivered.

| | |
|---|----------------|
| <ul style="list-style-type: none"> • Key findings <p>There is a commitment within Rotherham to sustain and maintain the care home market through the Fair Cost of Care exercise and Market Sustainability Plan, including regular engagement with the care home market.</p> <p>This commitment is also enshrined within Section 5 of the Care Act 2014 as the Council has a statutory duty to promote an effective and efficient market of care and support services, also referred to as 'market shaping'. This includes both ensuring the sustainability of the market and fostering a workforce able to deliver high quality services.</p> | |
| <ul style="list-style-type: none"> • Actions <p>No actions required.</p> | |
| Date to scope and plan your Equality Analysis: | Not applicable |
| Date to complete your Equality Analysis: | Not applicable |
| Lead person for your Equality Analysis (Include name and job title): | Not applicable |

5. Governance, ownership and approval

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

| Name | Job title | Date |
|------------------|--|------------|
| Scott Matthewman | Interim Assistant Director, Commissioning | 09/02/2022 |
| Steph Watt | Interim Head of Adults Commissioning | 09/02/2022 |

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

9 February 2023

| | |
|--|--|
| Report title and date | Cabinet Response to Spotlight Scrutiny Review on COVID-19 Care Home Safety |
| 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 – 20 March 2023 |
| Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk | 10 February 2023. |

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APPENDIX 3.

| 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 | N/A | N/A | N/A | N/A |
| Emissions from transport? | N/A | N/A | N/A | N/A | N/A |
| Emissions from waste, or the quantity of waste itself? | N/A | N/A | N/A | N/A | N/A |
| Emissions from housing and domestic buildings? | N/A | N/A | N/A | N/A | N/A |
| Emissions from construction and/or development? | N/A | N/A | N/A | N/A | N/A |
| Carbon capture (e.g. through trees)? | N/A | 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: There are no climate or emissions implications directly associated with the proposals within the Cabinet report. | | | | | |

Please provide a summary of all impacts and mitigation/monitoring measures:
Not applicable.

| | |
|---|---|
| Supporting information: | |
| Completed by: (Name, title, and service area/directorate). | Karen Smith Strategic Commissioning Manager (RMBC / SYICB (Rotherham Place) Adult Care, Housing and Public Health |
| Please outline any research, data, or information used to complete this [form]. | Cabinet Response to Spotlight Scrutiny Review on COVID-19 Care Home Safety |
| If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts. | |
| Tracking [to be completed by Policy Support / Climate Champions] | |

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Committee Name and Date of Committee Meeting

Cabinet – 20 March 2023

Report Title

Modern Slavery Update and Transparency Statement 2023/24

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

No, but it has been included on the Forward Plan

Strategic Director Approving Submission of the Report

Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)

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Ward(s) Affected

Borough-Wide

Report Summary

This report provides the annual update in relation to the activities of the Council and its partners, in seeking to both address and prevent modern slavery. The report focusses on actions following the resolution passed by Council to adopt the Co-operative Party Charter against Modern Slavery on the 25th July 2018 and in-particular on actions since the last annual report presented to Cabinet on 24th January 2022.

On 1st November 2022, the Council's Overview and Scrutiny Management Board (OSMB) held a 'Spotlight Review' into the Council's and Partners' responses to tackling Modern Slavery and Human Trafficking in Rotherham, attended by a wide range of partners.

At the time of submission of this report the findings and recommendations from the OSMB review have not been received; once considered and approved, these will be incorporated into the action plan.

Recommendations

1. Cabinet notes the progress made to date.
2. Cabinet agrees for the current Transparency Statement 2022/23 to remain in place in 2023/24.

List of Appendices Included

- Appendix 1 Transparency Statement 2022/23 (Current Statement)
- Appendix 2 Modern Slavery Action Plan
- Appendix 3 Initial Equality Screening Assessment Part A
- Appendix 4 Carbon Impact Assessment

Background Papers

[Modern Slavery Act 2015](#)

[Co-operative Party Modern Slavery Charter](#)

[Rotherham Metropolitan Borough Council's Current Transparency Statement
Cabinet Report, January 2022](#)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

No

Modern Slavery Update and Transparency Statement 2022Modern Slavery
Update and Transparency Statement 2023/24

1. Background

1.1 At a meeting of the Council on 25th July 2018, Council resolved:

- That the Co-operative Party's Charter against Modern Slavery be adopted to ensure that the Council's practices do not support slavery.
- That the Corporate Procurement Team be trained to understand modern slavery issues through the Chartered Institute of Procurement and Supplies (CIPS) online course on Ethical Procurement and Supply.
- That contractors be required to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance.
- That any abnormally low-cost tenders should be challenged, to ensure that they do not rely upon the potential contractor practising modern slavery.
- That suppliers be advised that contracted workers are free to join a Trade Union and should not be treated unfairly for belonging to one.
- That the whistleblowing system, to enable staff to blow the whistle on any suspected examples of modern slavery, be publicised.
- That tendered contractors be required to adopt a whistleblowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.
- That contractual spending be reviewed regularly to identify any potential issues with modern slavery.
- That suppliers be advised of any risk identified concerning modern slavery and refer them to the relevant agencies to be addressed.
- That any contractor who is identified as a cause for concern regarding modern slavery be referred for investigation via the National Crime Agency's national referral mechanism.
- That a report on the implementation of this Policy be published annually.

1.2 Following this commitment, detailed reports were presented to Cabinet on 22nd October 2018, 10th June 2019, 25th January 2021 and 24th January 2022. These reports provided updates about the activities of the Council and its partners, in seeking to both address and prevent modern slavery. The reports

included a refreshed transparency statement, which was formally agreed by Cabinet for publication and is available on the Council's website.

2. Key Issues

2.1 Following the commitment made by the Council a range of activities were undertaken within an established action plan, focussing on the Modern Slavery Charter requirements.

2.2 Training

Staff within the procurement team have received appropriate training. It is recognised that to maintain necessary skill levels and address changes in personnel, the training needs to be provided on a regular cycle and as such the procurement team will undertake the training every three years.

2.3 In addition to what is already in place, relevant training is also to be provided to the Council's Commissioning Officers and Contract Managers.

2.4 Compliance

Where the Council undertakes a tender that is above the threshold where the Public Contracts Regulations 2015 applies, it is mandated to use the Selection Questionnaire (SQ) set by Central Government. One of the sections within this SQ is compliance with the Modern Slavery Act and publication of modern slavery transparency statements. Failure to satisfy compliance in this area will result in the bidding company not being shortlisted.

2.5 Work has taken place with Legal Services to ensure termination linked to non-compliance with Modern Slavery is now included in Council contracts.

2.6 Where the Council buys through Professional Buying Organisations, it has also started to use contract clauses within their agreements and specifications in respect of Modern Slavery.

2.7 Abnormally low bids

In accordance with Regulation 69 of the Public Contracts Regulations the Council has a duty to challenge abnormally low bids received.

2.8 Abnormally low bids are not a regular occurrence in procurement activity, but there is a recent example which did lead to conversations around modern slavery, however it was established that the bid was rejected on other grounds from a quality perspective, which contributed to the abnormally low bid.

2.9 Trade Unions

In respect of a requirement to inform the Council's suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one, the procurement team has ensured that this requirement is included in the specification for all contracts.

2.10 **Whistleblowing Policy**

The Council's Whistleblowing Policy includes a specific reference to modern slavery.

2.11 **Ethical Procurement Policy**

The Council's Ethical Procurement Policy includes reference to the adoption of the Modern Slavery Charter.

2.12 **Safeguarding and Modern Slavery**

A comprehensive Safeguarding and Modern Slavery section is included in the Council's Template Tender Documentation and is applicable to all suppliers who bid for contracts above the regulatory threshold.

2.13 All suppliers and their staff delivering a contract must adhere to the safeguarding and modern slavery requirements including that:

2.14 *"They have an up-to-date Modern Slavery Transparency Statement (where required by law) and are registered on the 'Transparency in Supply Chains Platform' (<https://TISCreport.org>)"*

2.15 All awarded contracts contain a modern slavery clause as below or similar wording to the same effect:

Modern slavery and trafficking

The Provider must comply with all of the following obligations regarding modern slavery and trafficking

Comply with Law

Supply chain

Breaches of item 66.1 by the Provider which are to be a Termination Default Event of the Provider

Keep informed

| |
|--|
| The Provider must comply with relevant Law, including the Modern Slavery Act 2015. |
| The Provider must use reasonable endeavours (to the extent it is within its reasonable powers to do so) to ensure its supply chain used in connection with the Services complies with the rest of this item 66.1. |
| <ul style="list-style-type: none"> Any breach of the Modern Slavery Act 2015 (or any reasonable equivalent Law applicable to the Provider or its Affiliate at the time) by the Provider and/or its Affiliate. This applies even if the breach is minor. |
| <p>The Provider must keep the Council informed in a proper and timely manner if the Provider becomes aware of any incident involving slavery and/or trafficking in connection with the Services.</p> <ul style="list-style-type: none"> Within the Provider's own organisation, and/or Within the Provider's supply chain. |

- 2.16 The Council has continued to deliver improvements in relation to processes around modern slavery through the raising of awareness and the provision of training. At a strategic level the Council continues to develop its role within the South Yorkshire Modern Slavery Partnership and operationally as a member of both the South Yorkshire Modern Slavery Practitioners group and the local multi-agency Fortify Bronze Group, which tackles serious and organised crime.
- 2.17 Tackling Modern Slavery and Serious and Organised Crime continue to be key priorities for the Safer Rotherham Partnership (SRP) and activity is managed through the Protecting Vulnerable Adults and Serious Organised Crime theme groups with oversight by the SRP Board which is chaired by the Cabinet Member for Corporate Services, Community Safety and Finance.
- 2.18 The Council has 9 employees from across directorates who have received the necessary training to be successful in becoming modern slavery Single Point of Contact Officers (SPOCs). This has significantly improved knowledge and expertise across the Council in respect of the identification and response to modern slavery cases and in the provision of support to the victims of modern slavery. The development of these officers continues through the provision of information from the South Yorkshire Modern Slavery Partnership. It is planned that extra officers will receive this training during 2023.
- 2.19 The Modern Slavery Professionals Pocketbook has been updated in conjunction with the South Yorkshire Modern Slavery Partnership and partners, the charity Ashiana (Sheffield), along with access to guidance booklets published in several languages. Quarterly reports to the Safer Rotherham Partnership are also provided by the South Yorkshire Modern Slavery Partnership.
- 2.20 The National Referral Mechanism (NRM) is a framework for identifying and referring potential victims of modern slavery and ensuring they receive appropriate support. Only designated first responders can refer cases to the NRM. Local Authorities are designated 'first responder organisations' and are therefore able to refer cases to the NRM.
- 2.21 Between 1st April 2021 and 30th September 2022 there were 77 referrals from Rotherham (all First Responders) into the National Referral Mechanism. All referrals are reported to the Safer Rotherham Partnership Board via the Performance Management framework.
- 2.22 Support from the NRM continues to be provided to potential victims of modern slavery through safe house accommodation and on an outreach basis. Whilst outreach is provided to people across South Yorkshire; outreach clients will live either in council accommodation, National Asylum Support Service (NASS) accommodation, with friends, family or in their own private accommodation. In addition, support outside of the NRM structure is also provided by the Snowdrop Project who provide post NRM support in Barnsley, Rotherham and Sheffield.

2.23 On 1st November 2022 the Council's Overview and Scrutiny Management Board held a 'Spotlight Review' into the Council's and partners response to Modern Slavery in Rotherham. A wide range of Council departments and partners contributed to the review including, RMBC (Adult's and Children's) Social Services, Housing Services, Community Safety, South Yorkshire Police, Gang Masters and Labour Abuse Authority, Department of Work and Pensions, the Snowdrop Project and Ashiana.

2.24 The review generated several recommendations from the OSMB which once considered and those that are approved, will be incorporated into the Council's Modern Slavery Transparency Statement Action Plan 2023/24.

3 Options considered and recommended proposal

3.1 The Council is required to produce an annual update in relation to activities associated with modern slavery. The Council is further required to update its published 'Transparency Statement' each year. The report and attached action plan discharge the requirement for an annual update on activity.

3.2 Attached at Appendix 2 is the current 2022/23 Transparency Statement Action Plan. This plan will be updated on receipt of the approved OSMB 'Spotlight Review' recommendations.

3.3 No alternative options have been considered as a result of the clear and ongoing commitment made by the Council since 2018.

4. Consultation on proposal

4.1 Officers in relevant Council services have been engaged in the production of this report and recommendations. Consultation in respect of the Transparency Statement with external partners has not taken place as this is a Council specific statement.

5. Timetable and Accountability for Implementing this Decision

5.1 Following the Cabinet approval, the refreshed Modern Slavery Transparency Statement will be published on the Council's website.

5.2 The Head of Community Safety and Regulatory Services continues to act as the Council's lead for Modern Slavery and is accountable for the implementation of the action plan.

6. Financial and Procurement Advice and Implications

6.1 Head of Finance

All costs associated with the delivery of the action plan have been contained within existing approved budgets. Whilst there are financial risks linked to Termination Default Events, the duty to act to prevent modern slavery overrides the financial consequences and, in any case, processes are in

place to re-procure and would avoid potential additional expense of non-compliance.

6.2 Head of Procurement

The key procurement implications are contained in the main body of the report. The Council's procurement team will continue to support service areas in their procurement activity and identify through the pre-procurement phase, potential market industries where modern slavery may be prevalent and ensure the tender and resulting contract are robust to address this issue.

7. Legal Advice and Implications

- 7.1 As set out in the body of this report and previous reports about this issue, the Council is required to comply with a number of duties as set out in the Modern Slavery Act 2015, including the s.52 duty to notify, the duty to cooperate with the Independent Commissioner, section 42, and the requirement to publish a transparency statement, section 54. This report sets out how the Council complies with these duties and the other requirements of the Modern Slavery Act 2015.

8. Human Resources Advice and Implications

- 8.1 The human resources implications are outlined within the body of this report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 Modern slavery can impact both vulnerable adults and children/young people. Both Adult and Children's safeguarding leads have been involved in both development and delivery of the work programme relating to modern slavery.

10. Equalities and Human Rights Advice and Implications

- 10.1 The publication of the statement itself, which is the decision within the report, does not represent any change in policy or delivery of function but reflects work done across a range of Council services, which are subject to their own decision-making processes and therefore equality impact assessment as appropriate. Therefore, an equality analysis is not required to accompany this report as there are no direct equality implications for the refresh of the published transparency statement.
- 10.2 Tackling modern slavery and human trafficking is a key priority for the Council and the Safer Rotherham Partnership. The potential for the exploitation of different groups is acknowledged and is monitored and managed by the multi-agency Protecting Vulnerable Adults and Children theme groups and reported to the Safer Rotherham Partnership Board.

11. Implications for CO2 Emissions and Climate Change

- 11.1 No direct implications arising from this report.

12. Implications for Partners

- 12.1 Modern slavery duties stretch across both the Public and Private sector. Statutory and other partners are actively engaged both locally, regionally and nationally. The Council has worked over the previous year on an intelligence led basis, to increase links with private industry, contractors and suppliers in relation to modern slavery.

13. Risks and Mitigation

- 13.1 No additional risks have been highlighted as a result of this report.

14. Accountable Officers

Emma Ellis, Interim Head of Service, Community Safety and Regulatory Services.

Sam Barstow, Assistant Director, Community Safety and Street Scene.

Approvals obtained on behalf of Statutory Officers:-

| | Named Officer | Date |
|--|----------------|----------|
| Chief Executive | Sharon Kemp | 06/03/23 |
| Strategic Director of Finance & Customer Services (S.151 Officer) | Judith Badger | 02/03/23 |
| Assistant Director, Legal Services (Monitoring Officer) | Phil Horsfield | 02/03/23 |

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

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Rotherham Metropolitan Borough Council

Modern Slavery Act 2015 - Transparency Statement

INTRODUCTION

This statement sets out the Council's actions to understand and respond to risks relating to modern slavery. The statement has been drafted with broad acknowledgment of the wide-ranging role of the Council from front line staff regulating business or visiting homes through to our commissioning and procurement of works, goods or services and management of contracts.

Modern slavery can take many forms and present in many ways. Our approach to this issue is embedded within our safeguarding policy and practice and we will focus throughout the year on continuing to raise awareness through regular briefings and an increase in the number of staff trained. We will also continue to work with partners to increase the levels of intelligence and information relating to modern slavery and the operational activity that results from such intelligence. Finally, we will continue to strengthen understanding of the risk relating to modern slavery within supply chains, continuing to promote the issues with our contractors and suppliers.

This is the Council's fourth transparency statement in relation to modern slavery and is relevant for 2022/23. An annual progress report will be published on the Council's website, alongside a revised statement for the following year.

OUR COMMITMENT

The Council recognises that it has a responsibility to take a robust approach to slavery and human trafficking. In addition to the Council's responsibility as an employer, it also acknowledges its duty as a Council to notify the Secretary of State of suspected victims of slavery or human trafficking as introduced by section 52 of the Modern Slavery Act 2015. In order to support this requirement, the Council will ensure all staff are suitably trained to spot the signs and pass on relevant information for referral, monitoring numbers regularly. The Council currently has processes and procedures as a part of its Safeguarding Policy and work will continue to further raise awareness of these processes.

The Council is committed to preventing slavery and human trafficking and to ensuring that its supply chains are free from slavery and human trafficking. This is managed by officers being made aware of the potential for modern slavery risks through awareness raising and appropriate briefings, alongside establishing robust assurance. When commissioning and procuring works, goods or services, officers will aim to ensure that as part of developing the tender and the ongoing monitoring and management of the concluded arrangement. They will consider the potential and likelihood of modern slavery, and where these are deemed high, will seek to develop a clear understanding of the supplier's supply chain arrangements:

The Council's clear commitment is as follows;

- That the Co-operative Party's Charter against Modern Slavery be adopted to ensure that our practices don't support slavery.
- That the Corporate Procurement Team be trained to understand modern slavery through the Chartered Institute of Procurement and Supplies (CIPS) online course on Ethical Procurement and Supply.
- That contractors be required to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance.
- That any abnormally low-cost tender be challenged to ensure that they do not rely upon the potential contractor practising modern slavery.
- That suppliers be advised that contracted workers are free to join a trade union and should not be treated unfairly for belonging to one.
- That the whistleblowing system for staff to blow the whistle on any suspected examples of modern slavery be publicised.
- That tendered contractors be required to adopt a whistleblowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.
- That contractual spending be reviewed regularly to identify any potential issues with modern slavery.
- That suppliers be advised of any risk identified concerning modern slavery and refer them to the relevant agencies to be addressed.
- That any contractor who is identified as a cause for concern regarding modern slavery be referred for investigation via the National Crime Agency's national referral mechanism.
- That a report on the implementation of this policy be published annually

The Council has publicly committed to adopt the Co-Operative party Charter Against Modern Slavery, details of which can be found on the following link; [Modern Slavery Charter](#)

OUR BUSINESS AND SUPPLY CHAIN

The Council is a large employer with around 6,100 staff (including school staff) who undertake a wide variety of roles and have a variety of interactions with the public and businesses. The Council serves a population of 265,800. (Census 2021 – Office for National Statistics)

The Council spends in excess of £300m per annum with third party suppliers on a wide scope of works, goods and services ranging from catering through to care and construction. In the main these suppliers are based in the UK, with <1% of suppliers based outside of the UK. The commissioning and management of contracts occur across all departments within the Council and can vary significantly in value. A central procurement team will ensure professional support and advice to the process. Whilst the procurement of larger contracts is robust in respect of modern slavery, further work needs to be undertaken to strengthen work relating to contracts of small financial value.

OUR POLICIES

Modern slavery is clearly embedded within Safeguarding practice at the Council. Copies of the relevant policy relating to adults can be found on the following link; <https://www.rotherham.gov.uk/downloads/file/1456/south-yorkshire-safeguarding-adults-procedures>

The equivalent Policy in relation to Safeguarding children can be found on the following link;

[2.4.3 Children from Abroad, including Victims of Modern Slavery, Trafficking and Exploitation \(proceduresonline.com\)](#)

The Council's whistleblowing policy is available on the following link; <https://www.rotherham.gov.uk/downloads/download/117/whistleblowing-and-serious-misconduct-policy>

OUR GOVERNANCE AND DUE DILIGENCE APPROACH

As a public body the Council works with various statutory and non-statutory agencies around issues of local and national concern such as Modern Slavery. We will ensure that we engage with partners locally and regionally in order to strengthen our collective understanding of, and efforts to combat, Modern Slavery in all its forms.

Internally, our Strategic Leadership Team, led by the Chief Executive, will ensure operational delivery in line with the commitments made within this statement and further scrutiny will be provided by the Council's Political Leadership, through its

Cabinet. This issue may be subject to detailed scrutiny at the direction of the Chair of the relevant Select Commission.

Awareness raising, the strengthening of policies and procedures alongside detailed training where required, will seek to strengthen the Council's diligence in respect of modern slavery linked to procurement of goods and services, alongside wider contract management.

WHAT HAVE WE DONE

Following the public commitment made by the Council, to achieve the standards laid out within the Co-Operative party Charter against Modern Slavery, a significant amount of work has been delivered. This has included specialist training for procurement officers, the production of guidance for commissioners and contract managers alongside proactive contact with suppliers where compliance with the Modern Slavery Act requirements is not apparent. In many cases this has quickly led to full compliance.

The Council has updated its whistleblowing policy during the previous year to ensure explicit reference to modern slavery, its Invitation to Tender documentation in respect of requirements under the Modern Slavery Act 2015 and its Safeguarding Policy, that all suppliers and their staff delivering a contract must adhere to, in particular that they have an up to date Modern Slavery Transparency Statement (where required by law) and that these statements are registered at <https://TISCreport.org>.

To improve awareness and strengthen its ability to identify and respond to cases of Modern Slavery, during 2020 a total of 12 officers from across Council directorates received specialist training to become single points of contact for Modern Slavery. This improved expertise has resulted in improved working practices and co-ordination between the Council, Police, South Yorkshire Modern Slavery Partnership and the wider partnership. It is planned for additional officers to be trained during 2022.

Clear officer leadership has been maintained and an internal task and finish group continues to meet to support implementation of the commitment to the charter, alongside strengthening our broader engagement with tackling Modern Slavery through direct delivery functions.

Officers have further developed links with local and regional partners to ensure that intelligence and information is received in the right way and appropriately acted upon, either through responsive or proactive operational activity.

Training and awareness raising material has been made available with posters displayed around Council premises, an e-learning module available to all staff and specialist training for relevant front-line officers.

WHAT DO WE NEED TO DO

The Council will continue to seek to increase the number of Modern Slavery referrals through the National Referral Mechanism. This is also a priority for the Safer Rotherham Partnership (statutory multi-agency Community Safety Partnership for Rotherham under the Crime & Disorder Act 1998)

The Council will continue to offer training, both generic and specialist, and will continue to support this with regular efforts to raise awareness both online, through social media and within teams. The Council and its partners will also seek to raise awareness within communities, both how to spot the signs and where to report.

We will continue to support contract managers, procurement officers and commissioning staff to develop awareness and understanding in relation to modern slavery and human trafficking. We will also continue to ensure active scrutiny of tenders that appear to be abnormally low in price and in particular will focus on contracts within high-risk industries.

The Council will continue to monitor contractual spend through the Transparency in Supply Chains organisation (<https://tiscreport.org/>) to work with suppliers who have not yet demonstrated compliance and encourage greater engagement with Modern Slavery issues and responses.

This statement should be read in conjunction with the Modern Slavery Act 2015¹ and the National Referral Mechanism².

Signed

Chief Executive

Leader of the Council

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Modern Slavery Charter - Action Plan

Appendix 2

Modern Slavery and Human Trafficking Charter Action Plan

| No. | Action | Lead/Owner | Deadline | Progress Note |
|--------------------------|--|--|---------------------|---|
| 1 | Roll out a targeted learning and development offer/communications campaign to raise awareness of modern slavery, how to spot the signs, risks and how to raise concerns and make referrals to: a) Front-line staff across key agencies b) Elected Members c) General public and targeted business such as letting agencies (commercial and residential) | Emma Ellis, Head of Service, Community Safety and Regulatory Services | 31 March 2024 | A refreshed programme of 'Introduction to Human Trafficking' training courses for front line staff began in 2022-23, delivered by the Snowdrop Project. Three dates have been delivered to date as follows: 15th November 2022 7th December 2022 18th January 2023 Further dates will be planned in 2023-24. |
| 2 | Refresh training for Council procurement, commissioning and contracting staff | Emma Ellis, Head of Service, Community Safety and Regulatory Services / Karen Middlebrook, Head of Procurement | 31 March 2024 | New training programme to be designed/commissioned and delivered in 2023-24 |
| 3 | Convene a cross directorate steering group to review and develop the Council's responses to modern slavery | Emma Ellis, Head of Service, Community Safety and Regulatory Services | 30 April 2023 | Action underway |
| 4 | Incorporate the recommendations of the Council's Overview and Scrutiny Management Board Modern Slavery and Human Trafficking Spotlight Review (November 2022) within this action plan and agree action owners to ensure timely implementation | Emma Ellis, Head of Service, Community Safety and Regulatory Services | 30 April 2023 | Final recommendations awaited |
| 5 | Review the approach to identifying and responding to intelligence regarding modern slavery, ensuring monitoring is robust | Emma Ellis, Head of Service, Community Safety and Regulatory Services | 30 September 2023 | Action underway |
| 6 | Review the compliance of Council suppliers in publishing transparency statements and promote the use of the Transparency In Supply Chains platform | Emma Ellis, Head of Service, Community Safety and Regulatory Services | 31 March 2024 | To commence |
| COMPLETED ACTIONS | | | | |
| | Council Actions: | Comments | Action owner | Progress note: |
| 1 | Train its corporate procurement team to understand modern slavery through the Chartered Institute of Procurement and Supply's (CIPS) online course on Ethical Procurement and Supply. | Understanding of staff who will be able to deliver on this charter is important to it's successful implementation. There is already recognised accredited trainfin from the Chartered Institute of Procurement and Supply (CIPS). The training is delivered inline in a series of modules, followed by online examinations. The candidate gains a certificate valid for 12 months in 'Ethical Procurement and Supply' and the cost is relatively low at £38 + VAT for 2018 | Karen Middlebrook | 09/10/18 - Report prepared for strategic leadership and discussed with Assistant Chief Executive re wider workforce training. 31/01/2019 – All relevant staff now have access to the online training and 7 out of the 11 members have completed the course and passed the online exam. 01/05/2019 - All relevant officers have now completed the course and passed the exam. Will seek to renew the training on an 3-yearly cycle. |

Modern Slavery Charter - Action Plan

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| 2 | Require its contractors to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance. | Section 54 of the Modern Slavery Act is a transparency in supply chains measure that requires businesses who a) carry on a business, or part of a business in the UK; b) supply goods and services; and c) have an annual turnover of £36million or more to produce an annual statement on the steps they are taking to prevent modern slavery in their supply chains and own organisation. | Karen Middlebrook / Legal | <p>31/01/2019 - For all tenders undertaken above the EU threshold, the Council is mandated to use the Selection Questionnaire (SQ) set by Central Government. One of the sections within this SQ is compliance with the Modern Slavery Act. For these types of tender, anyone failing to comply with the Act will not be shortlisted.</p> <p>The Council has signed up to TISCreport.org to help track suppliers and their compliance with the Act. The use of this tool has identified some suppliers, where direct engagement is now taking place through the Contract Managers within service areas to put them in a compliant manner. Further work is required by Legal to strengthen the Council's Terms and Conditions in this regard.</p> <p>Processes also require development in relation to contracts that are below threshold or where they are a call off from a framework agreement.</p> <p>2020 - The Council is now addressing this as contracts expire. New terms and conditions are drafted by Legal Services and entered into by all parties.</p> <p>2021 - Now complete and in place.</p> |
| 3 | Challenge any abnormally low-cost tenders to ensure they do not rely upon the potential contractor practising modern slavery. | Low cost tenders can be a sign of exploitation and should be challenged. Local Authorities can use Regulation 69 of the Public Contracts Regulations 2015 (Abnormally low tenders) which means they can require tenderers to explain the price or costs proposed in the tender. | Karen Middlebrook / Sam Barstow | <p>31/01/2019 - If the Council receives an abnormally low tender it would challenge this in accordance with Regulation 69 and this is detailed in the Council's tender template documentation for above threshold tenders. Working relationships within the Council have been strengthened with Procurement and Community Safety to try and tie this link. A list of high risk industries has been gathered and an understanding between the 2 teams that where an abnormally low tender is received in any of these industries, dialogue to take place to determine an agreed course of action. Further guidance to be developed and consistently provided.</p> |

Modern Slavery Charter - Action Plan

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| 4 | Highlight to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one. | <p>Article 11 of the Human Rights Act 1998 means everyone has the right to freedom of peaceful assembly and to freedom of association with others, including the right to form and to join trade unions for the protection of their interests. It is also unlawful for an employer to offer a benefit to leave a trade union, treat you unfairly because you are in a trade union, refuse to employ or dismiss your employment for being part of a trade union.</p> <p>Your procurement and contract processes should ensure that suppliers comply. You may wish to engage local trade unions in raising awareness of the freedom to join a trade union and the benefits of doing so.</p> <p>Trade unions in the workplace help bring about change through negotiation and also offer their members advice, support and representation if they are having a problem with their employer.</p> | Karen Middlebrook / Sam Barstow | <p>31/01/2019 - Work ongoing to streamline standard wording around Safeguarding within the Councils template tender documentation. Consideration to be given to how to include this detail within this section.</p> <p>2020 - Transparency within supply chains is supported and positively endorsed by Trade Unions and both national and local levels. Work will progress quickly to include a section in the Council's updated tendering document that highlights to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one. Further discussions will need to take place with legal to understand if Contractual Terms and Conditions require update also.</p> <p>2021 - Complete.</p> |
| 5 | Publicise its whistle-blowing system for staff to blow the whistle on any suspected examples of modern slavery | Councils have whistle-blowing policies, and these can be modified and publicised to ensure that staff know they can report concerns of modern slavery through this mechanism as well. | Karen Middlebrook / Sam Barstow | 13/09/18 -The Whistleblowing policy has been updated to include explicit reference to modern slavery. The Council's whistleblowing and serious misconduct policy is publicised and available on the internet and clear reference is made within the policy to modern slavery. |
| 6 | Require its tendered contractors to adopt a whistle-blowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery | <p>In contracts, you can require suppliers to adopt a whistle-blowing policy so there are mechanisms there for staff to raise concerns.</p> <p>Whistleblowers are protected by law and shouldn't be treated unfairly or lose their job because they have raised concerns that are in the public interest.</p> | Karen Middlebrook / Sam Barstow | <p>31/01/2019 - Work ongoing to streamline standard wording around Safeguarding within the Councils template tender documentation. Consideration to be given to how we include this detail within this section.</p> <p>2020 - The safeguarding section (8) of the Council's 'Invitation to Tender' document has been updated in respect of the policies that tendering organisations have in place. This includes the requirement for a 'Whistleblowing policy that is accessible to staff and volunteers'. (Section 8.2(i))</p> <p>2021 - Complete.</p> |

Modern Slavery Charter - Action Plan

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|----|--|---|---------------------------------|---|
| 7 | Review its contractual spending regularly to identify any potential issues with modern slavery. | Your Council may already have boards or audit that review spending, and modern slavery should be added to one of the issues for them to be aware of. Are you contracting in high-risk sectors such food processing, fishing, agriculture, construction, domestic and care workers and car washes? | Karen Middlebrook / Sam Barstow | <p>01/06/18 - The Council has signed up to TISCreport.org to help track suppliers and their compliance with the Act. The use of this tool has identified some suppliers, where direct engagement is now taking place through the Contract Managers within service areas to put them in a compliant manner.</p> <p>The Councils Modern Slavery Lead is a member of the Councils Commissioning Board and guidance has been developed for Commissioning Officers or those with relevant responsibilities.</p> <p>01/11/18 - Non compliant supplier identified - lack of MS statement</p> <p>01/01/19 - Non compliant list reviewed to ensure current contractor targetted of 17, 8 are current suppliers</p> <p>29/01/19 - Draft email for non-compliant companies agreed</p> <p>31/1/19 - sent to relevant contract managers</p> <p>08/02/19 - Various letters issued to supplier</p> <p>11/04/19 - Review of compliant supplier. 7 of the 8 have now demonstrated compliance following contact.</p> <p>27/03/19 - Further chaser to final non-compliant supplier</p> <p>A further review is now required to update the information on compliance and further follow-up</p> |
| 8 | Highlight for its suppliers any risks identified concerning modern slavery and refer them to the relevant agencies to be addressed. | It's important that suppliers also have aware of what modern slavery is, what the signs are and how they can tackle. | Karen Middlebrook / Sam Barstow | <p>04/03/19 - The Council has made systematic contact with non-compliant companies as identified through TISC-report. In many cases companies are found to be compliant however publications are not linked or verified so work is ongoing to support suppliers.</p> <p>10/04/19 - Work around initial compliance is nearing completion. Officers will seek to make contact with companies in order to request they link their business with TISC report to ensure stronger compliance withn their own supply chains.</p> <p>Linked with the action above and follow-up with companies however this now needs further review.</p> |
| 9 | Refer for investigation via the National Crime Agency's national referral mechanism any of its contractos identified as a cause for concern regarding moden slavery. | This reiterates the duty for local councils to report concerns using the national referral mechanims, and a public commitment they will do that for their own contractors too. | Sam Barstow | A system is now in place to support referrals regarding companies of concern. |
| 10 | Report publicly on the implementation of this policy annually | Whether through the council, committees or scrutiny, agreeing a way to review this charter annually will ensure that the council learns from the action taken and maintains a vigilance against modern slavery | Sam Barstow | Arrangement have been made for a report in June 2019 and then shifting to April thereafter. |
| 11 | Confirm Policy Arrangements both in relation to Childrens and Adult | Ensure that effective Policy is in place which makes clear reference to modern slavery in relation to safeguarding practice/procedure. | Vicky Schofield/Andrew Wells | Complete |
| 12 | Develop an outline plan for compliance against the MS Charter requiremenets | Ensure that the Procurement service is working toward compliance with the commitments made within the MS Charter | Karen Middlebrook / Legal | Complete |

Modern Slavery Charter - Action Plan

| | | | | |
|----|--|--|------------------------------|--|
| 13 | Explore available specialist training with wider Safeguarding Training | Ensure that specialist training, set against wider safeguarding objectives, is available to all relevant frontline staff. Ensuring that Modern Slavery is a key feature | Sharon Clarke | 17/05/19 - Confirmed adults Modern Slavery. All levels of Social Workers have had training and confirming that persons whom have "No recourse to public funds" are covered within the procedures. |
| 14 | Ensure basic e-learning is available to front line staff and manager | Where appropriate, front line staff should receive basic awareness raising around identifying modern slavery alongside ensuring referral pathways are understood | Steve Parry | 30/10/18 Complete - E learning is now available on the Directions part Councils website |
| 15 | Ensure engagement in wider partnership activity to disrupt, prevent and address modern slavery | Ensure RMBC plays an active role in the Regional Modern Slavery Group and commits to regular attendance | Steve Parry | 01/05/18 Complete Council in regular attendance |
| 16 | Establish operational links to support response to intelligence and information | Engage with the Home Office, Gang Master Licensing Authority, SYP and Border Force to ensure that proactive operational links are in place and that Rotherham benefits from operational partnership activity | Sam Barstow | 15/08/18 - proactive visit was made following some intelligence received, whilst the action was coordinated across multiple agencies, it was delivered on the day by the home office ICE (immigration compliance and enforcement) team. There were no issues of servitude identified though some concerns over welfare which will be followed up. 08/10/18 - Two further proactive visits - 1 male was detained for illegal working and further health and safety issues were identified which will be pursued by the council. An adult safeguard form has been submitted. view to prohibition on one of the buildings that is being used for accommodation. 8 welfare questionnaires were completed. Routine reporting and engagement now established - figure monitored through Safer Rotherham Partnership |
| 17 | Develop a robust Transparency Statement on behalf of the Council | Whilst not a legal requirement for Councils, it is critical that in our capacity as a local leader we work to produce a robust transparency statement about how we intend to tackle modern slavery within our supply chain | Sam Barstow | 18/06/18 - Draft interim transparency statement agreed by Cabinet/SLT 18/10/18 - Final Transparency statement agreed by Cabinet and published on the Councils website |
| 18 | Confirm Policy Arrangements both in relation to Children's and Adult | Ensure that effective Policy is in place which makes clear reference to Modern Slavery (MS) in relation to safeguarding practice/procedure. | Vicky Schofield/Andrew Wells | Complete |
| 19 | Develop an outline plan for compliance against the MS Charter requirements | Ensure that the Procurement service is working toward compliance with the commitments made within the MS Charter | Karen Middlebrook / Legal | Complete |
| 20 | Explore available specialist training with wider Safeguarding Training | Ensure that specialist training, set against wider safeguarding objectives, is available to all relevant frontline staff. Ensuring that (MS) is a key feature | Sharon Clarke | Complete 17/05/19 - Confirmed adults (MS). All levels of Social Workers have had training and confirming that persons who have "No recourse to public funds" are covered within the procedures. |
| 21 | Ensure basic e-learning is available to front line staff and manager | Where appropriate, front line staff should receive basic awareness raising around identifying (MS) alongside ensuring referral pathways are understood | Steve Parry | 30/10/18 Complete - E learning is now available on the Directions part Councils website |

Modern Slavery Charter - Action Plan

| | | | | |
|----|--|--|-------------|--|
| 22 | Ensure engagement in wider partnership activity to disrupt, prevent and address (MS) | Ensure RMBC plays an active role in the Regional (MS) Group and commits to regular attendance | Steve Parry | 01/05/18 Complete Council in regular attendance |
| 23 | Establish operational links to support response to intelligence and information | Engage with the Home Office, Gang Master Licensing Authority, SYP and Border Force to ensure that proactive operational links are in place and that Rotherham benefits from operational partnership activity | Sam Barstow | <p>Complete - 15/08/18 - proactive visit was made following some intelligence received, whilst the action was coordinated across multiple agencies, it was delivered on the day by the home office ICE (immigration compliance and enforcement) team. There were no issues of servitude identified though some concerns over welfare which will be followed up.</p> <p>Complete - 08/10/18 - Two further proactive visits - 1 male was detained for illegal working and further health and safety issues were identified which will be pursued by the council. An adult safeguard form has been submitted. view to prohibition on one of the buildings that is being used for accommodation. 8 welfare questionnaires were completed.</p> |
| | | | | November 2020 – The Council has representation on the multi-agency South Yorkshire Modern Slavery Partnership, South Yorkshire Serious & Organised Crime Forum and more operationally on the South Yorkshire Modern Slavery Practitioner Group and 'Fortify' Bronze Group. These groups include representation from key organisations involved in tackling Modern Slavery. |
| 24 | Develop a robust Transparency Statement on behalf of the Council | Whilst not a legal requirement for Councils, it is critical that in our capacity as a local leader we work to produce a robust transparency statement about how we intend to tackle (MS) within our supply chain | Sam Barstow | <p>Complete - 18/06/18 - Draft interim transparency statement agreed by Cabinet/SLT</p> <p>Complete - 18/10/18 - Final Transparency statement agreed by Cabinet and published on the Councils website</p> |
| 25 | Improve the Councils ability to identify and respond to (MS). | Working with partners, seek opportunities to enhance the expertise and ability within the Council to respond to Modern Day Slavery. | Steve Parry | <ul style="list-style-type: none"> The Council is a member of the South Yorkshire (MS) Partnership with senior officer representation on the Board. It also is represented on the South Yorkshire (MS) Practitioners Group and the county-wide and local Organised Crime Boards. A total of 11 Council officers have now been trained as (MS) Single Points of Contact Officers (SPOC's). This has significantly increased knowledge and expertise within the Council to identify and respond to (MS). Through work with the South Yorkshire (MS) Partnership, a detailed quarterly report is now to be presented to the Safer Rotherham Partnership Board to inform its activities in tackling (MS). Work is currently progressing on improving housing and accommodation pathways with the Police and other South Yorkshire local authorities to improve and standardise support for victims of MS. |

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: Modern Slavery Update and Revised Transparency Statement

Directorate:
Regeneration & Environment

Service area:
Community Safety & Regulatory Services

Lead person:
Sam Barstow

Contact number:
0748143370

Is this a:

☐

Strategy / Policy

☐

Service / Function

☒

Other

If other, please specify

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

The publication of the Transparency Statement itself, which is the decision within the report, does not represent any change in policy or delivery of function but reflects work done across a range of Council services, which are subject to their own decision-making processes and therefore equality impact assessment as appropriate. Therefore, an equality analysis is not required to accompany this report as there are no direct equality implications for the refresh of the published Transparency Statement.

Tackling modern slavery and human trafficking is a key priority for the Council and the Safer Rotherham Partnership. The potential for the exploitation of different groups is acknowledged and is monitored and managed by the multi-agency Protecting Vulnerable Adults and Children theme groups and reported to the Safer Rotherham Partnership Board.

3. Relevance to equality and diversity

All the Council's strategies/policies, services/functions affect service users, employee's 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

The publication of the statement itself, which is the decision within the report, does not represent any change in Policy or delivery of function but reflects work done across a range of Council services, which are subject to their own decision-making processes and therefore equality impact assessment as appropriate.

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.

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

- **Key findings**

- **Actions**

| | |
|---|-----|
| 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 |
|------------|---|------|
| Emma Ellis | Interim Head of Community Safety & 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 | 18/11/22 |
| Report title and date | Modern Slavery Update and Revised Transparency Statement 2023/24 – (20 th March 2023) |

| | |
|---|---|
| <p>If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication</p> | <p>Report to be presented to Cabinet on 20th March 2023.</p> |
| <p>Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk</p> | |

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? | No | | | | |
| Emissions from transport? | No | | | | |
| Emissions from waste, or the quantity of waste itself? | No | | | | |
| Emissions from housing and domestic buildings? | No | | | | |
| Emissions from construction and/or development? | No | | | | |
| Carbon capture (e.g. through trees)? | No | | | | |
| 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 Parry, Community Safety Officer, Community Safety, 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] | |

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Committee Name and Date of Committee Meeting

Cabinet – 20 March 2023

Report Title

Homelessness Prevention and Rough Sleeper Strategy 2023-2026

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)

Helen Caulfield-Browne, Housing Options Operational Manager

Tel: 01709 807831 or helen.caulfield-browne@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

This report introduces the proposed Homelessness Prevention and Rough Sleeping Strategy 2023-2026, which explains how the Council and its partners will address the challenges of homelessness and rough sleeping, by focussing on six key priorities:

1. Make homelessness a rare occurrence by focusing on prevention and early intervention.
2. Minimise the use and improve the quality of temporary accommodation and end the use of hotels.
3. Increase access to affordable housing options.
4. Improve access to housing support, employment and health services.
5. Support people with complex needs.
6. End rough sleeping in Rotherham.

Recommendations

1. That Cabinet approve the Homelessness and Rough Sleeper Strategy 2023 - 2026.

List of Appendices Included

Appendix 1 Homelessness Prevention and Rough Sleeper Strategy 2023-2026

Appendix 2A Initial Equality Screening Assessment

Appendix 2B Equality Analysis Form

Appendix 3 Carbon Impact Assessment

Background Papers

[Homelessness Prevention Strategy 2019-2022](#)

[Housing Strategy 2022-2025](#)

[Housing Allocation Policy](#)

[Governments, Ending Rough Sleeping for Good Strategy 2022](#)

[Crisis's Plan "Everybody In: How to end homelessness in Great Britain](#)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No.

Council Approval Required

No

Exempt from the Press and Public

No

Homelessness Prevention and Rough Sleeper Strategy 2023-2026

1. Background

- 1.1 Rotherham's first Homelessness Prevention and Rough Sleeper Strategy was published in 2019. It fulfilled the Government's requirement for local authorities to have a Rough Sleeper Strategy and to regularly make an assessment of homelessness in their areas. The Strategy is now due for refresh.
- 1.2 The new Strategy builds upon the successes of the last three years. In particular, Rotherham's response to homelessness during the Covid pandemic, which included adoption of the "Everyone In" approach to safeguard homeless people, was a success and strengthened the Council's partnership working.
- 1.3 Over the last three years, the Council has also reduced the number of rough sleepers counted within the Borough from 16 in 2018/19 to none in 2022/23. The Council has:
 - Increased Housing First by ten additional properties.
 - Commissioned an eight-bed emergency Homeless Accommodation Hub to support rough sleepers and a rapid rehousing approach.
 - Secured £2,975,000 grant funding from the Rough Sleepers Initiative and Rough Sleepers Accommodation Programme.
 - Developed the Council's Rough Sleepers Initiative in-house team.
 - Improved housing pathways for those leaving prison or hospital.
- 1.4 In addition, the Council has:
 - Completed thousands of pre-tenancy affordability assessments to help avoid future homelessness cases, including more than 2,200 since April 2022.
 - Supported residents with claims for benefit entitlements, generating more than £1.1m additional income for residents in the last year.
 - Supported over 400 people into employment and over 500 into training since October 2020.
 - Increased the number of supported housing units available, including increased support provision and more emergency accommodation for households who are victims of domestic abuse.
 - Worked with partners to provide outreach and resettlement support.
 - Co-designed a new service model for homeless people aged 16-25.
 - Produced a pocket guide and online help and information guide called H.O.M.E ("Helping Others Made Easier").
- 1.5 Despite these successes, in 2023 there remain considerable challenges. The cost-of-living crisis, a lack of affordable housing, and the growing numbers of households presenting with complex needs means further improvements are needed to our services and partnership working to prevent and address homelessness. New legislation and policy, including

the Rough Sleepers Strategy and the Domestic Abuse Act, provides further impetus for a refresh of the approach taken to these issues in Rotherham

- 1.6 The new Strategy has been developed through co-design, engagement and consultation with stakeholders, partners, customers, residents, and Council employees. The refreshed Strategy acknowledges that people with lived experience of homelessness are often best placed to advise on what will make a positive difference to their lives. The proposed Strategy covering April 2023 to March 2026 has been drafted and is attached as Appendix 1.

2. Key Issues

2.1 Context

- 2.2 The Strategy considers the context and challenges the Council faces, such as the impact of Covid (including the lifting of measures such as the temporary ban on evictions and withdrawal of “Everyone In”), the impact of the current cost-of-living crisis, the state of the housing market, and the welfare system. It also considers the wide range of complex needs and additional pressures that all council’s face.

- 2.3 The Strategy includes a clear recognition of the critical importance of homelessness prevention. This includes the provision of timely and accurate information, advice and assistance to enable people to seek and receive help earlier, targeted early prevention activities, stronger pathways and partnership working, and more emphasis on improving the affordability and sustainment of tenancies in the private rented sector. It also recognises the need to reduce the Council’s use of temporary accommodation, particularly expensive and poor-quality hotel accommodation.

2.4 Vision and principles

- 2.5 The vision for the new Homelessness Prevention and Rough Sleeper Strategy reflects the continued need for the Council to work with partners to address the varied and complex issues that lead to homelessness, many of which extend beyond the provision of housing alone. The vision is:

- To work in partnership to end homelessness in Rotherham.
- Everyone has a secure affordable place to call home.
- The right support at the right time is in place to prevent homelessness and enable recovery.

- 2.6 This is supported by four guiding principles for how the Council will design, develop and deliver services:

- Partnership working.
- Person centred approach.

- Solutions focused.
- Responsiveness.

2.7 Proposed key priorities of the Strategy

2.8 Six key priorities have been developed to achieve the vision within the Strategy for the period 2023-26. A summary is provided below.

2.9 Priority 1 - Make homelessness a rare occurrence by focusing on prevention and early intervention

2.10 The prevention of homelessness is a national and local priority, and the Homelessness Reduction Act 2017 re-enforces the Councils intention to be proactive to help people threatened with homelessness, helping them to sustain occupancy of their homes and prevent them from becoming homeless.

2.11 Many people approaching the Council are already in crisis before they approach the homelessness service. This provides limited time to resolve their housing situation and therefore increases demand for emergency temporary accommodation.

2.12 The Strategy seeks to fundamentally shift the focus to early prevention. Focusing on early homelessness prevention means the Council can help people remain in their homes or find a new home without experiencing homelessness.

2.13 Priority 2 - Minimise the use and improve the quality of temporary accommodation, and end the use of hotels

2.14 Although the number of households making a homeless application in 2021-2022 reduced to 987 from 1,458 in 2020-2021, the demand and need for emergency temporary accommodation has not reduced. Reducing the number of homeless people housed in temporary accommodation supports the Council Plan theme of ensuring people are safe, healthy and live well.

2.15 Barriers to securing move-on options from temporary accommodation tend to include the complexity of household need and the availability of suitable and affordable housing options, both in the social and private housing sectors.

2.16 The Strategy's main focus is to prevent homelessness and therefore the long-term goal is to reduce the use of all forms of temporary accommodation. In the short term, the Strategy seeks to end the use of expensive and poor-quality hotel accommodation, which will mean the Council will need to expand availability of self-contained temporary accommodation to make sure that the Council has sufficient, good quality temporary accommodation available.

2.17 Priority 3 - Increase access to affordable housing options

2.18 It is much more difficult for households who are on low incomes to access housing. Not having affordable housing options can lead to homelessness as well as causing difficulties for households to sustain their existing home.

2.19 The Housing Strategy 2022-2026 aims to increase affordable homes through the delivery of new affordable housing and bringing existing empty homes back into use. However, demand continues to exceed supply. The private rented sector (PRS) is in high demand, which is increasing the value of market rents above Local Housing Allowance (LHA) rates. The gap between average market rent and LHA as of 1st April 2022 was 27% for a two-bed property, and 12.5% for a three-bed property. This creates difficulties in sourcing suitable PRS properties to prevent or address homelessness.

2.20 The Strategy seeks to improve the housing options available to homeless households, including increasing the accessibility of private rented housing. The Council also wants to make sure that all households in Rotherham are given fair access to social housing and our duties are effectively met.

2.21 Priority 4 - Improve access to housing support, employment and health services

2.22 Having access to good quality advice and information can play a key role in homelessness prevention and intervention, as well as tackling health inequalities.

2.23 The Council may find that more households are impacted by the cost-of-living crisis and find themselves turning to the Council for housing support. Support is often needed to help households navigate through the benefit system, or to overcome complex barriers to finding and staying in employment. Homeless individuals can also often experience multiple long-term health conditions and face multiple barriers to accessing healthcare.

2.24 The Strategy seeks to ensure that households that are affected by the cost-of-living crisis and homelessness issues have access to quality housing support, employment and health services.

2.25 Priority 5 - Support people with complex needs

2.26 The Strategy acknowledges the necessity to respond to the increasing number of people who are homeless or at risk of homelessness who have complex needs. Complex needs may include entrenched street homelessness, repeat service use or being otherwise vulnerably housed, mental, psychological, or emotional health needs, drug and/or alcohol dependency. Some individuals will have had contact with the criminal

justice system, have physical health needs and have experience of domestic violence and abuse.

2.27 The Strategy seeks to increase specialist housing provision and support for people with complex needs to enable them to sustain their housing.

2.28 Priority 6 - End rough sleeping in Rotherham

2.29 Living on the streets places individuals at risk, causes health problems and affects people's wellbeing. Prolonged periods of rough sleeping also have a significant impact on mental and physical health. The numbers of people sleeping rough in Rotherham are relatively low compared to some boroughs and cities. This position has been achieved over the last three years with the development of the Council's Rough Sleeper Initiative Team and wider partnership working.

2.30 The Strategy seeks to build on what the Council and partners have achieved so far by maintaining rough sleeping at a zero level.

2.31 Alignment with key strategies and plans

2.32 In developing the Homelessness Prevention and Rough Sleeper Strategy, links have been made with other key strategic plans, in particular, the Housing Strategy, Domestic Abuse Strategy, Health and Wellbeing Strategy and Thriving Neighbourhoods Strategy.

2.33 The Strategy is also aligned to the Council Plan 2022-25 and will contribute to delivering its vision of:

- Every neighbourhood thriving.
- People are safe, healthy, and live well.
- Every child able to fulfil their potential.
- Expanding economic opportunity.

3 Options considered and recommended proposal

3.1 The social, economic, and political environment in relation to housing and homelessness issues changes quickly and Homelessness Strategies become dated, requiring regular review. It is important that the Council monitor external factors and continues to demonstrate an understanding of local issues.

3.2 It is recommended that this Homelessness and Rough Sleeper Strategy be finalised and published. It should also be evaluated annually to ensure that the Strategy continues to broadly reflect local and national priorities. If those priorities change dramatically then prior to the planned refresh, consideration will be given as to whether the strategy refresh needs to be brought forward and appropriate approvals secured.

4 Consultation on proposal

- 4.1 The co-design, engagement and consultation approach adopted between June 2022 to October 2022 involved listening and interacting with a range of people. This included homelessness service users, public, partners and colleagues, which has helped inform and shape the strategy. This engagement included speaking to people with 'lived experience' of homelessness, recognising that they are best placed to advise on what will make a positive difference, all of which is reflected within the Strategy.
- 4.2 A range of different engagement methods were utilised to provide opportunities to hear the views of as many people as possible. The Council held forums and involved Councillors and Council staff.
- 4.3 Two public surveys were conducted, one of which was specifically tailored for people who had lived experience of homelessness.

5. Timetable and Accountability for Implementing this Decision

- 5.1 The proposed strategy is presented to Cabinet for approval, subject to which it will then be published on the Council's website in April.
- 5.2 The Assistant Director of Housing has overall accountability for delivering the Strategy's commitments.
- 5.3 An annual progress report will be prepared for the Improving Places Select Commission.
- 5.4 An action plan will be developed which will support the objectives set out in the strategy.
- 5.5 The progress of the strategy will also be provided to the Homelessness Strategic Board, future Homelessness Forums and the Strategic Housing Forum.

6. Financial and Procurement Advice and Implications

- 6.1 There are no direct financial implications resulting from this report. Funding for the activity detailed in the Strategy, including for staffing, is already included in base budgets.
- 6.2 Where there is a need for the Council to commission services from third party organisations to deliver the Strategy, this must be done in compliance with the Council's own Financial and Procurement Procedure Rules and the Public Contracts Regulations 2015 (as amended). Early consideration needs to be given in the development of any commissioned services to ensure the chosen delivery vehicle includes the flexibility to meet the requirements of the strategy.

7. Legal Advice and Implications

- 7.1 Legal implications are generally included in the body of the report.

8. Human Resources Advice and Implications

- 8.1 There are no implications contained within the report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 The Children and Young People Service and Adult Care Services have been consulted and had an input into the draft Homelessness Prevention and Rough Sleeper Strategy 2023-2026.
- 9.2 Specific accommodation requirements for young people will form part of the Single Homelessness Accommodation Funding bid.

10. Equalities and Human Rights Advice and Implications

- 10.1 An Equality Analysis has been conducted in line with the Council's procedures (Appendix 2). There are no further Equalities and Human Rights Implications identified outside of the Equality Analysis documentation.
- 10.2 The Homelessness Prevention and Rough Sleeper Strategy is aimed at improving homelessness services for all customer groups with housing or housing-related support needs. As such, no group or individual across Borough should be adversely affected or disadvantaged as a result of the Strategy. The Strategy actively recognises the difficulties faced by those facing homelessness and rough sleepers in accessing services and promotes inclusion.
- 10.3 The Strategy's aim is to remove barriers and provide support to those that are threatened with homelessness or who are homeless. Therefore, this Strategy will have a positive impact on the communities and those with protected characteristics.
- 10.4 The Strategy acknowledges that people experiencing homelessness who also have learning difficulties and or autism may require additional support to help access and engage with homeless provisions. The Council's specialist learning difficulties housing officer will help to remove such barriers and act as an advocate within housing. By increasing staff awareness through training and development and identifying when learning disability or autism might be a relevant issue for an individual, specific approaches and strategies that are known to be helpful to best engage and support the individual will form part of the considered reasonable adjustments.

- 10.5 Where an applicant's first language is not English the Strategy demonstrates the Council responsibility to provide translated information and interpreting services, which will be publicised to residents and community organisations.
- 10.6 The Council will continue to engage with communities and make sure homelessness provisions meet local need. Where possible the Council will aim to involve people with lived homelessness experience to help shape or review services.

11. Implications for CO2 Emissions and Climate Change

- 11.1 Climate change poses a significant threat to environments, individuals, communities, and economies on a local, national, and international scale. In recognition of this the Council has aimed to be net carbon neutral as an organisation by 2030, and for Rotherham as a whole to achieve the same position by 2040.
- 11.2 Anticipated implications for CO2 Emissions and Climate Change are detailed in the Carbon Impact Assessment (Appendix 3).

12. Implications for Partners

- 12.1 The aims set out in this Strategy will only be achieved by working in partnership with a range of local and regional stakeholders. The Council works strategically with partners through the Rotherham Homelessness Forum and with Housing Association partners to help meet the wide range of housing and support need across the Borough. The Council is committed to working with the South Yorkshire Mayoral Combined Authority to help access funding opportunities and develop a regional approach to tackling homelessness issues.

13. Risks and Mitigation

- 13.1 The key risk is failing to deliver the commitments set out in the Homelessness Prevention and Rough Sleeper Strategy. An action plan will be developed to achieve the objectives set out in the Strategy, supported by appropriate staff resources and processes, and through regular and robust progress monitoring including an annual report to the Improving Places Select Commission. Each leading manager for specific actions will be responsible for performance reporting to the Head of Housing Options.
- 13.2 The risk of the Strategy becoming out of date due to policy and context changes at the national and local level is mitigated by refreshing the Strategy every three years. As well as this, regular training provided to front-line staff ensures that their knowledge is kept up to date in line with changes. The Council reviews ombudsmen decisions and homelessness case law and its senior management attends training on equality law. Management randomly reviews cases to ensure that the support provided is consistent and correct.

14. Accountable Officers

- 4.1 James Clark, Assistant Director of Housing
Sandra Tolley, Head of Housing Options

Approvals obtained on behalf of Statutory Officers: -

| | Named Officer | Date |
|--|----------------------|-------------|
| Chief Executive | Sharon Kemp | 06/03/23 |
| Strategic Director of Finance & Customer Services (S.151 Officer) | Judith Badger | 02/03/23 |
| Assistant Director, Legal Services (Monitoring Officer) | Phillip Horsfield | 20/02/23 |

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ROTHERHAM'S HOMELESSNESS PREVENTION & ROUGH SLEEPER STRATEGY 2023-2026



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FOREWORD

I am pleased to introduce Rotherham's Homelessness Prevention and Rough Sleeper Strategy. The strategy sets out the key challenges, priorities and objectives for preventing and tackling homelessness across Rotherham over the next three years.

This strategy builds on our 2019-22 strategy. I am very grateful for the commitment and compassion of everyone who helped respond to homelessness over the last three years, particularly in response to the challenges during the Covid pandemic. We have seen some amazing work undertaken by partner organisations, Council teams and the community.

Over the past three years, Rotherham has experienced both an increase in homelessness, and an increase in the complexity of the needs homeless households face. As we move forward, we face challenges and opportunities. The challenges include the cost-of-living crisis and the fragile national economic picture, the lack of affordable decent housing and the continuous demand on council resources .

In order to successfully prevent homelessness, Rotherham will need to prepare those most vulnerable to homelessness and the services that support the strategy for the challenges that may lie ahead.

The Council recognises that partnership working is the key to tackling homelessness. Now more than ever we need to work together to respond to the challenges ahead and to be innovative in our thinking, finding lasting solutions to tackle homelessness and support our most vulnerable residents. We must build on our relationships with voluntary and statutory services, housing associations, private landlords, and those providing employment, welfare and financial inclusion services, all of whom will need to play a larger role in preventing homelessness.

Therefore, the strategy represents a partnership response to preventing and tackling homelessness. I would like to extend my sincere thanks to all of the individuals and organisations who have contributed to the development of the strategy.



Cllr. Amy Brookes,
Cabinet Member for Housing

INTRODUCTION

The vision for tackling homelessness in Rotherham

The Council has a duty under the Homelessness Act 2002 to review the nature and extent of homelessness at least every five years. This review has been used to develop this strategy, which sets out how the Council and partners will tackle homelessness issues in Rotherham.

The Homelessness and Rough Sleeping Strategy sets out the Council's priorities for addressing all forms of homelessness in the Borough over the next three years. It will also contribute towards meeting the Government's pledge to end rough sleeping altogether by 2027.

Many people are already in crisis before they approach a homelessness service, therefore the strategy reflects the need to focus on prevention and early intervention. We want fewer people in Rotherham to experience the trauma of homelessness, and ensure that those who do can find a settled home quicker.

Tackling homelessness requires strong partnerships with neighbouring local authorities, housing associations, along with positive engagement with the private rented sector and voluntary sector agencies.

Our Vision

- To work in partnership to end homelessness in Rotherham
- Everyone has a secure affordable place to call home
- The right support at the right time is in place to prevent homelessness and enable recovery

We have developed six key priorities to enable us to achieve our vision. **The six key priorities for the 2023-26 period are:**

1. Make homelessness a rare occurrence by focusing on prevention and early intervention
2. Minimise the use and improve the quality of temporary accommodation, and end the use of hotels
3. Increase access to affordable housing options
4. Improve access to housing support, employment and health services
5. Support people with complex needs
6. End rough sleeping in Rotherham

CONTEXT

Since the previous Homelessness Prevention and Rough Sleeper Strategy was developed in 2019, we have seen many changes, mostly due to the Covid 19 pandemic. In March 2020, the Government instructed all Councils to adopt the “Everyone In” approach to safeguard homeless people and those at risk of rough sleeping. The Council rose to the challenge by ensuring a swift and effective response to finding accommodation for rough sleepers or those most at risk of homelessness.

Working flexibly during the pandemic allowed homelessness services to continue to operate throughout lockdown, strengthening existing relationships and enabling new partnerships with community support groups to flourish. This strategy will continue to build on the lessons learned during lockdown.

Cost of Living Crisis

As we continue recovery following the pandemic, the increased cost of living brings a wave of new challenges. The number of people in Rotherham facing fuel poverty will likely increase as household bills rise, and more people will find themselves turning to the Council for housing support.

The housing market is also shifting. Increased house prices and rents are further limiting the housing options of people with low incomes, with much of the private sector out of reach for local people and interest rates and other household bills rising, causing concern for home owners too.



The Local Housing Allowance (LHA) has not kept pace with the market, resulting in an increasingly unaffordable private rented market for households on low incomes who are dependent either wholly or in part for assistance with their housing costs. There is a direct link between the LHA gap limiting access to housing and the increase in the number of homelessness applications resulting from a loss of accommodation within that sector.

Housing Supply

Addressing the housing market issues is a priority for the Housing Strategy. An historic lack of supply of affordable housing is now resulting in an imbalance, and people with lower incomes face limited choices. Mortgages are out of reach for many, private rents are increasingly unaffordable and social housing is in short supply. The Council will work alongside housing providers to increase the supply of affordable housing, to enable people to have a place to call home and offer long term stability. Where homelessness cannot be avoided it is important that we increase intervention activity to enable people back into settled housing accommodation quickly and sufficiently so that they do not fall back into homelessness.



The Changing Profile of Homelessness

The strategy acknowledges the necessity to respond to the increasing number of people who are homeless or at risk of homelessness who have complex needs. Complex needs may include entrenched street homelessness, repeat service use or being otherwise vulnerably housed, mental, psychological, or emotional health needs, drug and/or alcohol dependency. Some individuals will have had contact with the criminal justice system, have physical health needs and have experience of domestic violence and abuse.

Rotherham has a proud history of welcoming those fleeing war and persecution, most recently through our residents stepping up to offer sanctuary to Ukrainians through the Homes for Ukraine scheme, but non-UK nationals seeking housing in Rotherham can lead to further pressures on stretched homelessness services. Our experience is that these households want to find stable housing as soon as possible and are strongly motivated to work if they are not already doing so, but some have specific needs including language barriers and experience of trauma, which can increase risk of homelessness.

Rough Sleeping

The number of people sleeping rough are at low levels compared to some boroughs and cities. In November 2022, the official Government rough sleeper count for Rotherham was zero, down from 16 in 2018/19. Much of this has been achieved through the work over the last three years of the Council's Rough Sleeper Initiative Team and excellent partnership working. The Council remains focused on ending rough sleeping and will concentrate on the prevention of rough sleeping and the coordination of the range of support provisions to help people with their recovery and transition into settled housing.

GUIDING PRINCIPLES

At the core of this strategy there are a number of guiding principles that will underpin our approach to both the development and delivery of homelessness services throughout its lifespan.

These principles have been co-produced with the wider homelessness sector partners and Council colleagues.



Partnership Working

We will have a strong focus on partnership working, expanding upon the relationships developed to tackle the many challenges that exist around homelessness and inequalities.



Person Centred

We will work with people as individuals and support their unique situations, aspirations, strengths, and personal challenges.



Solution Focused

We will create, share, and replicate best practice and innovation to find lasting solutions in responses to homelessness and its prevention across Rotherham.



Responsive

We will respond quickly and effectively, ensuring we safeguard people and provide effective flexible services. Whilst we will focus our efforts on prevention, where homelessness does occur, we will make sure the experience is as brief as possible and not repeated.

UNDERSTANDING HOMELESSNESS

Individuals do not have to be living on the street to be homeless - even if they have a roof over their head they can still be without a home. Whilst rough sleeping is the most visible form of homelessness and will be perceived by many as representative of homelessness generally, it in fact represents one of the smallest percentages of homelessness in Rotherham. The following housing circumstances are examples of homelessness:

- Without a shelter of any kind (sleeping rough).
- With a place to sleep but temporary (in institutions or a shelter).
- Living in insecure housing (threatened with severe exclusion due to insecure tenancies, eviction, domestic violence, or staying with family and friends - 'sofa surfing').
- Living in inadequate housing (illegal campsites, in unfit housing, or in extreme overcrowding).

Local Authorities have a duty to take reasonable steps to help prevent homelessness up to 56 days before it happens.

People become homeless for lots of different reasons. There are social causes of homelessness, such as a lack of affordable housing, poverty and unemployment, and life events which push people into homelessness. People are forced into homelessness when they leave prison, care or the armed forces with no home to go to. Many people experiencing homelessness have escaped a violent or abusive relationship. People also become homeless because they can no longer afford the rent or mortgage.

STRATEGIC FRAMEWORK NATIONAL CONTEXT

The Homelessness Prevention and Rough Sleeper Strategy has been developed in response to a number of legal duties and powers, and with regard to national and local policy.

The Department for Levelling Up, Housing and Communities (DLUHC) is the Government department with responsibility for housing and homelessness.

Homelessness

While the Homelessness Act 2002 contains the strategic duties, the main operational legislation on homelessness is contained in the Housing Act 1996 ("the 1996 Act"). This includes a statutory definition of homelessness which broadly means that you may be legally homeless if:

- You have no legal right to live in accommodation anywhere in the world.
- You have a home but cannot get into it for some reason.
- It is not reasonable to stay in your home, for example because you are at risk of violence or abuse or because of affordability problems.
- You are forced to live apart from your family, or people you normally live with, because there is no suitable accommodation for you.
- You are living in very poor conditions, such as overcrowding.

The Homelessness Reduction Act 2017 This Act made sweeping changes to the 1996 Act demonstrating the direction of government policy: towards a more collaborative approach between the local housing authority and the customer and also between public bodies, with a focus upon preventing homelessness rather than tackling it once it has happened. The key changes were:

- **A prevention duty:** the Council must take reasonable steps to prevent homelessness for any eligible household at risk of homelessness within 56 days, regardless of priority need. This can involve assisting them to stay in their current accommodation or helping them to find a new place to live.
- **A relief duty:** the Council must take reasonable steps to help a household to secure suitable accommodation. Help could be, for example, providing a bond guarantee, funding a rent deposit or working with a private landlord to make properties available.
- **Personal Housing Plans:** Personal Housing Plans: the Council must carry out a holistic assessment of the applicant's housing needs, support needs and the circumstances that led to them becoming homeless.
- **A Duty to Refer:** certain named public authorities must refer users of their service, who they have reason to believe are homeless or threatened with homelessness, to a local housing authority of the service user's choice. The aim of this is to help people to get access to homeless services as soon as possible and ensure that people's housing needs are considered when they come into contact with a range of public bodies.

Rough Sleeper Strategy The Government published a Rough Sleeper Strategy in August 2018 that lays out their commitment to halve rough sleeping by 2022 and end it by 2027. The work to deliver these aims is built around three core pillars: Prevention (understanding the issues that lead to rough sleeping and providing timely support for those at risk), Intervention (helping those already sleeping rough with swift support tailored to their individual circumstances) and Recovery (supporting people in finding a new home and rebuilding their lives).

Welfare Reform Act 2012 The major proposal for reform was the introduction of Universal Credit, which replaced the previous in and out of work benefits. Welfare reforms present ongoing challenges to households in receipt of benefits and to the organisations and individuals that house and support them. Most notably, since the introduction of Universal Credit, local authorities and social housing providers have reported its impact on claimants' ability to meet their household costs.

The Domestic Abuse Act 2021 This Act addresses the needs of victims of domestic abuse, the act imposes a duty on the Council's to provide support in safe accommodation and that all eligible victims of domestic abuse have a priority need for assistance.

The Care Act 2014 The Care Act set a strong expectation that agencies would work together to protect children, young adults and people with care and support needs.

Children Act 1989 The Children Act sets out clear expectations on the requirement for suitable housing for 16- and 17-year-olds, looked after children and preparing care leavers for independent living. Subsequent guidance and case law has clarified how social and housing services should work together.

LOCAL CONTEXT

Council Plan (2022-25) The Council Plan sets out an ambitious programme to improve the lives of people in Rotherham with five key themes



Housing Strategy (2022-25) The Housing Strategy provides an overview of Rotherham's housing needs and local housing market related issues. The Housing Strategy's six key priorities for the 2022-25 period are:

High quality new homes

- Affordable homes to meet local need.
- Investment in existing homes.
- Bringing empty homes back into use.
- Supporting people to live independently.
- Strengthening communities.



The Domestic Abuse Strategy (2022-2027)

- Prevention and Early Intervention.
- Justice and Ongoing Protection.
- Responding to Changing Need and Demand.
- Minimising Harm through the Provision of Early Help.
- Support for Children and Families.
- Providing Safe Accommodation and Appropriate Support.



What is Local Data Telling Us?

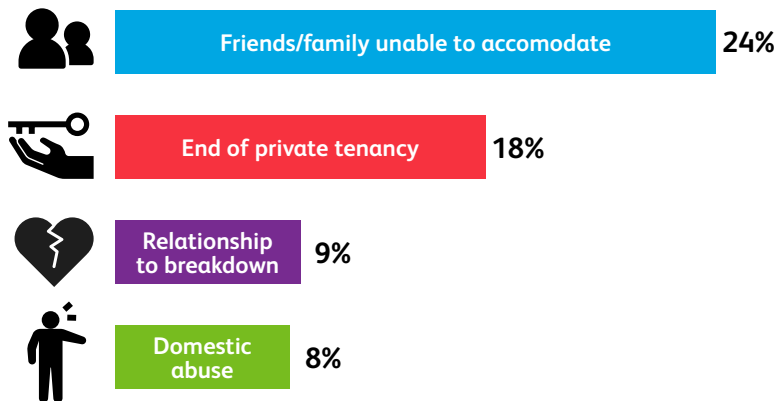
- **April-Sept 2022**
there were **538**
homeless
applicants/
households



- There has been
a **decrease year
on year** for the
last three years:



Main reasons for homelessness

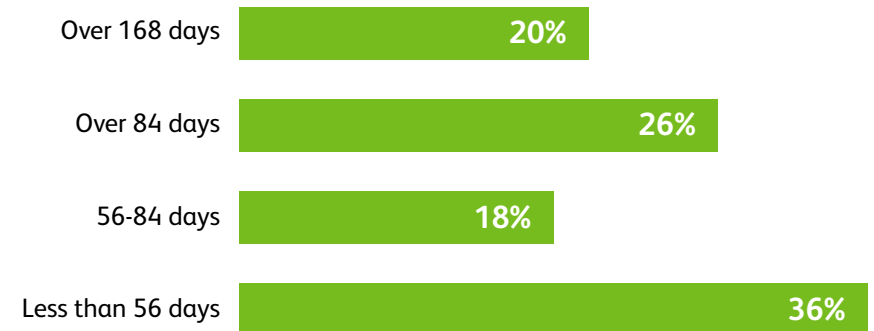


Demand for Emergency Temporary Accommodation

- Last year (2021/2022) there were 217 homeless cases closed at the prevention stage. A further 614 were closed at the relief stage. This is a combined total of 76 % of homeless cases closed due to being prevented and relieved.
- The number of households living in temporary accommodation has steadily reduced over the period of April 2022 to November 2022.
- At the start of 2022, there were a total of 202 households living in hotels and council dispersed temporary accommodation, of which 96 households were residing in hotels. (80 single people and 16 families with dependent children).
- As of 24th November 2022, this had reduced to a combined total of 123, reducing households residing in hotels to 25. (23 single people and 2 families with dependent children).

Snapshot December 2022

Length of time homeless households living in temporary accommodation

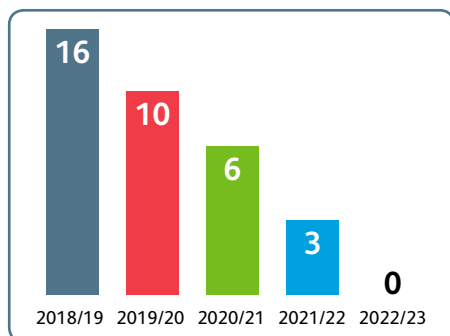


Complex Needs and Homelessness

Complex needs are defined as a lead applicant having 2 or more areas of vulnerability, such as substance misuse, offending behaviour, mental, physical ill health and domestic abuse.



Rough Sleeper Counts

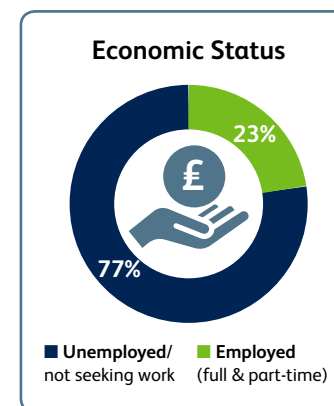
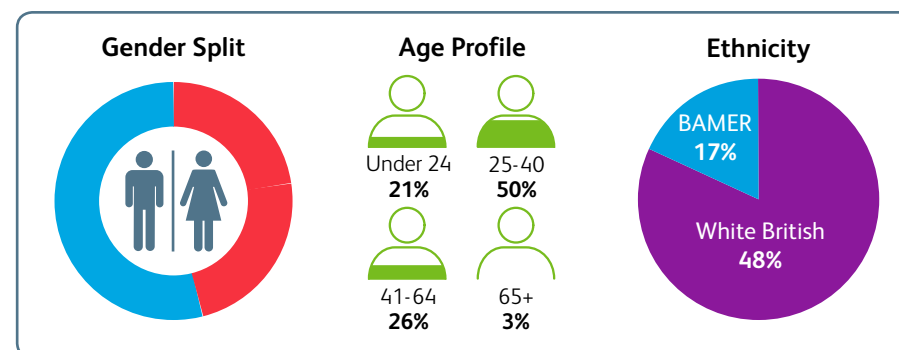
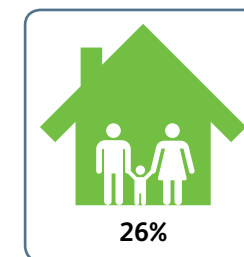


Move on Housing Types

- A total of 792 homeless households were rehoused between April 2020 and March 2021.
- The highest supply of housing was council housing, 457 were housed into council properties, 146 into supported housing, 76 into Housing Association properties and 113 rehoused into private rented tenancies.
- In the first 6 months of 2022-23, there has been a decline in private rented housing lettings for homeless households.

Household Composition

- One or more dependent child under the age of 16 years.



Priority 1. Make homelessness a rare occurrence by focusing on prevention and early intervention

Why is this important?

The prevention of homelessness is a national and local priority, and the Homelessness Reduction Act 2017 has meant that the Council needs to take a proactive approach to help people at risk of homelessness, to sustain tenancies and prevent them from becoming homeless again.

Many people approaching the Council are already in crisis before they approach the homelessness service. This provides limited time to resolve their housing situation and therefore increases demand for emergency temporary accommodation.

By focusing on more early homelessness prevention, we can help people to remain in their homes, or to find a new home without experiencing homelessness. We want to stop homelessness before it happens and where it cannot be avoided it is important to ensure that it is a rare occasion.



What we have done so far:

- 76 % of homeless cases were resolved within 56 days between April 2021 – March 2022, of which 26 % were at the prevention stage.
- We improved access to information, providing more help and advice to help prevent homelessness. This included publishing a handbook information booklet called H.O.M.E (Helping Others Made Easy).
- We have improved the coordination to hospital discharges, ensuring that there is a housing plan for everyone and reducing time spent in hospital.
- We have increased early homelessness prevention awareness for young people with learning difficulties by funding additional Early Help workers in Children's Services to support families at risk.
- We have worked closely with our colleagues in Children's Services to develop a housing pathway, giving them a choice about where they live and support to enable them to sustain their housing.
- We have funded the development of an online Tenancy Training Programme.

Over the next 3 years

- We will increase targeted early prevention activities, including to low-income households who need advice with debt and budget management who may be struggling through the cost-of-living crisis.
- We will continue to carry out Council tenancy health checks with welcome visits to identify any support needs for intervention.
- We will improve communications and engagement with private landlords so that we can intervene sooner where there is a risk of eviction.

- We will strengthen the Adult Social Care Pathway by improving the coordination and integration of support services around individuals and families to recognise the impacts of recurring instances of homelessness (including trauma) and act to prevent these where possible, adapting multi-disciplinary approaches which are focused on the best interest of the person.
- Victims of Domestic Abuse presenting as homeless will continue to be provided with a specialist Domestic Abuse and Housing Support Officer at the first point of contact.
- We will review the 16/17-year-old joint protocol with Children's and Young People's service to prevent homelessness amongst young people.
- We will review what resources are linked to the First Response service to support families in crisis.
- We will continue to improve pathways into sustainable housing for Care Leavers.

Impact Measures

- Increase the number of homelessness cases resolved at the prevention stage
- Increase the proportion of homelessness cases opened and resolved within 56 days from 76 % to 80 % by March 2024 (Target to be reviewed annually)
- Reduced number of households reapproaching the homelessness service within 12 months of their homelessness being resolved.



Priority 2. Minimise the use and improve the quality of temporary accommodation, and end the use of hotels

Why is this important?

Our main focus is to prevent homelessness and our long-term goal is to reduce the use of all forms of temporary accommodation. However, where homelessness cannot be avoided, it's important to make sure that we have sufficient, good quality temporary accommodation available, and ensure stays in temporary accommodation are as brief as possible by supporting them to move on to settled housing sooner.

Recently the Council has made more use of hotel accommodation to supplement the Council's own temporary accommodation units. The Council strives to ensure that stays in hotels are provided as a last resort and for as brief as possible. Unlike self-contained accommodation with facilities such as kitchen and cooking facilities, hotels do not provide suitable provisions to enable households to eat healthily and within an affordable budget. They are also very expensive to provide. Therefore, we want to work towards ending the use of hotels as temporary accommodation.

What we have done so far:

- Since March 2022 we have reduced the number of households living in hotels from 96 to 16 as of January 2023 (reduction of 80).
- Since March 2022 we have reduced the overall number of households living in temporary accommodation from 202 to 111 (reduction of 91).
- We have set up four temporary accommodation dwellings for hospital discharges, providing a safe place to live and ensuring there is a plan to move on into more settled housing in place.

- We have provided two accessible temporary furnished accommodation properties for people with a disability.
- We have increased temporary accommodation for households fleeing domestic abuse, providing up to 14 furnished properties and support for households.
- We have recruited specialist domestic abuse support workers who support households who are experiencing homelessness and in temporary accommodation.

Over the next 3 years

- We will seek to end the use of expensive nightly paid hotels.
- To support this goal, as an interim measure we will increase temporary accommodation available to the Council from 114 to 130 by March 2025.
- Over the longer term we want to reduce the use of temporary accommodation through a stronger focus on prevention.
- We will review the current temporary accommodation portfolio to ensure it continues to meet local need.
- We will improve the quality standards of temporary accommodation by developing temporary accommodation lettable standards.
- We will improve reletting times of our temporary accommodation.

Impact Measures

- End the routine use of hotels as temporary accommodation by March 2025.
- Reduced the average time spent in temporary accommodation.

Priority 3. Increase access to affordable housing options

Why is this important?

Having a home that is affordable allows households to put down roots in a community, provides a sense of belonging and supports emotional wellbeing. Being on a low-income creates barriers to accessing and sustaining affordable housing. The short supply of affordable housing is a significant driver of homelessness and despite the Council best efforts to increase affordable housing, demand continues to outstrip supply.

Our aim is to improve the housing options available to homeless households, including increasing the accessibility of private rented housing. We also want to make sure that all households in Rotherham are given fair access to social housing and our duties are effectively met.

The Housing Strategy 2022-2026 aims to increase affordable homes through new build and bringing empty homes back into use.

What we have done so far:

- During April 2020 and March 2021, 791 homeless households were rehoused into settled housing.
- We have delivered more affordable homes across the borough, either directly or by working with housing providers to meet local need.
- We have reviewed the Council's Housing Allocations Policy and made amendments to enable people who are in or have served in the armed forces to access social housing regardless of local connection.
- All applicants have an affordability assessment prior to being offered council accommodation.

- We have worked with stakeholders and partners to identify and provide clear housing pathways for vulnerable groups.
- We have increased the number of supported housing available in Rotherham.

Over the next 3 years

- We will increase the number of households rehoused into private rented accommodation.
- We will explore landlord incentives to help increase access to affordable private rented housing.
- We will continue to help secure private rented housing by supporting financial assistance for tenancy deposits and rent in advance.
- We will increase the number of social housing, by building more council housing and working in partnership with registered social housing providers.
- We will review the Housing Allocations Policy.
- We will work in partnership with our commissioning colleagues to review housing related support and accommodation needs in Rotherham.

Impact Measures

- Increased number of households rehoused into settled housing (Council, Housing Association, private rented and supported housing). Between April 2020 and March 2021 there were 791 households rehoused into settled housing, we will use these figures for our baseline.

Priority 4. Improve access to housing support, employment and health services

Why is this important?

Having access to good quality advice and information can play a key role in homelessness prevention and intervention, as well as tackling health inequalities. Getting the right advice and support can avoid a need for more serious interventions. The key is to understand each household's situation and what can be done to improve outcomes, building on their strengths including their community connections.

Support is often needed to help households navigate through the benefit system, or to overcome complex barriers to finding and staying in employment. Homeless individuals can also often experience multiple long-term health conditions and face multiple barriers to accessing healthcare.

Our aim is to ensure that households that are affected by the cost of living crisis can access quality advice and support, to maximise their income and address housing and health problems early.

What we have done so far:

- We have completed thousands of pre-tenancy affordability assessments to help avoid future homelessness cases, including more than 2,200 since April 2022.
- We have supported residents with claims for benefit entitlements, generating more than £1.1m additional income for residents in the last year.
- We have provided holistic tenancy support to more than 1,100 council tenants since April 2022 resulting in 97% of tenancies being sustained 6 months after the threat of eviction.

- We have supported over 400 people into employment and over 500 into training since October 2020.
- We have worked with a number of homelessness providers who deliver support to vulnerable households.



Over the next 3 years

- We will ensure households are supported through the cost-of-living crisis, including through our financial inclusion offer.
- We will continue to increase opportunities for employment, training, volunteering, and education to all households.
- We will work with health partners and help to reduce health inequalities for all homeless households.
- We will promote the use of translation services for applicants where English is not their first language.

Impact Measures

- Increased proportion of homeless households successfully connected to employment, training, education, or volunteering opportunities.
- Reduced number of evictions for rent arrears or repossessions.

Priority 5. Support people with complex needs

Why is this important?

Complex needs may include entrenched street homelessness, repeat service use or being otherwise vulnerably housed, mental, psychological, or emotional health needs, drug and/or alcohol dependency. Some individuals will have had contact with the criminal justice system, have physical health needs and have experience of domestic violence and abuse.

Access to appropriate and timely drug, alcohol and mental health treatments can play a vital role in moving people away from homelessness and into long term recovery. Some people find it difficult to access and engage with mainstream health services, particularly primary care services (GPs), and as a result health problems may be left untreated.

Problems can also arise on discharge from hospital, particularly for those who do not have accommodation to return to or those that may find their existing accommodation is now inappropriate or unsafe for them. This can have a negative effect on ongoing health care and lead to readmission to hospital.

People leaving prison or those who have experienced the criminal justice system are at higher risk of homelessness for a number of reasons, they may have a history of homelessness before entering the criminal justice system, have dependencies on drugs or alcohol or simply are unable to get support finding the right sort of accommodation on release from prison.

Our aim is to increase specialist housing provision and support for people with complex needs to enable them to sustain their housing.

What we have done so far:

- We increased the number of Rotherham Housing First properties from 25 to 35, providing 10 additional homes for people experiencing homelessness.
- We developed a service to support people experiencing homelessness with complex needs living in temporary accommodation to help them with their transition from temporary accommodation into more settled housing.
- The Council has joint funded the Probation Service specialist support workers for a supported housing project primarily for individuals leaving custody or at risk of reoffending, to enable them to work towards greater independence and recovery.
- We have employed a specialist housing officer to support the move on pathway for hospital discharges and prison leavers.



Over the next 3 years

- We will work with partners to review the pathway into mental health services, to maximise the benefits of collaborative working and improve homeless households' experience and access to services across a 24/7 support model.
- We will continue to improve pathways for people leaving institutions and long-term accommodation, such as hospitals and prison.
- We will seek opportunities to develop different housing models for people with complex needs. This includes increasing Housing First for adults and for young people aged between 18 to 25 years, focusing on young people who are in care and preparing for adulthood.
- We will work with colleagues in Children's Services to understand service need for homeless young people with complex needs.
- We will increase awareness and knowledge of trauma informed practices across homeless service provisions.
- We will increase staff awareness of all vulnerable groups, for example people with Learning Disability and Autism, generally to inform service processes and best practice.

Impact Measures

- Increased number of households with complex needs rehoused into settled housing.
- Increased number of supported accommodation dwellings, including Housing First.
- Reduced number of repeat homelessness for households with complex needs, reapproaching the homelessness service within 12 months of being rehoused.

Housing First

Housing First is built upon the principle that housing is a human right. It focuses on first giving someone immediate access to a settled and secure home. This is placed above goals such as sobriety or abstinence. The model is specifically tailored for homeless people with complex and multiple needs.



Priority 6. End rough sleeping in Rotherham

Why is this important?

No-one should have to sleep rough and it is therefore a priority to ensure that there is sufficient provision in place to provide effective support to anyone who finds themselves sleeping rough or where the prospect of rough sleeping is imminent.

Our aim is to build on what we have achieved so far by maintaining rough sleeping at a zero level by continuing to respond to emerging changes in Rotherham.

What we have done so far:

- We have reduced the number of rough sleepers from 16 reported in 2019 to 0 reported in the November 2022 as part of the official rough sleeper count.
- We have been successful with Government funding bids and secured around £2,975,000 from the Rough Sleepers Initiative and Rough Sleepers Accommodation Programme.
- We have developed the Rough Sleeper Initiative Team; this provided specialist roles to respond and support move on to safe accommodation.
- We have commissioned an 8-bedroom supported housing emergency accommodation hub, to enable a swift and effective response to get people off the streets.
- We have developed a digital initiative which is an alternative to the Just Giving scheme which enables the public to donate to a local charity rather than to hand money to people begging.

- We have carried out regular rough sleeper counts and responded to the needs of all rough sleepers that we have made contact with.
- We have provided Severe Weather Emergency accommodation.
- We have worked together with partners to deliver a community drop-in service, hosted by Shiloh, a local homelessness charity



Over the next 3 years

- We will continue to deliver effective services with our partners and continue to develop community drop ins.
- We will continue to work closely with the Community Protection and South Yorkshire Police, responding to emerging issues of street begging.
- We will improve our understanding of the nature and causes of rough sleeping in Rotherham.
- We will ensure there is a clear SWEP (Severe Weather Emergency Protocols) protocol and provision to respond to need.
- We will provide rapid rehousing solutions to households experiencing rough sleeping.
- We will work with commissioning colleagues and providers to strengthen the pathway into commissioned supported housing.

Impact Measures

- There will be no rough sleepers in Rotherham.
- All rough sleepers are accommodated off the streets.

EQUALITY AND DIVERSITY

Rotherham Council is committed to ensuring all parts of the community can access, engage with and benefit from services, and its Equalities Strategy sets out the three key priorities of:

1. Understanding, listening, and engaging across all communities
2. Delivering fair, inclusive, and accessible services
3. Empowering people to engage and challenge discrimination and to promote good community relations

Having access to good quality and affordable homes and support is important for all of our diverse communities.

The Homelessness Prevention and Rough Sleeper Strategy seeks to remove barriers which people can face in accessing housing and homelessness support.

People experiencing homelessness can have multiple disadvantages, which can include people with learning difficulties and or autism. In particular, those individuals with 'mild' learning disabilities, where their difficulties may not be obvious, so other people and services may not provide necessary support and may be at a greater risk of becoming homeless.

The Council's specialist learning difficulties housing officer will drive the importance of removing such barriers and act as an advocate where appropriate raising awareness of best practice within housing services.

The strategy will support the need to increase staff awareness through training and development on how to identify when individuals require additional support and appropriate reasonable adjustments. This may include assisted communication or specific approaches and strategies that are known to be helpful to best engage and support the individual.

Where an applicant's first language is not English, the Council will provide translated information and interpreting services and publicise the availability of these services to residents and community organisations.

The Council will use data, engage and consult a diverse range of people to understand Rotherham's communities and what is important to them to ensure all the priorities within the strategy meet the needs of all groups of people, in particular those who are the most marginalised in our communities. We will continue to engage with our communities including people who have experienced homelessness and make sure current and future service provisions meet the need of our communities.



WORKING IN PARTNERSHIP

Our engagement with the sector, and subsequent consultation, underlined the importance of a partnership-based and multi-agency approach to tackling homelessness. We want to make homelessness everyone's business: by everyone playing an active role, we can affect the greatest positive change.

Individual voices and stories have provided valuable insights around what the homeless system looks like from within and what can be done differently

People with lived experience have contributed towards the aims of the strategy. This gave us valuable insight around what the current homeless systems looks and feels like. We want to build on this moving forward by providing an opportunity for people with lived experience to get involved. With an aim to ensure services we deliver are both relevant and of value. This approach will strengthen our partnership with people who can provide expertise through their own lived experience.

The Council works with partners through various forums, including the Homelessness Forum and Rotherham Strategic Housing Forum.

We will work in partnership with the Department of Levelling Up, Housing and Communities and the South Yorkshire Mayoral Combined Authority to access funding opportunities to help fund viable solutions to tackle homelessness in Rotherham.

The diagram below outlines the various roles involved in the delivery of this strategy with the person experiencing or at risk of homelessness at the core of everything this strategy seeks to deliver.



OUR APPROACH TO DEVELOPING THE STRATEGY

Our co-design, engagement and consultation approach involved listening and interacting with a range of people. This included homelessness service users, the public, partners and colleagues, which has helped inform and shape the strategy.

The strategy has been developed in partnership with key stakeholders. An extensive pre-consultation was followed by a public consultation which outlined the proposed approach and asked for their views. The Council acknowledges that people with lived experience are often best placed to advise on what will make a positive difference to their lives and this is reflected within the strategy.

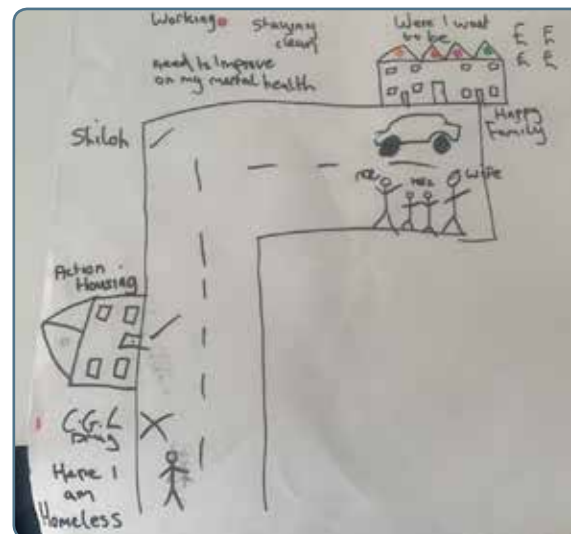
To ensure there were diverse conversations a range of different engagement methods to involve people were facilitated, so that we could hear the views of as many people as possible.



People with homelessness experience, expression through art, hosted by Shiloh and Crisis Skylight South Yorkshire 2022



Group session, Homelessness Service Team 2022



What's important to our customers, is also fundamental in the strategy:

- To get support with my drugs and alcohol problems
- To live in supported housing to help me get back on my feet
- To make connections in the community, find new friends and opportunities
- To improve on my mental health
- To be able to get back to working
- To keep staying clean
- My end goal is.....

I want to be in a home of my own, settled with a happy family



GOVERNANCE

The Homelessness Prevention and Rough Sleeper Strategy is approved by Cabinet. The Council's Improving Places Select Commission will receive annual reports and provide scrutiny and challenge, to ensure we are focusing on and monitoring the right outcomes through the delivery of the strategy.

An Action Plan has been developed and we have assigned leads for each action.

We will report to the Homelessness Strategic Board bi-monthly, who will have oversight and provide challenge and help overcome any barriers we may come across in achieving our priorities.

To ensure effective partnership oversight, and to also provide challenge and help overcome any barriers, the Rotherham Homelessness Forum will meet twice a year to review progress. This will consist of senior managers from the Council, partners from the voluntary and statutory services.



Data Source used to help develop the strategy

The Council's homelessness cases data – which are local homelessness statistics on statutory homelessness applications, duties, and outcomes including demographic data for all households that have approached the service.

The Homeless Prevention and Rough Sleeper Strategy Review 2022, this contains local data and forms part of the supporting documents.

Local Population Data – this is part of the Joint Strategic Needs Assessment (JSNA) which is a Council-wide collaboration bringing together data to assess the health needs of the local population. Housing is a wider determinant of health and has a significant impact on the wellbeing of our residents.

Strategic Housing Market Assessment – a research study (carried out in 2018) that helps us understand the nature and level of housing demand in Rotherham.

Council housing demand data – the number of bids we receive on council homes demonstrates the demand for different sizes. It also informs us of the demographics of those on the Housing Register and their needs.

Government Department for Levelling Up Housing Communities Data – which are official statistics on statutory homelessness applications, duties, and outcomes for local authorities in England.

Homelessness Monitor 2022 (Crisis UK) – analysis of homelessness impacts of recent economic and policy developments within the UK.

Census 2022 – national demographic makeup from the Census completed in 2021.

The Health Foundation, Data Hub, What Drive Health Inequalities – includes the links between housing and health, trends and inequalities in housing across different groups.

Everybody In, How to End Homelessness in Britain by Crisis UK.

Links to other key documents and data sources

Council Plan 2022-25 and Year Ahead Plan

Housing Strategy 2022 -2025

Health and Wellbeing Strategy

Domestic Abuse Strategy 2022-2027

Joint Strategic Needs Assessment - Rotherham Data Hub

Local Plan (including Sites and Policies Document and Core Strategy)

Thriving Neighbourhoods Strategy

Rotherham Town Centre Masterplan

Strategic Housing Market Assessment (SHMA)

Tenant Engagement Framework

Ward Plans

Appendix 2A.

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: Homelessness Prevention and Rough Sleeper Strategy 2023-2026 | |
| Directorate: Adult Care, Housing and Public Health | Service area: Housing Options |
| Lead person: Helen- Caulfield Browne | Contact: Helen.caulfield-browne@rotherham.gov.uk 01709 807831 |
| Is this a: | |
| <input checked="" type="checkbox"/> Strategy / Policy | <input type="checkbox"/> Service / Function |
| <input type="checkbox"/> Other | |
| If other, please specify | |

| 2. Please provide a brief description of what you are screening |
|---|
| <p>The Homelessness Prevention and Rough Sleeper Strategy is revised every three years and the next version is due to be published in 2023 to cover the period of 2023-2026.</p> <p>The Strategy will set out the Council's priorities for homelessness across the Rotherham borough.</p> |

3. Relevance to equality and diversity

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

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

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

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

N/A

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

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

4. Considering the impact on equality and diversity

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

Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

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

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

(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 Homelessness Prevention and Rough Sleeper Strategy sets out the council's long-term vision for addressing the root causes of homelessness. The strategy seeks to develop a partnership approach to reducing homelessness over the next three years, working with all stakeholders and most importantly people who have experienced homelessness to develop effective solutions and to increase the range of available options. The revision of the strategy will affect all residents of the Rotherham Borough.

The revision of the strategy is data and evidence based; this includes using data collected to assess local demographics.

Sources of data include.

- HCLIC data (government reported data including homelessness approaches and cases data)
- RMBC Housing Register
- Joint Strategic Needs Assessment
- Strategic Housing Market Assessment
- Local population demographic data
- Data from Children and Adult Care Services

As part of our coproduction approach, we will engage with people who have lived experience of homelessness. There will be two different types of engagement methods to these sessions, one will be an art workshop, providing an opportunity to express thoughts and ideas through art and sharing their own homelessness journey and the other is structured 1-2-1 questions. We will also seek support from the voluntary sector who provide homelessness service provision to engage with people with lived experience and share their feedback.

We will be consulting with a range of partners and stakeholders as part of the codesign and consultation approach to be taken. This will include face to face and virtual engagement sessions.

We will also consult and engage with our internal partners and hold staff engagement

sessions.

A public consultation is set to be carried out with residents via an anonymous online survey and stakeholders will be consulted on the draft strategy and will be invited to comment during scheduled meetings.

The survey responses will be checked to ensure they are representative of the borough in terms of protected characteristics. And where a cross section of the community is underrepresented then additional surveys, or a focus group will be carried out.

- **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 Homelessness Prevention and Rough Sleeper Strategy's is aimed at improving homelessness services for all residents with housing or housing-related support needs. As such, no group or individual across Borough should be adversely affected or disadvantaged as a result of the strategy. The strategy will actively recognise the difficulties faced by those facing homelessness and rough sleepers in accessing services and promotes inclusion.

The vision of the Strategy is to end homelessness, make sure everyone has a place to call home and that the right support is in place at times of crisis to prevent homelessness from occurring. Homelessness can affect anyone therefore the strategy is inclusive of everyone and considers protected characteristics.

The Strategy will have a positive impact by breaking down some of the barriers that people face in accessing homelessness support, suitable and rapid housing solutions, ending rough sleeping and making welfare work.

The analysis of homelessness provisions by different groups will help ensure that the strategy has a positive impact across all communities and protected characteristics.

The Strategy will align with other key strategies and frameworks across the Council as part of the "One Council" approach. Such as the following:

- Council Plan and Year Ahead Plan
- Housing Service Plan
- Thriving Neighbourhoods Strategy
- Health and Wellbeing Strategy
- Housing Strategy
- Financial Inclusion Strategy
- Tenant Engagement Framework

| | |
|--|---|
| <ul style="list-style-type: none"> • Actions (<i>think about how you will promote positive impact and remove/reduce negative impact</i>) • Complete a full Equality Analysis • Ensure evidence used to shape the Strategy is reflective of local demographics • Monitor equality analysis over the life span of the Strategy to ensure actions are completed • Complete co-design with people with lived experiences • Complete consultations with the public | |
| Date to scope and plan your Equality Analysis: | 13.06.22 |
| Date to complete your Equality Analysis: | 15.08.22 |
| Lead person for your Equality Analysis (Include name and job title): | Helen Caulfield-Browne Housing Options, Operational Manager Adult Care, Housing and Public Health Directorate |

5. Governance, ownership and approval

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

| Name | Job title | Date |
|---------------|---|----------|
| Sandra Tolley | Head of Housing Options Adult Care, Housing and Public Health Directorate | 01/06/22 |

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 | 01-06-2022 |
| Report title and date | Homelessness Prevention and Rough Sleepers Strategy 203- 2026 Date: December 2022 |

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

Appendix 2B.

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: Homelessness Prevention and Rough Sleeper Strategy 2023-2026 | |
| Date of Equality Analysis (EA): 27/09/2022 | |
| Directorate: Adult Care, Housing & Public Health | Service area: Housing Options |
| Lead Manager: Helen Caulfield-Browne | Contact number: Helen.caulfield-browne@rotherham.gov.uk 01709 807831 |
| Is this a: <input checked="checked" type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input type="checkbox"/> 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 (e.g. service user, managers, service specialist) |
|------------------------|--------------|---|
| Sandra Tolley | RMBC | Head of Housing Options Service |
| Helen Caulfield-Browne | RMBC | Housing Options Operations Manager |
| Daisy Wardle | RMBC | Housing Options Development 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 Homelessness Prevention and Rough Sleeper Strategy is reviewed every three years.

It is a statutory requirement for all local authorities to have a Homelessness and Rough Sleeping Strategy which reviews the circumstances within the local area, which identifies key challenges and sets out priorities for addressing how we will work to prevent and reduce homelessness. The Homelessness and Rough Sleeping Strategy 2023-2026 are designed to:

- Provide a comprehensive evidence base which sets out the issues relating to homelessness within the district.
- Clearly identify the priorities relating to homelessness and rough sleeping for the lifetime of the strategy.
- Sets out the approach to homelessness prevention which is fit for purpose and meets the Requirements of the Homelessness Reduction Act.

The Homelessness Reduction Act 2018 was introduced, placing additional duties on local authorities in respect of the provision of services and the assessment and relief of homelessness. The duties now placed on local authorities are considerable and it is only through effective partnership working and shared vision, that we can continue to meet the ambitions of the Homelessness Reduction Act. In brief the act includes:

- The prevention of homelessness
- The duty to relieve homelessness
- A duty to make an assessment of housing and support needs, producing a personal housing plan.

In order to write the new strategy, we have carried out a full review of homelessness in Rotherham. The outcome of the Homelessness Review has helped us to target our key priorities and action plan to meet the needs of in Rotherham.

What we know:

The following data, gathered between April 2019 to September 2021, has been looked at to help shape the Strategy. All of this data has been collated from individual applicants who have approached the Council as they are either threatened with homelessness or are homeless.

5,005 people have approached and presented themselves either at risk of homelessness or homeless and a case was opened. 80% of those that approached us had a duty accepted.

The main reason for homelessness is family or friends no longer willing to accommodate, which affected 36% of those that approached us. The second most common reason was private tenancies ending, which affected 15% of those that approached us. The other main reasons were relationship breakdown – non-violent (8%), being released from prison or being on bail (8%) and domestic abuse (7%).

Annual counts of rough sleepers in Rotherham have seen a reduction, from 10 in 2019/2020 to 3 in 2021/22. In July 2022, there were zero rough sleepers recorded, this number has stayed low since.

| Protected Characteristic | Evaluation/analysis: |
|--------------------------|--|
| Age | <p>50% of the main applicants were between the ages of 25 to 40. This figure is higher than the overall population of Rotherham, where 25 to 40 year olds makes up 19% of the population. 21% of those that approached us were 16 to 24 year olds. This figure is higher than the overall population of Rotherham, where 16 to 24 year olds makes up 10% of the population. 26% of those that approached were 41 to 64 years old, this number is lower than the overall population of Rotherham, where 41 to 64 year olds make up 32%. There had been a slight increase in the number of 65+ year olds approaching us during the 2019/2022 period, which raised from 2.3% to 4%, which was due to the Covid 19 pandemic. This has now decreased 3%, which is more in line with the figures from before the Covid 19 pandemic. This figure is lower than the overall population of Rotherham, where 65+ year olds make up 20% of the population.</p> <p>The Homeless Prevention and Rough Sleeper Strategy 2023-2026 indicates no actual or likely negative impact.</p> |
| Sexual orientation | <p>The data tells us that 73.2% of main applicants identify as Heterosexual or straight. 2.5% identify as part of the LGBT community. A large percentage of 24.4% either stated that they would prefer not to say, or the data was unknown. Because of this, the data may not reflect a true picture the analysis has been reliant on data available. Recommendation, there is a need to focus on quality data input and service data analysis.</p> <p>The Homeless Prevention and Rough Sleeper Strategy 2023-2026 indicates no actual or likely negative impact.</p> |

| | |
|-------------------------------|---|
| Race | <p>The main ethnicity of the main applicant is predominantly White British, at 76% and 17% were from the BAMER communities, this is slightly lower for White British in comparison to Rotherham's population, which is 91.9% and higher for those within the BME community within Rotherham which is 8.1%. The most underrepresented ethnicity is Chinese, which made up of 0.1% presentations, however, this is similar with Chinese ethnicity population which makes up 0.23% of Rotherham's population.</p> <p>The Homeless Prevention and Rough Sleeper Strategy 2023-2026 indicates no actual or likely negative impact.</p> |
| Sex | <p>52% of main applicants stated that they were male, and 48% stated that they were female. We have a higher percentage of males approaching the service in comparison with local population data, as local population data states that 50.7% of the population are females and 49.3% of the population are males.</p> <p>The Homeless Prevention and Rough Sleeper Strategy 2023-2026 indicates no actual or likely negative impact.</p> |
| Pregnancy and maternity | <p>26 of individuals had dependent children. This is higher than the population of Rotherham where 19% have dependent children.</p> <p>27.9% of new applicants that approached the service were pregnant. This percentage decreased in 2020/21 by 4.1%, but then increased in 2021/22 by 6.7% and is now at the highest point it has been over the last three years.</p> <p>The Homeless Prevention and Rough Sleeper Strategy 2023-2026 indicates no actual or likely negative impact.</p> |
| Married and civil partnership | <p>The data tells us that 57.3% of main applicants stated that they were single. 6.3% stated that they were married, 1.9% stated that they were divorced, 0.5% stated that they were co-habiting, 0.5% stated that they were widowed and 0.3% stated that they were in a civil partnership. A large percentage of 29% either stated that they would prefer not to say, or the data was unknown. Because of this, the data may not reflect a true picture, the analysis has been reliant on data available. Recommendation, there is a need to focus on quality data input and service data analysis.</p> <p>The Homeless Prevention and Rough Sleeper Strategy 2023-2026 indicates no actual or likely negative impact.</p> |

| | |
|--------------------------------|---|
| Disability | <p>In total, 37.1% of those that approached us stated that they had a disability. 19.9% stated that they had a history of mental health illness, 7.6% stated that they had a learning disability and 9.6% stated that they had a physical disability. Although the percentage is low in presentations, there are individuals who may not have considered themselves to have a disability and have not disclosed it to us.</p> <p>The Homeless Prevention and Rough Sleeper Strategy 2023-2026 indicates no actual or likely negative impact.</p> |
| Gender reassignment | <p>Data is limited; therefore, it has not been possible for us to complete a full evaluation. It is recommended that there is a review on data collation and input of this protected characteristic.</p> |
| Religion or belief | <p>59.7% stated that they did not follow any religion or belief, 13.4% stated that they would prefer not to say, 11.2% stated that they followed Christianity (all denomination), 4.7% stated that they were Muslim, 1.4% stated that they were from any other region and 0.3% stated that they were Hindu. In comparison to local population data, 66.5% stated that they were Christian, 22.5% stated that they did not follow any religion, 6.6% have not stated, 3.7% stated that they were Muslim and 0.2% stated that they followed another religion. This shows that more individuals approach us that do not follow any religion compared to the local demographic makeup.</p> <p>The Homeless Prevention and Rough Sleeper Strategy 2023-2026 indicates no actual or likely negative impact.</p> |
| Homeless due to Domestic Abuse | <p>8% of homeless applicants are homeless due to domestic abuse.</p> <p>The Homeless Prevention and Rough Sleeper Strategy 2023-2026 indicates no actual or likely negative impact.</p> |
| Complex Needs | <p>18% of applicants were considered to have complex needs. Complex needs are defined by the homeless service as a lead applicant having 2 or more areas of vulnerability, such as substance misuse, offending behaviour, mental, physical ill health and domestic abuse.</p> <p>The data for disabilities and domestic abuse has also been captured separately.</p> <p>The Homeless Prevention and Rough Sleeper Strategy 2023-2026 indicates no actual or likely negative impact.</p> |

| | |
|-----------------|--|
| Economic Status | 23% employed, either full time or part time 77% unemployed The Homeless Prevention and Rough Sleeper Strategy 2023-2026 indicates no actual or likely negative impact. |
|-----------------|--|

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

Sources of data include:

- [HCLIC data](#) - government reported data including homelessness approaches and cases data
- The Council's homelessness cases data – homeless case data including demographic data for all that have approached the service
- [Local population data](#) – Rotherham's demographic makeup
- [Indices of Multiple Deprivation](#) – measures the relative deprivation of the borough
- [Census 2011](#) – national demographic makeup from the Census completed in 2011
- [Census 2022](#) – national demographic makeup from the Census completed in 2021
- [Homelessness Monitor 2022 \(Crisis UK\)](#) – analysis of homelessness impacts of recent economic and policy developments within the UK
- [Statutory Homelessness in England: January to March 2022](#) – statistics on statutory homeless assessments and households in temporary accommodation

As part of engagement activities, we captured equality information through surveys, one was completed in person, and two were completed online, these surveys included questions around equality strands. These surveys were aimed at those with lived experience of homelessness as well as partners, professionals, and the general public.

The analysis of homelessness provisions by different groups will help ensure that the Strategy has a positive impact across all communities and protected characteristics.

Are there any gaps in the information that you are aware of?

When analysing the local data available specifically from customers who have presented to the homelessness service the data for 2021-2022 period demonstrated some gaps in local data reporting. **(Please refer to the table above)**

It is recognised that the issue of 'hidden homelessness' i.e., people living in unsuitable accommodation, or with little security of tenure is very difficult to quantify. The data is reliant on people who approached the Councils homeless service. We are committed to continuing to promote our services and widely, and via our partner agencies and local networks, so that local residents of all understand what support is available to them, this will include target activities for under presented groups to ensure the most hard to reach group access the support and help they need to prevent the risk of homelessness or reoccurrence of homelessness.

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

Proposals and actions derived from this Strategy will be monitored and reported on internally through the internal Homelessness Strategic Board and Rotherham Homeless Forum as well as an annual report through the Improving Places Select Commission.

The service manager responsible for operational delivery and quality assurance of data input will report to the Head of Housing Options on performance, equality analysis against the homeless strategy aims and objectives and monitor the quality of data input through quality assurance processes.

Analysis of equality and diversity data will be frequently undertaken by the homelessness manager to identify if any protected characteristic groups are under-represented, so these are discussed and help identify any changing trends and the need to respond differently.

Engagement undertaken with customers (date and group(s) consulted and key findings)

Between June and September 2022, there was various co-design and engagement activities. We received feedback from 54 individuals

- Survey for those with lived experience of homelessness as well as art workshops and round table discussions, this was completed with the following groups:
 - Those aged 16 to 24 who reside in young persons supported housing
 - Those who have complex needs who reside at vulnerable adult commissioned services
 - Families with young children, couples and singles who are living in emergency accommodation
 - Customers that visit Shiloh and Rotherham Minister Social Supermarket
- Poll question on the relevance of the current vision for the strategy, this was completed at Rotherham Show with members of the public
- Two online public surveys – one for those with lived experience and the other for the general public

The key findings highlighted some improvement suggestions for the way the services are delivered. This included a focus on early intervention and prevention campaign, better communication between officers and applicants, better training and development of staff and a closer relationship between private sector landlords and the Council.

| | |
|--|--|
| Engagement undertaken with staff (date and group(s) consulted and key findings) | <p>Please note that this section also includes stakeholders.</p> <p>Between June and September 2022, there was various co-design and engagement activities. They were either round table discussions, polls or online public survey. We received feedback from 314 people. These were done with the following groups:</p> <ul style="list-style-type: none"> • Homelessness Forum • Housing Involvement Panel • Strategic Housing Board • Rotherfed • Staff members/stakeholders/professionals that took part in the online public survey <p>The key findings reflect similarly to that of the customers and members of the public.</p> |
|--|--|

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 Homelessness Prevention and Rough Sleeper Strategy is aimed at improving homelessness services for all customer groups with housing or housing-related support needs. As such, no group or individual across Borough should be adversely affected or disadvantaged as a result of the strategy. The Strategy will actively recognise the difficulties faced by those facing homelessness and rough sleepers in accessing services and promotes inclusion.

The strategy seeks to remove barriers which people can face in accessing homeless provisions including all individuals who have one or more of the protected characteristics. The Strategy recognises people experiencing homelessness can have multiple disadvantages, which can include people with a range of additional support needs, for example individuals with learning difficulties and or autism. In particular, those individuals with 'mild' learning disabilities, where their difficulties may not be obvious, so other people and services may not provide necessary support and may be at a greater risk of becoming homeless.

The Strategy emphasises the importance in working with colleagues in Adult Social Care and Children Services to improve coordination and integration of support services around individuals and families. Recognising the impacts of recurring instances of homelessness and acting to prevent these where possible, adopting multi-disciplinary approaches which are focussed on the best interests of the person.

The Strategy will support the need to increase staff awareness through training and development on how to identify when individuals require additional support and appropriate reasonable adjustments. This may include assisted communication or specific approaches and strategies that are known to be helpful to best engage and support the individual.

The Council's specialist learning difficulties housing officer will drive the importance of removing such barriers and act as an advocate where appropriate, raising awareness of best practice within housing services.

Where an applicant's first language is not English, the Council will provide translated information and interpreting services and publicise the availability of these services to residents and community organisations.

Does your Policy/Service present any problems or barriers to communities or Groups?

The Strategy's aim is to remove barriers and provide support to those that are threatened with homelessness or who are homeless. Therefore, this Strategy will have a positive impact on the communities and those with protected characteristics.

Failure to deliver the Strategy may, however, have negative consequences for some protected groups and in that sense the strategies have been designed to meet identified needs.

The Strategy includes actions specifically geared to ensure services are available to meet the needs of everyone, including marginalised groups. The Strategy is designed to support social inclusion and to help all residents to thrive and have a positive impact by breaking down some of the barriers that people face in accessing homelessness support and accessing suitable housing solutions. The actions contained in the strategy are intended to minimise any negative effects of the groups of people who are or may experience homelessness.

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

The Homelessness Prevention and Rough Sleeper Strategy is inclusive to all people in Rotherham who experience homeless issues and will make accessing homelessness support easier for those with specific housing needs, including individuals with protected characteristics. **This is detailed in section 4.**

In addition - The aim of the Strategy is to support those who have complex needs by having better partnership working between prison and hospital discharges, which will increase the amount of people who approach and who we are able to support. An aim is to also support young people, with more engagement with young people, we can assist them earlier and prevent homelessness. Another aim is to ensure access to support, whether this is health, employment, or tenancy support. This will support those that become housed with sustaining their tenancy and ensuring that there is no repeat homelessness.

The Strategy seeks to develop a partnership approach to reducing homelessness over the next three years, working with all stakeholders and most importantly people who have experienced homelessness to develop effective solutions and to increase the range of available options. The Strategy was co-designed with members of the public, those with lived experiences, partners, professionals, and members of staff.

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)

With better promotion of services, it will increase the publics knowledge of Housing Options and the services that they provide. Working with the private rented sector landlords to build better relationships and to proactively prevent homelessness. Working with the public more will help to build a better relationship between the Council and the public. The Strategy is also aligned with various other organisational and departmental strategies, plans and policies including:

- [The Housing Strategy 2022 - 2025](#)
- [Thriving Neighbourhoods Strategy 2018 - 2025](#)
- [Rotherham Joint Health and Wellbeing Strategy 2025](#)
- [The Housing Allocations Policy Revised 2021](#)
- [The Council Plan 2022 – 2025](#)

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: Homeless Prevention & Rough Sleeper Strategy Review |
| Directorate and service area: Housing Options – Adult Social Care, Housing & Public Health |
| Lead Manager: Helen Caulfield-Browne |
| Summary of findings: |
| <p>Due to the Councils data IT systems transition from the old system to the new we found that the quality of the data input in some areas required improvement. The current system does not collate gender reassignment as one of the protected characteristics. This has been raised and has been since confirmed that the councils NEC system will need to include such protected characteristic.</p> <p>The quality input of the data has been brought to the attention of Homelessness Accommodation manager during the analysis and they have since implemented quality assurance monitoring.</p> <p>We have collected equality and diversity information from three surveys; lived experience of homelessness survey completed in person/over the phone and the two online public surveys. Due to this, the equality and diversity information below does not represent a full picture. This is due to it not always being appropriate to ask personal and sensitive questions in some of the co-design and engagement settings. As a whole, this data is similar to Rotherham's demographic makeup, which shows true representation of the borough's voices.</p> <p>There have been no negative impacts identified. The Strategy is reaching the wider demographic, and the Strategy is inclusive to all, as well as supports the most marginalised people in Rotherham who may have protected characteristics.</p> |

| Action/Target | State Protected Characteristics as listed below | Target date (MM/YY) |
|---|---|---------------------|
| To ensue that future data analysis includes gender reassignment, the Councils NEC system to be reviewed and a request to be made for this to be added. Request has since been made. | gender reassignment | 11.02.23 |

*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 |
|------|-----------|------|
| | | |
| | | |

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 | 25/10/2022 |
| Report title and date | Revision and review of the Homeless Prevention and Rough Sleeper Strategy |
| Date report sent for publication | |
| Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk | 24/01/23 |

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Appendix 3 - Homelessness Prevention and Rough Sleeper Strategy 2023-2026 – Carbon Impact 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? | Impact unknown | <p>The strategy has a number of actions demand on services will determine the extent of emissions from transport:</p> <p>There is a potential that more travel could be required through increased outreach and resettlement floating support. However, there is also a potential that less will be required depending on the effectiveness of earlier prevention activity</p> | None | It is likely there will be no noticeable change to existing provision, however, if in future the levels of 'outreach and resettlement floating support' increase significantly, service teams will be consulted on the best method of delivery to minimise emissions. This could include planning work geographically, public transport schemes or adapting setting for support sessions and using other methods to engage such as a bended approach of phone, face to face and local community sessions. | |

| | | | | | |
|--|-------------------------------|--|--|---|--|
| Emissions from waste, or the quantity of waste itself? | No impact on emissions | | | | |
| Emissions from housing and domestic buildings? | Impact unknown | <p>No direct emissions increase for the Council.</p> <p>The strategy focuses on increasing more affordable homes, where this related to Housing Developments in which the Council are involved the Carbon emissions was assessed separately for the Housing Strategy 2022-2025. The Council will continue to ensure that new homes are as energy efficient as possible and employ the use of modern methods of construction where value for money can be demonstrated as well as carbon reduction.</p> | <p>The new properties built as part of the Council programme will increase emissions from the heating and lighting of the new properties.</p> <p>Refurbishing schemes and refurbishments which will include measures to improve energy efficiency will reduce carbon emissions</p> | <p>The Council will ensure that the new homes are high quality, energy efficient and able to meet the challenge of climate change.</p> <p>The use of modern methods of construction will be considered for all new schemes, where value for money can be demonstrated as well as carbon reduction.</p> <p>Any future refurbishment by the Council Housing Service will use technologies that have lower carbon emissions, where cost effective and practicable.</p> <p>The Council will work with local housing providers partners who are in a position to support the increase in affordable housing through their own development or refurbishment to ensure</p> | <p>The actual energy performance of new Council homes will be monitored to ensure that they meet expected standards.</p> |

| | | | | | |
|---|-------------------------------|--|--|-----------------------------|--|
| | | | | minimum impact on emissions | |
| Emissions from construction and/or development? | No impact on emissions | | | | |
| Carbon capture (e.g. through trees)? | No impact on emissions | | | | |
| Identify any emission impacts associated with this decision that have not been covered by the above fields: | | | | | |
| See above | | | | | |

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

The Homelessness Prevention and Rough Sleeper Strategy 2023-2026 does not propose any increase to current service delivery.

There is a potential of an increased transport use, depending on the future demand and development of Outreach and Floating support services. Should this occur, the Council will work with officers and service provisions to ensure emissions from transport are minimised.

The Strategy focuses on increasing more affordable homes, where this related to Housing Developments in which the Council are involved the Carbon emissions was assessed separately for the Housing Strategy 2022-2025. The Council will continue to ensure that new homes are as energy efficient as possible and employ the use of modern methods of construction where value for money can be demonstrated as well as carbon reduction. The actual energy performance of new homes will be monitored to ensure that they meet expected standards.

Where this may involve partners supporting the increase of affordable homes in support of the Strategy's objectives the Council will work with providers and landlords to ensure emissions from constructions, refurbishments etc are minimised. Agreed partnership meetings and any written proposals will include emissions impact and any measures to mitigate emission impacts.

The Strategy will support the reduction in emissions by:

Increasing information and advice available online will help to reduce carbon emissions, printed information and waste will be kept to a minimum.

Reducing transport travel by providing virtual property viewings for Council lettings

Provide phone, advice, help and homelessness assessments.

| | |
|---|---|
| Supporting information: | |
| Completed by: (Name, title, and service area/directorate). | Helen Caulfield-Browne Housing Options, Operational Manager Adult Care, Housing and Public Health Directorate |
| Please outline any research, data, or information used to complete this [form]. | No relevant data or research used. |
| 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. | No relevant data or research used. |
| Tracking [to be completed by Policy Support / Climate Champions] | Signed: 29.11.22 Callum Innes Principal Climate Change Officer Strategic Asset Management Service |

Committee Name and Date of Committee Meeting

Cabinet – 20 March 2023

Report Title

Climate Emergency Annual 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

Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)

Louise Preston, Climate Change Manager, louise.preston@rotherham.gov.uk

Callum Innes, Principal Climate Change Officer, Callum.innes@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

On 30th October 2019, the Council declared a Climate Emergency and set out its action plan covering the following seven policy themes of Energy, Housing; Transport; Waste; Built & Natural Environment; Influence and Engagement.

At its meeting on 23rd March 2020, Cabinet resolved to establish the targets of:

- The Council's carbon emissions to be at net zero by 2030 (NZ30)
- Borough-wide carbon emissions to be at net zero by 2040 (NZ40)

A Climate Emergency Action Plan was established, and this report outlines progress towards the updated Climate Emergency Action Plan reported for the 2022/2023 period and includes an emissions report for both Council operations 2019 – 2022 and borough wide for 2019 – 2020. Borough-wide data is 2 years behind due to lags in published data availability.

On 25th May 2022, the Council declared a Nature Crisis. Climate change, alongside deforestation and habitat destruction, is a key driver of biodiversity loss and in many cases, nature can provide solutions to the impacts of climate change on people, property, and infrastructure.

This report therefore identifies opportunities for joint action on the climate and nature crises in 2023 and expands this programme's remit to include climate change adaptation and cohesion with a nature restoration programme.

Recommendations

It is recommended that Cabinet:

1. Approve the Climate Change Action Plan in Appendix 2 including nature crisis and adaptation actions, noting the key achievements and opportunities summarised in Appendix 1 and sections 2 and 5 of this report.
2. Approve the Single Use Plastic Action Plan in Appendix 4.

List of Appendices Included

Appendix 1 Climate Change Progress Report
Appendix 2 Climate Change Action Plan 2023/2024
Appendix 3 Baseline Carbon Emissions Data
Appendix 4 Single Use Plastic Action Plan
Appendix 5 Equalities Impact Assessment
Appendix 6 Carbon Impact Assessment

Background Papers

[Rotherham Council \(2020\). Responding to the Climate Emergency. Cabinet 23 March 2020:](#)
[Rotherham Council \(2021\). Climate Emergency Annual Report. Cabinet 22nd March 2021:](#)
[Rotherham Council \(2022\). Climate Emergency Annual Report. Cabinet 25th April 2022:](#)
[Rotherham Council \(2022\) Climate Emergency Action Plan 2022/23. Cabinet 17th October 2022.](#)
[Flood Alleviation Update. Improving Places Select Commission 25th October 2022.](#)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

Climate Emergency Annual Report -2022/2023 Climate Emergency Annual Report

1. Background

- 1.1 The Council declared a Climate Emergency on 30th October 2019 and since then has committed to driving down carbon emissions with a view to achieving the following targets:
- The Council's carbon emissions to be at net zero by 2030 (NZ30)
 - Borough-wide carbon emissions to be at net zero by 2040 (NZ40)
- 1.2 The Council also declared a Nature Crisis for Rotherham on 25th May 2022. It is also recognised that the decline in nature is intrinsically linked with the climate emergency, and this is reflected within the action plan detailed in Appendix 2.
- 1.3 This report details the progress and an indicative forward plan for 2023.
- 1.4 An update on the Council's use and reduction of Single Use Plastics (SUP) is also included within this report. Single Use Plastics are of public interest and contribute to the Council's carbon emissions (Scope 3). It is therefore important that the Council continue to reduce their use where feasible within its operations and to encourage good practice locally.

2. The Climate Change Action Plan Update

- 2.1 A full progress report and indicative action plan for 2023/2024 is detailed within Appendix 1. Key progress is highlighted below with respect to the specific themes of:
- Monitoring and measurement
 - Energy decarbonisation
 - Transport
 - Housing
 - Waste
 - Built & Natural Environment
 - Influence & Engagement
 - Adaptation

2.2 Programme Highlights 2021/2022

- 2.2.1 The establishment of the new Climate Change Team was successfully implemented in October 2022, including the addition of three new employees alongside existing staff within the Energy, Environment and Data Team. A Climate Change Manager, Principal Climate Change Officer and a Climate Change Officer are now in post. This increased resource will also allow further progress to be made on other aspects of climate change mitigation such as adaptation and engagement. An informal gap analysis has also been undertaken to the new climate change guidance (ISO standard IWA 42:2022) launched at COP27, highlighting potential areas of work for the future and opportunities for engaging the wider public.

- 2.2.2 The Climate Change Team are also delivering Carbon Literacy Training to critical staff, with a pilot cohort that commenced in January 2023. This course is designed specifically for public sector employees and will be particularly relevant to those staff responsible for key operational decisions, the Climate Change Leads and those responsible for procurement.
- 2.2.3 The inclusion of carbon impact assessments within the cabinet reporting process has also been implemented to inform decision making. These assessments are designed to qualitatively identify changes in carbon emissions, either positive or negative, so that decision makers can consider the implications of a prospective policy or operational change.

2.3 **Energy Decarbonisation**

- 2.3.1 Substantial work has been undertaken to survey and prepare for decarbonisation activities within Council buildings. This work is important to both inform Public Sector Decarbonisation Scheme funding bids but also to assess feasibility of measures on a per property basis. A bid covering five Council buildings has since been submitted and is awaiting the results.
- 2.3.2 A significant highlight of this year's work is the completion of a proof-of-concept design for a solar photo-voltaic farm (solar panels) within the Borough. This project aims to increase local renewable energy, reduce the Council's carbon footprint, and improve energy resilience. A separate Cabinet report will be submitted for approval of the next phase of this project.
- 2.3.3 The Community Energy Support Scheme was launched on 1st March 2021. The Scheme is intended to provide support for Rotherham residents to reduce energy costs, improve energy efficiency and access future Government grants. This scheme has supported over 580 appointments with residents and improved the energy efficiency of homes through the retrofitting of over 275 properties within the Borough via the Energy Company Obligation (ECO) 4 Scheme.

2.4 **Transport**

- 2.4.1 The Rotherham Borough baseline for transport has been established and reported via the Joint Strategic Needs Assessment. This will allow for appropriate targets to be drawn up in the future.
- 2.4.2 a) Active Travel
Active Travel infrastructure measures have been progressed to full business case level. Projects at Moor Road Manvers and Broom Road were approved for delivery in late 2022; the project for Sheffield Road will be submitted with a funding decision anticipated in March 2023.
- 2.4.3 b) Fleet
A telematics system has been trialled with results available for use and driver training roles are now in position to roll out delivery of the "Safe Fuel-efficient Driver" scheme which aims to reduce carbon emissions through improved driving technique.

A fleet plan covering the vehicle replacement program is being developed considering the available technology and financial implications. A separate report will be submitted to Cabinet in relation to this.

c) Electric Vehicle Charging Infrastructure

- 2.4.4 The UK Climate Change Commission suggests that the transition to electric passenger vehicles from the current fossil fuel driven alternative will be a key driver in the UK's transition to net zero.

- 2.4.4.1 As such, the demand for local charging points will increase. A number of schemes are currently ongoing with a view to increasing electric vehicle charging infrastructure around the Borough.

- 2.4.4.2 The Council is currently collaborating with South Yorkshire Mayoral Combined Authority and Arup to deliver joint projects for the implementation of electric vehicle charging infrastructure. At present a scheme is in progress for the delivery of up to six sites offering an increase of six fast and twelve rapid charging bays.

- 2.4.4.3 Further analysis has been done internally to select appropriate sites with a view to the delivery of two residential charging hubs plus further installations are planned in collaboration with the Towns & Villages projects.

- 2.4.4.4 However, it is expected the demand for charging units is unlikely to be fully serviced by Council initiatives so places of work will also need to consider their own provision to support staff access to work alongside homeowner personal charging installations. Relevant planning policies are already adopted to support these changes.

2.5 **Housing**

- 2.5.1 Council owned social housing currently has a target to reach EPC Band C by 2030. The average EPC of Council housing stock has now increased from a Band D to a C and a high-level housing focussed assessment of the requirements of reaching zero carbon for Council housing has also been undertaken which considers prospective short, medium and long term actions.

- 2.5.2 Funding has been secured for the delivery of energy efficiency measures including external, cavity or loft insulation and window improvements for 142 properties in Maltby. Retrofitting assessments have been undertaken to date and cavity wall insulation has commenced.

- 2.5.3 Improvements to 217 properties in The Lanes, East Herringthorpe have been delivered successfully through the Green Homes Grant - LAD1B funding which has also contributed to the improvement in average EPC observed. These improvements in The Lanes and the impacts on tenants were reported as part of the 2022 Climate Emergency Report.

2.6 **Waste**

- 2.6.1 The Rotherham Bin app was launched in November 2022 and whilst its function is primarily for supporting residents to put out the correct bin, the app also links to

website information about what is allowed in each bin and as such may have some positive benefit from a contamination perspective. Engagement activities have also been undertaken to improve recycling rates and drive down waste contamination.

- 2.6.2 The Council has also taken part in consultations with central Government relating to the Waste and Resource Strategy for England and the impacts of the Environment Act 2021. The response to this will inform future operational plans at both the local and regional level.

2.7 **Built & Natural Environment**

Planning Policy

- 2.7.1 Throughout 2022 Supplementary Planning Documents have been adopted or proposed including additional measures in support of this workstream, relating to the need for travel plans, transport assessments, natural environment, and parking standards.
- 2.7.2 From November 2023, planning applications will need to consider the provision of at least 10% biodiversity net gain under the Environment Act 2021. This is a key action that will begin to interlink the biodiversity and climate crises into the Rotherham Climate Change Action Plan.

2.8 **Trees and Green Spaces**

- 2.8.1 Trees provide a variety of ecosystem services or benefits to local communities, including increasing pride of place and wellbeing, increasing air quality and biodiversity but also act as a carbon sink within the natural environment. The Green Spaces Team have made good progress with tree planting, having planted 21,000 woodland trees and 390 urban trees in the 2021/2022 planting season and 7,166 woodland and 257 urban trees for the 2022/2023 season.
- 2.8.2 Funding has now been awarded by the Woodland Accelerator Fund for the undertaking of an i-tree ECO survey which will support the documentation of Rotherham's natural assets specifically trees, but also significant hedgerows and other assets which may be of natural value to the Borough. This funding will also allow for a tree planting strategy to be written in 2023.

2.9 **Climate and Nature**

- 2.9.1 Alongside its existing climate emergency, Rotherham Council has declared a nature crisis which recognises the separate, though complimentary crisis affecting the natural world resulting in biodiversity loss, habitat fragmentation and the degradation of natural habitats or 'natural assets' upon which humanity depends.
- 2.9.2 It is recommended that the nature crisis be given the same credence as the climate emergency but be managed in an integrated and complimentary way. This can be achieved by initial integration into the climate change programme of works with a focus on a neighbourhood, place-based approach which puts nature-based solutions at its heart. A substantial case already exists for an integrated approach, where nature recovery schemes that engage communities realise greater benefits where

wellbeing and local ownership of places are concerned. Several Wards also list the environment as a priority within their 2023 plans and an integrated management plan may support local needs by providing both actions to mitigate climate change, increase biodiversity and increase the number of positively managed wildlife sites for safe public use increasing local wellbeing and pride of place.

- 2.9.3 The recent landmark agreements at COP15 in Canada to halt and reverse biodiversity loss by 2030 will likely have implications for policy and action. It is not yet clear what these commitments mean at the local level, but it is expected that in the months following this conference, the UK will consider the package of targets and policy needed to support this commitment which will need to be managed appropriately.

2.10 **Influence and Engagement**

- 2.10.1 It is recognised that the Council cannot work alone to meet its net zero targets, nor should it, as the public interest in the climate and nature emergencies increases on the back of national and localised awareness campaigns. The influence and engagement section of the action plan has been enhanced to consider the increased resource and to widen the scope for partnership working. 2022/23 saw a continued engagement through the Rotherham Youth Cabinet as is set to continue into 2023/24 as Climate Change is a priority for the Youth Cabinet.

2.11 **Adaptation**

- 2.11.1 A changing climate brings with it associated risks for people, places, and infrastructure. For the UK, these are largely associated with increased temperatures and high rainfall events though global effects will have significant impacts on supply chains of food and goods. There is the potential for significant public health risks, especially when faced with increasing fuel poverty.
- 2.11.2 To date, work has focussed on the flood risk associated with the river network surrounding the borough, after significant floods in June 2007 and November 2019, and a number of other “near miss” flood events over the last two decades. The most recent update from this workstream is available within the background papers section of this report.
- 2.11.3 Notably, a wider view of potential adaptation workstreams and its effects on individual services will be considered by the new Climate Change Team, including how this links with UK Government Strategy and the wider Yorkshire and Humber catchment.
- 2.11.4 The Rotherham Renaissance Flood Alleviation Scheme has identified 6 key projects which will reduce the risk of flooding and work is on-going for delivery. This work is reported separately via the Improving Places Select Committee.

3. **Council Operations – Net Zero by 2030**

- 3.1 Rotherham Council’s baseline has been recalculated following further analysis of its Scope 3 (indirect) emissions. This calculation now includes emissions from Council staff commuting, working from home, EV charging, fuel used in on-site electricity generation and water supply emissions for Council buildings. This has refined the

original baseline model to more accurately reflect carbon emissions arising from Council emissions in 2019 and subsequent years.

- 3.2 Annual reporting procedures have been introduced and comprehensive annual emissions reports have now been produced for the years 2020, 2021 and 2022.
- 3.3 An initial “business as usual” forecasting model and carbon budget have also been introduced. As more data becomes available, this model will act as the framework upon which future short and long-term emissions projections will be built, measuring progress and creating a clear and quantifiable “roadmap to net zero.” This model is detailed within Figure 1 below.
- 3.4 Between 2019 and 2022, carbon emissions arising from Council operations fell by over a quarter (26%). This was largely due to a reduction in electricity consumption from Council owned buildings (1,272 tCO₂ reduction) and streetlighting (1,033 tCO₂ reduction). However, the biggest reduction in emissions came from staff commuting (2,296 tCO₂ reduction) as more staff have moved to hybrid working arrangements.

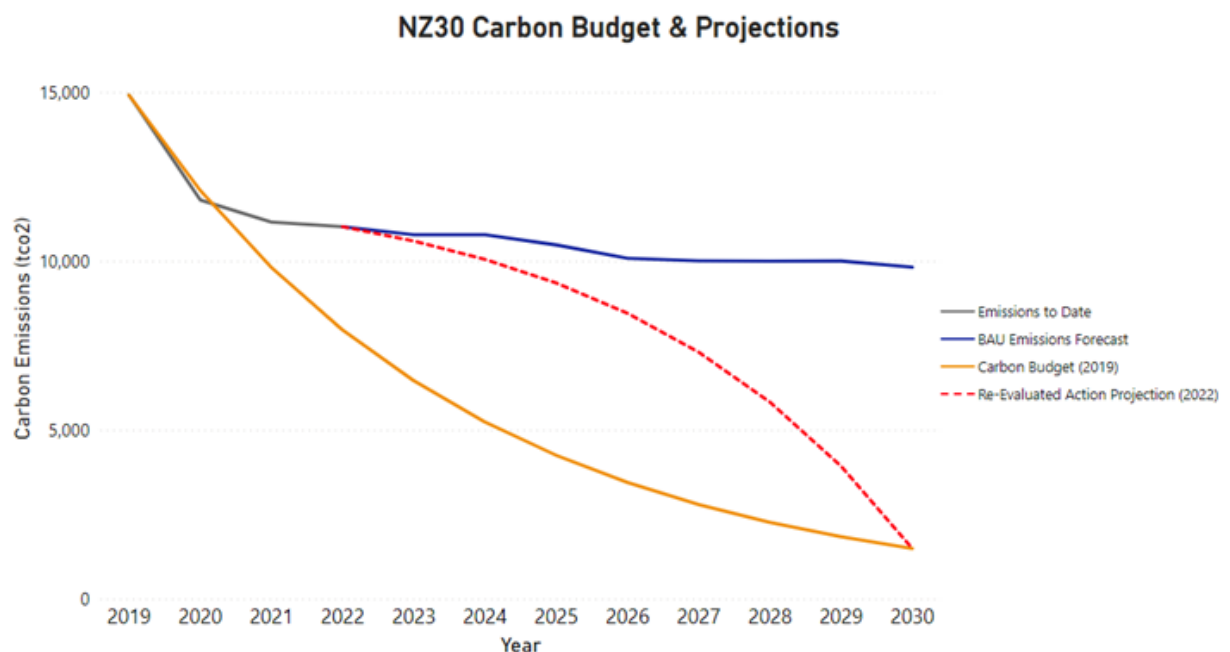


Figure 1: Emissions to date and forecasted to 2030 following re-evaluation.

- 3.5 Modelling indicates that a reduction of 22% annually would be required to reach net zero by 2030. However, this has been re-evaluated to include the fact that carbon savings as a result of decarbonisation activity under way will be shown retrospectively following implementation. In addition, activities towards electrification where in-house green generation of power is not appropriate (e.g., solar panels) will produce carbon emissions until the national grid becomes decarbonised thereby creating a lag before positive impact. In these cases, the localised air quality benefits of removing gas combusting appliances will be observed before an impact on the carbon footprint is realised. This scenario has therefore been included within the above modelling which shows a smaller initial decrease in carbon emissions (3.84% in year 1) followed by a greater decrease as project benefits are realised.

4. Borough-wide emissions: Net Zero by 2040

- 4.1 Calculation of borough-wide emissions utilises the Department for Business & Industrial Strategy (BEIS) estimates of territorial carbon emissions. There is a two-year lag on the release of data, meaning the latest publication relates to emissions from 2020.
- 4.2 2021's BEIS data publication was used to inform the 2018/19 baseline for the Council's NZ40 target. Each annual release will be used to create an annual report to measure Rotherham's progress towards NZ40.
- 4.3 Waste Management and Agriculture sectors have been added to the latest BEIS data release in 2021, as well as being retrospectively added to the data from previous years. This has allowed us to both include it within our most recent annual report and to retrospectively modify our 2018/19 baseline model.
- 4.4 To support the Council's efforts to drive down local emissions, the Housing Team has also established the Council's housing stock emission baselines by utilising Parity software with existing data on Council owned housing stock. (As of April 2022 - 57,000 tonnes of carbon across 20,040 residential assets). Understanding this baseline is important as it provides a starting point for action in the areas of most need, where increased energy efficiency will most benefit Rotherham's residents.
- 4.5 Overall CO₂ emissions between 2019 and 2020 decreased by 173 KtCO_{2e} – a 10.14% decrease. This is over three times the average annual reduction in emissions, which is largely due to the effects of the pandemic and subsequent lockdown measures put in place across the UK.
- 4.6 As would be expected, considering the lockdown rules which were introduced in February 2020, the sectors which saw the largest decline between 2019 and 2020 were those of transport (17% decrease) and commercial (12%). However, domestic Gas and transport remain the largest carbon emitting sub-sectors within the borough. This reflects national data.
- 4.7 With the existence of a two-year time lag on the data, there is much speculation as to how these figures may have changed as lockdown measures have eased. It is expected that there could be a substantial rise in emissions arising from transport as activity returns to pre-pandemic levels.

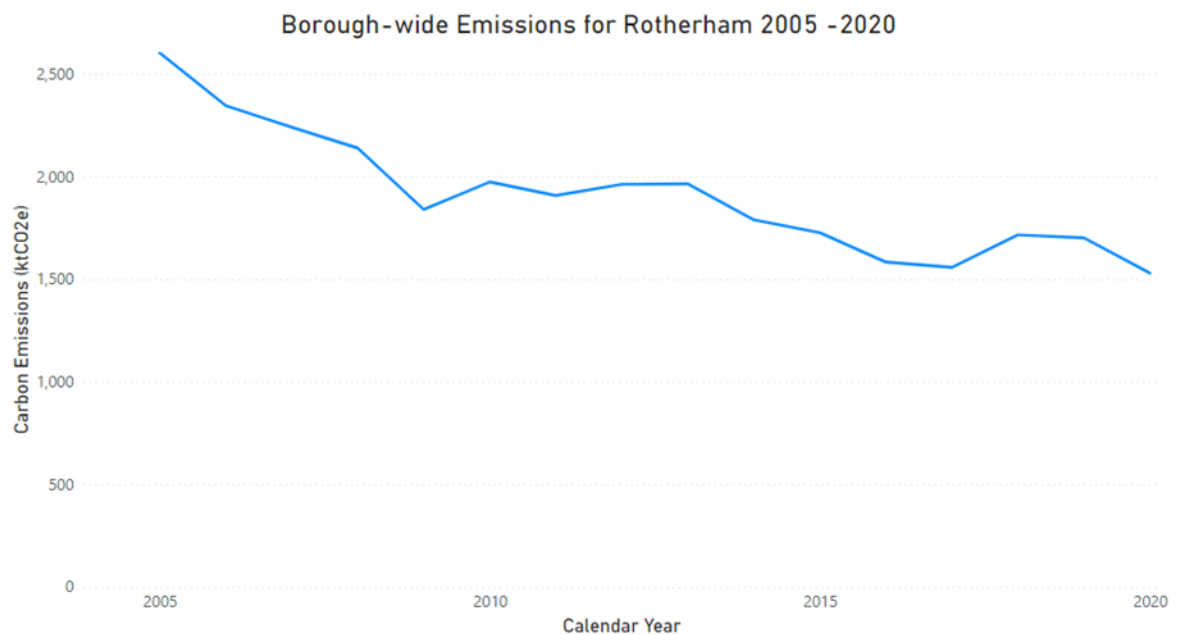


Figure 2: Borough-wide emissions have reduced by 41% between 2005 and 2020, with an average annual reduction of 3%.

4.8 Further information on the make-up of Rotherham Borough's carbon emissions is presented in Appendix 3.

5. Opportunities and key objectives for 2023/2024

5.1 The increase in resource within the Climate Change Team widens the breadth of actions that can be undertaken and will allow for greater progress towards Rotherham's Net Zero targets. It also provides an opportunity to support community level projects, though Council wide decarbonisation plans should remain a focus initially.

5.2 The following cross-Council objectives are recommended for the 2023- 2024 work programme:

1. Creation of an asset-level roadmap to net zero alongside asset management, and other parts of the Council to establish a framework for climate change action within Rotherham Council ensuring that the Council records CO₂ reductions from projects that are delivered.
2. Continued delivery of buildings and fleet decarbonisation where funding is available.
3. Identification of additional and future funding opportunities to support decarbonisation, offsetting, and engagement activities.
4. Roll out carbon literacy training to all key officers and interested internal stakeholders (as identified by the training plan) by November 2023.

5. Creation of a short, medium and long-term integrated climate and nature action plan for Rotherham by April 2024 based on scenario-based projection modelling to achieve Rotherham's net zero targets.
6. Involvement in the Yorkshire & Humber Climate Commission adaptation pathway work to develop plans to tackle potential climate changes impacts within the borough by April 2024.
7. Undertake a review of procurement policy against best practice sustainability guidelines to identify changes to support both reductions in single use plastics and achieving net zero targets. This should include embodied carbon reductions as well as operational carbon. Plan to be in place by end of 2023.
8. If approved, deliver proof of concept solar PV farm by the end of 2024.
9. Continue to support the private sector led Templeborough heat network if funding bids are successful.
10. Production of a net zero standard for decarbonisation of new and refurbished Council owned buildings with a demonstration model utilising current and emerging technologies by end 2023.
11. Continued delivery of Council housing net zero plan via leveraging funding opportunities and reporting on progress towards delivery of EPC C for all Council houses by 2030.
12. Develop commercial waste recycling offer.
13. Plant 10,000 new woodland trees and 500 new urban trees throughout the 2023/24 planting season.
14. Commission i-tree ECO survey of the whole borough to document the value of Rotherham's natural resources, including carbon sequestration potential by August 2024.
15. Roll out communication and engagement plan throughout 2023 and 2024 to develop internal and external awareness of climate change.
16. Implement planning policy to ensure Biodiversity Net Gain compliance.

5.3 Progress will continue to be reported annually to Cabinet and monthly as part of the Climate Change Project Board, with the Big Hearts Big Changes: One Council Project governance structure providing strategic and operational oversight.

6. Single Use Plastics

6.1 This is the first year that single use plastics monitoring has been incorporated into the wider climate change reporting structure following its handover in November 2022.

6.2 A full property audit has been undertaken by Asset Management Building Managers to scope out the baseline for this work and to identify opportunities for improvement.

- 6.3 Work has already been undertaken to reduce single use plastics within cleaning supplies and other Council services including through the provision of paper (or re-useable) rather than plastic cups where necessary. Covid-19 has served to increase the use of single use plastics, particularly from a cleaning perspective and therefore consideration may need to be given to the impact of removal versus hygiene.
- 6.4 The audit has highlighted the following areas for focus during 2023; disposable catering supplies and condiment sachets, cling film, hand soap, disposable protective equipment such as gloves and aprons. Some of these pieces may be required by service users and as such a direct and immediate removal would not be appropriate, especially when considering personal protective equipment where replacing with launderable alternatives would have financial and logistical costs. The program of works for 2023 will therefore involve consultations with individual services, supply chain and where appropriate the union to identify appropriate solutions.
- 6.5 The building audit indicates that plastic bottles and cups are less prevalent within Council operated sites, and where present are largely for visitor use. This is positive as it shows an overall awareness of the need to reduce single use plastics across the Council.
- 6.6 The action plan sets out that the Council will therefore work towards:
- Ending the provision of unnecessary single use plastics across council buildings and events
 - Providing a supportive internal policy environment to allow appropriate purchasing with reducing single use plastics in mind
 - Using recycled or re-usable plastics where plastics use is currently unfeasible
 - Developing internal and external awareness campaigns to reduce the use of single use plastics across the Borough
 - Supporting our residents to take action
 - Working in partnership with our supply chain and partners to develop innovative solutions to reduce single use plastic use.
- 6.7 See Appendix 4 for planned action for 2023.

7. Options considered and recommended proposal

- 7.1 It is recommended that Cabinet:
1. Approve the Climate Change Action Plan in Appendix 2 including nature crises and adaptation actions, noting the key achievements and opportunities summarised in Appendix 1 and sections 2 and 5 of this report.
 2. Approve the Single Use Plastic Action Plan in Appendix 4.
- 7.2 No alternative options are recommended, as it has been agreed that an Annual Report will be produced to ensure effective monitoring of actions, in response to the Climate Emergency. Larger projects and procurements will be submitted for separate consideration.

8. Consultation on proposal

- 8.1 The creation of the action plans contained in Appendix 2 and 4 continue to be collaborative and have been developed by Climate Change Leads from the relevant departments across the Council. The Climate Change Project Board is still operational and forms part of the wider Big Hearts, Big Changes programme of work
- 8.2 The Rotherham Youth Cabinet have also demonstrated their interest in becoming more involved with Rotherham's climate change agenda, particularly from an education and awareness perspective. The Youth Cabinet have set out some key recommendations which have been incorporated within this plan.

9. Timetable and Accountability for Implementing this Decision

- 9.1 Actions contained within this report will be monitored monthly by the Climate Change Board and reported upon annually to Cabinet.

10. Financial and Procurement Advice and Implications

- 10.1 There are no direct financial implications arising as a result of this update report. The work to be undertaken as outlined within the report will be funded within the Council's existing revenue and capital budgets. Where additional Council funding is required to deliver the objectives of the Climate Change workstream, this will need to be identified as part of the Council's annual budget setting process.
- 10.2 As projects are developed with an intention to engage third party organisations, it is imperative that Services give appropriate consideration in the development of the specification to climate change and the Council will need to ensure all procurement activity is undertaken in compliance with Public Contracts Regulations 2015 (as amended) and the Council's own Financial and Procurement Procedure Rules.

11. Legal Advice and Implications

- 11.1 There are no direct legal implications arising from this report.

12. Human Resources Advice and Implications

- 12.1 Human resource implications are detailed within section 2.2 of this report. A Human Resources representative is included within the Climate Change Project Board to ensure any human resources implications are captured early.

13. Implications for Children and Young People and Vulnerable Adults

- 13.1 There are no specific impacts of this report on Children, Young People or Vulnerable Adults, though climate change in general can have a disproportionate impact on these groups.
- 13.2 In addition, 'Climate Anxiety' is on the rise, with a recent global study by the University of Bath indicating that approximately 45% of the children and young people studied felt their feelings about climate change negatively impacted their daily life and 75% felt the future was frightening. 83% thought that previous generations had failed

to take care of the planet. The key findings of this study identify an urgent need for further research and climate action but also for continued engagement with these groups to offset the impact of negative media. The need for educational psychologists to understand this area may increase in the future. Therefore, Children's and Young People's Services and the Rotherham Youth Cabinet are considered important stakeholders for children and young people within the borough and will continue to be involved where they wish to be so with the climate programme.

- 13.3 From late 2023, the Care Quality Commission will require the Council to evaluate and seek to reduce its environmental impact in relation to Adult Care. The Climate Change Team will engage with Adult Care to ensure that these requirements are fulfilled.

14. Equalities and Human Rights Advice and Implications

- 14.1 As per the Equalities Impact Assessment in Appendix 5 there are no direct implications for equalities and human rights as part of this report due to its administrative nature. However, climate change impacts have the potential to adversely affect certain groups to a greater degree than others. For example, those benefitting from higher incomes will be able to recover from flooding events and increasing food and energy prices through the procurement of 'solutions' whereas those on low incomes will not be able to.
- 14.2 Equality impacts may arise as the programme of works develops and as such consideration of equalities and human rights at the project level should continue throughout development, consultation, and engagement to understand the potential impacts. Equality Impact Assessments will be undertaken before implementation of change or significant programmes of work particularly when planning adaptative measures for Council services or buildings in relation to climate change impacts.

15. Implications for CO2 Emissions and Climate Change

- 15.1 Climate change poses a significant threat to environments, individuals, communities, and economies on local, national, and international scales. In recognition of this the Council has aimed to be net zero as an organisation by 2030, and for Rotherham as a whole to achieve the same position by 2040. The intention of this document is to report upon progress towards these commitments and to provide a high-level plan for activities within 2024.
- 15.2 The report itself will have no impact on carbon emissions but the identified actions either have already or will result in a reduction of Rotherham Council's and the Rotherham Borough's carbon emissions. This includes actions designed to raise awareness of climate change and the personal actions that can be taken to reduce carbon emissions.
- 15.3 The associated Carbon Impact Assessment is available within Appendix 6.

16. Implications for Partners

- 16.1 Stakeholder interest in climate change is increasing generally. RMBC already has partner organisations focussed on developing relationships and regional programmes

of work within the climate change arena. Connections with these networks including several formal partnerships including the South Yorkshire Mayoral Combined Authority, Yorkshire and Humber Climate Commission, Rotherham Together Partnership, the Regional Sustainability Partnership and the Rotherham Food Network.

- 16.2 However, as plans develop it is expected that further partners, local businesses, supply chain and community groups may be identified with a keen interest that will further the climate agenda and increase impact Borough wide. Partnership working should be encouraged to increase knowledge, sharing of best practice, potential for successful application for grant funding and increases in the availability of local green jobs.
- 16.3 Stakeholder mapping will form a portion of the work programme for each workstream to ensure appropriate partners are selected.

17. Risks and Mitigation

- 17.1 Climate change is one of the greatest challenges of our time, which is reflected in the Council's declaration of climate and nature emergencies and its subsequent ambitious net zero commitments.
- 17.2 Decarbonisation will have immediate financial implications, though with long term gains regarding pollution reduction, energy stability and regional resilience. To mitigate this, part of the early activity for 2023 will include research into funding options covering both Council decarbonisation, ecological regeneration and community grant funding which will support a more holistic approach to climate change management Borough wide.
- 17.3 There are also several areas where there may not yet be widely available technologies or financially feasible options for retrofit or replacement. These risks include housing retrofit, HGV and large fleet vehicles, and decarbonisation of the national power grid. It is important for the climate change team to manage these risks by continued regional engagement with academics and other local authorities so that timely implementation can be undertaken when needed.
- 17.4 The impacts of climate change will increase in severity as the earth warms. Changes in the prevalence of flooding, extreme heat events and storms may pose a risk to infrastructure and public health throughout the UK and globally. Mitigation for this risk will be in the form of application of learning taken from research and planning for extreme events. The Climate Change Manager will take part in the Yorkshire and Humber Climate Commission's Adaptation Programme to learn best practice that can be applied to Rotherham in the future.

18. Accountable Officers

Paul Woodcock, Strategic Director of Regeneration & Environment
Jonathan Marriott, Head of Asset Management
Louise Preston, Climate Change Manager

Approvals obtained on behalf of Statutory Officers: -

| | Named Officer | Date |
|--|----------------------|-------------|
| Chief Executive | Sharon Kemp | 06/03/23 |
| Strategic Director of Finance & Customer Services (S.151 Officer) | Judith Badger | 02/03/23 |
| Assistant Director, Legal Services (Monitoring Officer) | Phillip Horsfield | 02/03/23 |

Report Author(s):

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

Appendix 1: Climate Change Action Plan Progress Report

A short-term action plan was created in October 2022 as an interim measure to maintain momentum whilst the new Climate Change Team was onboarded. A summary is provided of the actions and progress to date is provided below.

| BRAGG STATUS 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 |

OVERARCHING ACTIVITY

Summary: The primary focus for 2022/23 has been the establishment of a dedicated climate change team and the further development of existing baseline carbon emissions data, reporting and planning across Council services.

| PRIORITY AREA | KEY ACTIONS 2021/22 | TARGET DATE | SERVICE AREA | PROGRESS UPDATE | BRAGG RATING |
|--------------------------|---|-------------|---------------------|---|--------------|
| Monitoring and Reporting | Continue to develop baseline data | Ongoing | Climate Change Team | <p>A carbon emissions baseline for the 2018/19 reporting year has been established.</p> <p>A Scope 3 Data Action Plan has been created and is in progress, setting out a guide to capturing Scope 3 emissions. Baseline data further developed to include scope 3 carbon emissions arising from Council staff commuting, working from home and water usage.</p> <p>Year-on-year carbon budget established and BAU emissions forecasting introduced, creating the foundations for future data projection modelling of a “roadmap to net zero.”</p> | |
| | Introduce carbon impact assessments for all Cabinet reports | March 2022 | Policy | <p>It is now standard practice for Cabinet reports to include a carbon impact assessment.</p> <p>A review and evaluation of carbon impact assessments is planned for 2023/24.</p> | |
| | Recruitment of a new Climate Delivery Team | Sept 2022 | Asset Management | The Principal Climate Change Officer, Climate Change Officer and Climate Change Manager have been recruited and are embedded within the Asset Management Service. | |
| Awareness Raising | Monitor and report CO ₂ emissions publicly | March 2022 | Climate Change Team | The Council's carbon emissions baseline is now published on the Rotherham Data Hub. | |
| | Deliver climate change and | March 2023 | Climate Change Team | Briefings have been delivered, to support officers completing carbon impact assessments. | |

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|--|---|--|--|--|--|
| | energy awareness training for Council staff | | | An initial trial of Carbon Literacy training has been successfully piloted, with a view to roll out this trial training to priority groups imminently. The new Climate Delivery Team will take this forward. This action, including assessment of a wider workforce roll out has been carried forward to 2023/2024 delivery. | |
|--|---|--|--|--|--|

ENERGY

Summary: Decarbonisation activity continues across the Council property portfolio including two bids for PSDS funding which are currently awaiting a response.

| PRIORITY AREA | KEY ACTIONS 2021/22 | TARGET DATE | SERVICE AREA | PROGRESS UPDATE | BRAGG RATING |
|-------------------------|--|-------------|--------------|---|--------------|
| Decarbonising Buildings | Develop a site decarbonisation plan and implement energy efficiency upgrades | Ongoing | Energy Team | Plan developed and detailed site surveys. Undertaken for the application for PSDS funding to decarbonise operational buildings. Currently awaiting results. A Rotherham renewable energy concept to supplement renewable energy use and offset increased electrification of Council buildings has been developed. A business case to award a service delivery contract for decarbonisation has also been developed. | |
| | Continue to support the private sector led development of Templeborough heat network | Ongoing | Energy Team | Continued support provided to the private sector led development of Templeborough heat network / Rotherham Energy Network (REN). | |

TRANSPORT

Summary: Extensive transport research and development has been the main focus in the last year, exploring the feasibility of making the Council's own fleet greener, identifying suitable locations for EV charging infrastructure and using data-driven solutions to better understand the sources of transport emissions across Rotherham.

| PRIORITY AREA | KEY ACTIONS 2021/22 | TARGET DATE | SERVICE AREA | PROGRESS UPDATE | BRAGG RATING |
|-----------------------------------|--|-------------|--------------------------|--|--------------|
| Promote Electric Vehicle Charging | Further expansion of electric vehicle infrastructure and support for uptake. | Ongoing | Energy & Transport Teams | Quality analysis of customer experience at existing public installations and change of Management System provider for improved customer satisfaction. Collaboration with SYMCA / ARUP on joint MCA project, scoping, sites and procurement. Scheme in progress for the delivery for up to 6 sites offering 6 Fast + 12 Rapid charging bays. | |

| | | | | Final analysis of site selection to deliver 2 residential charging hubs, plus further installations planned in collaboration with Towns & Villages projects. | |
|--|---|----------------------|--------------------|--|--------------|
| Transport Planning and Data | Delivery of cycling and public transport infrastructure: £12m worth of improvements for public transport, walking and cycling | As per project plan. | Transport planning | <p>Baselining work was completed in Summer 2022, and is now published as an attachment to the Joint Strategic Needs Assessment (https://www.rotherham.gov.uk/data/downloads/file/7/transport-co2-emissions-in-rotherham).</p> <p>Cycleways on Broom Road, Sheffield Road and between Wath and Manvers have been developed to Full Business Case. Projects at Moor Road Manvers and Broom Road were approved for delivery in late 2022, with funding decisions expected from South Yorkshire Mayoral Combined Authority in March 2023 for Sheffield Road.</p> <p>Work has commenced on the improved footbridge to Forge Island, with opening to the public forecast as part of the wider Forge Island redevelopment to occur in 2024.</p> | |
| Fleet transport | Rollout of telematics | March 2023 | Fleet Transport | Telematics package trialled, with data now available. Driver training team roles now recruited and work underway to develop a "Safe, fuel-efficient driver (SAFED) training programme" with a view to rolling out across the Council's fleet of drivers throughout 2023. | |
| | Timeline for fleet for a low carbon fuel fleet conversion | March 2023 | Fleet Transport | <p>Work to assess the current condition of the fleet has been undertaken to understand the extent of the initial replacement phase required.</p> <p>Fuel data has been obtained and analysed, to baseline the carbon impact of the existing fleet of vehicles.</p> <p>A separate Fleet Plan cabinet report will be submitted in 2023.</p> | |
| HOUSING Summary: Progress continues to be made in increasing energy efficiency within Council housing. The coming year will build upon these achievements through the development of delivery plans to dramatically increase Council housing energy efficiency by 2030. | | | | | |
| PRIORITY AREA | KEY ACTIONS 2021/22 | TARGET DATE | SERVICE AREA | PROGRESS UPDATE | BRAGG RATING |
| Zero carbon housing | Implement the high-level plan to zero carbon for Council housing | Ongoing | Housing | Development of a high-level plan for Council housing which considers short, medium, and longer term actions. Initial targets set for EPC C by 2030 for all council housing. | |

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| | | | | <p>There has been an overall increase of average stock EPC rating from a Band D to Band C.</p> <p>Secured funding of £1.2m to assist with the delivery of energy efficiency measures (External/Cavity Wall/Loft Insulation, A rated windows and doors, draft proofing, ventilation) to 142 properties in Maltby. Retrofit assessments have been undertaken and work to cavity wall insulation has commenced, the remainder of works will be undertaken in 2023. The aim of the project is for all properties to meet at least an EPC Band C rating.</p> <p>Successful delivery of a scheme of works to 217 properties in The Lanes, East Herringthorpe under LAD1B funding. The Council secured £1.14m through the Green Homes Grant – Local Authority Delivery (LAD) scheme to bring 217 properties up to a “Band C” Energy Performance Certificate rating.</p> | |
| | Establish housing stock emissions baseline | March 2022 | Housing | Established the Council's housing stock emission baselines by utilising Parity software with existing data on Council owned housing stock. (As of April 2022 - 57,000 tonnes of carbon across 20,040 residential assets) | |
| Community energy support scheme | Continue to run the Community Energy Support Scheme | Ongoing whilst funding is available | Energy Team | <p>Through the scheme the Council has now established a community energy network in Rotherham with several partner organisations.</p> <p>Over 530 1 to 1 support appointments conducted in the last 12 months with Rotherham residents.</p> <p>Improvements to be signed off on over 250 properties in the borough via the ECO 4 scheme.</p> | |

WASTE

Summary: 2022/23 has been focussed on the exploration of future strategies and technologies which will optimise the way in which commercial and household waste is processed.

| PRIORITY AREA | KEY ACTIONS 2021/22 | TARGET DATE | SERVICE AREA | PROGRESS UPDATE | BRAGG RATING |
|-----------------------|---|-------------|--------------|--|--------------|
| Waste from households | Review the South Yorkshire Waste Strategy | March 2022 | Waste | Review of the South Yorkshire Waste Strategy conducted to ensure reflection of the Council's NZ30 and NZ40 ambitions. Progress over the last year has been limited due to delays at a central government level in responding to consultations on the Waste and Resource Strategy for England. Detailed work on the development of a new strategy is on hold. | |

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|------------------|--|------------|-------|--|--|
| | | | | Route optimisation is being progressed to ensure maximum efficiency of rounds and routes. | |
| | Recycling improvement and contamination reduction | Ongoing | Waste | Pilot for behaviour change undertaken by HUBBUB across BDR, the results of which are currently being analysed. Actions to be determined as a result of the analysis. | |
| Commercial waste | Set out and deliver plans to introduce recycling to the Council's commercial waste offer | March 2023 | Waste | Continued review of current services, including process mapping and commencement of digitisation of existing service. Pilot launched in Hellaby for internal customers. Additional recycling offer is currently in development and will be rolled out in 2023/2024 | |

BUILT AND NATURAL ENVIRONMENT

Summary: The planting of new trees across Rotherham continues to be a priority, alongside the revision of key planning documents relating to climate change adaptation and mitigation.

| PRIORITY AREA | KEY ACTIONS 2021/22 | TARGET DATE | SERVICE AREA | PROGRESS UPDATE | BRAGG RATING |
|------------------------|--|-------------|--------------|--|--------------|
| Planning | Partial update to the Local Plan Core Strategy | August 2022 | Planning | Critical friend review of the Core Strategy Partial Update draft consultation document completed. Uncertainty around government reform of the planning system presents a lack of clarity over the strategic direction of national policy, risking abortive work. | |
| | Introduction of Supplementary Planning Documents (SPD's) | August 2022 | Planning | Supplementary Planning Documents (SPDs) relevant to climate change adopted: <ul style="list-style-type: none"> Natural Environment Transport Assessments, Travel Plans and Parking Standards Further SPD enhancement including, Biodiversity Net Gain, Trees, and Soils SPDs will be included in the 23/24 plan. | |
| Green spaces and trees | Appointment of a Trees and Woodlands Engagement Officer | March 2022 | Green spaces | A Trees and Woodlands Engagement Officer was appointed early in 2021/22 and has since led public engagement on tree planting and administration of new woodland creation. | |

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|--|---|------------|--------------|---|--|
| | Adoption of the Tree Management Policy | March 2022 | Green spaces | <p>The Council's Tree Management Protocol & Guidance was adopted in 2021. It sets Key Targets for tree planting.</p> <p>Targets were 500 urban trees and 10,000 woodland trees to be planted on average annually. 390 urban trees and over 21,000 woodland trees were delivered. As per February 2023 trees planted during the 2022/2023 planting season include 7166 woodland and 257 urban trees.</p> | |
| | Development of a Tree Planting Strategy | March 2023 | Green spaces | Funding has been awarded for an I-tree survey which will detail carbon sequestration potential for the borough and for the development of the Tree Planting Strategy. | |

INFLUENCE AND ENGAGEMENT

Summary: This year has focussed on developing relationships with external partners and stakeholders which have a bearing on the strategic Climate Change Communications Plan developed.

| PRIORITY AREA | KEY ACTIONS 2021/22 | TARGET DATE | SERVICE AREA | PROGRESS UPDATE | BRAGG RATING |
|---------------|---|-------------|-------------------------------------|---|--------------|
| Procurement | Develop Emissions Considerations as part of the procurement process | March 2023 | Procurement and Climate Change Team | <p>Carbon emissions have been developed as a consideration under the Council's Social Value policy. Climate change is also included in the Council's pre-procurement business case for Service Areas to give consideration this agenda. Non-scored questions are built into tender documents to help build an understanding of where the Council's supply base are with supporting the climate agenda.</p> <p>Further approaches to reducing emissions through procurement are to be explored. Next steps to be included in 23/24 plan.</p> | |
| Communication | Develop a climate emergency communication plan | March 2023 | Climate Change Team | <p>A Climate Emergency Communication and Engagement Plan has now been developed.</p> <p>Whilst engagement to date has been largely via the climate change leads and discussions via the Carbon Impact Assessment process the Communications Plan will promote good climate, low emission practice within the Council and amongst, groups, businesses, residents, partners.</p> | |

| | | | | | |
|---------------------|---|---------|---------------|--|--|
| Regional Engagement | Continue to play an active role regionally and nationally on the climate agenda | Ongoing | Climate Leads | <p>The Council is engaged with regional and national partners through the, the South Yorkshire Mayoral Combined Authority, South Yorkshire Sustainability Centre, the Yorkshire and Humber Climate Change Commission, the Local Government Association and other groups at the local and regional level.</p> <p>Initial engagement and interest gauged with Youth Cabinet on a more collaborative engagement to support the provision of appropriate communications and education to young people across various settings.</p> | |
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Appendix 2: Climate Change Action Plan 2023/24

The action plan below details climate change actions planned during the 2023/2024 period. Where actions are expected to overlap financial years, these are indicated in the 'Target date' section.

| PRIORITY AREA | KEY ACTIONS 2023/2024 | TARGET DATE | SERVICE AREA |
|--------------------------|--|-------------|--|
| Monitoring and Reporting | Further develop accounting for scope 3 emissions arising from procurement activities and waste generated from Council operations in baseline and annual reporting data. | Dec 2023 | Climate Change Team |
| | Use of scenario-based projection modelling to create a “roadmap to net zero,” outlining future projects/initiatives, their annual carbon savings, financial costs and projected future energy savings. | March 2024 | Climate Change Team |
| | Development of an internal Climate Change Power BI Report Server to house and share key Climate Change Data including baselines, annual reports and projections. | March 2024 | IT |
| Training | Investigate whether changes to the climate change impact assessments could improve accuracy of completion, general awareness and user friendliness. | March 2024 | Climate Change Team |
| | Carbon literacy training to be rolled out across the Council , including in-person workshops and e-learning modules. | Ongoing | Climate Change Team |
| Management | Develop a mid to long term action plan scoping the full programme of decarbonisation works from 2023 to 2030 and 2040. This will allow for identification of gaps and should also consider work required in relation to the nature crisis and climate adaptation works necessary. | March 2024 | Climate Change Team & Climate Change Leads |
| | Ensure Nature Crisis workstreams are fully integrated within the Climate Change work programme for reporting in 2024. | March 2024 | Climate Change Team and Partners |

Appendix 2: Climate Change Action Plan 2023/24

| PRIORITY AREA | KEY ACTIONS 2023/24 | TARGET DATE | SERVICE AREA |
|-----------------------------------|---|-------------------------------|--------------------------|
| Decarbonising Buildings | Continued delivery of the proof-of-concept self-generated green electricity scheme to the Rotherham portfolio to enable a reduction in grid supply reliance; installation and operation to be completed in the coming years. | Ongoing | Energy Team |
| | Develop a building decarbonisation standard and working group for new and refurbishment of existing Council buildings to achieve delivery of NZ30. | March 2024 | Energy Team |
| | Continue to support the private sector led development of Templeborough heat network | Ongoing – Private sector led. | Energy Team |
| Net Zero Modelling | Undertake a full decarbonisation modelling on a selected building to fully demonstrate the process utilising current and emerging technologies. This will allow assessment of indicative impact on costs subject to market changes. | TBC | Energy Team |
| Community Energy Support Scheme | Continue to promote and support the Energy Company Obligation 4 (ECO4) scheme and support residents to reduce energy and cost. | Ongoing whilst funding lasts. | Energy Team |
| PRIORITY AREA | KEY ACTIONS 2023/24 | TARGET DATE | SERVICE AREA |
| Promote Electric Vehicle Charging | Further analysis required to target areas of need for EV charging in relation to housing/EV density. | Ongoing | Energy & Transport Teams |
| | Continue roll out of EV charging infrastructure | Ongoing | Energy / Transport Teams |
| Transport Planning and Data | Funding options to be explored to facilitate a review of baseline model and allow further analysis and bridging of gaps in data | March 2024 | Transport planning |
| | Delivery of Sheffield Road cycleways (phases 2 & 3) | As per project plan | Transport Planning |

Appendix 2: Climate Change Action Plan 2023/24

| | | | |
|------------------------------|---|---------------------|---------------------|
| | Delivery of Broom Road cycleway | As per project plan | Transport Planning |
| | Delivery of Wath to Manvers cycleway | As per project plan | Transport Planning |
| PRIORITY AREA | KEY ACTIONS 2023/24 | TARGET DATE | SERVICE AREA |
| Zero carbon housing | Delivery of 3 zero carbon new build properties in Thrybergh (2x 2bed houses 1x 1bed bungalow). This project will help establish an energy efficiency specification for new Council homes to be carbon neutral. (This action is carried forward from 2022 to 2023) | Ongoing | Housing |
| | Develop delivery plan for achieving Band C for all Council houses by 2030. | March 2024 | Housing |
| | Complete Maltby SHDF project | March 2024 | Housing |
| | Gain approval for and implement a policy for tenants wanting to install renewable technologies to their homes at their cost. | March 2024 | Housing |
| PRIORITY AREA | KEY ACTIONS 2023/24 | TARGET DATE | SERVICE AREA |
| Waste from households | Development of high-level plan to deliver the new South Yorkshire Waste Strategy by April 2024. | April 2024 | Waste |
| | Contamination policies to be reviewed to assist in the reduction of contamination. | March 2024 | Waste |
| | Roll out of behaviour change campaign based on 21/22 HUBBUB Analysis | March 2024 | Waste |
| Commercial waste | Completion of route optimisation for commercial rounds and develop recycling offer | March 2024 | Waste |

Appendix 2: Climate Change Action Plan 2023/24

| PRIORITY AREA | KEY ACTIONS 2023/24 | TARGET DATE | SERVICE AREA |
|-----------------------------|--|-------------|---------------------|
| Planning | Partial update to the Local Plan Core Strategy including policies related to climate change. To be informed by the Council's October 2019 climate emergency declaration and May 2022 nature crisis declaration, and taking account of the critical friend review recommendations: <ul style="list-style-type: none"> • Refresh of the 2019 Core Strategy Review • Consultation on a draft revised Core Strategy | March 2024 | Planning |
| | Introduction of further SPDs relevant to climate change – SPDs elaborate on Local Plan policies, giving developers additional technical guidance, speeding up applications and resulting in better quality development for the community and environment. Adoption of further SPDs relevant to climate change: <ul style="list-style-type: none"> • Biodiversity Net Gain • Trees • Preparing a Soils Strategy | March 2024 | Planning |
| Green spaces and trees | Development of tree planting Strategy giving consideration to appropriate species delivery. Planting schemes should be more focussed on native plant species to enhance biological diversity but also needs to recognise the importance of non-natives in climate change resilience and disease tolerance. | March 2024 | Green spaces |
| | Planting 10,000 new woodland trees and 500 new urban trees. | March 2024 | Green spaces |
| | Commissioning of an i-tree ECO survey via Woodland Accelerator Funding. | August 2024 | Green spaces |
| PRIORITY AREA | KEY ACTIONS 2023/24 | TARGET DATE | SERVICE AREA |
| Employee Engagement | Deliver additional opportunities for internal awareness via the creation of an employee climate change sub-group for the change champions employee network. | March 2024 | Climate Change Team |
| Local & Regional engagement | Continue to engage with Yorkshire and Humber Climate Commission , exploring ways in which the Council can contribute to the borough's Circular Economy Initiatives. | March 2024 | Climate Change Team |

Appendix 2: Climate Change Action Plan 2023/24

| | | | |
|--|--|-------------------------------|--|
| | Further explore other local and regional engagement opportunities to share knowledge and resources for climate change mitigation and adaptation initiatives. Ensure local groups and individual wards needs are captured with regards to the climate agenda. | March 2024 | Climate Change Team |
| Children and Young People's Participation | Continue to engage the Youth Cabinet to hear their thoughts on the Council's plan and works in to 2023/2024. Involvement of Youth Cabinet in reviewing the climate change action plan. Feedback from cabinet on wider recommendations to be incorporated into workstream plan where feasible. | Ongoing | Climate Leads |
| Communication | Develop the website and intranet to include up to date and useful information to residents and employees. | March 2024 | Climate Change Team/ Communication Team |
| | Involvement in the Rotherham show to showcase progress made and increase climate awareness. | October 2023 | Climate Change Team/ Events |
| PRIORITY AREA | KEY ACTIONS 2021/22 | TARGET DATE | SERVICE AREA |
| Flood risk | Further development of the 6 priority Flood Alleviation Schemes as per existing reported plan. | Various - as per project plan | Drainage & Flood Risk Teams |
| Climate adaptation | Develop an updated risk assessment and climate adaptation work plan alongside other local authorities participating in the YHCC's Adaptation Work programme. Include a plan for monitoring and evaluating effectiveness. | Pilot by March 2024 | Climate Change Manager & Service Leads |

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Appendix 3: Baseline Carbon Emissions – Data Summary 2022

Net Zero 2030 – Council Emissions

Background

- In January 2022 the first baseline model was created for carbon emissions arising from Council operations during the reporting year 2019.
- Over the last year the initial baseline has been further developed and improved with the inclusion of water supply emissions, fugitive emissions, EV charging, fuel used in on-site electricity generation, staff commuting and home working emissions. See Table 1 for more detail.
- Annual reporting procedures have been introduced and comprehensive annual emissions reports have now been produced for the years 2020, 2021 and 2022.
- An initial “business as usual” forecasting model and carbon budget have also been introduced. As more data becomes available, this model will act as the framework upon which future short and long-term emissions projections will be built, measuring progress and creating a clear and quantifiable “roadmap to net zero.”

| Scope | Definition | Included in baseline/annual reporting | To be added to baseline/annual reporting |
|---------|---|---|---|
| Scope 1 | Emissions arising from sources that an organisation directly controls and is directly responsible for | <ul style="list-style-type: none"> • Gas used in Council buildings • Petrol & diesel used in Council fleet vehicles • Fugitive emissions | |
| Scope 2 | Emissions arising from the energy that an organisation purchases. | <ul style="list-style-type: none"> • Electricity used in Council buildings • Streetlighting • EV charging | |
| Scope 3 | Emissions arising from sources that are not directly under an organisation’s control, but that they are indirectly responsible for. | <ul style="list-style-type: none"> • Business travel • Staff Commuting • Home working • Water supply | <ul style="list-style-type: none"> • Purchased goods and services • Waste generated from operations |

Figure 1: Overview of scope components for calculation and reporting of Council operational emissions and progress on reporting inclusion.

RMBC Emissions in 2022

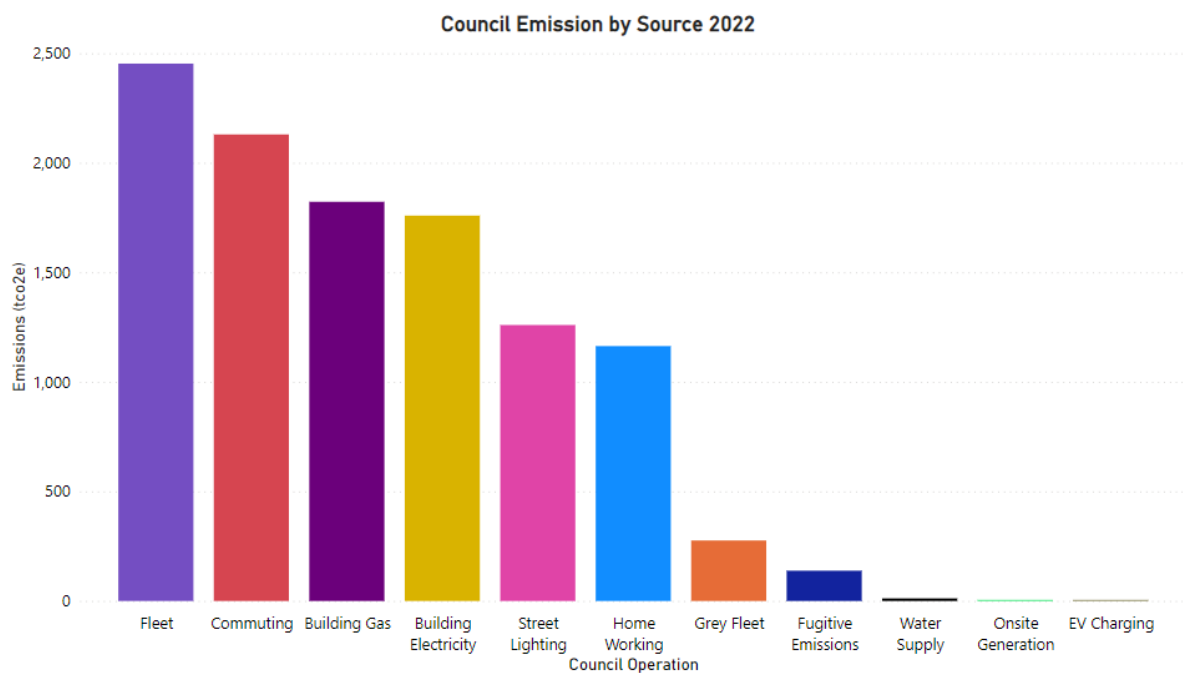


Figure 2: Council emissions by source.

Figure 2 identifies the primary emissions which are linked to the core operation of Council services. These include fleet, gas and electricity for building and street lighting. The inclusion of commuting and home working within the data has shown the significant impact of getting to work on Council emissions.

RMBC Emissions 2019 - 2022

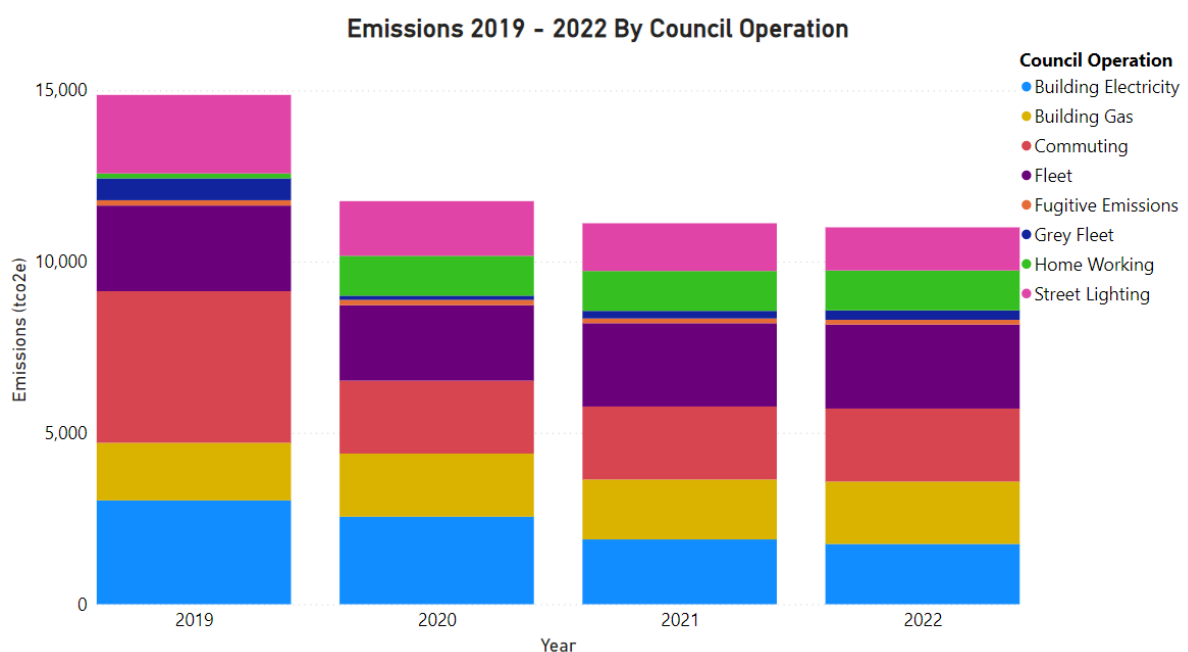


Figure 3: Council emissions by source between 2019 and 2022.

Total Council operational emissions have reduced since 2019 though this reduction has slowed slightly between 2021 and 2022 to approximately 1.2%.

| Emissions Scope | Emissions Source | 2019 Baseline Emissions (tco2) | 2022 Emissions (tco2) | Emissions Reduction 2019 – 2022 (tco2) | Fluctuation % 2019- 2022 |
|-----------------|-------------------------------|--------------------------------|-----------------------|--|--------------------------|
| SCOPE 1 | Building Gas | 1680.95 | 1822.42 | -141.47 | +8% |
| | Fleet | 2499.18 | 2453.20 | 45.98 | -2% |
| | Fugitive Emissions | 156.07 | 138.19 | 17.88 | -11% |
| | Onsite Electricity Generation | 13.99 | 3.04 | 10.95 | -78% |
| SCOPE 2 | Building Electricity | 3031.67 | 1759.23 | 1,272.44 | -42% |
| | Street Lighting | 2292.47 | 1259.82 | 1032.65 | -45% |
| | EV Charging | - | 0.51 | -0.51 | - |
| SCOPE 3 | Grey Fleet | 639.35 | 276.17 | 363.18 | -57% |
| | Home Working | 142.37 | 1163.63 | -1021 | +52% |
| | Staff Commuting | 4425.92 | 2129.8 | 2296.12 | -66% |
| | Water Supply | 30.63 | 11.70 | 18.93 | -62% |
| | TOTAL | 14898.87 | 11002.46 | 3865.78 | -26% |

Figure 4: A comparison of emissions between 2019 and 2022. Overall emissions are reduced by 26%

Between 2019 and 2022, carbon emissions arising from Council operations fell by over a quarter (26%). This was largely due to a reduction in electricity consumption from council owned buildings (1,272 tCO₂ reduction) and streetlighting (1,033 tCO₂ reduction). However, the biggest reduction in emissions came from staff commuting (2,296 tCO₂ reduction) as more staff have moved to hybrid working arrangements (see Figure 3 and 4).

There has likely been a substantial impact of COVID-19 on these figures as the years of 2020 and 2021 are considered anomalous due to the unusual government led policy changes in place. These restrictions have now been lifted and between 2021 (11,151.55 tCO₂) and 2022 (11,017.17tCO₂), total emissions have reduced by 1.2%. This provides a more accurate representation of the likely trajectory of emissions as the Council returns to pre-pandemic conditions.

Emissions Forecasting

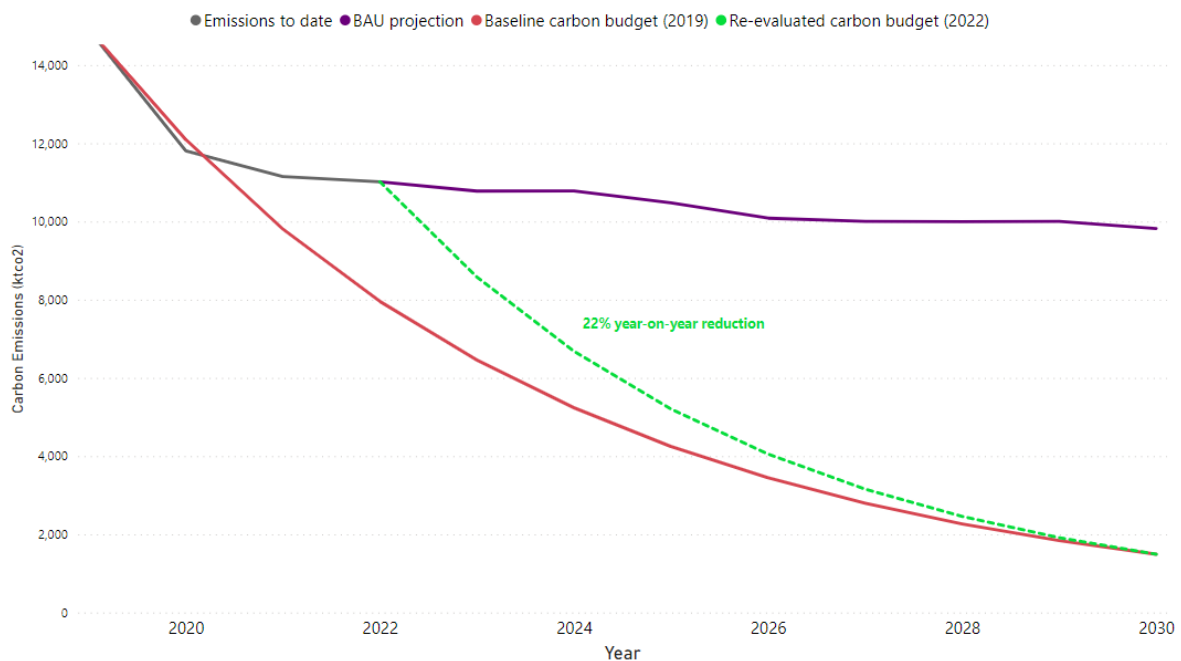


Figure 5: Emissions forecast considering 'business as usual' operations and carbon budget based on 2022 emissions data.

A carbon budget is recommended by the Green House Gas Protocol to place a restriction on the recommended annual carbon dioxide an organisation should emit between its baseline year and net zero target year. Carbon budgets (or cumulative multi-year goals, as they are often referred to) are recommended by the Greenhouse Gas Protocol's Mitigation Goal Standard, which is the most commonly used international standard for greenhouse gas reduction. The UK Government have adopted one for the UK's Net Zero by 2050 target. This budget also provides an indication as to whether the Council remains on track to meet its net zero targets and supports planning activities for the year ahead.

Although RMBC remained within the carbon budget in 2020, emissions in 2021 and 2022 have risen above the advised budget. Although emissions arising from Council building gas and electricity are expected to see a steeper drop in certain years than others (following specific decarbonisation activity due to allocation of funding), remaining within a refined carbon budget for the current year would require an average carbon saving of 22% each year between now and 2030.

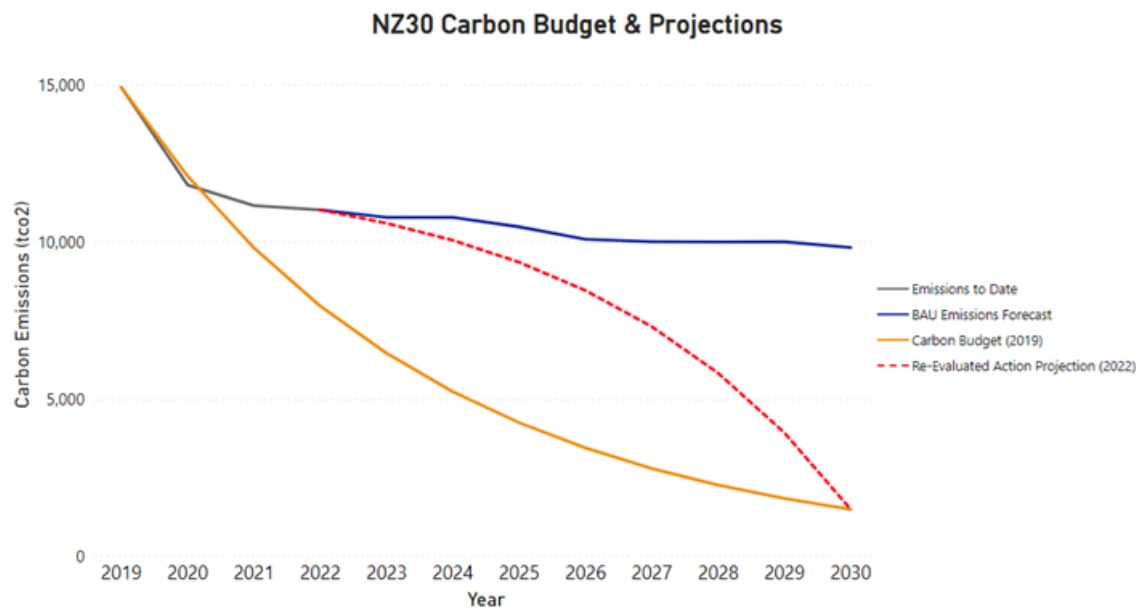


Figure 6: A re-evaluated action projection model based on realistic project implementation.

Figure 6 shows a more realistic projection modelling based on decarbonisation project plans and implementation time frames. This is based on the likelihood that carbon savings of each project will be realised retrospectively post project go-live and not necessarily in the year of implementation or payment. In addition, activities towards electrification where in-house green generation of power is not appropriate (e.g., solar panels) will produce carbon emissions until the national grid becomes decarbonised thereby creating a lag before positive impact. In these cases, the localised air quality benefits of removing gas combusting appliances will be observed before an impact on the carbon footprint is realised.

Net Zero 2040 – Borough-Wide Emissions

Background

- Since 2005 BEIS (Department for Business, Energy & Industrial Strategy) have annually published UK local authority and regional estimates of territorial carbon emissions.
- There is a two-year lag on the release of data, meaning the latest publication relates to emissions from 2020.
- 2021's BEIS data publication was used to inform the 2018/19 baseline for the Council's NZ40 target. Each annual release will be used to create an annual report to measure Rotherham's progress towards NZ40.
- Waste Management and Agriculture sectors have been added to the latest BEIS data release in 2021, as well as being retrospectively added to the data from previous years. This has allowed us to both include it within our most recent annual report and to retrospectively modify our 2018/19 baseline model.

Borough-Wide Emissions 2005 – 2020

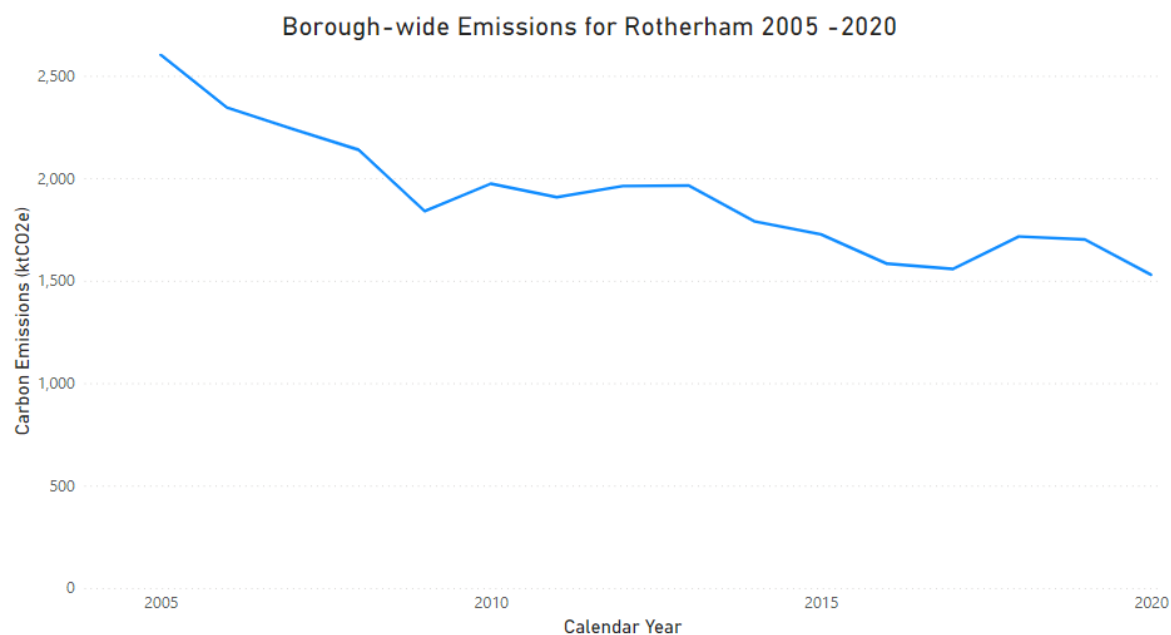


Figure 7: Emissions from within the Rotherham Borough between 2005 and 2020.

In the 15 years between 2005 and 2020, carbon emissions decreased by 41% from 1,529.07 ktCO₂e to 2,603.33 KtCO₂e with an average annual reduction of 3%.

Borough-wide Emissions 2019 vs 2020

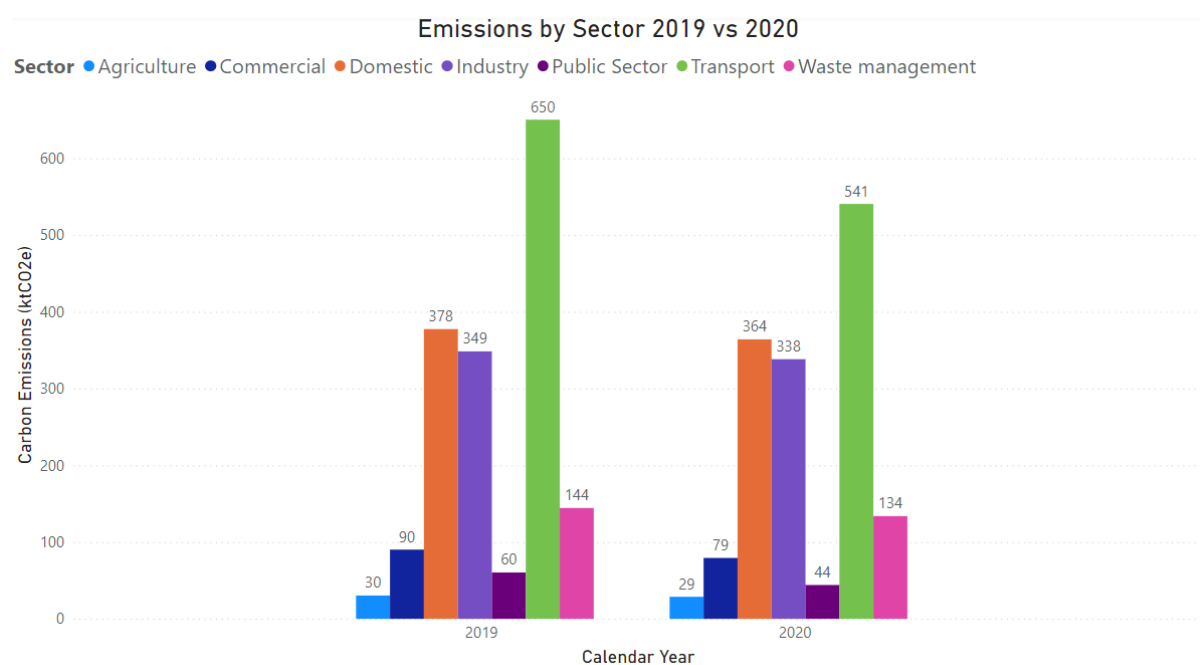


Figure 8: Sector based emissions 2019 vs 2020.

Overall CO₂ emissions between 2019 and 2020 decreased by 173 KtCO₂e – a 10.14% decrease. This is over three times the average annual reduction in emissions, which is largely due to the effects of the pandemic and subsequent lockdown measures put in place across the UK.

As would be expected, considering the lockdown rules which were introduced in February 2020, the sectors which saw the largest decline between 2019 and 2020 were those of transport (17% decrease) and commercial (12%).

With the existence of a two-year time lag on the data, there is much speculation as to how these figures may have changed as lockdown measures have eased. It is expected that there could be a substantial rise in emissions arising from transport.

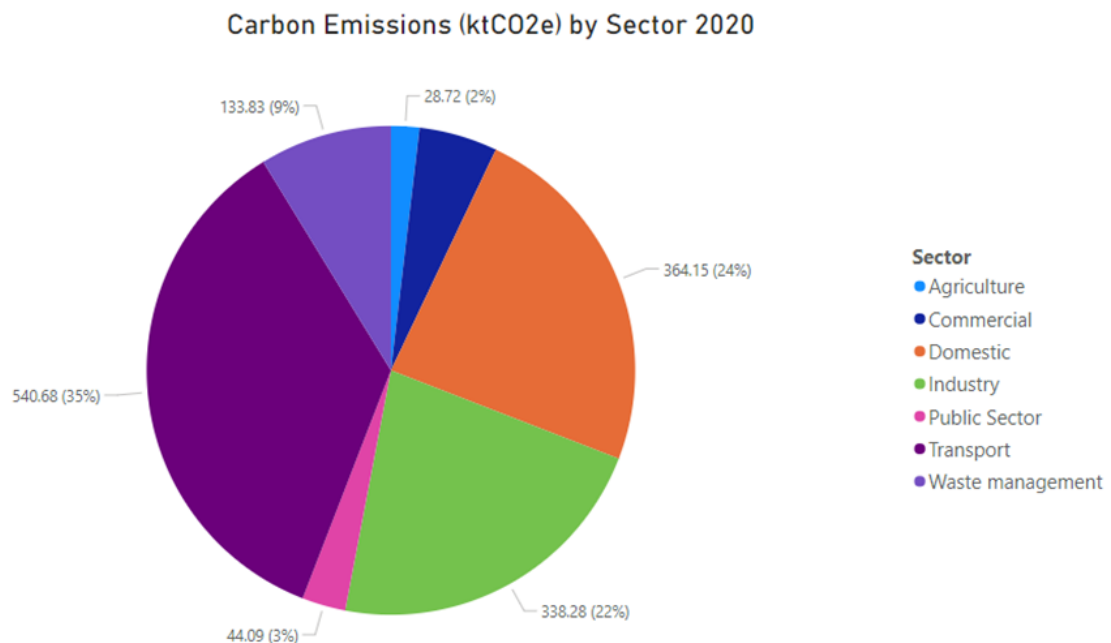


Figure 9: Sector make up of Rotherham's Carbon Emissions from 2020.

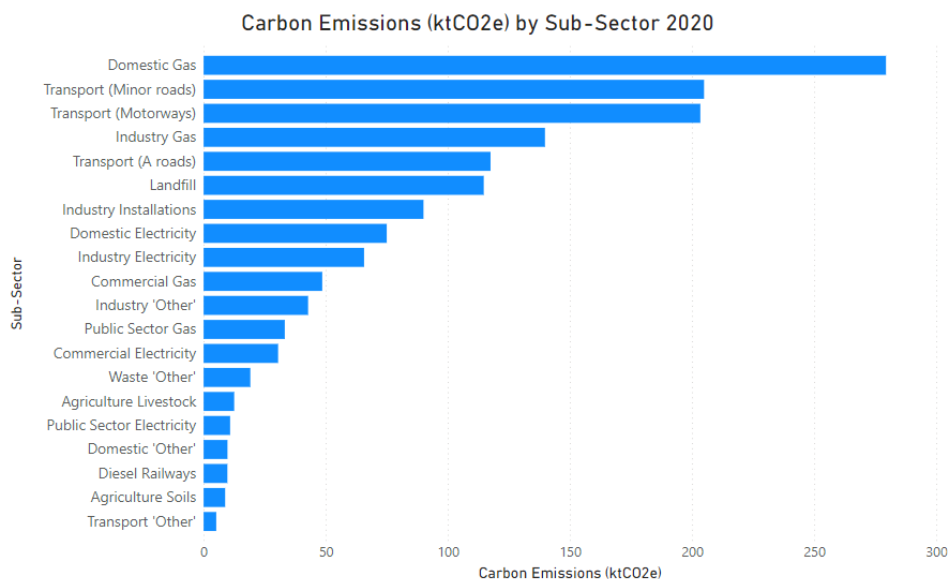


Figure 10: Sub-Sector Carbon emissions for Rotherham.

Figures 9 and 10 provide further information on the sector make-up of Rotherham Carbon emissions, including percentage composition of the total footprint for the borough. Transport, Domestic and Industry form the largest components indicating where action towards Rotherham Borough Net Zero 40 targets would be best placed.

Appendix 4 Single Use Plastic Action Plan 2023/24

Rotherham Metropolitan Borough Council recognises that single use plastics (SUP) are a threat to our natural environment and reducing such plastics are a key factor in reducing the Council's impact on the environment. This work is being aligned with the Council's Climate Change Action Plan as a reduction in single use plastics will also reduce the Council's indirect (scope 3) carbon emissions. This workstream also looks at recycling and waste management and as such this is not included within this plan. It is also recognised that some single use plastics may need to remain within certain services as suitable, economically viable replacements may not exist. For example, where PPE is used in caring for those in need. In these cases the Climate Change Team will document and continue to research these products so that innovations can be captured and brought into use at the earliest feasible opportunity.

The Council will therefore work towards:

- Ending the provision of unnecessary single use plastics across council buildings and events
- Providing a supportive internal policy environment to allow appropriate purchasing with reducing single use plastics in mind
- Using recycled or re-usable plastics where complete removal of plastic is currently unfeasible
- Developing internal and external awareness campaigns to reduce the use of single use plastics across the Borough
- Supporting our residents to take action
- Working in partnership with our supply chain and partners to develop innovative solutions to reduce single use plastic use.

Key progress 2022/23

- Asset management have undertaken an audit of all single use plastic within all 68 Council buildings.
- Replacement of plastic cups for paper alternatives throughout key locations within Council Buildings. Examples already implemented include paper cups for water at the Town Hall and re-usable cups at the Civic Theatre.
- Options for alternative products are currently being assessed for Rotherham's events.
- At present reducing single use plastic may be included within procurement activity if identified as a priority ad hoc by individual service areas. This is not currently monitored or reported upon as this is managed by individual services.
- Initial investigation into current the policy landscape has been undertaken.
- A Climate Change Communication Plan has been developed which will support work to increase awareness and communication across the Council in relation to SUP use.
- Work has been undertaken throughout 2022 via the BDR Community Education and Liaison Officer program to increase community awareness of various topics relating to recycling and reducing waste.

The action plan below sets out the longer term objectives, and actions planned for 2023/24.

| COUNCIL USE | | | |
|--|--|--|--------------|
| Objective | Key actions 2023/24 | Service | Target Date |
| Understand the Council's SUP provision. | Extend audit of buildings to include Council services and analyse results to identify specific departmental targets for reduction and removal. | Climate Change Team/ Service Leads | August 2023 |
| Remove use of any unnecessary SUP where feasible from Council use. | Set targets and monitoring for immediate removal or run down of specific unnecessary single use plastics where feasible alternatives exist. There may be situations where it is not yet feasible to remove some types of SUP e.g., PPE. These should be documented, justified and periodically reviewed. | Climate Change Team/ Service Leads | March 2024 |
| Work towards Council events being SUP free. | Work with supply chain to identify suitable options for replacement and calculate impact. Options available for delivery of this target may be limited by suppliers available and their supply chains. | Climate Change Team/ Events | March 2024 |
| Council contracts are free from unnecessary SUP provision | Work with individual services and suppliers to review and implement changes to new contracts where SUPs are provided e.g. vending machines through Facilities Management. | Climate Change Team/ Service Leads / Procurement support | March 2024 |
| | Procurement support may be required for advice on altering existing contract terms and conditions and on the best way to improve moving forward. | | |
| | Ensure single use plastic plates, trays, bowls* are no longer procured through Council contracts by October 2023. *Excluding pre-packaged food items at present. | Climate Change Team/ Facilities | October 2023 |
| POLICY | | | |
| Objective | Key actions 2023/24 | Service | Target Date |
| Council policies complement our ambition to eliminate SUPs | Integrate SUP into Climate Change Plan, ensuring that SUP objectives are embedded into other relevant policies and plans. | Climate Change Team | August 2023 |

| | | | |
|--|---|-------------------------------------|--------------------|
| | Develop and allow for consultation on a Single Use Plastic Policy to enhance measures already recommended within the Council's Social Value Policy. | Climate Change Team/ Policy | March 2024 |
| INTERNAL ENGAGEMENT | | | |
| Objective | Key actions 2023/24 | Service | Target Date |
| Ensure staff understand the impact of SUPs | Develop an e-learning module / toolbox talk for all staff about the impact of SUPs and how to minimise their usage. | Climate Change Team | December 2023 |
| Encourage staff to make informed decisions about what they use, and what they bring to their working environment | Create an internal Single Use Plastic Campaign to support staff to reduce their SUP use at home and at work. | Climate Change Team/ Communications | March 2024 |
| | Keep staff informed of best practice and initiatives through internal communications, e.g., by taking part in WRAP Recycling campaigns. | Climate Change Team/ Communications | March 2024 |
| ENGAGEMENT WITH OUR COMMUNITIES | | | |
| Objective | Key actions 2023/24 | Service | Target Date |
| Promote awareness of sustainable waste management practices | Continue to work with schools to provide educational workshops relating to waste and SUPs through linking into existing programmes | Waste via BDR Partnership | Ongoing |
| | Encourage schools to commit to reductions in single use plastic through awareness raising and signposting to appropriate schemes e.g., 'Plastic Free Schools' or 'Eco-schools'. | CYPS | March 2024 |
| Encourage communities to develop Single Use Plastic-free initiatives | Continue to promote community initiatives such as Love Where You Live. | Neighbourhoods | Ongoing |
| | Continue to utilise the BDR Community Education Liaison Officer (CELO) initiative. | Waste via BDR Partnership | Ongoing |
| | Develop a programme of works to encourage local businesses to sign up to go plastic free, ready for roll out in 2024/2025. | Climate Change Team | March 2024 |

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Appendix 5

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: Climate Emergency Action Plan | |
| Directorate: Regeneration & Environment | Service area: Asset Management |
| Lead person: Louise Preston, Climate Change Manager | Contact: Louise.preston@rotherham.gov.uk |
| Is this a: | |
| <input type="checkbox"/> Strategy / Policy | <input type="checkbox"/> Service / Function <input checked="" type="checkbox"/> Other |
| If other, please specify | |
| Annual report on Climate Emergency and indicate forward Climate Change Action Plan. | |

| 2. Please provide a brief description of what you are screening |
|---|
| This report outlines progress to date and includes actions for the 2023/2024 period in relation to Rotherham's action on climate change. This involves a cross-directorate working group targeting physical decarbonisation, awareness raising and plans to reduce impacts of climate change on the Rotherham Borough and Council services. |

Climate change has the potential to impact all people, and actions to mitigate these risks are likely to have a positive impact on communities and the individuals within them.

3. Relevance to equality and diversity

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

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

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

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

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

This report is primarily an update to existing plans with overarching themes of work included for moving forward which is required as part of Rotherham Council's commitment to reaching net zero by 2030, and the borough by 2040. Individual activities within these work streams will be reassessed as they arise.

Due to the need to reduce scope three emissions (indirect emissions through the goods the council procures) the report suggests a review of procurement policies and procedures to identify opportunities to bring procurement into line with sustainable procurement best practice. Any recommendations resulting from this assessment will be reported separately following its completion and an impact assessment on the proposals will be completed.

There is also the possibility that future components of the climate programme may result in equality impacts as the programme progresses. These will be assessed as they arise.

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?**

- **Key findings**

- **Actions**

| | |
|--|--|
| Date to scope and plan your Equality Analysis: | |
| Date to complete your Equality Analysis: | |
| Lead person for your Equality Analysis (Include name and job title): | |

5. Governance, ownership and approval

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

| Name | Job title | Date |
|----------------|------------------------|------------|
| Louise Preston | Climate Change Manager | 21/12/2022 |

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 | 21/12/2022 |
| Report title and date | Climate Emergency Action Plan – 20 th March 2023 |
| If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication | 20 th March 2023 |
| Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk | 09/01/2022. |

Appendix 6

| 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? | Decrease | Decarbonisation plan highlights 2023 changes expected to realise reductions in carbon emissions from council assets. | | | |
| Emissions from transport? | Decrease | Decrease in emissions expected through fleet replacement either by more efficient vehicles where ULEV are not suitable yet, or to ULEV where possible. | Providing further opportunities for active travel will reduce emissions making it easier for residents to choose low carbon modes of transport. | | |
| Emissions from waste, or the quantity of waste itself? | Decrease | | Small decrease expected through contamination management. | | |
| Emissions from housing and domestic buildings? | Decrease | 2023 forward plan has a small operational carbon reduction expected. | This will result in decreased overall carbon emissions from social housing stock and moving towards the borough NZ40 target. | | |

| | | | | | |
|---|----------|--|---|--|---|
| Emissions from construction and/or development? | Decrease | Measures to standardise building construction will result in a decrease in emissions when compared with current national guidelines. | | | All council owned properties are included within scope of the decarbonisation plan based on priority. |
| Carbon capture (e.g. through trees)? | Increase | | Tree planting expected to continue to high volumes. | | I-tree eco survey to be undertaken to understand better the value of Rotherham's natural assets. |

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

The report itself will have no impact on carbon emissions as its purpose is to report progress to date and suggest a program of works for the 2023 onwards period. However, the progress and future actions contained within will have substantial impact on the council's ability to achieve net zero by 2030 and the borough by 2040 respectively. An overview of the impacts of these changes is included in the table above.

A detailed report on Rotherham's baseline and current carbon emissions is included within the report.

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

A comprehensive monitoring of all council carbon emissions is underway including scope 3 which is becoming more accurate as more data becomes available.

| | |
|---|--|
| Supporting information: | |
| Completed by: (Name, title, and service area/directorate). | Louise Preston Climate Change Manager |
| 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 R. Cranch 10/10/2023 CIA026 |

Committee Name and Date of Committee Meeting

Cabinet – 20 March 2023

Report Title

Household Support Fund April 2023 – March 2024

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, then extended to 2022/23, has been extended again to 2023/24 through the Government's Autumn Statement, with £1bn of funding available in England.

Rotherham has been allocated £4.978m for the 2023/24 financial year and Government have provided detailed guidance setting out how the resource can be used. This guidance again sets out the expectation that the fund should be used to support vulnerable households.

This report provides recommendations for a provisional allocation of the £4.978m. Any variations arising from actual spend under each of the provisional allocations to be managed through adjusting the allocation made towards the Energy Crisis Support Scheme.

The report also provides the Council's proposed use of the business rates levy surplus distribution, announced by Government alongside the final local government finance settlement 2023/24. The Council's allocation from the business rates levy surplus distribution is £538,415 and relates to the financial year 2022/23. It is proposed to use the resource to support the Council's current Energy Crisis Support Scheme, that allows residents of the borough to claim £400 support towards the cost of their energy

bills, where the impact of those increased energy bills are placing them into financial difficulty.

Recommendations

That Cabinet agree:

1. That provisional allocations of the Household Support Fund Grant of £4.978m be made as follows:
 - a) £2.5m for food vouchers to children eligible for free school meals for school holidays up to and including Easter 2024.
 - b) £1.2m to cover the estimated costs of the Council's Local Council Tax Support Top Up Scheme.
 - c) £0.4m additional funding to top up the Council's Discretionary Housing Payments fund.
 - d) £0.563m to support applications from households for assistance with cost-of-living increases, through the Council's Energy Crisis Support Scheme.
 - e) £180k to provide additional tinned food to supplement the supplies available for crisis food parcels provided by local food banks and Community Food Members. This sum would also assist with supplies to social supermarkets, which is a supplement to the Crisis Support service level agreement.
 - f) £90k 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.
 - g) £45k to support local VCS organisations to support vulnerable households over Christmas / New year through a supplement to the Crisis Support service level agreement.
2. 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 provisional allocations.
3. £150,000 cost of living crisis grant funding from the South Yorkshire Mayoral Combined Authority is used to top up the allocation to Discretionary Housing Payments; of which, £50,000 will be utilised in the current financial year and the remaining £100,000 in 23/24.
4. To approve use of the Council's Business Rates Levy surplus distribution allocation of £538,415 to be used to support Energy Crisis Support Payments in 2022/23.

List of Appendices Included

Appendix 1 Equality screening

Appendix 2 Climate impact assessment

Background Papers

Household Support Fund grant allocation and guidance (DWP 21st February 2023)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

Household Support Fund April 2023 – March 2024

1. Background

- 1.1 The Household Support Fund (HSF), first introduced in 2021/22, then extended to 2022/23, has been extended again to 2023/24 through the Government's Autumn Statement with £1bn of funding available in England.
- 1.2 The 2023/24 Rotherham allocation is £4.978m.

2. Key Issues

- 2.1 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 March 2023. Local Authorities were given discretion about exactly how this funding was used within the scope set out in guidance.
- 2.2 For the period October 2022 to March 2023, the criteria for the grant set 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 of the Fund.
 - 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 These provisions are carried over into the guidance for 2023/24.
- 2.4 HSF guidance for 2023/24 also makes specific provisions for use of the fund. The provisions have been expanded and refined. These are:
 - Energy and water.
 - Food, whether in kind or through vouchers or cash.

- Essentials linked to energy and water – household goods.
 - Wider essentials not linked to energy and water including meeting bills.
 - Advice services supplementary to other provision.
 - Housing costs taking account of the risk of homelessness and other local factors.
- 2.5 The Fund cannot be used to provide mortgage support, though homeowners could still qualify for the other elements of The Fund.
- 2.6 The Fund can exceptionally and in genuine emergency be used to provide support for historic rent arrears built up prior to an existing benefit claim for households already in receipt of Universal Credit and Housing Benefit.
- 2.7 The recommended allocations and uses are compliant with the fund guidance. The recommended provision through the Council's Energy Crisis Support Scheme meets 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.
- 2.8 Delivery of HSF funded support during October to December 2022, supporting households through the rising cost of living, resulted in:
- 35,658 vouchers issues to children in receipt of free school meals over the October half term and Christmas holidays.
 - 1,305 households supported through the Council's energy scheme.
 - 1,458 households supported with crisis food parcels.
 - 521 Christmas hampers distributed.
 - 171 care leavers supported with household costs.

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 previous experience of impact in distributing these funds. 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 (FSMs) to cover school holidays will carry forward support to low-income families in a manner that has proved effective. Assuming use of HSF will include the Easter holidays in April 2024, this approach would fund twelve weeks of school holidays over the year from May 2023 half-term to April 2024.

- 3.2.2 The allocation provides for a growing number of children in receipt of FSMs with the numbers having already increased from 10,767 in May 2021 to 11,937 in December 2022.

3.3 Funding the Council's Local Council Tax Support Top Up Scheme

- 3.3.1 The Council is aware that residents will be facing rising household costs as a result of rising inflation and energy prices. In recognition of this, the Council will provide a further Local Council Tax Support Top Up scheme in 2023/24. The scheme will provide an expected additional award of up to £117.60 for working age claimants in receipt of Local Council Tax Support in 2023/24. This is expected to provide additional support to approximately 14,200 households. Where a claimant has a bill of £117.60 or less, then the bill will be reduced to zero.

- 3.3.2 This means that for a working age household in receipt of maximum Council Tax support in a non-parished area Band A property, there will be no bill to pay for 2023/24 Council Tax. Based on current caseloads this is estimated to be approximately 10,500 households. The application of the scheme will include all those becoming eligible up to and including 31 March 2024.

- 3.3.3 The estimated scheme costs of £1.7m will be funded by £0.5m from Government's Council Tax Support Fund for vulnerable households that will pay up to the first £25 per LCTS claimant, with the remaining £1.2m proposed to be funded from the Council's Household Support Fund allocation for 2023/24. The actual cost won't be known until the end of the 2023/24 financial year.

3.4 Top up the Council's Discretionary Housing Payments fund

- 3.4.1 Discretionary Housing Payments provide exceptional support in addition to housing support through other benefits where there is severe need. The demand for this additional support is growing at the same time that the allocation of government funding for this purpose has reduced.

- 3.4.2 The provision of an allocation of £0.4m from HSF will top up the fund and make the payments available to more households, reducing housing stress for families including rent arrears and risk of homelessness alongside paying other bills.

- 3.4.3 Government funding has reduced from £765,828 in 2020/21 to £603,286 in 2021/22 reducing to £427,584 in 2022/23. The government has committed to the same national spend for the next two years so the Council will receive £427,584 for 2023/24 and 2024/25. As at 1st March the Council has paid £744,066 across 838 households for 2022/23, with an average award of £887.90. The expenditure above the Government funding in 2022/23 is funded from an allocation of £300k from the Covid Recovery Fund, as approved at Cabinet March 2022.

- 3.4.4 Given the importance of the Discretionary Housing Payments in supporting residents during rising costs of living, it is also proposed to utilise £150,000 of

cost of living crisis funding from the South Yorkshire Mayoral Combined Authority to top up this fund. £50,000 of this will be utilised in the current financial year and the remaining £100,000 in 2023/24.

3.5 Boosting the Council's Energy Crisis Support Scheme

- 3.5.1 The current scheme arrangements are that the Council receives applications for energy crisis support via an online application form, though residents can call the Council to make an assisted application. The scheme was launched in 2022/23 as part of the Council's Covid Recovery Fund, providing for all successful applications to receive up to £250 (April to September), with an additional £150 to pensioners funded via the Household Support Fund. The scheme was updated as part of the Household Support Fund allocation for October 2022 to March 2023 to provide support of £400 as a one-off grant.
- 3.5.2 Since October the Council has paid out 3,156 grants of £400 per eligible household. The current expectation is that the Council will have awarded £1.7m-£1.9m of Energy Crisis Grants between October and March exceeding the original budget of £1.4m. Therefore, the Council's Business Rates Levy surplus distribution allocation is proposed to be used to support Energy Crisis Support Payments in 2022/23 to prevent the need to cease delivery of the support until the new Household Support Fund commences from 1st April 2023.
- 3.5.3 Given capacity constraints on the available funds, it is recommended that for 2023/24, grants of £250 are provided, enabling support to be provided to up to 2,252 applicants.

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 changed in 2022 with tinned food, especially meat, fish, vegetables and fruit becoming increasingly short in supply. This impacted on the range of produce that could be included in food parcels. Rotherham's social supermarkets and food pantries were also reporting a reduction in the access to tinned food, with fewer donations being received.
- 3.6.2 During the period September 2022 to March 2023, £90k of HSF was therefore used to purchase tinned stock, which was then added to the surplus stock received from the food industry. This was administered through a supplement to the Crisis Support SLA supporting food banks and used for purchasing, warehousing and distribution arrangements already in place.
- 3.6.3 It is recommended that a full year allocation (£180k) of HSF is made to continue this provision while a longer-term sustainable solution is developed for crisis food provision in the borough.

3.7 Support for care leavers

- 3.7.1 The allocations of HSF for 2022/23 included a £90k provision to CYPS to continue to support young people leaving care with cost-of-living pressures. This would be extended to cover 2023/24 at the same level of funding.

3.8 VCS support to vulnerable families over Christmas / New Year / Winter

- HSF, and the Covid Winter Grant before it, has enabled local VCS
- 3.8.1 organisations to provide additional support to vulnerable families that they work with, over the last three years. £30k was provided in each of the first two years. This primarily involved the provision of food hampers over Christmas and New Year. Small grants to organisations were administered by VAR. During Christmas and New Year 2022/23, owing to increased demand an allocation of £44k was provided. This enabled 521 Christmas Hampers to be distributed supporting 1,561 individuals.
- 3.8.2 It is recommended that £45k is provided for 2023/24 to meet the same level of demand. This would be facilitated again through a supplement to the Crisis Support SLA.

3.9 Balance of spend

- 3.9.1 It is likely that actual spend will vary from that allocated to specific uses dependant on demand. Other resources to support the impact of the rising cost-of-living are likely to become available to support actions included in the recommendations in this report. This may include funding towards discretionary housing payments and energy crisis support. It is proposed that to ensure full spend for the year, any balancing sums be applied through the Energy Crisis Support Scheme.
- 3.9.2 The Finance section of the report gives further details about other funding availability.

3.10 **Use of Business Rates Levy Surplus**

- 3.11 At the same time as the Government announcement of the final Local Government Finance Settlement 2023/24, the Council received confirmation of an allocation from the business rates levy surplus distribution. The Council's allocation from the business rates levy surplus distribution is £538,415 and relates to the financial year 2022/23. The allocation comes from Government's retained level of Business Rates income, in any year where there is a surplus, Government can choose to allocate that surplus across Local Authorities, in most financial years this does not happen and even if it does the Council has no way of projecting the level of surplus or allocation, as such this income is not budgeted for.
- 3.12 It is proposed to use the resource to support the Council's current Energy Crisis Support Scheme that allows residents of the borough to claim for £400 support towards the cost of their energy bills, where the impact of those

increased energy bills is placing them into financial difficulty. The Council's current scheme has been running since October 2022 and is funded by the Household Support Fund allocation for the period October 2022 to March 2023. However, in order to ensure that all claims made in this period could be processed and paid in this period and therefore eligible against the grant, the scheme would need to close for new applicants at the end of February 2023.

- 3.13 Given the Council is proposing to continue the Energy Crisis Support Scheme in 2023/24 albeit at a lower value, it is important that the scheme continues through March 2023 to prevent a break point in the scheme, but more importantly to continue to provide support at a point where the volume of claims being received by the Council remains high. To enable this, applications under the 2022/23 provisions will continue to be open until the end of March and processed in April. These applications will be funded using the business rates levy surplus funds and will allow the Council to continue to award grants at the £400 level. Applicants making a claim from the 1st April 2023 will receive support at the £250 level outlined earlier in this report.

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 A Household Support Fund Grant allocation of £4.978m has been confirmed for 2023/24. The proposed spend is in accordance with the grant conditions, though progress on spend will need to be monitored to ensure that expected 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 against each budgeted provision is confirmed. This aims to ensure that the grant is utilised or committed before 31st March 2024. This includes provision to fund food vouchers for the Easter school holidays in 2024.
- 6.3 It is also proposed that to compliment the HSF allocation made to Discretionary Housing Fund, a further £150k of funding granted from the South Yorkshire Mayoral Combined Authority to the Council is used for this purpose. This will include an allocation of £50k in 2022/23 and £100k in 23/24 as part of the wider support for residents amidst the rising costs of living.
- 6.4 The Business Rates Levy Surplus is un-ringfenced grant. Spend against the £538k from the current Energy Crisis Support Scheme won't be finalised until

the new financial year, as applications up to and including the 31st March 2023 will need to be processed and paid in April 2023.

6.5

There are no direct procurement implications arising from the recommendations detailed in the report. Where support is being provided via third party organisations, this is being facilitated via grant agreements, which are outside the scope of procurement legislation. If there is a need to enter into contracts for goods/services to support this delivery, 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).

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 2024 and support for care leavers.

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 To address this, the recommendations provide for a delegated decision 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 | 06/03/23 |
| Strategic Director of Finance & Customer Services (S.151 Officer) | Judith Badger | 02/03/23 |
| Assistant Director, Legal Services (Monitoring Officer) | Phillip Horsfield | 02/03/23 |

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](#).

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Appendix 1

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: | |
| <input type="checkbox"/> Strategy / Policy | <input checked="" type="checkbox"/> Service / Function |
| <input type="checkbox"/> Other | |
| If other, please specify | |

| 2. Please provide a brief description of what you are screening |
|--|
| <p>The Government is to provide a further allocation of Household Support Fund grant. The allocation is to cover the period 1st April 2023 to 21st March 2023. The funding must be used or allocated during that time.</p> <p>The report has been produced on the basis of no guidance having yet been published and no allocation of grant notified resulting in estimates being used for the purposes of making provisional allocations working on the basis of guidance for</p> |

October 2022 to March 2023. These could change when the guidance and 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? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i> | x | |
| Could the proposal affect service users? <i>(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)</i> | x | |
| Has there been or is there likely to be an impact on an individual or group with protected characteristics? <i>(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)</i> | x | |
| Have there been or likely to be any public concerns regarding the proposal? <i>(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)</i> | | x |
| Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? <i>(If the answer is yes you may wish to seek advice from commissioning or procurement)</i> | | x |
| Could the proposal affect the Council's workforce or employment practices? <i>(If the answer is yes you may wish to seek advice from your HR business partner)</i> | | 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 to start delivery from April and guidance and funding allocation having not yet been received 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 BME 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: | 30 th April 2024 |
| Date to complete your Equality Analysis: | 30th April 2024 |
| 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 | 22 nd February 2023 |

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 | 17 th February 2023 |
| Report title and date | Household Support Fund April 2023 to March 2024 20 th March 2023 |
| 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 April 2023 – March 2024 20 th March 2023 |
| Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk | 17 th February 2023 |

Appendix 2

| 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 |

Committee Name and Date of Committee Meeting

Cabinet – 20 March 2023

Report Title

Social Value Annual Report

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

Yes

Strategic Director Approving Submission of the Report

Sharon Kemp, Chief Executive

Report Authors

Steve Eling

Policy and Equalities Manager

Assistant Chief Executive's

Steve.eling@rotherham.gov.uk

Karen Middlebrook

Head of Procurement

Corporate Procurement Service

Finance and Customer Services

Karen.Middlebrook@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

Since the Social Value Policy was adopted in 2019, significant progress has been made to secure social value commitments from Council's contracts alongside lifting the incomes of lower wage workers by being an accredited "Living Wage Employer".

More than £113m of Social Value commitments have now been secured from Council contracts, which at 12.6% of to the total contract value represents the most significant return since the introduction of the Policy. At the same time, more "Rotherham pounds" are being spent locally, with Council spend on the top 300 suppliers nearly doubling from £44.8m in 2019/20 to £85.2 million in 2021/22.

This report sets out the key achievements over the year to the end of November 2022 and identifies priority areas of work for 2023. These priorities will further embed social value to secure the best possible outcomes and returns for the people of Rotherham.

Recommendations

1. That the annual report is received noting the increased social value commitments along with outcomes achieved.
2. That Cabinet agree the following key priorities for 2023 include:
 - a. Continue to embed the foundations of strong social value delivery through contract manager and supplier learning and development, tools and evaluation.
 - b. Support new and existing businesses to enter into new markets, from which the Council buys goods and services through the work of Rotherham Investment and Development Office and meet the buyer events.
 - c. Hold a Social Value celebration event for suppliers to showcase impact and inspire others.
 - d. Formally launch Rotherham Social Value Anchor Networks to raise awareness and engagement of more partners.

List of Appendices Included

Appendix 1 Social Value Stories
Appendix 2 Initial Equality Screening Assessment
Appendix 3 Carbon Impact Assessments

Background Papers

Cabinet Report – Social Value Policy, 21st October 2019

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

Social Value Annual Report

1. Background

- 1.1 In October 2019 the Council adopted a Social Value Policy, which with its accompanying toolkit set out how Social Value would be maximised in the Borough.
- 1.2 The aim of the Social Value Policy is to maximise the local impact of the Council's spend, with key elements taking forward:
 - Raising the living standards of Rotherham residents and commitment to working towards the Living Wage Foundation Living Wage.
 - Increasing the proportion of the Council's expenditure which goes to local businesses and providers.
 - Building Social Value into all Council contracts, maximising the impact gained from every pound spent, through the introduction of a rigorous system for assessing and measuring social value.
 - Commit to the principle of co-designing services wherever possible.
- 1.3 At its meeting on 28th March 2022, Cabinet received the second Social Value Annual Report since the adoption of the Social Value Policy. The report set out the achievements to date, which at that time was securing social value commitments through procured contracts at just over 10% of the contract values.
- 1.4 As part of the report, Cabinet agreed priority activities for the coming year to advance the social value agenda. These were:
 - Launching the Social Value Commissioning Toolkit
 - Further embedding Social Value across the Council.
 - Focusing on increasing Social Value commitments for skills and employment.
 - Engaging with the South Yorkshire Mayoral Combined Authority (SYMCA) in the development and delivery of social value in the sub-region.
 - Building on anchor network development as part of the Rotherham Together Partnership Social Value Charter.
 - Further research to build local market intelligence.
- 1.5 This report provides an update on progress made towards realising social value and sets out direction for priority activities over the coming year.

2. Key Issues

2.1 Major achievements

- 2.2 The Council has either achieved or made progress against all of the commitments agreed in March 2022. Significantly, these include:
 - The Social Value Commissioning Toolkit was launched in July 2022.
 - Anchor networks development is underway with key partners building on the commitments from the Partnership Social Value

Charter. This has included working with procurement teams of local NHS Trusts and South Yorkshire Police.

- The Council is positively engaged in the development of social value policy and practice with the SYMCA. Key achievements from this include participating in the “Supply Chain Adviser” project where one in three of all participants were from Rotherham.
- All new in scope contracts let, are compliant with the real living wage.

2.3 Collectively, at a headline level this has resulted in social value commitments totalling £13.6m being secured from eligible new Council contracts in the last three years. Meanwhile, a greater part of the Council’s third-party expenditure is now concentrated in organisations based in the Borough, with more than £1 of every £4 spent going to these companies in 2021/22. As a proportion of expenditure this has increased by 10% from 16% in 2019/20, to 26% in 2021/22 and when considered in absolute terms, this has almost doubled in the last three years. This is explained in greater detail below.

2.4 Measuring the impact– the Social Value Portal

2.5 Under the Council’s adopted Policy, social value is determined and measured using the national “themes outcomes measures” (TOMS) framework. Under this framework, each measure is allocated a monetary proxy value. This enables a calculation to be made of how much social value has been secured in contracts (referred to in the framework as Social and Local Economic Value), with the delivery of this closely monitored throughout the life of the contract. This approach ensures that where contracts are multi-year, that social value is delivered over the lifetime of the contract, rather than as a single action or contribution.

2.6 The National TOMs Framework (2022) is a measurement framework that was developed by the National Social Value Task Force, a cross-sector organisation combining both public and private sector organisations. Rotherham Metropolitan Borough Council has developed its own bespoke measurement framework comprising a range of measures, across five themes, derived from the National TOMs (2022) and designed to have a positive impact on the economic, social and environmental wellbeing of the Rotherham community:

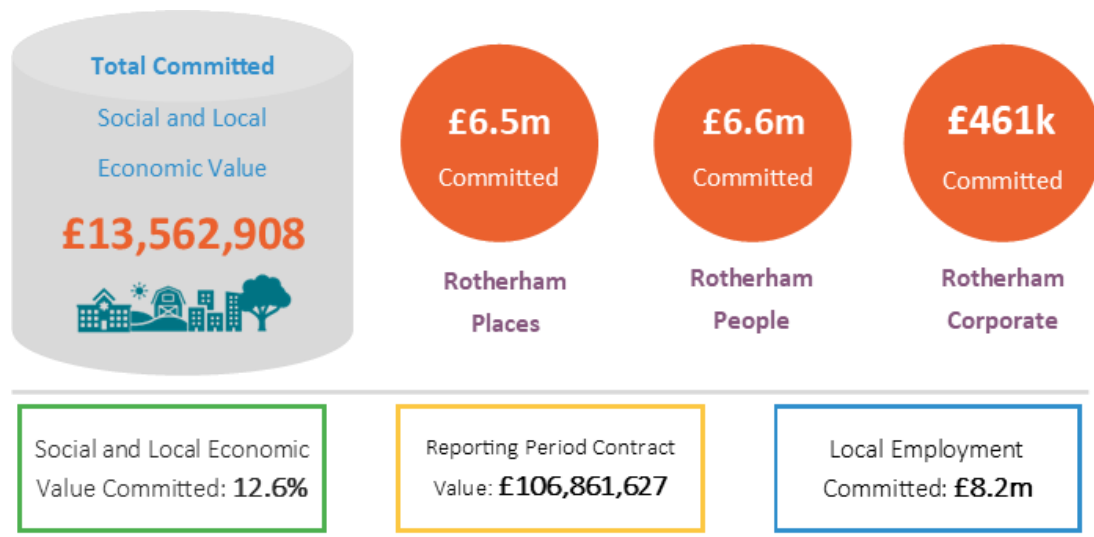
- Jobs: Promote Local Skills and Employment.
- Growth: Supporting Growth of Local and Small Business.
- Social: Healthier, Safer and more Resilient Communities.
- Environment: Protecting and Improving Our Environment.
- Innovation: Promoting Social Innovation.

2.7 The table below sets out the headline KPI measures that the Council’s suppliers have committed and delivered against on contracts that have been procured and awarded before 30th November 2022. Most current contracts were awarded prior to the implementation of the policy, so are not reflected in the table so values should not be considered exhaustive.

| KPIs | Committed & Delivered Social and Local Economic Value | | | | | |
|--|---|----------------------|------------------|--------------------|------------------|-------------------|
| | Unit | Proxy Value | Committed Number | Committed £SLEV | Delivered Number | Delivered £SLEV |
| No. of local employees hired or retained | No. People FTE | Localised by project | 302 | £8,240,839 | 86 | £2,340,676 |
| No. of employees hired who are long term unemployed. | No. People FTE | £19,146 | 12 | £237,340 | 1 | £27,499 |
| No. of employees who are NEETs | No. People FTE | £13,889 | 5 | £67,090 | 3 | £40,908 |
| No. of 16-25 y.o. care leavers | No. People FTE | £13,957 | 2 | £28282 | 0 | £0 |
| No. of 18-24 y.o. rehabilitating young offenders | No. People FTE | £22,541 | 3 | £59,747 | 0 | £0 |
| No. of disabled employees | No. People FTE | £15,417 | 4 | £53,081 | 1 | £13,953 |
| No. of hours dedicated to support people into work (over 24 y.o.) | No. hrs (total session duration) | £116 | 1,903 | £228,845 | 70 | £8,793 |
| No. of weeks training opportunities | No. weeks | £268 | 989 | £263,212 | 227 | £60,937 |
| No. of weeks of apprenticeships | No. weeks | £212 | 611 | £130,940 | 266 | £55,167.08 |
| No. of hours dedicated to support people into work (under 24 y.o.) | No. hrs (total session duration) | £116 | 6,801 | £771,114 | 412 | £49,737 |
| No. of weeks spent on meaning work placements or pre-employment course | No. weeks | £162 | 310 | £49,864 | 137 | £23,640 |
| Meaningful work placements that pay Minimum or National Living Wage | No. weeks | £162 | 238 | £38,099 | 78 | £12,342 |
| Provision of expert business advice to VCSE's or MSME's | No. staff expert hours | 97 | 339 | £33,015 | 29 | £2,787 |
| Equipment or resources donated to VCSEs | £ | £1 | 83,827 | £83,827 | 20,372 | £20,372 |
| Total amount (£) spent in LOCAL supply chain | £ | Localised by project | 5,952,199 | £3,075,791 | 2,387,178 | £1,260,430 |
| Monetary donation or equipment/resource in lieu to VCSEs | £ | £1 | 14,000 | £14,000 | 0 | £0 |
| No. of employees FTE to have a pay raise to Real living wage or higher | No. People FTE | £1,396 | 1 | £1,605 | 0 | £0 |
| Savings in Co2 emissions through decarbonisation | tCo2e | £69 | 2,671 | £186,216 | 1091 | £75,676 |
| Total | *2022 TOMS | | | £13,562,908 | | £3,978,965 |

Table 1: Progress against the Council's headline social value KPI

2.8



2.9

The infographic above shows total Social and Local Economic Value (SLEV) committed, showing an increase from £8.14 million in year two, to £13.56 million in year three, a net increase of £5.42 million over the year. The total value of the contracts attracting social value commitments shows an increase from £79.89 million last year to £106.86m up to end of November 2022, a net increase of £26.97 million over the year. This has increased the percentage SLEV committed from 10.2% (year 2) to 12.6% (year 3), which is the highest return seen since the introduction of the policy.

2.10

The use of Place, People and Corporate categories is procurement terminology. It is a way of categorising/grouping similar types of expenditure:

- Rotherham Places covers construction, facilities management, environment, and transport.
- Rotherham People covers commissioned services for delivery to residents such as health and social care provision.
- Rotherham Corporate covers contracts that support the operational running of the Council (i.e., ICT, temporary labour, print, training, PPE).

2.11

Of the three categories, “people” has seen the largest increase in social value commitments of £3.8 million over the year with “places” achieving £1.4 million increase and the “corporate” increase at £321k.

2.12 **Promote Local Skills and Employment**



12.3 FTE of long term unemployment individuals to be hired on contracts.



988 weeks of training opportunities to be offered on contracts (BTEC, City & guilds, NVQ, HNC)



£771k to be delivered in dedicated hours to support young people into work.

**Protecting and Improving
our environment**

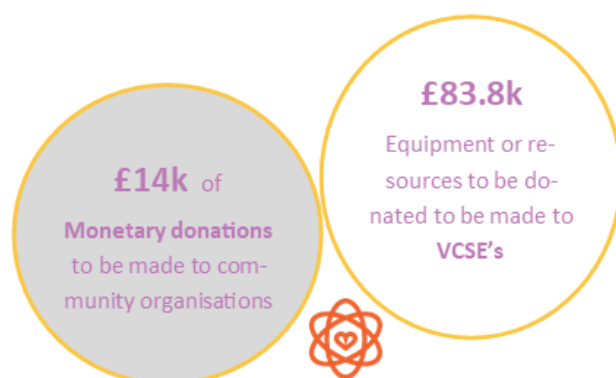
2,670 tonnes CO₂e to be saved on contract.



2.13 The infographic above shows key commitments for “promoting local skills and employment” including weeks of training opportunities to be delivered on contract (e.g., BTEC, NVQ, HNC, City & guilds etc), which increased from 397 weeks (Year 2) to 988 weeks (Year 3). The SLEV (£) of dedicated time spent supporting young people (age 16-24) entering into employment (i.e., CV writing workshops) increased from £410k to £771k as well as commitments to employ 12 full time equivalent (FTE) long term unemployed residents. It should be noted that this employment figure exclusively refers to the long term unemployed and does not represent the total number of jobs created or retained through the social value commitments made by suppliers (see Committed & Delivered SLEV table above).

2.14 Additionally, as shown in the figure above, the tonnes of carbon dioxide equivalent (CO₂e) saved have increased from 2,557 in year 2 to 2,670 in year 3 representing important progress in moving towards the Council’s “net zero” commitments and target.

2.15

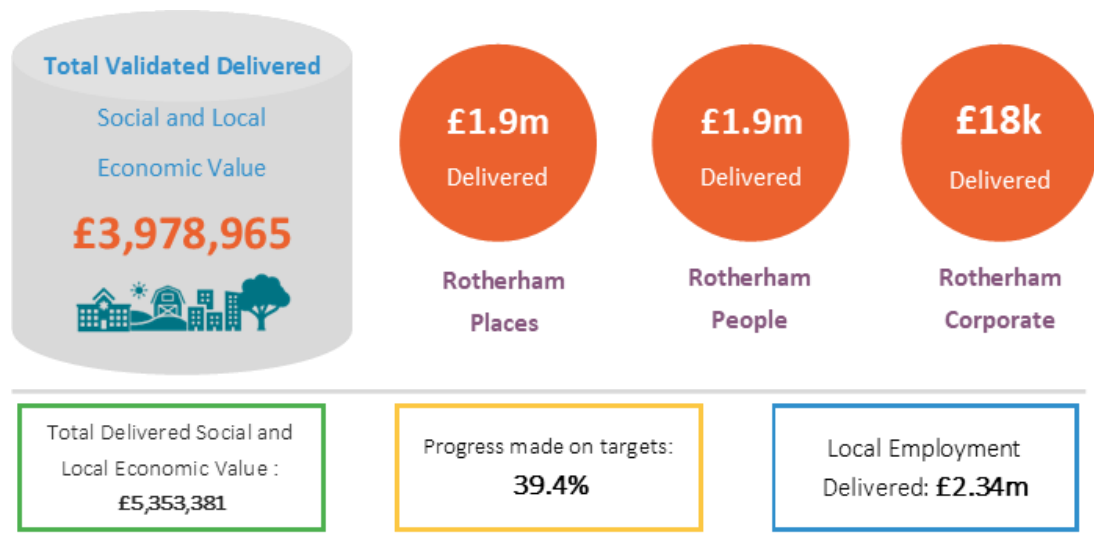


£3m of local economic value to be created as a result of local supply chain on contracts.



2.16 More support has also been committed to the voluntary, community and social enterprise (VCSE) sector, with donations of equipment and resources increasing from £63.3k (year 2) to £83.8k (year 3), as shown in the figure above. Additionally, the local economic value from the spend made within the local supply chain increased from £2.6m (year 2) to £3m (year 3), which was driven by the increased value of contracts awarded in the last year.

2.17



2.18 With the Social Value Policy having been in place three years, it is increasingly possible to see commitments being realised and outcomes and outputs delivered. As shown in the figure above, almost £4m of social and local economic value has now been delivered in the Borough in since the Social Value Policy was implemented. This year has seen a significant increase in delivery as at the end of November 2021 only £1.533m had been delivered. As a result of this increased delivery it demonstrates, progress made against targets increasing from 18.82% in 2021 to 39.4% in 2022.

2.19 This progress is driven predominantly by two procurement categories “people” and “places”, which both delivered social and local economic value of £1.9m. This represented an increase of £0.75m for “places” and £1.52m for “people” between 2021 and 2022. The other procurement category “Corporate” delivered social and local economic value of £18k. However, this must be considered relative to the smaller amount of commitments (£140k) for this category, compared to the other two, which is reflective of the types of contracts let in this area.

2.20 Promote Local Skills and Employment



227 weeks of training opportunities to be offered on contracts (BTEC, City & guilds, NVQ, HNC)



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



£49k delivered in social value for support to assist unemployed individuals into work.

Protecting and Improving our environment

1,091 tonnes CO2e saved on contract.



2.21 The key achievements of note in “promoting local skills and employment”, that has been delivered to date linked to the figure above are:

- £2.34m of local economic value through the use of local employment.
- 266 weeks of apprenticeships, up from 43 weeks in 2021; and

- 227 weeks of training opportunities for young people.

2.22

Supporting VCSE's & Community Groups



Local Spend in Rotherham

£1.26m of local economic value created as a result of local supply chain on contracts.



2.23

Supporting VCS and community groups has seen local economic value outcomes more than double from £518k in 2021 to £1.26m in 2022, as shown in the figure above. Equipment donated has increased from £5.2k to £20k and hours advice is up from 20 to 29 hours.

2.24

Launch of Social Value Toolkit and training for contract managers

2.25

The Social Value Toolkit was formally launched in July 2022. It provides guidance and tools for those involved in preparing specifications for contracts to include social value from the beginning of planning through to letting the contract.

2.26

The Council is now working with suppliers to understand how well the toolkit is being used and whether additional support is required.

2.27

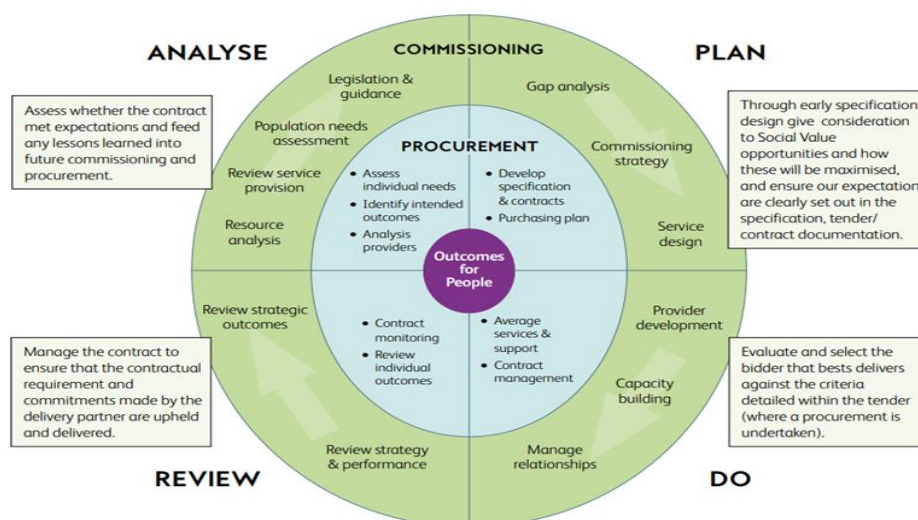


Diagram 1 The stages for social value in commissioning

2.28

Further guidance is provided around the totality of the process to ensure that all stages are captured.

2.29

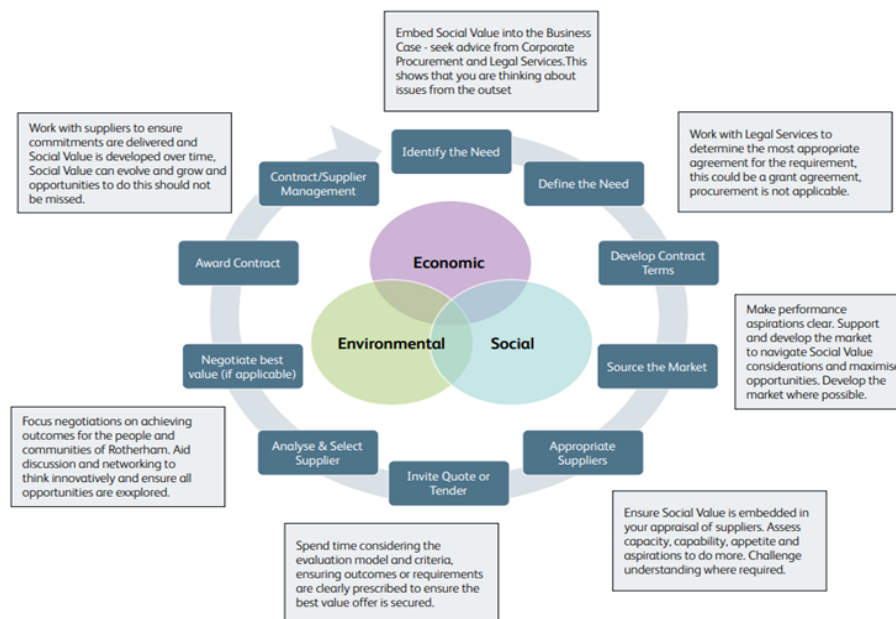


Diagram 2 Overview of the overall process commissioning process

2.30 Local Market Intelligence – Council expenditure

- 2.31 In 2021/22 the Council's overall third-party expenditure was £377.9 million, £41.2m (12%) more than the previous financial year. Spend is concentrated on our top 300 suppliers, which receive a significant proportion of expenditure. For example, in 2021/22 the Council used 3,342 suppliers, however, our top 300 accounted for 90% of total spend (same in 2020/21).
- 2.32 In 2021/22, the top 300 suppliers' expenditure accounted for £342m compared to £301.6m in the previous year, a £40.4m (13%) increase. The Council's Social Value Policy states contracts over £100k must include social value commitments and the majority of these contracts are found in our top 300 suppliers.
- 2.33 In 2021/22 60 suppliers in the top 300 were Rotherham based (up from 59 in 2020/21) with 107 located in South Yorkshire an increase of 8 from 99 in 2020/21. More local suppliers entering our top 300 suppliers list has a greater impact on the local economy by through utilising local employment which in turn helps to and keeping more of the "Rotherham pound" locally.
- 2.34 Analysis of this cohort of suppliers highlights the real impact social value commitments are having on our spend profile, in terms of supplier location. Figure 1 below shows spend made outside of South Yorkshire fell by 10% from 78% in 2019/20 to 68% in 2021/22. This fall correlates to a 10% rise in spend on Rotherham suppliers from 16% in 2019/20 to 26% in 2021/22.
- 2.35 Looking at the monetary value, Rotherham supplier spend has nearly doubled in the past 3 years. Figure 2 below shows spend on Rotherham-based suppliers within the top 300, increased from £44.8m in 2019/20 to £85.2 million in 2021/22. Similarly spend within South Yorkshire rose from

£61m to £104.5 million in 2021/22. These figures show more of the “Rotherham pound” is being spent locally and in South Yorkshire.

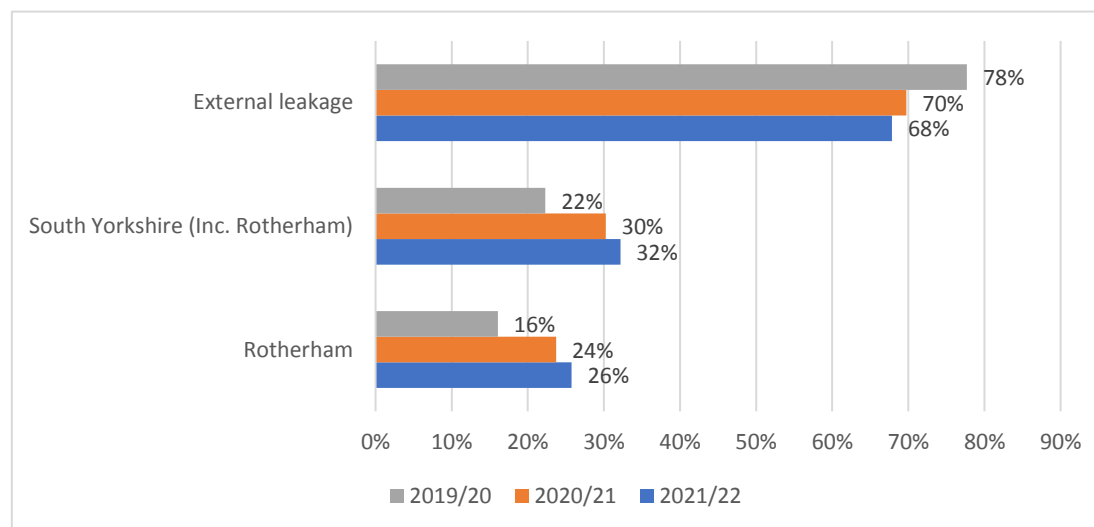


Figure 1 – RMBC percentage of total third party expenditure 2019-2022 (All Suppliers)

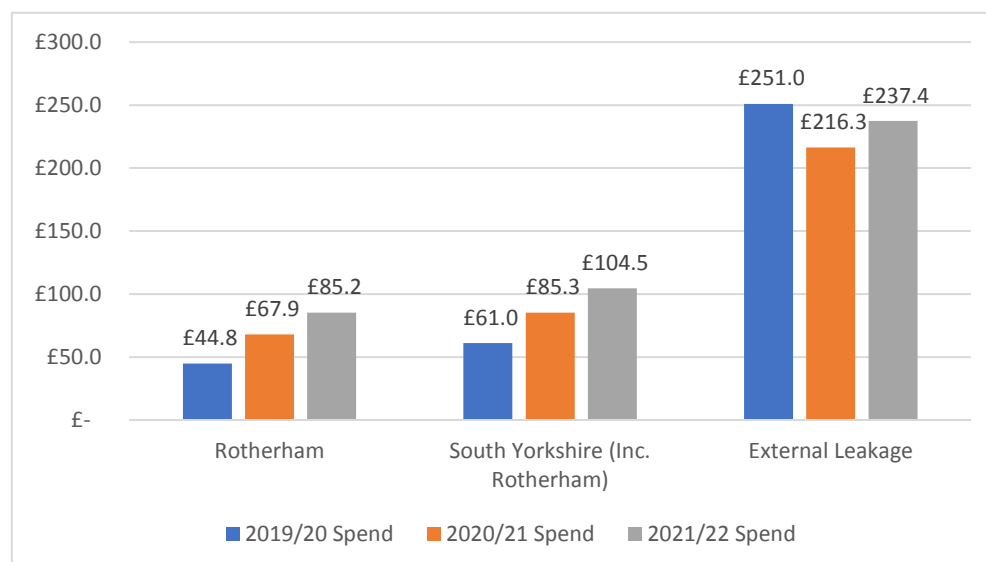


Figure 2 – RMBC third party expenditure (Top 300)

- 2.36 With many regeneration projects on the horizon, construction activities are playing a pivotal role in third-party supplier spend. Figure 3 below shows construction related spend increased from 9% of total supplier spend to 33% between 2021 and 2022, with only health spend higher (34%). These are the results of competitive procurement activity with social value requirements built into specifications. However, there is scope to use more Rotherham suppliers, as although a third of total supplier spend is directed towards construction, only 38% of this spend was contracted to Rotherham-based suppliers.

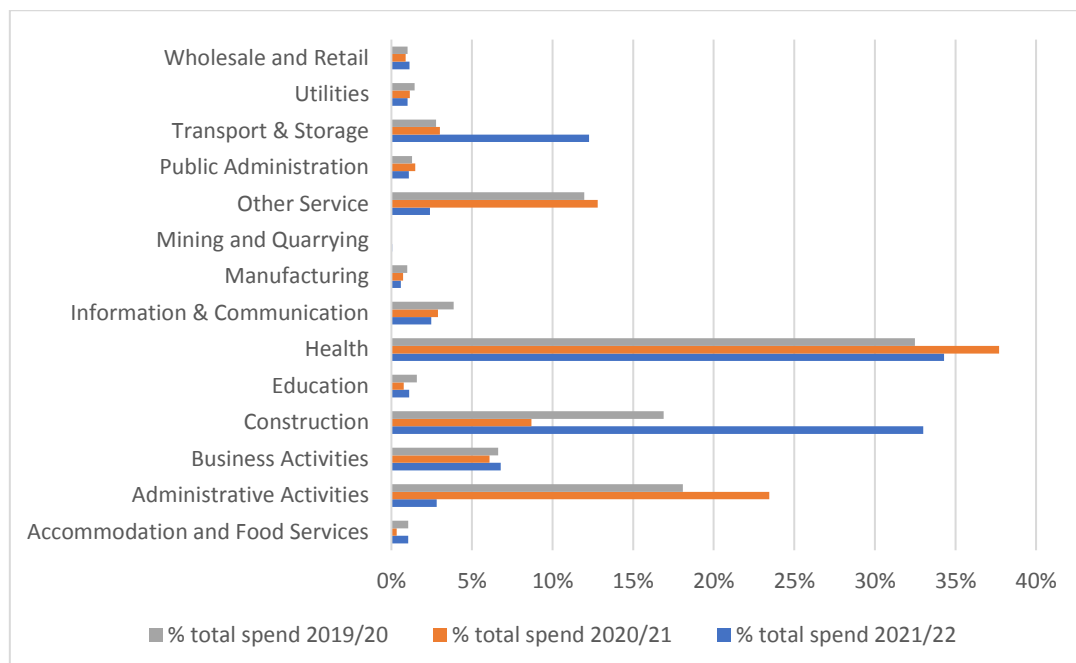


Figure 3 – Percentage spend by industry 2019-22 (All Suppliers)

2.37 Figure 4 shows other industries (similarly to construction) can also be developed through activity by RiDO to allow further local suppliers to participate in bidding for Council contracts. Council purchases good and services from local businesses shows that the Council is currently utilising 11% of the Borough's supplier base (9% in 2020/21). It should also be noted there are some industries where it is difficult or not feasible to use a Rotherham-based supplier. For example, utilities had a 0% spend on local suppliers as a local supplier base is not available. However, in all other industries, there is scope to expand purchase from the Rotherham supply base, subject to competitive procurement outcomes.

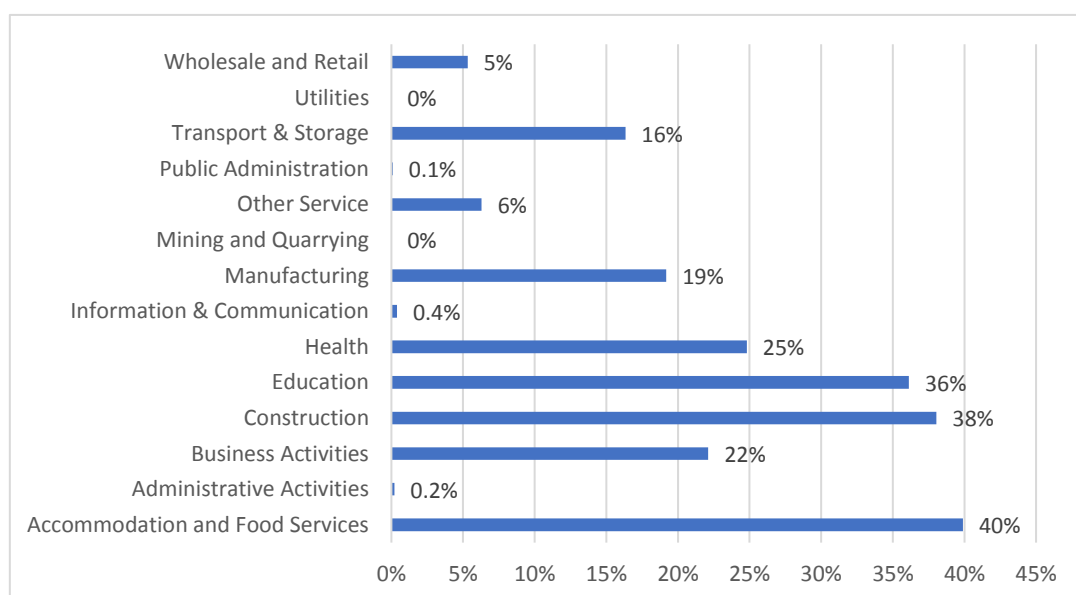


Figure 4 – Percentage total spend used on Rotherham suppliers by industry 2021/22 (All suppliers)

2.38 **Social Value Stories**

- 2.39 Suppliers and contract managers have shared a variety of positive stories to highlight the impact of social value on residents and communities. The Social Value stories set out the real-life examples of the benefits that are being brought about through the Policy and are included at Appendix 1 to this report. Work will continue to promote best practice and inspire other suppliers to deliver more social value.

2.40 **Living Wage Progress**

- 2.41 The Council received accreditation as a “Living Wage Employer” from the Living Wage Foundation in September 2021 and retained the accreditation in 2022. The reporting year for the living wage is September each year with data being prepared on that basis.

- 2.42 The Council continues to pay its own staff the real living wage, currently £9.90 per hour. This will rise to £10.90 per hour from April 2023.

- 2.43 The Council is also working to ensure that all contracts that are in scope pay the real living wage. In scope contracts cover where the contract being delivered:

- Is on Rotherham Council’s premises; and/or
- Is on Property owned or occupied by the Council (including where Rotherham Council is a tenant and is provided building related services through a Lease); and/or
- Is on Land which Rotherham Council is responsible for maintaining or on which it is required to work.

Services delivered elsewhere including on other organisations premisses are out of scope. Supply of goods contracts are also out of scope. Contracts are being brought into compliance as new contracts are let over the medium term. All in scope contracts where procurement has commenced since accreditation in September 2021 are compliant. The annual report to the Living Wage Foundation in September 2022 included all twenty in scope contracts let being compliant, together with fifteen out of scope contracts being compliant where contractors confirmed that they pay their staff the real living wage.

- 2.44 The Council is able to display the Real Living Wage logo on communications and publicity.

2.45 **Engagement and support to business**

- 2.46 Rotherham Investment and Development Office (RiDO) is actively engaging and supporting business through a number of channels. Key events and activity include:

- A presentation on social value and procurement to Rotherham Growth Board.
- A Supply Chain Adviser project ran across South Yorkshire with 33% of participants from Rotherham. This raised awareness of existing opportunities with engagement with procurement teams – the

Council, NHS, universities, etc. The project worked with local businesses to develop supply chains, develop capacity and confidence in businesses, identify new opportunities and encouraged “supply alliances” to bid for larger contracts.

2.47 Key actions / developments going forward

- 2.48 The Council has developed a detailed action plan across Directorates to maximise social value including through working with partners, alongside building on the benefits of producing the Social Value Toolkit and ensuring that securing social value delivery is integral to contract management. As part of this approach, key actions and developments are included each year to progress the social value journey. Previous key actions and developments have included securing Real Living Wage accreditation, specific actions to engage local business and the launch of the Social Value Toolkit.
- 2.49 As evidenced by the results seen to date, the increasing amount of Council funding being awarded to local contractors and social value commitments being yielded, the critical components to take forward the Social Value Policy are established and delivering. The focus now is on fully embedding social value into contract delivery and working with businesses and external agencies to grow local markets, community wealth building, and engaging partners / anchor networks.
- 2.50 RiDO are currently working on better communications around procurement and commissioning activities to local suppliers through various business forums and networks across the borough. There are plans to support new and existing businesses to enter into new markets from which the Council buys goods and services. RiDO will be holding meet the buyer events to share information about the types of future procurement to enable local businesses to consider opportunities for expansion. There will also be a celebration event to showcase social value outcomes to inspire more business to engage.
- 2.51 Several meetings have been held with partner public bodies including South Yorkshire Police and health services to develop anchor networks where collaboration will deliver more social value. It is planned to formally launch the Anchor Network approach in the coming year to raise awareness and engage more partners.

3. Options considered and recommended proposal

- 3.1 The options available are those set out as “key actions and developments going forward”.
- 3.2 Whilst it would be possible to prioritise a smaller number of actions, this is not recommended because the actions form an integral overall programme of activity to deliver the strategic outcomes of the Social Value Policy.

4. Consultation on proposal

- 4.1 Consultation was conducted both internally and externally as part of the development of the Social Value Policy and Framework.
- 4.2 The Council is building engagement with external agencies and partners to increase social value outcomes including through the development of anchor networks.

5. Timetable and Accountability for Implementing this Decision

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

6. Financial and Procurement Advice and Implications

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

7. Legal Advice and Implications

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

8. Human Resources Advice and Implications

- 8.1 A key component of the Policy will be ensuring that officers have the necessary training and knowledge to successfully implement it. Training, including workshops, will be required. The approach for embedding social value meets this requirement. During 2022 this was done through the

introduction of the Social Value Toolkit, with the rollout of a mandatory social value e-learning in 2023/24.

9. Implications for Children and Young People and Vulnerable Adults

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

10. Equalities and Human Rights Advice and Implications

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

11. Implications for CO2 Emissions and Climate Change

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

12. Implications for Partners

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

The Council is promoting social value through its engagement with the MCA, seeking to gain added value through the Devolution Deal and levelling up agenda. The MCA is engaged in the anchor network development with partners in Rotherham

13. Risks and Mitigation

- 13.1 In the summer of 2021, a sample audit was undertaken to ensure the Council was complying with Social Value Policy requirements for the procurement of contracts valued at £25,000 and above. As part of the audit there was a specific focus on those contracts £100,000 and above to ensure social value commitments were secured as part of the award of the

contract. The results of the audit found that the requirement has been successfully applied and provided substantial assurance that the controls in place to manage this activity are operating effectively.

14. Accountable Officers

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Approvals obtained on behalf of Statutory Officers: -

| | Named Officer | Date |
|--|----------------|----------|
| Chief Executive | Sharon Kemp | 06/03/23 |
| Strategic Director of Finance & Customer Services (S.151 Officer) | Judith Badger | 02/03/23 |
| Assistant Director, Legal Services (Monitoring Officer) | Phil Horsfield | 02/03/23 |

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

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Appendix 1

Social Value Stories

Story One: Esh Construction inspire young people with new career possibilities

Outcome measure/s delivered:



NT11 - Hours dedicated to support people into work (under 24 y.o.)

Between March 2021 and March 2022, Esh Construction delivered transportation infrastructure schemes. Throughout the delivery of these contracts, Esh Construction sought to provide recruitment and employment opportunities to the residents of the Rotherham Borough. They provided access to jobs and helped people to expand their career aspirations by working directly with young people within the vicinity of the construction sites. Esh have delivered a variety of social value outcomes, including hosting employability sessions, work experience preparation sessions, careers fairs, conducting site visits with students and delivering 'Construction in the Curriculum' lessons.

Delivering Social Value on the Century Way Project, the new Business Centre

Better Learners Better Workers

In total, Esh delivered 282 hours of employability guidance with Better Learners Better Workers (BLBW) at Wath Academy. Megan Roberts, Social Value Manager and Hannah Skill, Social Value Coordinator presented to a year 9 assembly of approximately 280 students. This provided students with an insight into career and study pathways within the construction industry, the variety of roles within the sector, transferable employability skills and introductory guidance



Esh Construction pictured with students at Wath Academy delivering Better Learners Better Workers

on the routes into construction. Students were also given the chance to learn how Megan progressed in her own career at Esh Construction.

Site visits

Site visits were led at the Century Way Site, for Level 1 Bricklaying Construction students from Dearne Valley College. The students were given a tour of the site and the Operations Manager and Site Manager gave them an insight into different career pathways into the industry. As a result of this visit, three students are now set to join the site team for a work experience placement.

Feedback from the college – *“Just wanted to say thank you for arranging the site visit yesterday! It was very well received by the students and Dan was really pleased that they were able to be present at a well-established building site”*

Employability sessions

Five employability sessions were delivered at Dearne Valley College to support students in making preparations for their future career. Following a session with ten Carpentry students, one student contacted Esh looking for an apprenticeship.

Feedback from the Work Placement and Employability Coordinator – *“The learners in today’s session were really engaged and asked lots of questions. They’ve been able to develop their confidence especially when discussing what they are proud of. The session also allowed them to talk more about their own skills and learn more about the construction industry and roles within the industry, especially within Esh Group.”*

Construction in the Curriculum

‘Construction in the Curriculum’ is a brand-new school programme which aims to show young people how the curriculum directly links to careers within the construction industry. The programme delivers a timetabled subject through a construction and built environment lens, in a bid to inform students about careers in the industry and how their education applies to real life job roles. This workshop involved Esh staff taking over a Maths lesson with students experiencing ‘a day in the life of a Quantity Surveyor’, to highlight the importance of maths skills in the surveying role. Students applied the curriculum that they have previously learnt to a real-life workplace scenario.



Matt, Megan and Hannah from Esh delivering a maths lesson

Testimonial from Wath Academy – *“Wath Academy were privileged to welcome Esh Construction to deliver their brand new ‘Construction in the Curriculum’ session to a group of Year 9 students.*

Students met a Quantity Surveyor, gaining an insight into the role and the relevance of their Maths topic in the world of work. Feedback was wholly positive with some students commenting that they would now consider a career in the construction sector. An informative, engaging session that we would highly recommend."

Why Social Value Matters – Megan Roberts (Social Value Manager at Esh Construction (Yorkshire))

The best part of my role is seeing the positive outcomes that are achieved through our social value initiatives. When looking at the support that we give to young people through employability and careers workshops, it is rewarding to work closely with students in small groups, or even on a one-to-one basis, as we can provide more bespoke and tailored support to each individual or group. For example, when looking at CV writing, often students are not sure what they should include in a CV when drafting for the first time, yet by spending time with them, we can help them recognise the things that they are proud of and how the day-to-day activities that they undertake as part of their normal routine can link to basic employability skills.



Esh attended a Careers Fair for 2,000 students at Wath Academy

For any business that is considering how they can deliver social value within schools or colleges, my main advice would be to create something bespoke and personal. Research your local area, use local intelligence to consider where support may be best targeted, and work collaboratively with the education provider before delivering the sessions to really understand what the students need. For example, if there is a group of students who suffer with anxiety around work placements and what to expect, we can tailor the presentations to cover what to expect on your first day at a work placement to help reduce those anxieties. This will ensure that you capture the students attention and engage with them on a level that can meet their needs, instead of providing a generic presentation.

Story Two: Target Housing support local person out of homelessness and unemployment through work placement

Outcome measure/s delivered:



NT12 – Meaningful work placements or pre-employment course

Since August 2020, Target Housing have delivered the rough sleeper initiative contract at Queens Street Hostel. As a result of this contract, Target Housing were able to provide an unemployed resident in the hostel a work placement in Cleaning Services with Target's Turnaround Team.

G.A's story

G.A came to Queen Street Hostel in 2021 with a history of complex needs including offending behaviour, substance misuse issues and mental health needs. The staff soon noticed that G.A kept his room and the communal areas of the hostel extremely clean, tidy, and organised and by doing so made him feel happier, calm and had a positive impact on his mental health and wellbeing which in turn helped G.A remain drug free.

The staff approached G.A with the idea of undertaking a placement with our Turnaround Team. He completed a four-week induction followed by four-week placement. During that time G.A worked with Targets team of Cleaners to learn skills and gain valuable employment experience.

As a result of this, G.A left the hostel to live independently. G.A left with work experience and a positive reference from Target's Turnaround team to help with his future employment and volunteering opportunities.

G. A's testimony

"Without Target Housing, I don't know where I would be. Working on the Turnaround team really helped with my head and gave me a better reason to get up in the morning".

Story Three: Mears create apprenticeships for unemployed residents

Outcome measure/s delivered:



NT1 – Number of local employees hired or retained

NT3 – Number of employees hired who are long term unemployed

NT 10 – Number of weeks of apprenticeships

NT 16 - Equipment or resources donated to VCSEs

In April 2020, Mears began delivering the repairs and maintenance contract for the council. Since the contract began, Mears have delivered a total of 520 apprenticeship weeks which equates to ten apprentices per year. One apprentice named Peter was unemployed for a period of eight months, before being offered the opportunity to join Mears through the government Kickstart scheme. As a result of this contract, Peter was offered the opportunity to begin an apprenticeship in Joinery and has now been successfully employed by Mears for a period of eighteen months.

Peter's story

In September 2021, Peter joined Mears Rotherham through the government Kickstart scheme following a successful interview with the General Manager. Peter was successful in his application to the Kickstart scheme and began a six-month paid work experience with Mears after being un-employed for a period of eight months.

Peter then began an apprenticeship in Joinery in April 2022, which he is still currently undertaking. As part of the apprenticeship Peter has been paired with a mentor which he works alongside often, Peter finds the mentoring aspect of the apprenticeship very helpful as he states, *"I get on well with my mentor, he's very supportive and we've formed a good friendship"*.

Peter enjoys the balance between on-the-job work experience and college one day a week. He states the apprenticeship has been *“a really good opportunity to form a good career whilst gaining work experience in an essential trade”*. Mears advised that *“Peter is developing well and gaining valuable experience working with his mentor in our planned team and continues to be fully committed on his journey to become a qualified Joiner”*.

Peter also volunteered his time alongside other apprentices to assist with preparing and hosting a Christmas dinner in conjunction with Age UK. The dinners were provided for elderly people who would be alone for Christmas or would not receive a Christmas dinner. Fifty guests attended the event held at Clifton Methodist Church. The apprentices also volunteered their time to make soup which was provided to Safe Haven.

Story Four: Rotherham Care Leaver offered full-time employment to recruit Foster Carers

Outcome measure/s delivered:



NT1 – Number of local employees hired or retained

NT4a - Number of 16-25 y.o. care leavers

Since April 2022, Brightsparks Agency have delivered the contract for digital marketing services for Foster Carer recruitment in Rotherham. Brightsparks is commissioned to deliver digital marketing support for recruitment of new foster carers to support its looked after children population. As a result of this contract, Brightsparks Agency has provided full time employment to a Rotherham resident who is also a Care Leaver.

Brightsparks tell the story

Brightsparks is a creative and digital agency dedicated to supporting organisations that operate for social purpose to improve their services and support, so they are better able to help people to improve their lives and prosper in society. As part of a tender exercise in 2022, Brightsparks included a social value offer to employ one full time member of staff from the Rotherham area within our agency. We chose to create a Junior Marketing Executive post which was filled from the outset of the contract in April 2022.

The individual employed is from Rotherham and is also a care leaver from RMBC.

From an employer's perspective, the experience has been largely positive. However, there have been challenges to overcome in the early stages of project, which included making sure we were providing the right type of employment opportunity for this individual, at the same time as trying to ensure that the job results in a net benefit to our business overall. We also needed to make sure that we sensitively manage what this individual works on and is exposed to in terms of the workstreams and content of our foster carer and social care recruitment programmes.

However, it is fair to say that the challenges are outweighed by the benefits that this individual has brought to our work. They are helping us to better explain to prospective foster carers the experiences that children and young people have often faced and what to expect, so that they are better prepared for their journey to becoming a foster carer. This individual is also able to articulate first-hand experience of how looked after children might interpret our marketing materials so that we can ensure we are being sensitive to their needs and experiences. This individual is incredibly keen to learn and has an excellent attitude in terms of picking up new digital marketing skills. They are still very much learning the trade of digital marketing but is already helping Brightsparks to deliver on a wide range of client projects. On a personal level, this individual is fantastic to work with and Brightsparks benefits greatly from their friendly, can-do attitude.

Brightsparks Managing Director - Andy Simpson said: *“This individual is already a fabulous asset to our organisation and we are excited about their long term potential and look forward to working with them over their duration of the RMBC contract and hopefully beyond.”*

Story Five: Synectics Security Ltd's donation to the Christmas Hamper initiative run by the Food in Crisis Partnership

Outcome measure/s delivered:



NT16 - Equipment or resources donated to VCSEs

Between 1st April 2022 and 1st November 2022 Synectics Security Ltd delivered the contract for stage one of the upgrade of public CCTV equipment and systems in Rotherham. As part of this contract, Synectics Security Ltd made a charitable donation of £3,200 to the borough's wider Christmas Hamper initiative Food in Crisis Partnership - a collection of organisations who run foodbanks, social supermarkets and projects that offer support to people in need.



Karen Shaw (Manager at The Learning Community) with the provisions bought using the Social Value donation

Synectic Security's donation resulted in Christmas dinner for fifteen families. The Learning Community in Dinnington were able to provide food parcels to families and children in need who are referred into the service by multi-agency providers such as RMBC, Children's Centres, Schools, Homeless services, and Domestic Abuse services.

Feedback from families

"Thank you for everything. We didn't want to think about Christmas because we didn't have anything and then you rang to say you had a hamper for us. I can't thank you enough, me and my son couldn't believe the stuff in the parcel and I'm finally feeling the Christmas spirit because of you"

"Wow - The hamper is fantastic thanks to all of you for everything"

"Thank you so very much from the bottom of my heart for our amazing hamper it's absolutely perfect I can't believe it thank you so much".

"It's just amazing what I've got in my hamper, even in my best days I wouldn't be able to buy so much food for Christmas. You don't realise how big this help is for somebody in my position".

"Thank you so much for the food parcel – I just don't know what we would have done without it".

"It was wonderful and a long time since I've had a Christmas dinner"

Feedback from volunteers

"Gosh, we have just taken a parcel to a lady who literally has nothing. She desperately needs help and now, at least she can give her son a decent Christmas Dinner"

"I began volunteering in November and was told about the Christmas hampers which were to be delivered before Christmas. I offered my help and quickly got involved. All the recipients had to be referred by agencies in Rotherham and we referred a few of our Community Fridge clients. Our downstairs area was packed with hampers, and it needed a high level of organisation to make sure all hampers were collected and delivered. I was amazed at the well thought out selection of food included even down to the accompanying sauces for the meat. The recipients were very varied from single parents to large families. It was a great feeling to know that many families would have a substantial Christmas lunch."

"A truly worthwhile project, so glad I was involved and hope it continues to provide for needy families in Rotherham whatever the format."

"It is heart-warming to see the little ones faces when they see they're getting a Christmas dinner and treats, they were truly overwhelmed, the kids would come to the door to see what it was, and mummy would tell them it was a food hamper so they could have a proper Xmas dinner, pull crackers together, and have some treats over Xmas, and the kids would get giddy and they would all say a sincere 'THANK YOU'

Appendix 2

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: Social Value Annual Report | |
| Directorate: Assistant Chief Executive's | Service area: Performance, Intelligence and Improvement |
| Lead person: Steve Eling | Contact number: 01709 823618 |
| Is this a: | |
| <input type="checkbox"/> Strategy / Policy | <input type="checkbox"/> Service / Function |
| <input checked="" type="checkbox"/> Other | |
| If other, please specify | |

| 2. Please provide a brief description of what you are screening |
|--|
| <p>The Social Value Policy sets out how the council measures the added Social Value secured through the council's procurement and commission activity. As part of the development of the policy a set of Social Value outcomes were identified based on the Council Plan and 6 Social Value objectives. The Policy introduces a mandatory 10% consideration for Social Value for all contracts with a total value above £100,000. The Annual Report provides an update to Cabinet each year on progress achieved over the past year and priorities for the year to come.</p> |

3. Relevance to equality and diversity

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

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

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

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

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

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

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

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

4. Considering the impact on equality and diversity

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

Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation.

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

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

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

- **Key findings**

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

- **Actions**

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

- Maintain Real Living Wage accreditation with new contracts let that are living wage compliant.
- Social Value aligned to working towards "Excellent" under the Equality Framework for Local Government.
- Progressing the Rotherham Together Partnership Social Value Charter into the development of Anchor Networks.
- Working with local business and employers to develop understanding of social value and secure more social value through local letting of contracts.

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

| | |
|--|---|
| The social value toolkit has been developed and launched that takes forward “Social Value by Design” through commissioning and linked directly to services which now include specific equalities detail. | |
| Date to scope and plan your Equality Analysis: | The Social Value Policy outcomes and actions are reviewed and monitored on an annual basis. This will capture the impacts of the policy. |
| Date to complete your Equality Analysis: | To be completed by officers for individual procurement and commissioning processes. |
| Lead person for your Equality Analysis (Include name and job title): | Individual officers are responsible for each procurement and relevant priority developments. The officer responsible for the overall analysis of the impact of Social Value will be Steve Eling, Policy and Equalities Manager. |

5. Governance, ownership and approval

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

| Name | Job title | Date |
|-------------------|-------------------------------|--------------------------------|
| Steve Eling | Policy and Equalities Manager | 13 th February 2023 |
| Karen Middlebrook | Head of Procurement | 13th February 2023 |

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 | 13 th February 2023 |
| Report title and date | Social Value Annual Report |
| If relates to a Cabinet, key delegated officer decision, Council, other committee or a | Cabinet |

| | |
|---|--------------------------------|
| significant operational decision – report date and date sent for publication | |
| Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk | 13 th February 2023 |

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Appendix 3

| 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 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 | | | | |
| <p>Identify any emission impacts associated with this decision that have not been covered by the above fields:</p> <p>Whilst the report does not address specific emissions / CO2 impacts actions directly, the TOMs framework at TM31 does identify savings in CO2 emissions on contracts as a social value outcome. This is measured in tonnes CO2e and given a proxy value of £69.44. Committed to date is shown as £186,216 with delivery to date at £75,676.</p> <p>The report shows figures from the Social Value Portal including 2670 tonnes of CO2e committed to be saved on contracts.</p> | | | | | |

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

N/A

| | |
|---|---|
| Supporting information: | |
| Completed by: (Name, title, and service area/directorate). | Steve Eling Policy and Equalities Manager Assistant Chief Executive's Directorate |
| Please outline any research, data, or information used to complete this [form]. | Data provided by the Social Value Portal. |
| If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts. | N/A |
| Tracking [to be completed by Policy Support / Climate Champions] | |

Committee Name and Date of Committee Meeting

Cabinet – 20 March 2023

Report Title

Rotherham Financial Inclusion Plan

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)

Paul Elliott – Business and Commercial Programme Manager

Laura Thornley – Service Improvement and Governance Manager

Ward(s) Affected

Borough-Wide

Report Summary

This Report seeks approval for the attached Financial Inclusion Plan. This Plan details support available to the residents of Rotherham.

In the first instance, the aim is to help tenants and residents to improve their quality of life by maximising their income, reducing debt, increasing levels of educational attainment, and improving their potential to gain employment. The Plan 2023-24 will be implemented by the Financial Inclusion Team within the Housing Service with involvement from all Directorates. It is intended therefore to align resources and offer services, irrespective of tenure, as appropriate.

Evidence demonstrates that improving financial capability and confidence will contribute to reducing poverty, improving health, educational attainment, and opportunities to access employment.

For the plan to be effective it cannot stand alone in delivering solutions. A co-ordinated approach that brings together wider Council services, partners and agencies will not only be more cost effective, but it will also achieve greater success in providing tenants and residents with the support required to enable them to become financially empowered.

Recommendations

1. That Cabinet approves the Corporate Financial Inclusion Plan 2023-24

List of Appendices Included

Appendix A Corporate Financial Inclusion Framework
Appendix B Part A Initial Equality Screening Assessment form
Appendix C Part B Equality Analysis form
Appendix D Carbon Impact Assessment

Background Papers

The Housing Financial Inclusion Plan 2017-20

Consideration by any other Council Committee, Scrutiny or Advisory Panel

N/A

Council Approval Required

No

Exempt from the Press and Public

No

Rotherham Financial Inclusion Plan

1. Background

- 1.1 The Housing Income Service underwent significant transformation in 2017 with the desired outcome to focus on maximising housing income and sustaining tenants in their homes. To support this, a broader Financial Inclusion and Tenancy Support service was created. This was part of the wider team that develops and delivers practical interventions and projects to enable tenants to maximise their income, sustain their tenancies and live healthier lives.
- 1.2 This approach was underpinned by the development of a Housing Financial Inclusion Plan which covered the period 2017-2020. This was approved by Cabinet in March 2017. The Plan was designed to reflect current practices and build a range of modern operational packages, placing the customer at the heart of the service delivery model. The objectives were to promote financial responsibility, offer practical help to sustain tenancies, protect the most vulnerable and provide comprehensive support and advice.
- 1.3 The Council has undertaken an array of activity to promote financial inclusion and the well-being of residents. Examples of these initiatives include:
 - The provision of holistic, wrap around support to 1400 Council tenants each year.
 - As of January 2023, the combined Employment Solutions Teams have assisted 468 residents to complete accredited training and 488 into sustainable employment.
 - The Income Pre-Tenancy Team identified and helped to generate £1,482,236 in additional income for tenants and residents in the year 2021-22.
 - The Energy Crisis Support Scheme has approved payment awards of up to £400 per household to 4,560 applicants, as of 27th February 2023.
- 1.4 The previous Housing Financial Inclusion Plan expired in 2020 and the refresh was delayed by the Covid19 Pandemic. Given the cost-of-living crisis, it is more important than ever that the Council has a clear plan explaining how it will support Rotherham's residents. The Council has reflected upon the work undertaken to date and has now strengthened its approach. The Financial Inclusion Plan is based upon the concept that the Council will enable residents to improve their own financial prospects, and from that, better outcomes will flow. All Council Services have worked together to develop this plan and delivery is embedded across the Council.

2. Key Issues

- 2.1 The UK is currently facing the highest inflation rate in over 40 years, leading to significant price increases in the cost of day-to-day essentials such as

food, heat, and clothing over the last several months. Inflation peaked at 11.1% in October 2022 but remains in double figures.

This has subsequently resulted in what is being termed a 'cost of living crisis' where many households that have traditionally been able to manage on their incomes are no longer able to afford the costs of day-to-day life.

2.2 One of the biggest effects will manifest itself through fuel poverty. This will affect people as family finances are stretched by this and the increased cost of living. Choosing whether to 'heat or eat' will become a more mainstream scenario as people feel the financial effects of the increased costs of buying essential items such as household groceries and fuel. Experts predict that inflation and as such the cost of everyday household items will not stabilise until well into 2023 given the ongoing war in Ukraine and supply chain disruptions following the Pandemic.

2.3 To support residents through these difficult times, the Financial Inclusion Plan sets out the Council's offer to residents and how financial empowerment can be achieved through a combination of interventions:

- **Education:** Multi-point education covering essential life skills such as budgeting, cooking and home management delivered from childhood into adulthood.
- **Money Advice:** Specialised bespoke budgeting advice with a focus on money saving techniques where there is no additional entitlement to benefits.
- **Holistic Support:** Client centred, holistic tenancy support which identifies and takes steps to address the underlying issues that can exacerbate financial difficulties such as mental health issues/drug/alcohol addiction etc to facilitate tenancy sustainment.
- **Employment and Training:** Educating, upskilling, and supporting into people into economically beneficial and sustainable employment opportunities.

2.4 The Council recognises that supporting its residents is more important now than ever. In line with the Council's Year Ahead Plan, the focus will be on reaching the people impacted by the Pandemic and the cost-of-living crisis that may have never needed to access support services before. As such, the framework is focused on tackling these issues.

Funding of services into the future

2.5 The Council has continued to embed financial inclusion activity across services and external grants have been effectively managed to ensure that residents access the support that is available. A number of activities in the plan are delivered through external grants and this will be kept under review.

- 2.6 Considering the cost-of-living crisis it is acknowledged that there is a need to consider the development of a Rotherham Together Partnership approach to financial and economic inclusion Borough wide.

3. Options considered and recommended proposal

Option 1 – The Rotherham Financial Inclusion Plan 2023-24

- 3.1 It is recommended that Cabinet approve the Rotherham Financial Inclusion Plan 2023-24 which will enable the continued delivery of several measures designed to support residents through these economically challenging times.

Option 2 – Do nothing

- 3.2 If no Rotherham Financial Inclusion Plan 2023-24 was developed, then services would continue to be delivered across the Council but without an overarching plan to inform residents and stakeholders of the services available.

4. Consultation on proposal

- 4.1 The proposed Housing Financial Inclusion Plan 2023-24 was presented to the Strategic Housing Forum on 22 May 2022. The Forum is attended by a large number of professionals from housing providers and related partners across the region. Whilst the Plan has now taken on a broader focus the feedback received is still relevant to the offer contained in the refreshed Plan.
- 4.2 The proposed Financial Inclusion Plan 2023-24 was presented to the Housing Involvement Panel (HIP) on 21 September 2022. The HIP is attended by tenants, Councillors, and other professionals from within the Housing sector. The Plan was well received with feedback in support of the proposals.
- 4.3 The Plan was also presented to the Advice in Rotherham Partnership in January 2022. This meeting is attended by partners and key stakeholders from across the Borough who specialise in advice delivery. The Plan was well received with feedback in support of the proposals.
- 4.4 A Members Seminar was also held on the 12 October 2022. Chaired by the Cabinet Member for Social Inclusion the Financial Inclusion Plan 2023-24 was well received with members being supportive of the proposals.

5. Timetable and Accountability for Implementing this Decision

- 5.1 Cabinet – 20th March 2023.

6. Financial and Procurement Advice and Implications

- 6.1 There are no direct procurement implications arising from the new Financial Inclusion Plan 2023-24. However, any identified need to procure goods,

works or services to achieve the objectives in the Financial Inclusion Plan 2023-24 must be procured in line with the Public Contracts Regulations 2015 (as amended) and the Council's own Financial and Procurement Procedure Rules.

- 6.2 There are no direct financial implications resulting from this report. Funding for the teams is already included in the base budget. Delivery of the plan will support residents to manage their finances during difficult times which in turn will assist the council in effectively managing its finances and securing income that it is due.

7. Legal Advice and Implications

- 7.1 Whilst local authorities are excluded from the requirement to be authorised by the Financial Conduct Authority for most financial regulated activities, the Council would need to ensure that any activities conducted as part of the Plan do not fall foul of any such requirements and are compliant with all relevant legislation.

8. Human Resources Advice and Implications

- 8.1 There are no HR related issues contained within the report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 The Financial Inclusion Plan 2023-24 aims to contribute to the priorities set out in the Council Plan 2022-25:
- i. Every child able to fulfil their potential.
 - ii. People are safe, healthy, and live well.
 - iii. A cleaner, greener local environment.
 - iv. Expanding economic opportunity.
 - v. Every neighbourhood thriving.
- 9.2 The Financial Inclusion Team will provide practical help and support to children's families and vulnerable adults aimed at improving their health and wellbeing, improving their aspirations and educational attainment. The details are explained further in the Plan.

10. Equalities and Human Rights Advice and Implications

- 10.1 An Equalities impact assessment has been undertaken.

11. Implications for CO2 Emissions and Climate Change

- 11.1 A carbon impact assessment has been undertaken.

12. Implications for Partners

- 12.1. The Financial Inclusion Plan 2023-24 places emphasis on the benefits of partnership working. The Framework will ensure that the service offerings of all relevant partners and stakeholders are utilised to the best of their ability.
- 12.2 The Plan promotes holistic advice and support delivered in partnership with all relevant service providers. The aim is to reduce repeat presentations from customers at crisis point, therefore reducing the burden upon key agencies such as NHS and the Police.

13. Risks and Mitigation

- 13.1 There are significant risks to future Housing Revenue Account (HRA) income given ongoing welfare reforms and the general financial pressures on low-income households. The Council must consider the impact to the service and future long-term viability of the HRA Business Plan given the potential increase in arrears.
- 13.2 If rent arrears increase, this may result in increased evictions, which will put greater pressure on the Homelessness Service and Children's and Young Peoples Services, funded through the General Fund.

14. Accountable Officers

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

Approvals obtained on behalf of Statutory Officers: -

| | Named Officer | Date |
|--|----------------------|-------------|
| Chief Executive | Sharon Kemp | 06/03/23 |
| Strategic Director of Finance & Customer Services (S.151 Officer) | Judith Badger | 02/03/23 |
| Assistant Director, Legal Services (Monitoring Officer) | Phillip Horsfield | 20/03/23 |

Report Author: Paul Elliott – Business and Commercial Programme Manager
Laura Thornley – Service Improvement and Governance Manager
This report is published on the Council's [website](#).

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APPENDIX A



ENSURING NO ONE IS LEFT BEHIND

The Rotherham Financial Inclusion Plan 2023/24

www.rotherham.gov.uk/neighbourhoods/money-matters

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FOREWORD FROM THE CABINET MEMBER FOR SOCIAL INCLUSION

Since our last Housing Financial Inclusion Plan was launched in 2017, we have witnessed events that none of us were anticipating, from the effects of the pandemic to the current rising cost of living. Across the Council, teams have worked tirelessly throughout the last five years to ensure our residents are given the support they need to fulfil their potential in life, in work and to secure and maintain a safe home.

I am now pleased to be able to share our plans to build on our work today, taking us into the next two years, as we continue to ensure that no person or family in Rotherham is left behind. The whole Council continues to support our residents in many and varied ways, most importantly, tailored to each resident, offering a holistic approach to our assistance, ensuring no area of potential support is left unaddressed.



Councillor David Sheppard
Cabinet Member for Social Inclusion



WHAT WE WANT TO ACHIEVE

Expand economic opportunity:

To help our residents improve their economic prospects by offering support to access training and meaningful employment opportunities. • To create generational change with gainful employment at the heart of prosperous families. • To support our residents to mitigate the effects of the current cost of living crisis by providing opportunities for personal development, and through the provision of holistic wrap around support covering key areas such as debt and benefit advice.

Every child able to fulfil their potential:

To empower individuals and young families to learn how to become financially secure even when they are living on a low income. • Educate our young people in essential life skills such as budgeting and tenancy management so that they can prosper as young adults. • Collaborate with our peers in Council's Children's and Young Peoples service to ensure that we are offering meaningful support to our most vulnerable families.

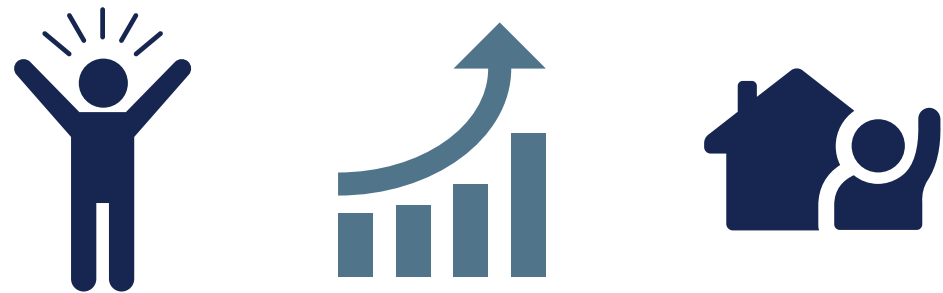


People are safe, healthy and live well:

Help remove the barriers that prevent our most vulnerable members of society from accessing the systems and services that they need to support behavioural change. • Reach out and improve the lives of our vulnerable residents through the provision of holistic support, ensuring that statutory and non- statutory services are working together effectively to improve the customer journey and reduce the demand on key services such as the Homeless Team caused by repeat presentations. • Embed new ways of working, deliver high-quality customer service, and ensure the Council is seen as the 'go to' place for residents to access the support they need to achieve independence.

Every neighbourhood thriving:

Educate our residents of all ages to provide them with the essential life skills they need to manage their money effectively and to be a good tenant/neighbour. • Create sustainable tenancies within stronger, safer communities. • Deliver a high-quality tenancy support service to ensure that we are supporting our most vulnerable residents to become valued members of their communities.



OUR APPROACH

Four guiding principles run through the plan, informing our way of working and helping us 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 include working in partnership with local organisations, community groups and the voluntary sector to harness their knowledge and experience in order to deliver the best outcomes for our 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 residents. 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.



OUR DELIVERY PLAN

The Council cannot do everything, but by working with our partners and our communities we are already delivering real change and improvement, and we will continue to strive to do so.

To help ensure that the most vulnerable members of our community do not get left behind, the Council offers a range of measures that are designed to give people the support, skills, and tools that they need to become financially secure. We call this our Financial Inclusion offer.

The Financial Inclusion plan 2023-24 will focus on continuing to deliver some of the important initiatives that we already have on offer, whilst also looking to establish new and innovative ways of working that can help us to address (and prevent where possible) the economic issues our residents may face in the future.

Financial inclusion in its simplest form means supporting people to access essential financial products such as bank accounts and home insurance.

People without a bank account can experience disadvantage due to a number of reasons:

- They are unable to receive direct income payments (either welfare or work).
- Their income is often paid into the accounts of friends/family leaving them open to financial abuse.
- They are unable to access lending facilities and create a credit history.
- The lack of credit history can make it difficult to secure housing.

In order to address and remove this barrier, the Council provides a service which can support our residents to access bank accounts and other essential products such as home insurance.

Financial Inclusion can also be about providing support to people in crisis. The Council offers a range of initiatives that provide direct assistance to those who need our help.

Examples of these include:

- Free school meals support (including extended holiday provision).
- The Council's Discretionary Housing Payment Fund.
- Warm welcome/warm banks.
- Fare Share food bank financial support.
- Council's Furnished homes furniture package.

In addition to our financial inclusion offer, we place equal focus on financial empowerment. This means that we want to help residents to be independent, self-reliant and to have financial security.

Financial empowerment can be achieved by providing people with the skills and support they need to become financially resilient. Our financial empowerment plan places focus on four key areas:

- **Education:** Multi-point education covering essential life skills such as budgeting, cooking and home management delivered from childhood into adulthood.
- **Money Advice:** Specialised bespoke budgeting advice with a focus on money saving techniques where there is no additional entitlement to benefits.
- **Holistic Support:** Client centred, holistic tenancy support which identifies and takes steps to address the underlying issues that can exacerbate financial difficulties such as mental health issues/drug/alcohol addiction etc to facilitate tenancy sustainment.
- **Employment and Training:** Educating, upskilling, and supporting into people into economically beneficial and sustainable employment opportunities.

Examples of current financial empowerment initiatives include:

- The **Employment Solutions Team** offers support to access training and employment (Pathways, Inspire and IPS).
- The **Council's Income Pre-Tenancy team** offer budgeting and income maximisation advice to new and existing Council's tenants.
- The **Council's Tenancy Support team** provide support to Council's tenants that need additional help to maintain their tenancy.
- **Social Supermarkets** (currently four on offer) provide short term access to low-cost groceries with the added provision of support in areas such as budgeting.
- The **'Cooking on a budget'** educational programme in partnership with Rotherham Minster Social Supermarket) teaches people how to cook low-cost healthy food.
- The **Council's Money Matters** newsletters and blogs provide information, advice and guidance to residents on current financial issues.
- The **Council's Welfare Rights team, Macmillan team and Money Advisor** provide practical support and guidance to residents on the issues of welfare benefits and debt.
- The **Council's Projects and Interventions Officer** delivers an educational programme to residents of all ages on subjects including budgeting and tenancy management.
- The **Age UK Age Related Benefit Advisory Service** supports pension age residents to access any welfare benefits that they may be entitled to.
- **Rotherfed, CARD, VAR** deliver a number of community projects such as 'Making your money go further'.
- **The Council's Commissioning team** commission Housing related support services including Roundabout and Action Housing who offer both supported accommodation and floating tenancy support.
- **A Place Of Your Own (APOYO)** is an educational training programme for new tenants delivered by Rush House.

EXAMPLES OF OUR WORK

Below is a photograph of the first group of people to complete our Cooking on a budget course, delivered in partnership with Rotherham Minster Social Supermarket.

This course provides people with the skills and knowledge they need to cook healthy, nutritious and tasty meals using low-cost food or items which you may receive from a foodbank or social supermarket.

At the end of the course the applicants receive a free hamper that provides them with any essential cooking items they might need.



Happy graduates from the 'Cooking on a budget' course.

Elliott received support from the Employment Solutions team to help him find employment. Elliott was quite shy and had very little experience of employment.

In the first instance he received support from the Pathways team to build his confidence, help write his CV and prepare for interviews. This helped Elliott secure a temporary role within the council as part of the DWP Kickstart program.

He received ongoing support throughout his Kickstart placement from his work coach Debra. Elliott's confidence continued to grow and combined with his hard work and dedication this enabled him to successfully secure a full-time job at the end of his placement.



A Pathways participant who has been supported to find employment.

GET INVOLVED...

We want residents to be at the heart of everything we do.

There are lots of different ways for people to get involved, providing views on our services, helping to shape plans and priorities, and keeping up to date on news and views. This includes ward plans, neighbourhood newsletters, social media and consultations.

For further information visit the Council website at
www.rotherham.gov.uk

If you would like this information in another language or format, please ask us.

FIND OUT MORE

Further details of the services mentioned in the above plan can be found at:

www.rotherham.gov.uk or call us on 01709 382121.

For employment related support, please contact us at
employmentsolutionsteam@rotherham.gov.uk



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APPENDIX B.

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: Corporate Financial Inclusion Plan 2023-24

Directorate:
Adult Care, Housing & Public Health

Service area:
Business and Commercial

Lead person:
Laura Thornley

Contact number:
07969 771489

Is this a:

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

If other, please specify

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

Rotherham's current Financial Inclusion Plan expired in 2020. Due to delays caused by the pandemic, our new Corporate Financial Inclusion plan has been developed for delivery between 2023-24.

This plan will set out the priorities and delivery strategies of the Financial Inclusion team (and its key stakeholders) to ensure that our tenants and residents receive the

support they need to become financially empowered and economically secure during these times of financial crisis.

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

The Corporate Financial Inclusion Plan 2023-24 is specifically designed to be inclusive to all residents irrespective of their characteristics. There are no elements of our proposal that will be detrimental to any particular group/individual. We actively challenge discrimination ensuring that the array of services we offer are fully inclusive.

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?**

The Corporate Financial Inclusion Plan 2023-24 looks to actively remove and reduce any barriers to accessing services.

It has a particular focus on engaging with hard-to-reach members of the community.

We are actively seeking to engage with residents of all ages, faiths, and backgrounds.

Using the information available we will target the communities least likely to be accessing our services at the current time.

We have completed trend analysis using current tenant data which has highlighted our target groups/ areas etc.

We have consulted with tenants, residents, and professionals through attendance at the Housing Involvement Panel, Advice in Rotherham Partnership and the Strategic Housing Forum to obtain their thoughts, suggestions, and feedback on our proposals.

- **Key findings**

Completing the equalities review has highlighted the need to capture special category data at key points in the customer journey (within the Financial Inclusion team) to ensure that customers with protected characteristics are accessing our services.

- **Actions**

Start to capture special category data for our Income Pre-tenancy, Tenancy Support and Projects and Interventions teams clients to quantify and validate engagement with residents that have protected characteristics.

| | |
|---|--|
| Date to scope and plan your Equality Analysis: | 27.09.2022 |
| Date to complete your Equality Analysis: | 27.09.2022 |
| Lead person for your Equality Analysis (Include name and job title): | Laura Thornley – Financial Inclusion Team Leader |

5. Governance, ownership and approval

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

| Name | Job title | Date |
|------------|--------------------------------------|---------|
| Paul Walsh | Acting Assistant Director of Housing | 1.11.22 |

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 | 27.09.2022 |
| Report title and date | Corporate Financial Inclusion Plan 2023-24 |
| 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 20 March 2023 |
| Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk | 27.09.2022 |

APPENDIX C

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: Corporate Financial Inclusion Plan 2023-24 | |
| Date of Equality Analysis (EA): 31.10.2022 | |
| Directorate: ACPH&H | Service area: Business and Commercial – Financial Inclusion Team |
| Lead Manager: Laura Thornley | Contact number: 07969 771489 |
| Is this a: | |
| <input checked="" type="checkbox"/> Strategy / Policy | <input type="checkbox"/> Service / Function |
| <input type="checkbox"/> 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) |
|----------------|--------------|---|
| Laura Thornley | RMBC | Financial Inclusion Team Leader |
| Mark Edmondson | RMBC | Housing Income and Financial Inclusion Manager |
| Paul Elliott | 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)

This may include a group/s identified by a protected characteristic, other groups or stakeholder/s e.g., service users, employees, partners, members, suppliers etc.)

The Financial Inclusion Team was established in 2017 to improve the financial wellbeing of RMBC tenants and residents.

Rotherham has historically been an area with high levels of deprivation with 22% of residents living within the 10% most deprived areas of England. 12,667 children were living in “absolute poverty” in 2018/19. Life expectancy in the most deprived areas of Rotherham is 9.9 years lower for men and 9.5 years lower for women than in the least deprived. There are significant gaps in healthy life expectancy, meaning those from more deprived communities can expect to live for more years in poor health. Many residents are on a low income with limited economic prospects. RMBC recognised that to address this issue, they needed to support their most vulnerable residents to improve their finances. In turn this will help them to build stronger communities and improve the prospects for low-income families in line with their ‘every child making the best start in life’ priority.

In its early days, the Financial Inclusion team was relatively small with only 15 members of staff delivering the service. Due to a period of investment and expansion the team currently consists of 43 staff providing a variety of services including:

- The Income Pre-Tenancy Team – This Team assists people with the completion of an income and expenditure assessment prior to allocation of an RMBC property
- The Tenancy Support Team – This Team assist RMBC Tenants with tenancy related issues such as setting up rent payments, arranging utilities, dealing with rent arrears, and assisting with income maximisation through benefit application. They provide holistic support to vulnerable tenants for as long as required
- The Employment Solutions Pathways, IPS and Inspire Teams - These teams support residents into accessing training and employment opportunities. They also provide a support service to help remove any barriers to employment.
- The Projects and Interventions Officer – This officer raises the profile of the financial inclusion work undertaken by RMBC through the delivery of educational

and promotional activities in key areas such as 'tenancy sustainment' and 'living on a budget.' They deliver workshops in a variety of different settings across the borough i.e., schools/community centres

- The Energy Crisis Support Scheme – This team offers financial support through the payment of awards (currently £400) to eligible residents that have been affected by the current energy crisis.

The first Financial Inclusion Plan was approved in 2017, with a programme of delivery up until 2020. Due to delays caused by the uncertainty of the Covid pandemic, the refreshed Financial Inclusion Plan will now detail the proposed service delivery outcomes for the period 2023-24.

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

The Council currently owns circa 20,000 homes, 544 leasehold homes and 3,375 garages with a turnover from rents and other sources approaching £84m per annum.

Circa 264,000 people live in Rotherham Borough, about half living in and around the main urban area of Rotherham. The remainder live in smaller towns such as Wath, Dinnington and Maltby, and in numerous large villages and rural communities, all of which have their own distinct identities.

120,600 Rotherham residents are in employment whilst 106,000 people have workplaces in the Borough, giving a net outflow of 14,700 workers. One in five workers who live in Rotherham are employed in Sheffield and another one in five work elsewhere outside Rotherham.

45,259 children attend 117 Rotherham schools.

Rotherham has a similar age profile to the national average and in common with the national trends, the population is ageing. Central Rotherham has a younger population than average whilst the more suburban and rural areas, mainly in the south of the borough, have older age profiles.

One in four residents (25.2%) are aged 60 years or over and 22,500 people (8.5%) are aged 75 years or over. Rotherham has 56,900 children aged 0-17 (21.6% of the population).

Rotherham's Black and minority ethnic (BME) population was 8.1% in 2011 and is now estimated at around 11%. The central area of Rotherham is far more ethnically diverse than the rest of the Borough. The largest minority ethnic group is Pakistani & Kashmiri (4% of the population), followed by the Slovak & Czech Roma (1.5% of the population). Rotherham also has smaller Black African, Indian, Chinese, Irish and Arab communities, all with between 500 and 2,000 people.

The 2011 Census showed that 56,588 (22%) of Rotherham's population had a long term health problem or disability and 11.3% said their day-to-day activities were limited a lot by long term conditions (8.3% nationally). In November 2016, 30,306 Rotherham residents

(11.6%) claimed Disability Living Allowance (16,680), Personal Independence Payment (6,100) or Attendance Allowance (7,516).

One in six homes are rented from the Council and although house prices have risen over the years, they are about half the national average.

Rotherham Borough has 63 councillors representing 21 wards. 43% of Councillors are women and 5% are BME.

There are 30 Parish Councils in Rotherham covering half the population.

Most neighbourhoods in Rotherham offer a good living environment and 78% of adults are satisfied with their local area as a place to live.

Despite improvements overall, some areas of Rotherham are affected by high economic and social deprivation. Rotherham is the 52nd most deprived district in England according to the Index of Multiple Deprivation 2015, which showed 19.5% of residents living in the 10% most deprived areas nationally.

Central Rotherham forms the main area of high deprivation although there are also pockets in Maltby, Rawmarsh, Dinnington, Thurgroft, Wath, Swinton and Aston. The main forms of deprivation affecting Rotherham are low levels of qualification, poor health, high rates of disability and high worklessness, notably long-term sickness.

Adult qualification levels in Rotherham are below average, including the proportion of the population with higher qualifications which reflects Rotherham's industrial legacy. However, most pupils attending Rotherham's schools have attainment slightly above the national average. Rotherham colleges provide good quality further education and the new University Centre offer higher education courses

The Housing Service undertook a survey of tenants' views in 2019, referred to as the Star (Standard Tenant Assessment Response) Survey which supports how resources are targeted and allows the Council to benchmark satisfaction with other social housing providers. The most recent survey found:

- 80% of tenants are satisfied with the overall service provided
- 80% of tenants are satisfied with the quality of their home
- 78% of tenants believe their rent provides value for money
- 48% of tenants were satisfied that their views were listened to and acted upon
- Satisfaction with grounds maintenance and estate services were varied across the borough

The Corporate Financial Inclusion Plan 2023-24 responds to the above concerns by continuing to invest in the provision of tenancy support services, the delivery of educational programmes in key life skill areas such as budgeting, and the provision of support to access training and employment opportunities.

We have consulted with both tenants, residents and members through a series of meetings and seminars to discuss the impact of the proposals.

Are there any gaps in the information that you are aware of?

At present we do not collect equalities data at the point of referral into either the Income Pre-Tenancy team or the Tenancy Support team. This information is captured earlier in the housing process at the point of housing application.

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

We will collate equalities information as part of our standard procedures within each individual service delivery team.

The Income Pre-tenancy and Tenancy Support team will gather this information as part of their standard case recording process enabling us to quantify the metrics of our service users in the future.

The Projects and Interventions Officer will collate equalities data by completing evaluation reports following educational delivery sessions.

This information is already collected as standard by our Employment teams as part of their funding obligations.

Engagement undertaken with customers. (date and group(s) consulted and key findings)

Housing Involvement Panel – 21st September 2022

Engagement undertaken with staff (date and group(s) consulted and key findings)

Strategic Housing forum – 22nd May 2022
Advice In Rotherham Partnership – January 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 plan aims to actively support as many residents of Rotherham as possible by removing the barriers that prevent people from accessing services.

The team will deliver services in multiple languages using approved translation services.

The team will deliver services in a variety of locations including schools, faith groups and community centres in order to access a diverse range of communities.

The service will work in partnership with organisations that specialise in supporting minority groups such as Clifton Learning partnership and the Roma Slovak community.

As each service on offer has a differing eligibility criteria, we will ensure that we are working in partnership with alternative service providers so that people are supported when we cannot offer the support ourselves.

The plan focuses on the delivery of holistic advice and the benefits of partnership working in order to remove any barriers to accessing support.

Does your Policy/Service present any problems or barriers to communities or Groups?

There are no problems/ barriers identified at this time.

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

Our policy actively tries to remove any barriers to engagement. We are seeking to engage with residents of all ages, faiths, and nationalities in order to achieve the best outcomes for all residents.

The team will deliver services across multiple platforms including face to face, telephone, digitally and in written format in multiple languages with additional assistance for our customers with a sight/hearing impairment.

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)

We expect that the inclusivity of the plan will enhance community relations. Positive feedback has been received from ethnic minority members of the Housing Involvement Panel who offered to act as a conduit to build relationships with local mosques.

The plan offer services to all residents and therefore is not exclusive to one particular client group. (Although some elements of the service offer will be restricted to Council tenants due to being funded through the Housing Revenue Account)

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: Corporate Financial Inclusion Plan 2023-24 |
| Directorate and service area: ACPH&H – Business and Commercial – Financial Inclusion Team |
| Lead Manager: Laura Thornley |
| Summary of findings: |
| The review process has highlighted the need to incorporate special category data collection at key intervals in service delivery so that we can monitor and confirm engagement from clients with protected characteristics. |

| Action/Target | State Protected Characteristics as listed below | Target date (MM/YY) |
|---|---|---------------------|
| Implement special category data collection at key points in the Income Pre-Tenancy, Projects and Interventions and Tenancy Support journey to ensure that each service/programme is being accessed by protected characteristic client groups. | A,D,S,GR,RE,SO,RoB | June 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 |
|------------|--------------------------------------|-----------|
| Paul Walsh | Acting Assistant Director of Housing | 1.11.2022 |

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 | 31.10.2022 |
| Report title and date | Financial Inclusion Plan 2022-25 |
| Date report sent for publication | |
| Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk | 2.11.22 |

APPENDIX D

| 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? | Impact unknown | As our employment projects support more residents to access employment there may be an increase in the number of people using transport to get to work | | We support local jobs for local people with the aim of generating economic prosperity for Rotherham. This should ensure work related travel requirements are minimal. | |
| 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 | | | | | |

| |
|--|
| <p>Please provide a summary of all impacts and mitigation/monitoring measures:</p> <p>The Financial Inclusion plan aims to increase economic opportunity for both our residents and the Borough itself. The impact of this plan could be increased travel across the borough as people access employment. We will try to minimise the impact by promoting low carbon travel options where possible and supporting a local jobs for local people ideology that will keep travel to a minimum.</p> |
|--|

| | |
|---|---|
| Supporting information: | |
| Completed by: (Name, title, and service area/directorate). | Laura Thornley, Financial Inclusion Team Leader |
| 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] | |

Committee Name and Date of Committee Meeting

Cabinet – 20 March 2023

Report Title

Fleet Replacement Plan

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)

Karen Mudford, Head of Fleet & Transport Services

Tel: 07754 436548

Email: karen.mudford@rotherham.gov.uk

Sam Barstow

Assistant Director, Community Safety and Street Scene

Sam.barstow@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

This report considers options to implement a long-term phased approach to the procurement, operation, maintenance, replacement, and disposal of Council fleet vehicles, which are essential tools in delivering services across the Borough.

The report details the current vehicle assets owned or leased by the Council and proposes a Fleet Replacement Plan to make best use of the available Capital funding, with a view to supporting the Council's commitment to net zero by 2030.

Recommendations

That Cabinet:

1. Approves the approach to fleet replacement, which refreshes 35% of the current fleet by 2025/26 that works towards the Council's strategic objective of achieving 'Net Zero' status by 2030, and Borough wide by 2040.

2. Notes the intention to strengthen centralised fleet management, including Council-wide requests for additional vehicles, acquisition, disposal, maintenance and redeployment of assets to ensure best utilisation and value.
3. Delegates authority to the Strategic Director of Regeneration and Environment, in consultation with the S.151 Officer, and Cabinet Member for Transport and the Environment to enter into the necessary procurement agreements to effect the delivery of the report objectives.

List of Appendices Included

- Appendix 1 Equalities Screening Assessment
Appendix 2 Carbon and Climate Change Assessment

Background Papers

RMBC Policy Statement – Responding to the Climate Emergency
[Responding to the Climate Emergency – Rotherham Metropolitan Borough Council](#)

Rotherham Transport Strategy
[Rotherham Transport Strategy – Rotherham Metropolitan Borough Council](#)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

Fleet Replacement Plan

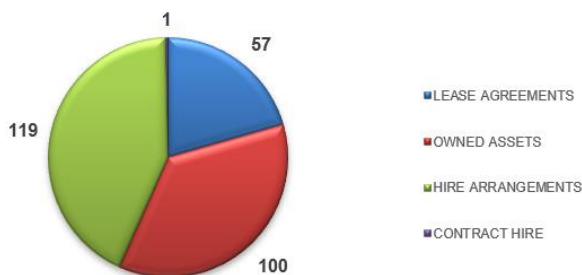
1. Background

- 1.1 The Council operates a diverse range of 337 vehicles and plant equipment across 22 departments. This includes around 60 large goods vehicles, such as refuse collection vehicles which are stipulated on a 'Goods Vehicle Operators Licence'. It is essential that all vehicles are well maintained, remaining safe and efficient to ensure the Council remains compliant with relevant obligations.
- 1.2 The 2020/21 Budget and Medium-Term Financial Strategy agreed to service capital borrowing in order to invest in the Council's fleet. A budget of £7.937m was approved, however the funding has not yet been drawn upon due largely to the response to the Covid-19 Pandemic.
- 1.3 On 30th October 2019, the Council agreed a motion to declare a climate emergency and published a policy statement in 2020 entitled, "Responding to the Climate Emergency". Within this, was a pledge to adopt the following targets:
 - RMBC: Council's carbon emissions to be at net zero by 2030
 - Rotherham: Borough-wide carbon emissions to be at net zero by 2040
- 1.4 The introduction of a 'Climate action plan' saw a requirement to, "Develop a timeline for EV fleet conversion" and this is reflected in the "Year Ahead Plan 2022-23" to "Develop a fleet conversion programme to low carbon fuel"; "The term 'Net zero' means achieving a balance between the carbon emitted into the atmosphere, and the carbon removed from it. This balance, or 'net zero' – will happen when the amount of carbon we add to the atmosphere is no more than the amount removed". *
**Energy Saving Trust*
- 1.5 Due to national and global climate objectives, the pace of change in automotive industry is rapid. Emerging technologies are resulting in a growing market of zero or ultra-low emission vehicle models from a wide range of manufacturers.
- 1.6 Whilst the Council operates some cars, most of the fleet consists of light commercial vehicles, heavy commercial vehicles, and items of 'road going plant', such as mechanical sweepers and ride on mowers and market development for these categories, has not progressed at the same pace.
- 1.7 Work towards the introduction of a Fleet Replacement Programme in 2019 stalled due to the Covid-19 pandemic, although at the time, zero or low carbon alternatives for light and heavy commercial vehicles were limited and it is these areas that need the most attention if the Council is to achieve the target of 'Net zero' by 2030.

2. Key Issues

- 2.1 The current fleet is a mixture of owned assets, lease agreements and hire arrangements. The lease agreements have either passed their end of term, or are approaching it in the next 12-24 months, and the hire arrangements in many cases due to their longevity, denote a requirement for a permanent fleet addition. Hire arrangements can often be costly, given that there is no commitment to term, and lease vehicles past their end of life can incur high-cost refurbishment charges, when returned to the lessor.

VEHICLES - BY ACQUISITION TYPE

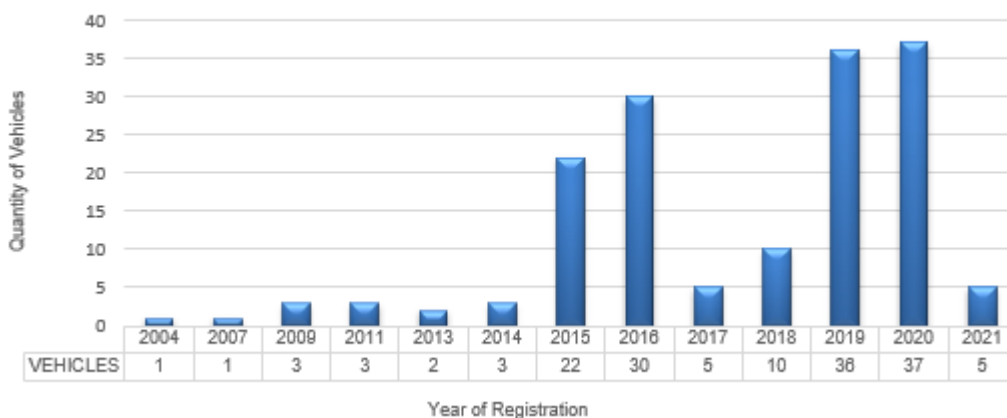


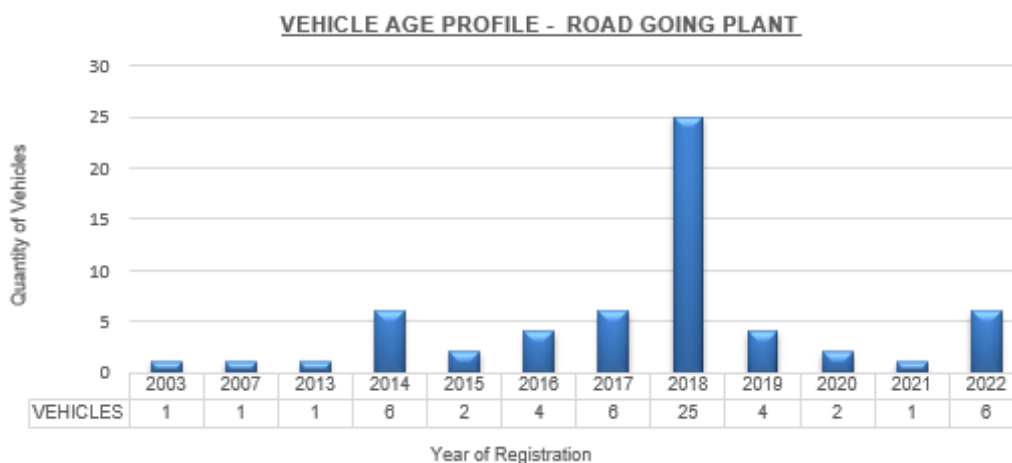
ROAD GOING PLANT - BY ACQUISITION TYPE



- 2.2 Excluding the hire arrangements which are largely vehicles registered within the last 3 years, the core fleet age profile demonstrates that there are 80 vehicles and road-going plant items that are greater than 5 years old. Current new vehicle delivery lead times from point of order, range from 12-24 months meaning that by the time replacements are ordered, these may be greater than 7 years old.

VEHICLE AGE PROFILE - VEHICLES





2.3 The fuel types of the existing fleet are:

| FUEL TYPE | CORE FLEET | HIRE VEHICLES | ROAD GOING PLANT | TOTALS |
|-----------------|------------|---------------|------------------|------------|
| DIESEL | 139 | 114 | 45 | 298 |
| PETROL | 19 | 2 | 13 | 34 |
| ELECTRIC / ULEV | 0 | 3 | 2 | 5 |
| TOTALS | 158 | 119 | 60 | 337 |

2.4 It is critical that the Council aims to operate vehicles to an optimum life which considers vehicle reliability with age, the associated maintenance costs and predicted residual values, with the aim of replacing vehicles before they increase financial liability through age, mileage, and depreciation. A modern fleet also has benefits for employees, safety, and the Council's image.

2.5 Historically the UK market has enjoyed a healthy export pipeline, where medium and large commercial vehicles continue their lives in other countries for many years beyond the optimum life cycle.

2.6 Whilst there has been legislation in place since 1970, European wide emissions standards for vehicles were introduced in 1992 with the aim of reducing harmful exhaust gases entering the atmosphere.

2.7 Each iteration of Euro standard has delivered a gradual improvement in emissions as can be seen in the table below.

| Euro Standard | Introduced on: | NOx | CO | PM | HC + NOx |
|---------------|--------------------------------|----------|---------|-----------|----------|
| 1 | 31 st December 1992 | | | | |
| 2 | 1 st January 1997 | | | | |
| 3 | 1 st January 2001 | | | | |
| 4 | 1 st January 2006 | | | | |
| 5 | 1 st January 2011 | 0.18g/km | 0.5g/km | 0.005g/km | 0.23g/km |
| 6 | 1 st September 2015 | 0.08g/km | 0.5g/km | 0.005g/km | 0.17g/km |
| 7 | Planned for 2025 | | | | |

2.8 Diesel Particulate Filters (DPF) were introduced as part of the Euro 5 emissions standard. The particulate filters capture 99% of particulate matter and helps trucks and lorries to meet the lower total emissions. Engines that meet the standard, now emit the equivalent of one grain of sand per kilometre.

2.9 Euro 6 is the current standard for all new vehicle registrations, and for diesel trucks, the permitted emissions of NOx were reduced from 0.18g/km to 0.08g/km. All vehicles' emissions are considered as part of the annual MOT and any vehicle not meeting the required standards, are issued an instant failure, and are not considered roadworthy.

| | | | |
|------|--|--------------------|-----------------|
| 2.10 | The Council's current vehicle fleet (not including road going plant) have the current Euro statuses: | EURO STATUS | VEHICLES |
| | | 4 | 7 |
| | | 5 | 29 |
| | Hire vehicles are typically less than 3 years old, guaranteeing a Euro 6 standard. | 6 | 122 |
| | | <hr/> | |
| | | TOTAL | 158 |

2.11 By having a fleet that is Euro 6, improved fuel efficiency can be achieved, which lowers overall consumption by improving 'miles per gallon'. The latest diesel engines are now so clean, that to determine environmental carbon impact, the actual fuel usage from the vehicle fleet must be calculated and converted into carbon tonnes.

2.12 The automotive industry is currently experiencing manufacturing and supply chain challenges, meaning product lines are reduced, raw materials and parts scarce and extended lead times for delivery of new models which are rising in cost. Battery manufacture is proving challenging, as firms struggle to survive due to high-cost component materials.

2.13 By planning fleet replacement, procurement requirements can be addressed early, with opportunities to engage with the local market and secure manufacturers 'build slots' well in advance of when delivery is required. This also brings value in large scale procurement exercises, to bring economies of scale and add social value.

2.14 When considering low carbon alternatives, there are a range of challenges in the heavy commercial markets in terms of electric vehicles such as:

- Mileage ranges
- Operation of rigs or other municipal equipment impacting battery life
- Cold weather impacting battery life
- Reliability
- Longevity
- Whole Life Costs
- Residual Values
- Maintenance skills

- 2.15 Whilst there are other alternative power sources for vehicles in development, such as hydrogen, hydrotreated vegetable oil and compressed/liquified natural gas, Battery Electric Vehicles (BEV) are leading the market with price points and vehicle delivery lead times becoming more accessible and attractive to meet climate objectives. There is no certainty around long term market predictions for a leading alternative fuel source, given the advances seen in the last 2 years alone, with 5 times more BEV models now available, than in 2021.
- 2.16 Infrastructure and rising energy costs are to be considered when structuring a fleet replacement programme. Supply of alternative fuels must be readily available and stored where possible, in addition to the existing bunkered supply of diesel at the current operational depots. If BEV are sourced, there must be means to have sufficient charging points and electricity through grid capacity at vehicle operating centres around the borough, including out bases where vehicles park whilst not in use.
- 2.17 Electricity infrastructure to support charging of a large number of vehicles needs to be thoroughly assessed in order to support future phases of fleet replacement. A partial transition may minimise any risks associated with day-to-day operations of electric fleet and allow the Council to develop its understanding of the implications.
- 2.18 Power interruptions could result in BEV fleet being grounded through charging failure and therefore unable to deliver operational services. This could present reputational and financial risks to the Council.

3. Options considered and recommended proposal

- 3.1 **The recommendation is to seek to replace a total of 119 vehicles between 2023/24 – 2025/26 as ‘Phase 1’**
- 3.2 The rationale for identifying the vehicles within this option for replacement is:
- Owned assets that do not comply with clean air zones and are less than Euro 6 emissions standard
 - Leased or contract hired vehicles that have passed their contract end date and continue to incur annual rental charges
 - Contract hired vehicles where the term is due to expire in 2023 (not the 16 x '16 plate RCV's)
 - Hired vehicles that have been in service over 250 days where length of hire determines service requirement, and an annual revenue saving could be potentially achieved.

- 3.3 The table below shows a breakdown of the vehicle purchases between Battery Electric Vehicle (BEV) and Internal Combustion Engine (ICE) vehicles.

| | | | | | | | |
|---|------|----|-----|------------|-------------------|-------------------|-------------------|
| | | | BEV | 64 | £3,334,904 | | |
| | | | ICE | 55 | £4,265,000 | | |
| TOTAL VEHICLES | | | | 119 | £7,599,904 | | |
| | | | | | BEV | ICE | |
| CAT 1 | CAR | 10 | | | £320,000 | £0 | |
| CAT 2 | MPV | 3 | | | £120,000 | £0 | |
| CAT 3 | 4x4 | 1 | | | £0 | £25,000 | |
| CAT 4 | MBUS | 20 | | | £0 | £1,731,000 | |
| CAT 5 | LCV | 74 | | | £2,034,904 | £836,000 | |
| CAT 6 | LGV | 11 | | | £860,000 | £1,640,000 | |
| TOTAL INDICATIVE COST BY VEHICLE TYPE: | | | | | £3,334,904 | £4,232,000 | £7,566,904 |

- 3.4 This option would replace 35% of the fleet in the first phase and delivers 119 new vehicles within the current available budget of £7.9m. 64 of the 119 vehicles would be replaced by battery electric derivatives (representing 19% of the fleet) and the remainder would be internal combustion engine at Euro 6 standard. As can be noted, a range of different vehicle types will be replaced including minibuses, light commercial vehicles (these are small vans), multi-purpose vehicles (eg seven seater cars) and some refuse collection vehicles. The bulk of electric vehicles purchased will be small cars, such as Ford Fiesta type vehicles as well as a range of the smaller vans.

- 3.5 The acquisition methods of the existing 119 vehicles are:

| | | |
|---------------|----|-------|
| HIRED | 72 | 60.5% |
| OWNED ASSETS | 8 | 6.7% |
| CONTRACT HIRE | 1 | 0.8% |
| LEASED | 38 | 31.9% |

119

- 3.6 The current annual rental charges for vehicles that are hired, leased and contract hired which have been identified for replacement in this option, is £952k.
- 3.7 The remaining capital budget would be used to purchase the 16 x '16 plate RCV's at the end of their lease term in 2023. This is estimated to be a payment of c.£25k per vehicle, (current expected quotations) totalling £400k to translate them to RMBC ownership. The vehicles have had significant financial investment in repairs to elongate the life of the waste bodies, following an extension of the leases in 2021 from 5 years to 7 years. By purchasing these, the impact on revenue budgets will reduce by c.£325k per annum, however prudential borrowing charges would need to be written

down over the remainder of the vehicle's lifespan. It is anticipated that a further 2 years, would allow sufficient time for the RCV's to be replaced as "Phase 2" of the fleet replacement plan following seeking approval through a new capital bid. The vehicles would also have some residual value at the end of the additional 2 years extension to offset the initial investment.

- 3.8 The option recommended above represents a blend of priorities which includes the initial ambition tied to the budget allocation in relation to 'invest to save' as well as taking account of the Council's commitment to climate change ambitions. A range of different options were considered. Firstly, the option of increasing the amount of electric vehicles purchased was considered however, this is not possible within the current budget and may not be the best use of investment taking into account current emissions, charging infrastructure and age of some of the current fleet. It is acknowledged that key aspects of the fleet will need to be replaced in due course and as a result future capital bids will be forthcoming. In addition, the option to do nothing remains however this is not recommended due to the issues outlined above in relation to older vehicles and levels of emissions, as well as reliability and the opportunity to maximise use of resources by purchasing long-term hire vehicles to cater for business need.
- 3.9 In producing the fleet replacement plan the Council has also considered ongoing management and purchase of fleet as well as maintenance. In order to ensure that the Council's fleet is effectively managed, following the insourcing of the maintenance service, and aligns to strategic priorities, it is essential that centralised management is in place. The service will implement, as part of the fleet replacement plan, activity to identify improved corporate processes for purchase and maintenance of vehicles (and associated budgets) with a view to centralising the management and approval processes within the Corporate Transport Unit.

4. Consultation on proposal

- 4.1 There has been no specific external consultation carried out however in developing proposals the Council has explored the approach being taken elsewhere as well as acknowledging and reviewing information in relation to fuel types and new fuel developments. Each individual vehicle purchase will consider appropriate consultation as required.

5. Timetable and Accountability for Implementing this Decision

- 5.1 Subject to Cabinet approval the Plan will be implemented during 2023/24 and 2025/26. The timescale is largely driven by lead times on orders for vehicles however procurement activity will take place during 2023/24.
- 5.2 The Head of Fleet and Transport Services and the Assistant Director for Community Safety and Street Scene will be accountable for implementing the Plan and this will be coordinated through a project board who will oversee progress. This will be established immediately following the Cabinet decision.

6. Financial and Procurement Advice and Implications

- 6.1 The Fleet and Transport Service have worked in collaboration with the Procurement Team in researching market options and costs in order to develop the fleet replacement plan. All subsequent procurement activity will be progressed in line with the Public Contracts Regulations 2015 (as amended) and the Council's own Financial and Procurement Rules. It is likely that there will be a range of procurement strategies required dependent on the varying vehicle types.
- 6.2 The Council allocated £7.937m in the Capital Programme for Fleet Replacement which provides the approved funding to meet the chosen option. The approved net budget for the Corporate Transport Unit (excluding Home to School direct costs) is £0.4m. The capital and revenue modelling for the recommended option are validated estimates using latest data on the Council fleet assets. Whilst this does show significant potential for revenue savings (£0.9m), the Capital borrowing costs and increased maintenance costs must be considered and as a result the saving forecasted are moderate at this stage.
- 6.3 The cost modelling will continue to be reviewed to ensure future revenue savings are accurately identified and support future consideration of further capital borrowing. The revenue implications will need further appraising once actual costs are known with the impact reported into the Council's budget process. Also included in the appraisal will be the impact of further centralising of Fleet operations

7. Legal Advice and Implications

- 7.1 Each of the transactions referred to within the strategy will need to comply with the Public Contract Regulations 2015 (as amended) and the Councils FPPR. Appropriate terms and conditions will be required in respect of all of the contractual arrangements to be implemented to ensure that the Council is appropriately protected, and the objectives of the strategy are achieved
- 7.2 Section 9D of the Local Government Act 2000 requires that all functions of a local authority are the responsibility of the executive unless otherwise specified in regulations. The discharge of functions in relation to the issues set out in the report are not specified within regulations as to not be functions of the executive. Therefore, this is an executive power to be exercised by the Cabinet.

8. Human Resources Advice and Implications

- 8.1 Human resources implications are outlined within the report concerning the impacts on staffing resources, safety and morale/motivation.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 Children and young people as well as vulnerable adults are impacted by the Councils fleet through the delivery of a number of different services such as home to school or the provision of adult care services. Improvements to the fleet will have a positive impact on those who benefit from the Council's fleet. Close liaison between services will be essential to ensure individual purchases meet the needs of staff and service users.

10. Equalities and Human Rights Advice and Implications

- 10.1 There are no direct impacts as a result of the fleet replacement plan overall however individual purchases will need to ensure they reflect the needs of individual users and will therefore be subject to individual assessment.

11. Implications for CO2 Emissions and Climate Change

- 11.1 As noted within the Climate Impact Assessment and within the body of the report, the objectives in terms of replacing vehicles is to continue to reduce carbon emissions and therefore have a positive impact on the Council's commitments to net zero by 2030.
- 11.2 There are limitations and risks in moving to a fully electric fleet and again this is detailed within the body of the report. Not only is the technology not yet capable of supporting all of the Council's functions but the infrastructure also requires improvement. Decarbonising the fleet fully will require further investment in future years, alongside further technological advancement.

12. Implications for Partners

- 12.1. The provision of a well maintained and up to date fleet is critical in supporting the Councils general delivery, which has a significant impact on partners. Largely, the procurement and replacement of vehicles within the fleet will not impact the Councils partners.

13. Risks and Mitigation

- 13.1 There are a range of associated risks, some of which have been referenced within the body of the report. In particular there are risks associated with:

- Charging infrastructure
- Market Fluctuations
- Emerging Technologies
- Supply chain
- Maintenance and reliability of electric
- Increasing Energy Prices

The recommended option seeks to mitigate some of the risk identified above through a blended approach to fleet replacement as outline in section 3. In addition, a project board will be established to oversee the fleet replacement plan and associated issues. This will include a risk register and mitigating actions.

14. Accountable Officers

Karen Mudford, Head of Fleet & Transport Services
 Sam Barstow, Assistant Director- Community Safety & Streetscene

Approvals obtained on behalf of Statutory Officers: -

| | Named Officer | Date |
|--|----------------------|-------------|
| Chief Executive | Sharon Kemp | 06/03/23 |
| Strategic Director of Finance & Customer Services (S.151 Officer) | Judith Badger | 02/03/23 |
| Assistant Director, Legal Services (Monitoring Officer) | Phillip Horsfield | 02/03/23 |

Report Author: Karen Mudford, Head of Fleet & Transport Services
Tel: 07754 436548
Email: karen.mudford@rotherham.gov.uk
 This report is published on the Council's [website](#).

Appendix 1

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: Equality Analysis: Fleet Replacement | |
| Directorate: Regeneration & Environment | Service area: Fleet & Transport Services |
| Lead person: Sam Barstow Assistant Director Community Safety and Street Scene | Contact: Sam.barstow@rotherham.gov.uk |
| Is this a: | |
| <input type="checkbox"/> Strategy / Policy | <input checked="" type="checkbox"/> Service / Function |
| <input type="checkbox"/> Other | |
| If other, please specify | |

| 2. Please provide a brief description of what you are screening |
|---|
| Implementation of fleet replacement plan. |

3. Relevance to equality and diversity

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

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

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

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

The Cabinet report and associated decisions set out the Council's strategic approach to fleet replacement. Whilst the overall approach does not have an impact on individuals or groups with protected characteristics, individual vehicle procurements will. The service will need to ensure that each individual vehicle purchase is assessed in terms of the needs of employees or service users to ensure the provision is appropriate.

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?**

- **Key findings**

- **Actions**

Date to scope and plan your Equality Analysis:

Date to complete your Equality Analysis:

Lead person for your Equality Analysis
(Include name and job title):

5. Governance, ownership and approval

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

| Name | Job title | Date |
|----------------|---|----------|
| Andrew Hague | Interim Transport Manager | 10/02/23 |
| Graham Laycock | Acting Head of Fleet & Transport Services | 10/02/23 |
| Sam Barstow | Assistant Director of Community Safety and Street Scene | 10/02/23 |

6. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given.

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document

should be attached as an appendix and published alongside the relevant report.

A copy of **all** screenings should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.

| | |
|--|--------------------------------|
| Date screening completed | |
| Report title and date | Fleet Replacement Plan |
| 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 – March 2023 |
| Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk | 10 th February 2023 |

Appendix 2

| 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? | Increased emissions | As the main market choice for alternatively fuelled vehicles currently is battery electric, it should be considered that whilst tail pipe emissions and carbon impact through the combustion of fuels are zero, charging infrastructure will need to be increased and there is a residual carbon impact from the electricity supplied. Electricity is generated from a variety of sources, such as wind and solar, gas, coal or biomass power stations, and expansion of nuclear technology. How the electricity is generated and transported via the grid to the plug socket, would be considered as increasing carbon impact in the context of increasing the number of | Overall grid demand from increased use of electricity results in increased borough wide emissions through residual factors such as supply chain impact and source of generation. | <p>The Council has an Energy Team that focus on achieving best solutions for the corporate supply of electricity.</p> <p>Consideration is given to electricity generation methods, supply chain factors and installation of efficient charging solutions.</p> | <p>Electricity usage will be closely monitored, through a process to gather data on individual vehicles charging patterns and consumption.</p> <p>Data will be used to inform future BEV procurement decisions.</p> <p>Monitoring of electricity prices and performance indicators to be established in the context of BEV, to benchmark against internal combustion engine derivatives and emerging new technologies, for example Hydrogen.</p> |

| | | | | | |
|---------------------------|-------------------|---|---|--|---|
| | | fleet vehicles reliant on electricity. | | | |
| Emissions from transport? | Reduced emissions | <p>Vehicles that are converted to battery electric options, will reduce direct emissions of greenhouse gases from transport.</p> <p>Carbon tonnage that is converted from the burning of diesel and petrol, will reduce if replaced with BEV's.</p> | <p>Whilst the Council's vehicle assets emit relatively low carbon tonnage compared to other modes of transportation and industry sectors, any reduction in carbon output will add value to the stipulated environmental improvements associated with net zero targets.</p> <p>The Council has committed in the Climate Strategy for carbon emissions to be at net zero by 2040 across the borough, and a reduction in carbon from the Council's own vehicles is a key contributing factor to this by helping to achieve "A cleaner, greener environment".</p> | <p>A phased approach to fleet replacement, allows work to start immediately to convert the fleet to low carbon alternatives.</p> <p>By tackling fleet replacement in stages, it allows for emerging new technology to be considered, vehicle manufacturing supply chains to stabilise, respond to demand, and price points to reduce as advancements are adopted.</p> <p>Where a BEV is not suitable, a low carbon alternative will be selected such as a hybrid model, or the cleanest possible internal combustion engine, that is compliant with current Clean Air Zone stipulations.</p> <p>Driver training will feature fuel efficient driving, to improve behaviours in sympathy of the vehicle,</p> | <p>All fuel/alternative fuel consumption figures will be monitored, data gathered and analysed for inclusion in future decision making.</p> <p>Impact of delivering driver training will be monitored through reporting available from telematics solutions in conjunction with fuel/alternative fuel data.</p> |

| | | | | | |
|--|--|---|--|---|---|
| | | | | such as harsh acceleration, excessive engine idling (ICE), harsh breaking and over revving. | |
| Emissions from waste, or the quantity of waste itself? | Both increased and reduced (Context depending) | <p>Batteries of BEV's require specialist disposal at end of life and are significantly larger than on current ICE models. The Council currently must dispose of these through a specialist waste arrangement, which will increase costs and waste of redundant units.</p> <p>As ICE derivatives are removed from the fleet, oily waste from engine components that are redundant as part of the vehicle maintenance, will reduce.</p> | Waste products from fleet repair and maintenance are managed by an external contractor, and by nature will never fully decompose or be recycled. | <p>Recycling of batteries is a developing industry, with the ambition that precious metals previously mined from the earth's resources, and the associated carbon impact of the manufacturing process, is mitigated by recovery of materials for reuse.</p> <p>By maintaining vehicles in a planned, preventative fashion, it elongates the life cycle, meaning overall there are less vehicles enter the aftermarket. Where a replacement strategy adopts a 3–5 year retention cycle, used vehicles are disposed of and replaced with new, when the old vehicle may never be sold on as ICE are phased out with a lack of replacement parts available. The Council looks to retain fleet for a minimum of 5 years to</p> | Monitoring of non-recyclable waste from the vehicle maintenance process to be established to ascertain carbon impact. |

| | | | | | |
|---|-------------------------------|---|--|---|---|
| | | | | ensure minimal waste enters the aftermarket. | |
| Emissions from housing and domestic buildings? | Potential increased emissions | <p>As the Council moves to the employment of BEV, this presents charging infrastructure challenges. Not all fleet vehicles are based at one of the RMBC operating centres, such as Hellaby Depot, Oaks Lane, Barbers Avenue or Riverside.</p> <p>Some vehicles are based from the home addresses of RMBC employees, and never visit an RMBC site. It will be necessary to consider that emissions will be increased from housing/domestic buildings if the need arises to implement a 'Home charging Policy'.</p> | Employees based in the borough, who are required to charge a fleet vehicle at home, will impact on borough emissions. | RMBC energy team to ensure usage for fleet vehicle purposes and associated carbon impact are as efficient as possible. | Reporting to monitor energy usage by vehicle, and vehicle mileages to inform future decision making and draw comparisons with ICE and emerging alternative fuels. |
| Emissions from construction and/or development? | Increased emissions | As the demand for BEV grows and is implemented, so will the requirement for charging point installation. This will potentially require, depending on the location, some building work that may involve construction activities that | Charging points may be required borough wide, based on the parking location and therefore charging requirement of BEV's added to the fleet and therefore similar construction/installation activities will account for | Installation of charging points will be by external contractor, through which the procurement process considers the carbon impact statements of suppliers submitting bids for the work. | Procurement decisions to account for carbon impact, and be noted as part of the overall carbon footprint calculations of fleet operation. |

| | | | | | |
|--------------------------------------|----------------|--|-----------------------------|--|--|
| | | have a carbon impact. An example of this, would be excavation work at Hellaby, to lay cables and replace the surface. Supply of Asphalt/concrete or other surfacing materials have supply chains with associated carbon impacts. | increased carbon emissions. | | |
| Carbon capture (e.g. through trees)? | Unknown impact | | | | |

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

Carbon miles of component parts

Parts supply for routine repair and maintenance may be manufactured around the globe, and therefore consideration needs to be considered as the market evolves, as to if this is greater or less than current ICE parts manufacturers.

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

All the carbon impacts above, rely on the implementation of control measures and new reporting, and it is this in particular that will allow future decision making to be better informed based on the capture of data from this first phase of fleet replacement.

Transition to low carbon alternatives as a UK wide strategy is in relative infancy, and the market has evolved rapidly in 2021 compared to the previous 5 years, with more BEV's registered in one year alone. There are still elements of the unknown, such as vehicle manufacturing, optimum life cycle, full life cycle costs, vehicle component availability, residual values, rising energy prices, other emerging alternative fuels, global supply chain sustainability and resilience, economic factors, infrastructure expansion and all of the associated residual carbon impacts.

By way of mitigation, the phased approach to fleet replacement, and the employment of low carbon alternatives (19% of fleet by 2025) gives opportunity to learn from the gradual implementation and gather data to inform future decision making whilst still progressing towards strategic climate objectives.

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| Supporting information: | |
| Completed by: (Name, title, and service area/directorate). | Karen Mudford Head of Fleet & Transport Services Community Safety and Streetscene – Regeneration and Environment |
| 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] | |