CABINET

Monday 10 July 2023
10.00 a.m.
Council Chamber, Rotherham Town Hall, Moorgate Street, Rotherham. S60 2TH

Cabinet Members:-

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

Rotherham Metropolitan Borough Council

CABINET

Venue:	**The Town Hlal, The Crofts, Moorgate Street, Rotherham. S60 2TH**
Date and Time:	**Monday 10 July 2023 at 10.00 a.m.**
Agenda Contact	**Governance Unit – goverance@rotherham.gov.uk**

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

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

A G E N D A

1. Apologies for Absence

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

2. Declarations of Interest

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

3. Questions from Members of the Public

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

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

Councillors may also ask questions under this agenda item.

4. Minutes of the Previous Meeting (Pages 9 - 20)

To receive the record of proceedings of the Cabinet meeting held on 19 June 2023.

5. Exclusion of the Press and Public

Agenda Item 7 has an exempt appendix. Therefore, if necessary when considering those items, the Chair will move the following resolution:-

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

HOUSING

6. District Heating Charges 2023-2024 (Pages 21 - 49)

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

Recommendations:

That the Cabinet note the content of the report and recommends that Council:

1. Notes the decision Council took in March 2023 to increase the District Heating unit charge to 20.68 per Kwh for 2023-24 so that an average bill was equivalent to the heating element of the then Government's Energy Price Guarantee, leading to a proposed District heating budget deficit of £2.592m.

2. Notes that the actual cost to the Council of purchasing energy to supply District Heating schemes is lower than the cost assumed in March 2023; and that the agreed unit charge now exceeds the Energy Price Guarantee and the Office of Gas and Electricity Markets (Ofgem) price cap for July 2023 onwards.

3. Agrees that in light of these changes, the District Heating unit charge per Kwh for 2023-24 is reduced to 15.94 pence per kwh and weekly prepayment charges are reduced by 59% to 67% depending on property size (Option 4 in this report), bringing prices into line with the Ofgem price cap for July 2023 onwards and well within the Energy Price Guarantee.

4. Agrees that this charge should be backdated to 3rd April 2023.

5. Agrees that the decision to reduce the price further during 2023-24 be delegated to the Assistant Director of Housing in conjunction with the Assistant Director of Financial Services following consultation with the Cabinet Member for Housing. The delegation would only be used to respond to a change in Government policy or a significant change in the Ofgem price cap that has the effect of necessitating a lower unit price,

and the approved budget deficit of £2.592m cannot be exceeded through a delegated decision.

7. Housing Development Programme Report 2023-24 (Pages 51 - 104)

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

Recommendations:

1. That Cabinet approves the additional Council-owned sites listed in Appendix 1 being brought forward to deliver new Council homes.

2. That Cabinet approves the purchase of homes from the additional schemes identified in Exempt Appendix 2.

3. That Cabinet delegates authority to the Council's Property Officer (Assistant Director for Planning, Regeneration and Transport) to purchase additional homes from private developers or the open market to add to the Council's housing stock, with the agreement of the Assistant Director for Housing, Cabinet Member for Housing and Section 151 Officer.

4. That Cabinet notes the other updates contained within this report and agrees to receive a further update in six months' time.

8. Aids and Adaptations Policy (Pages 105 - 208)

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

Recommendations:

That Cabinet:

1. Notes the proposed approach to undertaking a review of the Aids and Adaptations Assistance Policy and the intention to return to Cabinet with an updated policy in December 2023.

2. Delegates authority for all aids and adaptations costing over £30,000 to the Assistant Director for Housing in line with the national threshold for 'discretionary' funding and until the new policy is adopted.

3. Delegates authority for approvals of aids and adaptations costing over £50,000 to the Assistant Director for Housing in consultation with the Cabinet Member for Housing in line with the current agreed policy and until the new policy is adopted.

CORPORATE SERVICES, COMMUNITY SAFETY AND FINANCE

9. Financial Outturn 2022-23 (Pages 209 - 248)

Report from the Strategic Director for Finance and Customer Service.

Recommendations:

That Cabinet:

1. Note the revenue outturn position.

2. Note the budgeted transfer to HRA reserves increased by £2.1m following the revenue and capital outturn positions.

3. Note the carry forward of the combined schools balance of £2.992m in accordance with the Department for Education regulations.

4. Note the reduced DSG deficit following receipt of Safety Valve funding, as set out in paragraph 2.14.

5. Note the reserves position set out in paragraphs 2.51 to 2.62.

6. Note the capital outturn and funding position as set out in paragraphs 2.63 to 2.92.

7. Note the revised Capital Programme following year end 2022/23 as set out in paragraphs 2.93 to 2.97 and appendices 1 to 4 of this report.

10. Treasury Management Outturn 2022-23 (Pages 249 - 268)

Report from the Strategic Director for Finance and Customer Service.

Recommendations:

1. To note the Treasury Management Prudential Indicators outturn position as set out in Section 3 and Appendix 1.

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

11. May 2023-24 Financial Monitoring Report (Pages 269 - 288)

Report from the Strategic Director for Finance and Customer Service.

Recommendations:

That Cabinet

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

£2.0m.

2. Note that actions will be taken as necessary to reduce the overspend position during the course of the year but that it is possible that the Council will need to draw on its reserves to balance the 2023/24 financial position.

12. Equalities Annual Report (Pages 289 - 344)

Report from the Assistant Chief Executive.

Recommendations:

1. That Cabinet:
   a) Note the progress made over the past 12 months towards the equalities agenda.

   b) Note the next steps outlined within the Equalities Annual Report and action plan for 2023/24.

JOBS AND THE LOCAL ECONOMY

13. Local Plan: Adoption of Supplementary Planning Documents (Pages 345 - 693)

Report from the Strategic Director for Regeneration and Environment.

Recommendations:

1. That Cabinet approves the adoption of the Supplementary Planning Documents at Appendices 1 to 5.

2. That Cabinet approves delegation to the Strategic Director for Regeneration and Environment, in consultation with the Cabinet Member for Jobs and the Local Economy, to amend and republish the Biodiversity Net Gain SPD if so required, to ensure conformity with the anticipated publication of Government regulations and guidance (paragraph 5.2 refers).

14. Wath Projects (Levelling Up Fund) (Pages 695 - 714)

Report from the Strategic Director for Regeneration and Environment.

Recommendations:

1. That Cabinet accept the Principal Areas of Growth allocation of £19,990,111 into the Capital Programme through the Grant Process.

2. That Cabinet allocate £8,940,564 to the Wath Project.

3. That Cabinet delegate the Commissioning of the design of the project based on the parameters in paragraph 1.2.1 to the Strategic Director for Regeneration and the Environment in Consultation with the Cabinet Member for Jobs and the Economy and the Section 151 Officer.

4. That Cabinet agree to the development of 'Principal Areas of Growth' projects in Wath with further detail provided to Cabinet in February 2024.

LEADER OF THE COUNCIL

15. Annual Report on Council Plan and Year Ahead Delivery Plan Progress for 2022-2023. (Pages 715 - 859)

Report from the Assistant Chief Executive.

Recommendations:

That Cabinet note:

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

2. The Quarter 4 2022-23 data for the Council Plan performance measures.

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

16. 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 5 July 2023.

17. Date and Time of Next Meeting

The next meeting of the Cabinet will be held on Monday 7 Aug 2023 commencing at 10.00am in Rotherham Town Hall.

Sharon Kemp.

SHARON KEMP,
Chief Executive.

THE CABINET
Monday 19 June 2023

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

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

Apologies for absence were received from Councillors Alam and Brookes.

160. DECLARATIONS OF INTEREST

The following declarations of interest were made:

Member	Agenda Item	Interest Type	Nature of Interest
Councillor Beck	Agenda Item 7 (SEN Resource Bases)	Personal Interest.	School Governor

161. QUESTIONS FROM MEMBERS OF THE PUBLIC

A question was received from Mr Azam who asked why it was so difficult to share the Terms of Reference or give enough advance notice of when the consultant was meant to come as part of the independent review.

The Monitoring Officer advised that the Consultant had withdrawn at the last moment.

In his supplementary question he advised there was a Muslim bereavement liaison group that didn't know the terms of reference and he believed the Council were creating a toxic environment.

The Monitoring Officer responded saying he disagreed and that the Council were committed to consultation and involve various groups and consult with groups of various religious communities. The Leader suggested that Mr Azam provided his details to the Monitoring Officer and this could be followed up.

Mr Hussain asked a question relating to the Muslim public graveyard and stated that Councillor Alam previously advised he had only been aware of the flooding issues since the Easter weekend which was conflicting information.

In Councillor Alam's absence, the Leader recalled that Councillor Alam was recounting when he had personally been advised of the issues.

Mr Hussain advised that the flooding issues had been there for years, before Dignity had taken over the contract and questioned when exactly the Council became aware of the issues.

The Leader said he would attempt to find out the information and for Mr Hussain to leave his details so this could be clarified.

Mrs Khan stated that the Muslim Burial Council had been notified at the last minute that the review had been cancelled and wanted an explanation as to why this had happened.

The Monitoring Officer advised that the Consultant withdrew from the process and that the Council were considering its next steps.

In her supplementary question she stated that she had been advised that the Consultant felt like they were being controlled by the Council. The Monitoring Officer advised this didn't tie in with his understanding and that he would check and respond in writing.

162. MINUTES OF THE PREVIOUS MEETING

Resolved:-

That the minutes of the previous meeting held on 24 April 2023 should include an amendment at minute 152 recommendation 3 needs to say 'bases' as opposed 'basis' but then be approved as a true and correct of the proceedings.

163. EXCLUSION OF THE PRESS AND PUBLIC

The Chair advised that appendices to Minute No. 171 contained exempt information, however, the meeting remained open to the public and press throughout.

164. SCRUTINY REVIEW RECOMMENDATIONS - ACCESS TO PRIMARY CARE

Consideration was given to the report submitted that summarised the findings and recommendations of the Health Select Commission spotlight review into access to primary care. The review was prompted by insight provided by Healthwatch Rotherham, regarding continued enquiries from residents who were having difficulty accessing GP appointments.

The report sought approval for the recommendations to be submitted to NHS South Yorkshire / Rotherham Place Board for consideration and response.

Although it wasn't a large study, Scrutiny took feedback from partners and

residents seriously, access to services were a priority of the Health Select Commission and the review took a closer look at the availability of GP appointments.

The review found after speaking to GP representatives and primary care commissioners, that in the recovery from the pandemic, Rotherham's numbers of appointment rebounded the fastest in South Yorkshire and at the time of the review, there were approximately 5000 GP appointments available across Rotherham every day. There was more work that can be done to address the delays and improve understanding around accessing GP appointments and the report sought the approval for the recommendations to be submitted to South Yorkshire Integrated Care Board, in particular Rotherham Place Board.

The recommendations were then proposed

Resolved: That Cabinet

1. Approved the submission of the following recommendations to NHS South Yorkshire / Rotherham Place Board for their consideration and requested a written response to the Director of Public Health for reporting to a future Cabinet meeting:

    a. That the principle should be agreed that responsibility for patient access to primary care would be shared between the primary care practices and their patients.

    b. That consideration was given to how all Place Partners demonstrated responsibility to communicate honest wait times, where this information was available, for all health and care services system-wide.

    c. That any trend connecting a practice or GP with excessive delays or Urgent and Emergency Care Centre attendances should be analysed, and appropriate action taken.

    d. That consideration was given to how to increase general understanding of how to recognise symptoms as needing medical attention, where to seek help, and within what timeframe.

    e. That Place partners, including the Primary Care Networks (PCNs), considered how to expand general understanding of the wider options when seeking medical advice, with a view to expediting consultation with the most appropriate professional or service to be able to address their need.

    f. That NHS South Yorkshire/Rotherham Place Board gave due consideration to enhanced safety-netting to mitigate risks associated with an increasingly patient-led model of

care initiation and follow up.

g. That NHS South Yorkshire/Rotherham Place Board considered how messaging and communications would figure in managing patient expectations around waits in the evolving model of care.

h. That consideration was given to how Councillors may play an expanded role in signposting and managing expectations among Rotherham residents, as the sector worked toward a new model of care which takes account of ongoing resource pressures on health services.

i. Whereas recruitment remained a limiting factor for expansion of social prescribing, that recruitment to social prescribing roles be prioritised, and consideration given to how to make participation in social prescribing in Rotherham more attractive to professionals.

165. SEN RESOURCE BASES

Consideration was given to the report submitted which provided an update in respect of SEND Sufficiency Phase 4 delivery of the SEND Resource base education provisions in mainstream schools following the SEND Sufficiency Phase 4 approved by Cabinet paper in October 2022.

The report detailed the key activities undertaken in completing an expression of interest process for schools to host a SEND resource base, with updates on the selection process, due diligence undertaken to date and next steps in relation to delivering the roll out of Rotherham SEND Sufficiency Strategy Phase 4.

In Rotherham there were just under 20% of pupils identified as having special education needs or disability and this included those with an Education, Health and Care Plan but also those receiving support without such a plan.

Cabinet heard that, to continue to meet the educational needs of children in Rotherham there was a responsibility to create a sufficiency of education provision to meet the needs of all pupils.

SEN resource bases were provisions attached to mainstream schools providing specialist therapeutic input and support for pupils with a specific SEND need. Pupils would be able to access mainstream classes with peers but also individual support.

The first of the planned 140 places should be available from September with the remainder available over the next two academic years. The bases would allow the Council to support parental wishes to access education in Rotherham as opposed to out of area placements where they

could benefit from remaining in the community they live. They also provide value for money, avoiding the need to leave to go to a specialist provision which is more expensive for the Council.

The Leader remarked that it was good news for Rotherham and that 3.3 millions pounds was being invested on the 140 places.

The Leader listed the following schools as being part of the investment: Thrybergh Academy, Winterhill Academy, Dinnington Academy, St Pius Catholic High School, Wales High, Brinsworth Academy, Dalton Foljambe, Bramley Sunnyside, Meadow View Highfield Farm, Thurcroft Junior Academy, Maltby Manor Academy, Brinsworth Whitehill.

He acknowledged that for many parents it was too difficult to access appropriate school places, right across the country and parents were given difficult decisions to make. He stated that a significant amount of money would make a difference to young people to access more appropriate education closer to their homes.

The recommendations were then proposed.

Resolved: That Cabinet:

1. Noted the activity undertaken and progress to date on SEND Sufficiency Phase 4 including changes to the original profile of provision following the expression of interest process.

2. Formally approved 140 places at the 13 schools successful in their expression of interest to host a SEN resource base as outlined in paragraph 2.6 and limited to the High Needs Safety Valve capital allocation as outlined in paragraph 6.1 subject to Department of Education approval.

166. SCHOOLS ACCESSIBILITY STRATEGY

Consideration was given to the report submitted which detailed that all schools had a statutory duty to provide ‘reasonable adjustments’ for their pupils to make sure disabled students were not discriminated against. There were three main categories of adjustment that schools were expected to make for children: Improving access to the curriculum, improving physical access to buildings including providing specialist equipment and improving access to information.

The updated Rotherham School’s Accessibility Strategy identified all schools’ statutory responsibilities to support their pupils and the support available to schools from the Council in relation to their own Accessibility planning.

Rotherham were committed to delivering improved special educational provision with a capital allocation of £375k per year (two separate pots of

money) for both mainstream and special schools for the next four years.

The Chair of the Overview and Scrutiny Management Board acknowledged the work that had taken place on this when it was presented to Scrutiny and a comprehensive session had taken place and that it was an extremely good news story for Rotherham.

The recommendations were then proposed.

Resolved: That Cabinet:

1. Approved the School Accessibility Strategy.

2. Approved the Capital Accessibility Funding Framework and schools' accessibility application process.

3. Agreed that there would be a future report provided to Cabinet to approve the outcome of the application for the capital funding.

167. FINANCE UPDATE

Consideration was given to the report that provided an update to Cabinet on a number of financial matters. The report was provided as an interim update for Cabinet, following on from the approval of the Budget and Council Tax 2023/24 report at Council on 1 March 2023 and in advance of the Financial Outturn 2022/23 report and May Financial Monitoring 2023/24 report that should be submitted to Cabinet in July 2023.

This report also provided an update on the Council's administration of the Local Council Tax Support Top Up payment and Household Support Fund for 2023/24 along with a number of Capital Programme variations and an update on Feasibility Funding received from the South Yorkshire Mayoral Combined Authority.

The expected outturn position had improved and was now down to £8.4 million. The biggest single pressure being the impact of inflation and energy prices, but the £8.4 million position should improve before the year end. This was an improvement from £7.3 million at the end of 2022-2023 and the Council was able to use less reserves than anticipated.

The main improvement was down to a number of adult care placements that were able to be picked up through NHS funding and further improvements in terms of Children and Young People's placements.

The recommendations were then proposed.

Resolved:

1. That the update on the revenue budget financial outturn 2022/23 was noted.

2. That the Council's progress on the delivery of the Local Council Tax Support Top Up payment 2023/24 was noted.

3. That the Council's delivery of the Household Support Fund 2022/23 was noted.

4. That Cabinet delegated the decision to allocate and spend the £3m Feasibility Fund to the Strategic Director for Regeneration & Environment in consultation with the Leader of the Council and Assistant Director Financial Services.

5. That Cabinet approved the capital budget variations as detailed in section 2.7 of the report.

168. SCRUTINY REVIEW RECOMMENDATIONS - MODERN SLAVERY

Consideration was given to the report to outline the outcomes and findings of the spotlight review into modern slavery. The review was prompted following the Council's adoption of the Charter against Modern Slavery, to examine the effectiveness of partnership interventions that aimed to tackle modern slavery in Rotherham.

Councillor Clark advised that there was an innovative approach to this spotlight review which was an overview rather than in depth analysis. Key challenges were Members and Officers were thanked for their openness and engagement. The detailed work following the report would be carried out and brought back to Cabinet in due course.

The recommendations were then proposed.

Resolved:

1. That Cabinet received the report and considered the following recommendations:

    i. That the Safer Rotherham Partnership (SRP) gives consideration to rolling out a targeted learning and development offer/campaign to raise awareness of modern slavery, how to spot the signs, risks and how to raise concerns and make referrals:

        a) to front-line staff across key agencies;
        b) to elected members;
        c) to the general public and targeted business such as letting agencies (commercial and residential).

    ii. That the SRP gives consideration to mapping the local modern slavery landscape to identify high risk industries and hot spots (using the example of Bristol City Council).

iii. That consideration is given to establishing an RMBC Modern Slavery Internal Governance Group including representation from services who may encounter modern slavery (for example, Procurement, Licensing, Environmental Health, Training Standards, Neighbourhood teams, Social Care and Housing).

iv. That consideration is given to how young adults at risk or experiencing modern slavery are safeguarded during the transition from children to adult services and are age assessed appropriately.

v. That consideration is given to developing referral pathways to ensure that modern slavery victims (both adult and child) have access to appropriate support (housing, advocacy, mental health support) on a timely basis.

vi. That consideration is given to re-launching the Strategic Partnership information sharing group at the earliest opportunity to improve the way that agencies can share data and intelligence, including examining how IT systems can work better together.

vii. That consideration is given to widening the levels of investigation and auditing of contracts procured by the Council to focus on the 'layers' of sub-contractors, including binding specifications to audit or 'dip sample' contracts along the supply chain.

viii. That consideration is given to how the Procurement Team can engage with the South Yorkshire Mayoral Combined Authority (SYMCA) Supply Chain Advisor to improve processes, joint working and awareness.

ix. That consideration be given to allowing victim advocates to make representations to Housing Assessment Panels on behalf of victims of modern slavery.

2. That Cabinet formally considered its response to the above recommendations within two months of its receipt, in accordance with the Overview and Scrutiny Procedure Rules.

3. That the recommendations as approved, will be submitted to the Safer Rotherham Partnership for dissemination to the South Yorkshire Modern Slavery Partnership for consideration and response.

169. HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING POLICY

Consideration was given to the report which detailed that in March 2020, the Council introduced a revised Hackney Carriage and Private Hire Licensing Policy. This Policy built on the previous Policy (introduced in 2015) which was widely seen to be setting the standard for other local authorities to benchmark against in relation to Taxi and Private Hire Licensing.

The 2020 Policy was now due for review and provided an opportunity to ensure that the Council's approach to Taxi and Private Hire Licensing continued to reflect best practice, addressed local challenges and set standards that would ensure that the standard of licensed driver, vehicle and operator in Rotherham remained high.

The report outlined the key changes being considered and sought approval from Cabinet to commence a period of consultation in relation to these proposals.

The recommendations were then proposed.

The key changes to the policy included out of town vehicles, vehicle age and emissions, disabled access for wheelchair users.

The current policy was recognised as national best practice but a revised policy was required to drive forward and so that the public were kept informed about the services they were receiving.

The Leader confirmed that there would be a substantial piece of public consultation on this policy.

Resolved:

1. That Cabinet approved the draft policy that should be consulted upon and authorised officers to commence consultation as outlined in the report.

170. MULTIPLY PROGRAMME

Consideration was given to the reported that detailed the next steps for the Multiply programme. Multiply was a national programme to improve numeracy skills, focusing on supporting people aged 19+, who did not have a Level 2 Maths qualification.

Multiply funding was allocated through the South Yorkshire Mayoral Combined Authority (SYMCA), which intended to devolve funding to the four local authorities in South Yorkshire to arrange delivery in their local area. The Council received £194,000 for 2022/23, which was granted to voluntary and community organisations for local delivery of predominantly

engagement and confidence building work.

SYMCA was providing a further £408,000 per annum to the Council for each of the years 2023/24 and 2024/25. This would provide funding for a Multiply Manager to design and secure implementation of a Multiply Programme in Rotherham and grant funding to commission third party organisations to contractually deliver the programme outcomes and activity agreed with the South Yorkshire Combined Mayoral Authority.

The recommendations were then proposed and it was highlighted that when presented at Scrutiny that it was a concern that members had not heard about the programme and more effective communication was required to ensure there was a greater reach.

Resolved:

That Cabinet:

1. Approved the acceptance and planned spend of an annual Multiply grant of £408,000 from SYMCA, for each of the years 2023/24 and 2024/25.

2. Delegated authority to the Assistant Director of Planning, Regeneration and Transport in consultation with the Cabinet Member for Jobs and the Local Economy, to agree grant awards, within the terms and conditions of the funding, to colleges, community organisations and other training providers to deliver the agreed learning activity and outputs for the Programme.

3. That consideration was given to how the Council's recruitment and selection processes recognised and promoted successful completion of the Multiply programme as evidence of an applicant's numeracy skills.

4. That further updates of the programme's progress should be submitted to OSMB.

171. 3-7 CORPORATION STREET COMPULSORY PURCHASE ORDER UPDATE

Consideration was given to the report which provided an update to Cabinet on progress of the Compulsory Purchase Order for 3-7 Corporation Street (comprising of two derelict, fire damaged buildings, formerly a nightclub/bar and a restaurant) and confirmed the Council's commitment to the redevelopment of the site following acquisition.

The recommendations were then proposed.

It was confirmed that the Council was a step closer to achieving its aims and that ultimately looking for a private developer but should that fail, the

Council would have plans in place for the development to still go ahead. It was a key gateway site in the Town Centre and aligned with the Master Plan.

Resolved: That Cabinet:

1. Noted the progress made, next steps, and anticipated timescale to confirmation of the Compulsory Purchase Order for 3-7 Corporation Street.

2. Noted the cost of the proposed redevelopment of the site and the sources of funding currently available (as set out in Appendix 1)

3. Approved the proposed use of the Town Centre Investment Fund to ensure sufficient funding is in place for the redevelopment of the site in the event that a private sector development partner is not found and/or further external funding is not secured.

172. ELECTRIC VEHICLE CHARGING PROJECT - DRUMMOND STREET CAR PARK

Consideration was given to the report that sought approval for the Electric Vehicle Charging Project at Drummond Street Car Park, contributing to the Council's Net Zero 2040 Carbon Targets. The project included Electric Vehicle (EV) charging systems using power from solar photovoltaic (PV) canopies and would be funded through a combination of Government Local Electric Vehicle Infrastructure (LEVI) pilot funding and private investment.

The recommendations were then proposed.

The funding would be used for 28 charging bays which would be appropriate for a number of different charging vehicles. There were over 2000 properties without off-street parking within a 10 minute walk of Drummond Street Car Park and would provide the opportunity for many homes to be able to charge their vehicles.

Resolved:

1. That Cabinet approved the £1.29m funding into the Capital Programme for the delivery of the Electric Vehicle Charging Project at Drummond Street Car Park, subject to planning approval.

2. That Cabinet approved the procurement of a concession contract to design, install and operate the Electric Vehicle Charging systems.

173. APPOINTMENTS TO OUTSIDE BODIES

Consideration was given to this report. Outside bodies were external organisations which had requested that the Council appoint a

representative to them. Outside bodies had separate governance structures to the Council. Appointments to outside bodies could be an important mechanism for community leadership, partnership and joint working and knowledge and information sharing.

The Council's Constitution stated that Cabinet was responsible for the appointments to Outside Bodies. This report presented the nominations received and recommended the appointment of the nominees to the various organisations and partnerships.

Resolved: That Cabinet:

1. Agreed that councillors be appointed to serve on outside bodies, as detailed on the schedule in Appendix 1.

174. 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.

175. DATE AND TIME OF NEXT MEETING

Resolved:-

That the next meeting of the Cabinet be held on Monday 10 July 2023, commencing at 10.00am in Rotherham Town Hall.

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 10 July 2023

Report Title
District Heating Charges 2023-2024

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
paul.elliott@rotherham.gov.uk

Ward(s) Affected
Thurcroft & Wickersley South, Boston Castle, Bramley & Ravenfield, Hellaby and Maltby West, Maltby East, Keppel, Greasbrough, Kilnhurst and Swinton East, Hoober, Brinsworth, Aston & Todwick, Aughton and Swallownest, Wickersley North, Rotherham West, Anston & Woodsetts, Dalton & Thrybergh

Report Summary
The purpose of the report is to seek approval to revise the price of District Heating for 2023-24 given the significant reduction in the price of utilities to the Council since the price was agreed by the Council on 1 March 2023.

It is also proposed that authority be delegated to the Assistant Director of Housing and Assistant Director of Financial Services in consultation with the Cabinet Member for Housing to agree revised pricing in certain circumstances.

Recommendations

That the Cabinet note the content of the report and recommends that Council: -

1. Notes the decision Council took in March 2023 to increase the District Heating unit charge to 20.68 per Kwh for 2023-24 so that an average bill was equivalent to the heating element of the then Government's Energy Price Guarantee, leading to a proposed District heating budget deficit of £2.592m.

2. Notes that the actual cost to the Council of purchasing energy to supply District Heating schemes is lower than the cost assumed in March 2023; and that the

agreed unit charge now exceeds the Energy Price Guarantee and the Office of Gas and Electricity Markets (Ofgem) price cap for July 2023 onwards.

3. Agrees that in light of these changes, the District Heating unit charge per Kwh for 2023-24 is reduced to 15.94 pence per kwh and weekly prepayment charges are reduced by 59% to 67% depending on property size (Option 4 in this report), bringing prices into line with the Ofgem price cap for July 2023 onwards and well within the Energy Price Guarantee.

4. Agrees that this charge should be backdated to 3rd April 2023.

5. Agrees that the decision to reduce the price further during 2023-24 be delegated to the Assistant Director of Housing in conjunction with the Assistant Director of Financial Services following consultation with the Cabinet Member for Housing. The delegation would only be used to respond to a change in Government policy or a significant change in the Ofgem price cap that has the effect of necessitating a lower unit price, and the approved budget deficit of £2.592m cannot be exceeded through a delegated decision.

List of Appendices Included
Appendix 1 Revised 2023-24 Pricing Options
Appendix 2 Part A - Initial Equality Screening Assessment form
Appendix 3 Part B – Equality Analysis form
Appendix 4 Carbon Impact Assessment

Background Papers
Housing Revenue Account Rents & Service Charges 2023-24 – (Council - 1 March 2023)
District Heating Scheme Charges Review – (Council -13 December 2017)

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Cabinet – 19 June 2023
Council – 19 July 2023

Council Approval Required
Yes

Exempt from the Press and Public
No

Revision to District Heating Charges 2023/24

1. Background

1.1 This report sets out proposals for revised District Heating charges for 2023-24 given the reduction in utility prices paid by the Council since the Council approved the Housing Revenue Account Rent and Service Charges 2023-24 on 1 March 2023.

1.2 Approximately 1,260 properties receive heat through the Council's 18 District Heating schemes.

1.3 During 2017-18, there was an extensive review of District Heating pricing to ensure that charges were fair and reasonable for all tenants. A revised schedule of charges was approved by the Council on 13th December 2017. Scheme charges were fixed until April 2022, when a tapered increase over 4 years was agreed.

1.4 During 2022-23, significant increases in gas and electricity costs led to the Council operating the District Heating network at a deficit of £1.612m. This equates to support of £1,279 per District Heating user. In 2021-22 the total deficit was only £29.5k.

1.5 At the time of writing the HRA Rent and Service Charges 2023-24 report, it was predicted that the Council's gas price for 2023-24 would increase by approximately 100%. This meant the cost of operating the District Heating network was predicted to increase from £2.273m in 2022-23 to £4.738m in 2023-24. The Council approved a recommendation to increase District Heating charges by 186.43% for 2023-24 to 20.68 pence per kwh. Even with this increase, the forecast operating deficit was £2.59m for 2023-24.

1.6 The energy market remains volatile. Whilst the market has stabilised over the past few months, some uncertainly is anticipated to continue during 2023/24. However, projected falls in energy costs and changes to Government policy means a revision to District Heating pricing is necessary. In developing revised pricing proposals, a balance has been sought between achieving sufficient income to deliver a viable District Heating network, and the impact the price charged will have on tenants and residents.

1.7 Ongoing work mitigating the effects of the cost-of-living crisis is a priority. The Council is committed to supporting tenants and will do this through continuing early intervention and arrears prevention. This includes supporting tenants to continue to pay their District Heating charges by offering support with money, benefits, and debt advice.

2. Key Issues

2.1 Cost of gas to the Council

2.1.1 The Ofgem price cap for an average dual fuel bill reduced to £2,074 from the 1 July 2023 meaning it is less than the Government's Energy Price Guarantee.

This reduction in the cost of gas and electricity is also reflected in the price the Council will pay in 2023-24. At the time of budget setting it was anticipated the price paid by the Council for gas would increase by approximately 100%.

2.2 **Government Policy**

2.2.1 The Council decision to increase prices by 186.43% was based on matching the then proposed Energy Price Guarantee that an average dual fuel bill would be £3,000 per year. This was considered the fairest way to ensure all tenants were paying a similar price for their energy. This meant an average gas bill would have been £1,611 per year and so District Heating prices were increased to match that figure.

2.2.2 Subsequently, in the national budget of 15 March 2023 the Government announced that the Energy Price Guarantee would remain frozen at £2,500 per year for an average dual fuel customer until the end of June 2023, instead of increasing to £3,000 per year as was proposed. It is unclear what will happen to the Energy Price Guarantee after this date. However, given the Ofgem price cap reduced to £2,074 per year on the 1 July 2023, even if the Energy Price Guarantee remained at £2,500 per year it will make no difference to the price paid for energy.

2.2.3 In the budget the Government also announced an extension to the Energy Bill Discount Scheme (EBDS) with a cap on the price heat network providers (i.e. the Council in this instance) pay for gas and electricity during 2023-24. The Council needs to apply for support. If secured, it is anticipated that EBDS will halve the price the Council would pay for gas and electricity. Daily standing charges would remain at the contract value as they are not supported by EBDS.

2.3 **Impact on the cost of operating the District Heating Network**

2.3.1 As a result of the factors outlined above, the cost of operating the District Heating Network in 2023-24 will be significantly less than anticipated. Depending upon the Council's eligibility for the Energy Bill Discount Scheme this could be up to £3m less than budgeted. Further details are provided in Section 6 of the report.

2.3.2 In reviewing the pricing, the following principles have been applied:

- As far as possible, pricing should be aligned with other residents' bills, i.e. those not on District Heating.
- Further spikes (up or down) in District Heating pricing should be avoided.
- The operating deficit should be reduced over time.

2.3.3 Given the uncertain economic and policy environment, it is proposed that authority to reduce the price further (should this be necessary within 2023-24), is delegated to the Assistant Director of Housing in conjunction with the Assistant Director of Financial Services following consultation with the Cabinet Member for Housing. The delegation would only be used to respond to a change in Government policy or a significant reduction in the Ofgem price cap. The approved budget operating deficit of £2.592m should not be exceeded.

3. Options considered and recommended proposal

3.1 Appendix 1 shows the impact of each proposed option in terms of actual unit charge and both weekly and annual prepayment charges per type of property. It should be noted that the prepayment charge is the amount a tenant would pay to their rent account on an annual basis. The annual cost to the tenant will depend on their actual usage, therefore the annual cost could be higher or lower than the amounts in Appendix 1.

3.2 A tapered reduction to the weekly pre-payment charges have been applied based on property size to ensure the charges are proportionate. Tenants will be advised of their usual annual usage so that they can consider their payment options.

3.3 Under all options, it is proposed to back date charges to the 3 April 2023. Residents on credit meters will receive an adjustment to their rent accounts on 31 July 2023 and weekly payments for the remainder of 2023-24 will be as detailed in Appendix 1. All residents will receive a letter confirming the price reduction and details of how they can request a refund for any credit on their rent account. A refund will only be paid where there is a credit and the equivalent of one week's rent will be left on the account in accordance with rental agreement terms and conditions.

3.4 For residents on pre-payment meters, a credit based on their actual usage between 3 April and 31 July 2023 will be applied to the heat meter in early August 2023.

3.5 Option 1 – Retain approved 2023-24 pricing

3.5.1 This option would leave pricing unchanged at 20.68 pence per kwh for the remainder of 2023-24. The cost of operating the District Heating network under the Council's utility contract is forecast to be £2.775m for 2023-24. Retaining current pricing would mean the Council would operate the network at a deficit of £0.629m. This option is not recommended as it does not align an average District Heating bill to those of other residents and is inconsistent with the Government Energy Price Guarantee and, from July, the Ofgem price cap.

3.6 Option 2 – Full cost recovery

3.6.1 Pricing would need to increase to 31.77 pence per kwh, an increase of 11.09 pence, to achieve full cost recovery. This would result in an average bill of c£2,140. This option is not recommended as it would see bills of District Heating customers increase whilst other residents are forecast to see significant falls in their utility bills. It is also inconsistent with the Government Energy Price Guarantee and, from July, Ofgem price cap.

3.7 **Option 3 – Match an average bill to the Government's energy discount guarantee (currently £2,500 per year for an average dual fuel bill)**

3.7.1 Under this option, the unit rate would decrease from 20.68 pence to 19.86 pence per kwh, giving an average annual cost per user of £1,337. If the Council receives EBDS support, District Heating would generate a surplus of £127k in 2023-24. The Scheme would return to deficit in 2024-25. If EBDS support is not received, District Heating would run at an operating deficit of £981k in 2023-24. This option is not recommended as it would result in the average District Heating bill being higher than the forecast bill for other residents not on District Heating as, from July, it will be inconsistent with the Ofgem price cap.

3.8 **Option 4 – Match an average bill to the Ofgem energy price cap (from July, c. £2,000 per year for an average dual fuel bill) - Recommended**

3.8.1 The unit rate would decrease from 20.68 pence to 15.94 pence per kwh and would mean an average annual cost per user of £1,074. If the Council receives EBDS support, District Heating would run at a deficit of £195,432 in 2023-24. If EBDS support is not received, District Heating would run at an operating deficit of £1,303,432 in 2023-24. This option is recommended as it would result in the average District Heating bill being similar to other resident's gas bills under the Ofgem energy price cap, assuming the price cap of £2,074 from July 2023 for a dual fuel bill remains at a similar price for the rest of the financial year.

3.8.2 If the actual Ofgem energy price cap dropped significantly below c£2,000 per year for a dual fuel bill it is proposed authority is delegated to the Assistant Director of Housing in consultation with the Cabinet member for Housing to reduce the price to match the revised Ofgem price cap for an average dual fuel bill. Any reduction in price would be capped at a rate so that the budgeted deficit for operating the District Heating network would not exceed £2.59m in 2023-24.

4. Consultation on proposal

4.1 The Council has a strong track record of tenant engagement and has recently been recognised by the Tenant Participation and Accreditation Service for the excellent framework that is in place to consult and work with tenants on how services are developed and improved.

4.2 The Housing Involvement Panel will be updated in respect of District Heating charges on 12 July 2023.

4.3 Officers have held multiple drop-in sessions with tenants throughout March 2023 about the increased cost of District Heating in 2023-24 offering benefit checks, referrals to support agencies and supporting applying for the Council's Energy Crisis Scheme.

5. Timetable and Accountability for Implementing this Decision

5.1 This report will be considered by the Council on 19 July 2023 and subject to approval, would be implemented from 31 July 2023 with pricing back dated to 3 April 2023.

6. Financial and Procurement Advice and Implications

6.1 The District Heating charges and budgets for 2023/24 were set during a period of high-cost volatility. At that time, it was anticipated that there would be a 100% increase on actual costs. The District Heating fuel contract costs were not finalised until early May 2023 and are significantly lower than those anticipated at budget setting. The usage during 2022/23 was also lower than anticipated.

6.2 The fuel costs in all options consider the revised costs of contract fuel and the lower usage rate. Table A below provides a breakdown of current revenue budget and anticipated costs as a result of the new contract rates.

Table A: Fuel Costs 2023/23	Current Budget	Updated Contract Cost	Updated Contract Cost with EBDS Support
Electricity	373,428	238,996	205,631
Gas	4,162,468	2,399,971	1,294,051
Bio Fuel	202,451	136,162	136,162
Total	**4,738,347**	**2,775,129**	**1,635,844**

6.3 The Government portal to apply for the EBDS monies opened early in late April 2023. The Council is in the process of completing an application and if secured this support will be provided for the full financial year to 31 March 2024.

6.4 Impact on budgets

6.4.1 Table B below shows the potential District Heating expenditure and the net income that each option could achieve based on the proposed District Heating unit rates and the same unit usage as in 2022/23. The deficit position for each of the options is also shown. Option 4 (recommended) would see a reduction in the deficit from £2.592m to £1.303m or £0.195m if EDBS support is secured.

TABLE B		OPTION 1	OPTION 2	OPTION 3		OPTION 4	
Impact on budgets	**2023/24 Budget (current)**	**New Contract Cost but retain agreed charge rates**	**New Contract Cost Full Cost Recovery**	**New Contract Cost - Cap at £2.5k avg dual fuel**	**New Contract Cost with EBDS - Cap at £2.5k avg dual fuel**	**New Contract Cost - Cap at £2.0k avg dual fuel**	**New Contract Cost with EBDS - Cap at £2.0k avg dual fuel**
Expenditure (Fuel only)	4,738,347	2,775,129	2,775,129	2,775,129	1,635,844	2,775,129	1,635,844
Net Income*	-2,145,759	-2,145,759	-2,774,846	-1,794,028	-1,762,742	-1,471,698	-1,440,412
Deficit	**2,592,587**	**629,370**	**283**	**981,101**	**-126,898**	**1,303,432**	**195,432**

* net income figure includes income from a primary school in Greasbrough which is in contract to pay a percentage of the costs of the fuel.

6.5 **Financial Impact of Option 4**

6.5.1 The new contract rates without the EBDS support would see the HRA budget position improve from an anticipated deficit of £2.593m to a deficit of £1.303m. If the EBDS monies are secured, the anticipated deficit reduces to £0.195m.

6.5.2 The District Heating unit rate (including VAT) would reduce from 20.68p to 15.94p. The weekly prepayment charge would reduce per the values in Appendix 1. The average annual bill would reduce from £1,610 to £1,074.

6.6 There are no direct procurement implications arising from the recommendations detailed in this report.

7. Legal Advice and Implications

7.1 Under section 24 of the Housing Act 1985 (the 1985 Act) the Council has a broad discretion in setting such reasonable charges as it may determine, and the Council must from time-to-time review such changes as circumstances may require.

7.2 The duty to review and make changes is itself subject to the requirements for notice of a variation set out in Section 103 of the 1985 Act. Prior to serving a notice of variation a preliminary notice must be served which informs the tenant of the proposed variation and invites them to comment upon the proposal within a reasonable time frame. This should follow any Council decision following a recommendation from Cabinet.

7.3 The Council must ensure that any support provided via various schemes is passed on in a just and reasonable way to end users.

8. Human Resources Advice and Implications

8.1 There are no Human Resources implications arising from this report.

9. Implications for Children and Young People and Vulnerable Adults

9.1 No direct implications.

10. Equalities and Human Rights Advice and Implications

10.1 The Local Authority is aware of its duties under the Equality Act 2010 to promote equality, diversity, cohesion and integration. An initial equalities screening has been carried out to assess the impact of the proposals within the report to reduce District heating charges for 2023/24 and an Equality Impact Assessment put in place. This will ensure the Council continues to promote positive impact and reduce or remove any negative impact as a result of the changes. An Equalities Analysis is attached at Appendix 2 and 3.

11. Implications for CO2 Emissions and Climate Change

11.1 This report recommends decreases to the unit and prepayment charges for tenants on the Council's District Heating schemes and this may impact on their future energy usage. A completed Carbon Impact Assessment is attached to this report at Appendix 4.

12. Implications for Partners

12.1. No direct implications for partners and other directorates.

13. Risks and Mitigation

13.1 The greatest risks are the continued volatility in the energy market and an uncertain policy and regulatory context, including no visibility of what the Ofgem price cap will be during winter 2023/24 and into 2024. This is mitigated through the proposed delegation and the budget headroom.

13.2 All budgets carry a certain level of risk in that unforeseen circumstances may arise, causing additional pressures on the level of resources applied.

14. Accountable Officers

Ian Spicer, Strategic Director for Adult Care, Housing and Public Health
ian.spicer@rotherham.gov.uk
James Clark, Assistant Director of Housing
james.clark@rotherham.gov.uk

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	26/06/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	21/06/23
Assistant Director, Legal Services (Monitoring Officer)	Phillip Horsfield	20/06/23

Report Author: Paul Elliott, Business and Commercial Programme Manager
This report is published on the Council's website.

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Appendix 1 – Revised District Heating Charging Options 2023-24

		OPTION 1	OPTION 2	OPTION 3		OPTION 4	
District Heating Options	**2023/24 Budget (current)**	**New Contract Cost but retain agreed charge rates**	**New Contract Cost Full Cost Recovery**	**New Contract Cost - Cap at £2.5k avg dual fuel**	**New Contract Cost with EBDS - Cap at £2.5k avg dual fuel**	**New Contract Cost - Cap at £2.0k avg dual fuel**	**New Contract Cost with EBDS - Cap at £2.0k avg dual fuel**
Unit rate (Inc VAT)	0.2068	0.2068	0.3177	0.1986	0.1986	0.1594	0.1594
Expenditure (Fuel only)	4,738,347	2,775,129	2,775,129	2,775,129	1,635,844	2,775,129	1,635,844
Net Income	-2,145,759	-2,145,759	-2,774,846	-1,794,028	-1,762,742	-1,471,698	-1,440,412
Deficit	**2,592,587**	**629,370**	**283**	**981,101**	**-126,898**	**1,303,432**	**195,432**
Difference Budget Fuel vs Option fuel		-1,963,217	-1,963,217	-1,963,217	-3,102,503	-1,963,217	-3,102,503
Difference budget deficit vs Option deficit		-1,963,217	-2,592,304	-1,611,486	-2,719,486	-1,289,155	-2,397,155
Pooled Schemes Weekly Charge (inc VAT)							
Bedsit	16.00	16.00	19.50	12.00	12.00	9.50	9.50
1 Bed	25.88	25.88	34.50	22.00	22.00	17.50	17.50
2 Bed	32.65	32.65	43.50	28.00	28.00	21.50	21.50
3/4 Bed	42.93	42.93	57.50	36.00	36.00	28.50	28.50
Annual average Prepayment (inc VAT)							
Bedsit	832.00	832.00	1,014.00	624.00	624.00	494.00	494.00
1 Bed	1,345.76	1,345.76	1,794.00	1,144.00	1,144.00	910.00	910.00
2 Bed	1,697.80	1,697.80	2,262.00	1,456.00	1,456.00	1,118.00	1,118.00
3/4 Bed	2,232.36	2,232.36	2,990.00	1,872.00	1,872.00	1,482.00	1,482.00
Annual average Bill (inc VAT)	1,610.91	1,610.91	2,140.93	1,337.90	1,337.90	1,074.00	1,074.00

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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: Revision of District Heating Charges 2023-24	
Directorate: ACH & PH	**Service area: Housing Services**
Lead person: Paul Elliott	**Contact number: 22494**
Is this a: [ ] **Strategy / Policy** [X] **Service / Function** [ ] **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
The impact on existing and future council tenants of decreasing District heating charges from 20.68 p per kwh to 15.94p per kwh in 2023/24 (back dated to 3 April 2023). This is a result of the energy prices beginning to stabilise which will reduce the cost of operating the district heating schemes.

3. Relevance to equality and diversity

APPENDIX 2

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

District heating charges are charged direct to service users and not the wider community.

District heating charges are not an employment matter.

District heating are fixed assets and the proposal will not affect location, who provides the service of procurement of utilities.

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**.**

APPENDIX 2

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?**

Some of the key elements of the Housing Strategy are about tackling fuel poverty, providing a customer focus and efficient housing repairs service and provide an effective support service for all neighbourhoods within the borough.

The proposal is to reduce the price of District heating from 20.68 pence per kwh to 15.64 pence per kwh. This will mean service users who need or wish to maintain their homes at a higher temperature, for instance those with disabilities, elderly or with young children, will benefit more from the proposals as District heating is priced per unit. As they use more units they will see a bigger cost savings.

The proposal will result in a District heating bill for an average user being the equivalent of that of an average gas bill as the price of a bill will be matched to the Ofgem price cap of c£2,000 per annum, thus ensuring equity across District heating and non District heating residents.

- **Key findings**

The Council currently owns circa 20,000 homes, 544 leasehold homes and 3,375 garages with a turnover from rents and other income sources approaching £94m per annum (excluding the sale of new properties). This includes approx. 1,260 properties in the Council's District Heating Scheme.

The Council is required to set a balanced self-funded Housing Revenue Account budget annually and to ensure that we have a viable Housing Service that meets the needs of tenants of Rotherham.

The recent reduction and stabilisation in energy costs as meant a review in the pricing of District heating can take place albeit it with the Council still operating at a deficit. The reduction will bring pricing in line with the predicted Ofgem Price Cap of c£2,000 per year from Quarter 3. Whilst many tenants will still be in fuel poverty even after the price reduction, support will continue to be targeted at those in most need.

Customers which require their homes to be a higher temperature will proportionately benefit greater from the proposals as the price is based on per kwh so the more heat that is used the greater the cost saving will be. Groups most likely to benefit are disabled, elderly and those with low incomes.

These same groups will benefit from government support such as cost of living payments and disability payments to help with the increased cost of living, pensioners will also receive assistance via a winter fuel payment of up to £500.

APPENDIX 2

- **Actions**

A key priority is the ongoing work mitigating the impact of the general financial pressures tenants face as a result of the increasing cost of living. The Council is committed to minimising any effects of on tenants and to do this through continuing early intervention and arrears prevention. Our efforts will continue to be in supporting tenants to continue to pay their rent (including District heating); by offering additional support to vulnerable tenants to help with money, benefits, and debt advice; this is being done through our Financial Inclusion team.

A bid has also been made to government to fund a review of the efficiency of the District heating network. If this is successful it will identify improvements that are necessary to improve efficiency and in turn reduce costs for residents.

The Council are also operating an Energy Crisis support scheme which will pay £250 for eligible households on a first come first served basis. It is anticipated this scheme will close at the end May 2023.

Date to scope and plan your Equality Analysis:	09/05/2023
Date to complete your Equality Analysis:	23/05/2023
Lead person for your Equality Analysis (Include name and job title):	Paul Elliott, Head of Service – Business and Commercial

5. Governance, ownership and approval

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

Name	Job title	Date
James Clark	AD for Housing	23.05.23

6. Publishing

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

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

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

Date screening completed	9 May 2023
Report title and date	Revision of District heating

APPENDIX 2

	charges 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	19 June 2023 (Cabinet) 19 July 2023 (Council)
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	23/05/2023

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APPENDIX 3

PART B – Equality Analysis Form

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

This form:

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

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

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

1. Title	
Equality Analysis title: Revision of District Heating Charges 2023-24	
Date of Equality Analysis (EA): 10 May 2023	
Directorate: ACH & PH	**Service area: Housing Services**
Lead Manager: Paul Elliott	**Contact number: Extn 22494**
Is this a: [ ] **Strategy / Policy** [x] **Service / Function** [ ] **Other** **If other, please specify**	

APPENDIX 3

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)**
Paul Elliott	RMBC	Manager
Mark Edmondson	RMBC	Manager
Chris Stacey	RMBC	Manager

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 purpose is to seek approval to revise the price of District Heating for 2023-24 given the significant reduction in the price of utilities to the Council since the price was agreed by the Council on 1 March 2023.

It is also proposed that authority be delegated to the Assistant Director of Housing and Assistant Director of Finance in consultation with the Cabinet Member for Housing to agree revised pricing should there be a further reduction in the cost of operating the service.

This will make it more affordable for tenants to heat their homes which will be of greater benefit to particular groups such as disabled, unemployed, families with young children and pensioners.

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 £89m per annum (excluding the sale of new properties). This includes approx.1260 properties in the council's district heating scheme.

The Census population of Rotherham in 2021 is 265,800, an increase of 8,200 (+3.2%) compared with the 2011 Census, with around 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

The 2021 Census further shows that Rotherham had 113,900 households, compared with 108,300 in the 2011 Census, an increase of 5,600 or 5.2%. In 2021, 17.7% of Rotherham's population were under 15 years, whilst 25.8% were aged 60 or over. The population of Rotherham aged 60 or over is slightly higher than the England figure of 24.2% and the Yorkshire and Humber figure of 25%.

Rotherham's young population (under 15) increased from 46,000 in 2011 to 47,100 in 2021 (a 2.4% increase). This increase followed a 6% fall from 48,900 in 2001 to 46,000 in 2011. Whilst the school age population has increased, the number of children aged 0-4

has decreased from 15,738 in 2011 to 14,600 (a 7.3% reduction) which reflects the impact that the pandemic has had on the birth rate.

Rotherham's older population (over 60) has increased from 61,500 in 2011 to 68,600 in the 2021 Census, an 11.5% rise (51,700 in 2001). Rotherham's population is ageing broadly in line with national trends and the percentage aged over 85 increased from 2.1% in 2011 to 2.3% in 2021.

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.

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.

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).

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, Thurcroft, 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.

The HRA budget which feeds into the HRA Business Plan responds to the above concerns by continuing to invest in Tenant Involvement Services and capacity in the housing management teams.

APPENDIX 3

Are there any gaps in the information that you are aware of? No data is collected in respect of gender reassignment and religion and belief protected characteristics.	
What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?	
Engagement undertaken with customers. (date and group(s) consulted and key findings)	Drop in sessions were held across all District heating schemes throughout March 2023
Engagement undertaken with staff (date and group(s)consulted and key findings)	Meetings with M3 mangers and emails seeking feedback into the rents, charges and HRA Budget throughout April and May 2023 The proposals have been developed with support from Council Officers and input from the Strategic Leadership Team, Cabinet Member for Housing and Leader of the Council.

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 proposed reduction in the cost of district heating will be beneficial to all service users as it reduces the cost of district heating. That said the reduction will have a greater benefit to groups that have their homes heated to a higher temperature or on lower incomes such as: Unemployed Single parents Families with young children Disabled Pensioners These groups will benefit more as they have less disposable income and/ or use more heat so will benefit more from the cost reduction as this is charged as a price per unit of heat used.
Does your Policy/Service present any problems or barriers to communities or Groups?

APPENDIX 3

The proposed reduction in the cost of district heating whilst beneficial to all service users as it reduces the cost of district heating it will still be expensive when compared to previous years. At the revised price of 15.94p per kwh the cost will be more than double to 2022-23 price of 7.2 p per kwh. As a result there will continue to be challenges for the following groups to afford the price charged:

Low income households
Families with young children
Pensioners
Disabled tenants

As a result of challenges in affording the cost of heat / energy and wider impact due to the increased cost of living the same groups will benefit from government support such as cost of living payments and disability payments to help with the increased cost of living, pensioners will also receive assistance via a winter fuel payment of up to £500.

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

Vulnerable people are offered and provided with tenancy support which is tailored to individual needs to help them sustain their tenancy and live in the community.

A key priority is the ongoing work mitigating the impact of general financial pressures tenants face. The Council is committed to minimising any effects on tenants and to do this through continuing early intervention and arrears prevention.

Our efforts will continue to be in supporting tenants to continue to pay their rent/ district heating; by offering additional support to vulnerable tenants to help with money, benefits and debt advice. Support available in Rotherham includes:

- RMBC Tenancy Support Service – provides practical support on all tenancy related issues including debt and budgeting. The team have access to funds to support people in crisis i.e. no gas/electric. Tenants must be actively working with the team to receive financial benefit

- Age UK Age Related Benefit Advisory Service – provide support and guidance to residents age 65 and over to claim all age related benefits to maximise income. They all provide holistic support in other areas of concern i.e. fuel poverty/home insulation etc

- RMBC DHP Fund- residents with rent arrears can apply to the RMBC Discretionary Housing Payment Fund for assistance to clear or reduce their debt subject to criteria

- ESF/RMBC Pathways and Inspire Employment Projects – provide support and assistance to people looking to access training and employment in order to better their financial situation. The team also have access to funding to help people in

crisis i.e. no food/heating. Participants must be actively working with the team to receive financial benefit

- RMBC Household Support Fund – will be used to support vulnerable people through help with energy costs with a grant of £250 to those with a disposable income of less than £150 per month.

- RMBC Advocacy and Appeals Team – providing people with practical support to maximise their income by claiming any benefits they are entitled too. The Team can assist with application and also with mandatory reconsideration and appeals/tribunals.

- Foodbanks – provided through Liberty Church, the Trussell Trust and Rotherham Foodbank. Vulnerable tenants can be supported through the provision of free food parcels in times of crisis. Referrals have historically been made through the RMBC Community Hub

- Social Supermarket – Rotherham Minster and VAR supporting residents through the provision of a social supermarket that allows members to pay £3 a week for a maximum of 3 months to allow them to shop in their store. This service transitions people from foodbank dependency and promotes empowerment through teaching budgeting skills

- Rotherfed 'Making your money go further' project – This project works with communities to deliver bespoke advice on how tenants and residents can save money and survive on a limited income.

- Citizens Advice Rotherham – providing advice and guidance to all residents on money management and debt solutions enabling clients to resolve the cycle of debt.

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)

It is not envisaged that the proposals will have any negative impact on community relations.

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: Revision of District heating charges 2023-24
Directorate and service area: ACH & PH – Housing Services
Lead Manager: Paul Elliott
Summary of findings:
The reduction in the price of district heating will assist all groups but have a greater benefit to low income groups, disabled, pensioners and households with children. These groups will continue to be provided with tenancy support which is tailored to individual needs to help them sustain their tenancy and live in the community.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Monitor the demographics of tenants in rent arrears (incl District heating) on a bi-annual basis	A,D,S,GR,RE,SO,RoB	03/2024
Monitor the impact the price reduction has on the take up of tenancy support services by affected groups.	A,D,S,GR,RE,SO,RoB	03/2024

***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**
James Clark	Assistant Director of Housing	

7. Publishing

The Equality Analysis will act as evidence that due regard to equality and diversity has been given.

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

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

Date Equality Analysis completed	23/05/23
Report title and date	Revision of District Heating Charges 2023-24
Date report sent for publication	26/05/23
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	23/05/23

Appendix 4 : 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?	Impact unknown	Decrease in district heating charges could increase emissions of boiler houses as tenants will no longer have a price incentive to reduce use.	N/A	Undertake work to increase efficiencies of existing systems to reduce carbon footprint. Where feasible, increase use of bio-fuel in Council District heating schemes.	
Emissions from transport?	No Impact				
Emissions from waste, or the quantity of waste itself?	No Impact				
Emissions from housing and domestic buildings?	Impact unknown	Decrease in district heating charges may potentially increase emissions of boiler houses as tenants will no longer have a price incentive to reduce use.		Community Energy Support scheme launched in March 2021. Consider improving efficiencies of systems to reduce heat loss (government funding available to support). This will reduce carbon emissions. Where feasible, consider increasing the use of bio-fuel	Measurement will be through annual carbon reporting.

				on Council district heating schemes.	
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:

The report focuses on the proposed reduction in District heating charges. There are 18 separate District Heating Schemes throughout the borough, 2 of which are currently operate partly with bio-fuel which generates Renewable Heat Incentive (RHI) income depending on the amount of heat generated.

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

It is not clear whether the decrease in rate will increase energy use or whether the current impact of cost of living will continue to drive down energy use within homes despite this. Opportunities exist to reduce heat lost (therefore increasing energy use to provide the necessary heat to homes) through grant funding for efficiency measures. Future opportunities may exist to increase the amount of biofuel used (or other alternative fuel sources) to supply boilers currently in operation following consideration of cost, feasibility and carbon cost.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Paul Elliott Head of Service – Business and Commercial, Housing Services

Please outline any research, data, or information used to complete this [form].	N/A
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	N/A
Tracking [to be completed by Policy Support / Climate Champions]	CIA080 -Louise Preston, Climate Change Manager

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Rotherham Metropolitan Borough Council

Public Report with Exempt Appendices
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 10 July 2023

Report Title
Housing Development Programme Report 2023-24

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)
David Bagnall, Housing Development Manager
david.bagnall@rotherham.gov.uk

Ward(s) Affected
Various, please see appendices 1 & 2

Report Summary
This report provides an update on the Housing Delivery Programme, summarising progress since the previous programme report was approved by Cabinet in January 2023. Several changes are required to the programme and renewed approvals are sought accordingly.

Appendix 1 provides an updated list of sites proposed for development.

Exempt Appendix 2 provides an updated list of potential strategic acquisition opportunities.

Recommendations

1. That Cabinet approves the additional Council-owned sites listed in Appendix 1 being brought forward to deliver new Council homes.

2. That Cabinet approves the purchase of homes from the additional schemes identified in Exempt Appendix 2.

3. That Cabinet delegates authority to the Council's Property Officer (Assistant Director for Planning, Regeneration and Transport) to purchase additional homes from private developers or the open market to add to the Council's

housing stock, with the agreement of the Assistant Director for Housing, Cabinet Member for Housing and Section 151 Officer.

4. That Cabinet notes the other updates contained within this report and agrees to receive a further update in six months' time.

List of Appendices Included

Appendix 1 Council-owned sites proposed for residential development
Appendix 2 **EXEMPT** Proposed strategic acquisitions
Appendix 3 Photographic summary of housing delivery
Appendix 4 Initial Equalities Screening (Part A)
Appendix 5 Equality Analysis (Part B)
Appendix 6 Carbon Impact Assessment

Background Papers
Rotherham Housing Strategy 2022-25
Cabinet Report - Housing Development Programme 2023/24

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Improving Places Select Committee (via the Housing Strategy)

Council Approval Required
No

Exempt from the Press and Public
Yes – Appendix 2 (purchase of homes from the open market)

An exemption is sought for Appendix 2 under Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A of the Local Government Act 1972 is requested, as this part of the report contains commercially sensitive information.

When purchasing homes from the open market the Council is in competition with others. Appendix 2 sets out a number of planned acquisitions which will be subject to negotiation and publishing this information would therefore put the Council at a competitive disadvantage. It is considered that the public interest in maintaining the exemption would outweigh the public interest in disclosing the information.

Housing Delivery Programme – 2023/24 Update

1. Background

1.1 The Strategic Director, Adult Care, Housing and Public Health submits a report every six months to update Cabinet in relation to progress and changes in the Housing Delivery Programme. The last report was submitted to Cabinet in January 2023.

1.2 The January 2023 report identified that there was a clear and continuing need for more affordable homes across the Borough, an issue further exacerbated by the current cost-of-living crisis. The Council is continuing to address this need through delivery of the Housing Delivery Programme, with a target to deliver hundreds of new homes between January 2018 and March 2026.

1.3 There are over 6,800 households on the Council's Housing Register, whilst the Council's ability to meet this demand continues to be eroded by the Right to Buy, which has seen 820 council homes sold between January 2018 and March 2023.

2. Key Issues

Progress Since Last Update

2.1 A notable achievement in this reporting period has been the completion of the Council's "Town Centre Trilogy Collection" which has provided a significant number of new homes and is supporting wider regeneration efforts in the Town Centre. Originally approved by Cabinet in October 2017 and with a follow-up report presented in October 2019, the highly complex scheme has successfully redeveloped three challenging brownfield sites to provide 171 new homes.

2.2 Overall, from 1 January 2018 to 31 May 2023, the Council has successfully completed 484 new Council homes: 366 homes for rent and 118 homes for shared ownership:

- 385 of these homes have been delivered through Council-led construction.
- 16 homes have resulted from conversion of existing Council assets into new homes, and
- 83 are from the strategic acquisition of homes from private developers and the open market.

2.3 The Council has also built 125 new homes for market sale. An updated photographic summary of delivery is provided at Appendix 3.

2.4 The previous Housing Development Programme report set out progress to November 2022. From December to 31 May 2023, in addition to completion of the Town Centre sites, the Council has:

- Submitted a formal planning application to build three new homes across two sites in Thrybergh.
- Submitted eight Council-owned sites for 'pre-application' planning advice:
  - Warden Street in Canklow
  - Netherfield Court and York Road in Eastwood
  - Carver Close in Harthill
  - Addison Road and Elm Tree Road in Maltby
  - Albert Road and Princess Street in West Melton
- Taken handover of the first six homes from the Millstone Park development in Swallownest.
- Taken handover of a further eight homes from the Wentworth View development in Thorpe Hesley.
- Exchanged contracts to acquire 15 new homes from the Lodge Lane development in Dinnington.
- Completed a procurement process to appoint a multi-discipline Employer's Agent which will provide professional services support to the Council on upcoming build schemes.

2.5 As of 31 May 2023, the Council is in contract to deliver a further 46 homes for rent and 15 for shared ownership by March 2026. This means a cumulative total of 545 Council homes are already complete or contracted for completion by March 2026. This excludes homes built for market sale and homes which are due to be delivered after March 2026.

2.6 The latest programme position is summarised below with further detail provided in Appendix 1 and Exempt Appendix 2:

Appendix 1 – Council Build					
Programme Status	**Appendix Reference**	**Rent**	**Shared Ownership**	**Market Sale**	**Total**
Homes completed	Table 1.1	295	106	125	526
Homes in contract	Table 1.2	0	0	0	0
Approved pipeline	Table 1.3	180	0	0	180
New opportunities	Table 1.4	1	0	0	1
	Totals	**476**	**106**	**125**	**582**

Appendix 2 – Strategic Acquisitions					
Programme Status	**Appendix Reference**	**Rent**	**Shared Ownership**	**Market Sale**	**Total**
Homes completed	Table 2.1	71	12	0	83
Homes in contract*	Table 2.2	46	15	0	61
Approved pipeline	Table 2.3	131	6	0	137
New opportunities	Table 2.4	137	0	0	137
	Totals	**385**	**33**	**0**	**418**

Combined Programme					
Programme Status	**Appendix References**	**Rent**	**Shared Ownership**	**Market Sale**	**Total**
Homes completed	1.1 + 2.1	366	118	125	609
Homes in contract*	1.2 + 2.2	46	15	0	61
Approved pipeline	1.3 + 2.3	311	6	0	317
New opportunities	1.4 + 2.4	138	0	0	138
	Totals	**861**	**139**	**125**	**1,125**

**10 homes in contract are currently due for delivery after March 2026 and therefore excluded from the figures presented in this table and paragraph 2.5.*

Programme Changes

2.7 Appendix 1 and Exempt Appendix 2 set out the latest programme position. The specific changes since the January Housing Delivery Programme Cabinet report are summarised below. It was expected that some sites added to the programme would, upon further investigation, be removed. The next update to Cabinet will include proposals for additional sites.

Council-owned sites added to the programme – Appendix 1, Table 1.4	
Site	**Est. Homes**
Sycamore Avenue (site B), Rawmarsh	1

Council-owned sites removed the programme – Appendix 1, Table 1.6	
Site	**Est. Homes**
General Fund 'Site A'	10
General Fund 'Site B'	30
General Fund 'Site C'	110

Strategic acquisitions added to the programme – Appendix 2, Table 2.4	
Site	**Est. Homes**
Five schemes	137

Strategic acquisitions removed the programme – Appendix 2, Table 2.6	
Site	**Est. Homes**
N/A	0

SME Homebuilder Initiative

2.8 The Council's Small and Medium Enterprise (SME) Homebuilder Initiative was formally launched February 2023 with a series of formal information sessions being held at different locations across the Borough, in addition to virtual sessions being held via Microsoft Teams.

2.9 Continuing the level of interest shown at the earlier informal sessions held in autumn, a significant number of SME developers were welcomed to the information sessions, a majority of whom are not on current procurement frameworks.

2.10 Two outline proposals have already been received and are now undergoing formal assessment. These are listed under Exempt Appendix 2. The Council will shortly run a further round of communications to promote the Initiative.

Portland House Tenure Conversion

2.11 Portland House is a block of 11 newly built council homes which forms part of the Wellgate Place development within the Town Centre Trilogy Collection. The block was originally released for shared ownership, but market interest in shared ownership apartments has been lower than hoped, and the tenure of these homes has now been switched to affordable rent. This change is reflected in the delivery figures presented in Section 1.4 and 1.7, along with Appendix 1.

2.12 This change is in-line with Homes England grant funding terms and has been executed as an Officer Decision under the delegation provided within the 21 October 2019 Cabinet report; Council Delivery of New Homes on Rotherham Town Centre Sites.

Programme Review

2.13 This report presents a general update of the programme focusing on delivery to March 2026. However, recent changes to the funding rules and funding opportunities, in conjunction with evolving market conditions and the completion of several of the Council's largest schemes, means that a wider review of the programme is currently underway to inform what future delivery will look like through to 2026 and beyond. A fuller update will be provided to Cabinet in a future report.

Funding Update

2.14 Homes England grant funding and Right to Buy 'one-for-one' receipts continue to form the main forms of subsidy which support delivery of new Council homes.

2.15 Affordable Homes Programme (AHP), Homes England: Homes England now operates a 'Continuous Market Engagement' process which means that bids can be submitted on a scheme-by-scheme basis as proposals are developed.

2.16 Right to Buy (RTB) 'one-for-one' receipts: RTB one-for-one receipts can be used in place of Homes England AHP but cannot be used alongside AHP. More information about Right to Buy receipts is provided at 6.4.

2.17 Brownfield Housing Fund (BHF), South Yorkshire Mayoral Combined Authority: An expression of interest was submitted to the Combined Authority late 2022 outlining the potential for the Council's delivery programme to receive further support from BHF. Formal bids will be worked up on a scheme-by-scheme basis.

2.18 Brownfield Land Release Fund – Round 2 (BLRF2), One Public Estate: The second round of Brownfield Land Release Fund was opened earlier this year and the Council submitted bids for seven sites. The outcome from the bidding process is expected to be announced July 2023.

2.19 Single Homeless Accommodation Programme (SHAP), Department of Levelling-up, Housing and Communities: Intended to support the provision of accommodation for young homeless people and young people at risk of homelessness, for which the Council has acute pressures, the fund is unlikely to directly contribute toward the delivery programme, but drawing-down funding will be essential to support the Council's wider housing obligations.

2.20 Ward Members will be kept appraised of all scheme proposals as they are developed and brought-forward.

3. Options considered and recommended proposal

3.1 Option 1: Maintain the existing programme, as presented in the January 2023 Cabinet report

Whilst this would retain an element of consistency with the January 2023 report, it is a normal operation of the programme to both add and remove sites and opportunities over time. This allows for new opportunities to be identified and introduced into the programme, whilst also removing sites and schemes previously forecast, which may no longer be able to come forward.

Housing delivery is extremely complex and reliant on a range of different factors, some of which aren't entirely within the Council's control, therefore the programme requires flexibility to be able to maintain continuous delivery.

This option is not recommended.

3.2 Option 2: Add additional sites and acquisitions into the programme

Following approval of the January report, it has since been determined that some schemes are not feasible for delivery at this time and have therefore been removed from the programme. New opportunities have been identified which can help to compensate for the lost schemes, without which the Council would be unable to continue working towards the target to delivery hundreds of new homes by March 2026.

This option is recommended.

4. Consultation on proposal

4.1 The Housing Delivery Programme comprises several elements each of which will require different levels of consultation. Depending on the particular strand within the programme, different stakeholders will be consulted as appropriate. Consultation is therefore a rolling process throughout the programme and will be updated as required.

4.2 Residents will be formally consulted via the planning process along with all statutory consultees. The Strategic Housing and Development Service will further continue to work with the Neighbourhoods Service to assist with disseminating information about delivery in localities, identifying alignment with Ward priorities. Information about housing delivery has and will continue to be disseminated through the Council tenants' quarterly magazine, 'Home Matters.'

4.3 An all-Member seminar was held on 28 September 2022 and elected Members will be directly consulted about the potential for new housing development on sites within their respective Wards. Furthermore, as individual schemes are progressed into design, Ward Members will be consulted through the neighbourhood working model at an early stage ahead of planning permission being sought. Recent ward member engagement has taken place in the following wards:

- Boston Castle – Warden Street scheme (Apr 2023)
- Hellaby & Maltby West – Addison Road, Elm Tree Road and Larch Road schemes (Feb 2023)
- Hoober – Princess Street and Albert Road schemes (Apr 2023)
- Kilnhurst & Swinton East – Ship Inn scheme (Mar 2023)
- Rotherham East – Netherfield Court & York Road schemes (Apr 2023)

4.4 Ongoing engagement is undertaken with developers, housing associations, and external funders through a range of communication channels, including the Strategic Housing Forum.

4.5 The Strategic Housing and Development Service will use all stakeholder feedback to shape the future programme and help ensure continuous improvement in the delivery of new council homes.

5. Timetable and Accountability for Implementing this Decision

5.1 The Assistant Director of Housing will have responsibility for implementing the programme.

5.2 In-line with previous programme reports, this latest report presents a rolling, continuous programme of delivery. Further reports will be presented to Cabinet on a six-monthly cycle through to March 2026 to keep Cabinet appraised of progress, refresh existing approvals and to seek new approvals as required.

6. Financial and Procurement Advice and Implications

6.1 The development of sites identified in Appendix 1 and the programme of strategic acquisition opportunities listed in Exempt Appendix 2 will be subject to business cases and assessed for affordability within the context of the assumptions in the Housing Revenue Account (HRA) Business Plan and the resources approved as part of the Council's Capital Programme.

6.2 Housing Growth has been modelled in the HRA business plan for affordability. The model assumes that all capital receipts from sales of private and shared ownership properties are used to fund the housing growth programme. Therefore, capital receipts generated from sales of private and shared ownership properties will be used for this purpose in accordance with corporate financing arrangements.

6.3 The HRA Business Plan model further assumes that social housing properties supported by grant funding will be let on Affordable Rent values, rather than Social Rent. However, this will be determined on a scheme-by-scheme basis, once full costs are known and with a preference for Social Rent to be applied, subject to an assessment of the financial viability of the proposed development; Affordable Rent is higher than Social Rent.

6.4 Right to Buy (RTB) 'one-for-one' receipts can be used in place of grant funding for homes built by the Council, contributing up to 40% of the total cost, although RTB receipts are finite. The Government has recently announced temporary flexibilities on the use of Right to Buy receipts which will allow the Council to retain 100% of receipts generated for 2022/23 and 2023/24; a portion of RTB receipts are normally paid to Government. These additionally retained receipts must be deployed in the same way as 'one-for-one' receipts so are constrained by further rules but will benefit delivery of the programme.

6.5 Due to the scale and complexity of the programme, an Employers Agent is to be appointed to help expediate the Council build programme. The cost of this has been included in the capital build cost within the HRA business plan model.

6.6 Procurement activity is detailed within the main body of this report. Housing Services are engaging with the Procurement Team to ensure procurement activity is being undertaken in compliance with the Public Contracts Regulations 2015 (as amended) and the Council's own Financial and Procurement Procedure Rules.

7. Legal Advice and Implications

7.1 The delegations sought under this report are consistent with the Council's Constitution and allow for quicker and more flexible decisions to be made in respect of potential housing delivery.

7.2 There are no direct legal implications arising from this report. The relevant implications for each site will be considered as each is brought forward for delivery.

8. Human Resources Advice and Implications

8.1 There are no Human Resources implications arising from this report.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The delivery programme will deliver two, three, and four, bedroom homes which will allow families with children to access high quality, affordable homes, thus contributing to improving children's health, wellbeing, and opportunity.

9.2 The programme will further deliver bungalows and more specialised 'disabled person units' (DPU) which will allow older and disabled people to live in safe, suitable accommodation that meets their needs and allows them to live independently for longer.

10. Equalities and Human Rights Advice and Implications

10.1 Through its wider delivery programme, the Council will increase the local supply of high quality, affordable homes to meet a range of needs. The Council holds a wide range of data which is used to determine the different needs and influence the types of homes being acquired. For example, of Rotherham's 265,800 residents, around 26% are aged 60 years or over and 9% are aged 75 years or over and the proposed acquisitions include bungalows that are suitable for older people, as well as people with disabilities.

10.2 The Council's delivery programme is critical to supporting families who are on the Housing Register, into high quality and affordable accommodation. Any new homes offered for rent by the Council are managed through the Council's Allocations Policy to ensure a fair and transparent approach to helping people in the greatest housing need to gain access to suitable and appropriate accommodation.

10.3 Surveys will be carried out with the occupants of new homes, and equality and diversity results analysed and compared with other relevant data sets such as the Housing Register. This will allow the Council to understand whether any protected characteristic groups are over or under-represented in new build homes and take appropriate action if required.

11. Implications for CO2 Emissions and Climate Change

11.1 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 carbon neutral as an organisation by 2030, and for Rotherham as a whole to achieve the same position by 2040.

11.2 Council Build: Through its own delivery programme, the Council has the ability to ensure that the new homes are high quality and energy efficient, which will contribute to reducing domestic carbon emissions in the longer-term.

11.3 Acquisitions: The level of carbon emissions allowed for all new homes is subject to increasing controls. Changes to Part L of the building regulations came into force in June 2022, requiring a 31% reduction in CO2 emissions compared to 2013 standards. All new homes that submit plans after June

2022 or which had not begun construction before June 2023 must comply. New homes acquired by the Council from private builders are specified and built to the housebuilder's usual specification with some changes paid for by the Council to ensure the Council's requirements are met. Further to this the Council will examine whether further changes can be agreed, on a case-by-case basis, to reduce carbon emissions beyond the requirements of building regulations.

11.4 Both Council-build and acquisitions will ultimately increase emissions. Whilst mitigations are in place, with an explicit aim to exceed Building Regulations Part L requirements where feasible, the overall net carbon emissions status of Rotherham's social housing stock will increase in the short term. Homes brought forward with electrically sourced heating and hot water provision, however, should become effective carbon neutral once the electricity grid itself achieves zero-carbon. In addition to delivering new homes, the Council continues to improve and sustain its existing homes, including investment to maintain the Decent Homes Standard and improve energy and thermal efficiency.

12. Implications for Partners

12.1. The Council has an existing partnership with Equans and Mears through the housing repairs and maintenance contracts and the existing contract terms allow for some housing development. As such, the delivery programme may also provide an opportunity for the partners to work with the Council on housing development schemes where this would not be at a detriment to the core repair and maintenance functions.

12.2 Housing associations continue to play an important role in delivering affordable housing in Rotherham. The Council has a successful track record of working with housing associations to bring land forward for development and maintains strong relationships with many of the largest and most reputable organisations through the Rotherham Strategic Housing Forum.

13. Risks and Mitigation

13.1 The key risks are summarised in the table below. A detailed risk assessment will be provided alongside the business case for individual schemes as they are brought forward.

13.2

Risk	Mitigation
Pressure on construction labour and materials (both in terms of supply and costs) resulting from the Covid pandemic, EU Exit and invasion of Ukraine.	Risks recorded and monitored for all individual schemes, advance ordering, and storage of materials where appropriate / possible. Schemes fully designed and planning approved before committing to contractor costs.
Site suitability - even at a late stage in the process, sites can be found to be	Scheme procurement is likely to take place via a two-stage 'design and build' process which will allow sites to be appraised and

unsuitable (for example due to severe contamination or high flood risk) or need to be restricted in terms of the type and numbers of new housing which can ultimately be achieved.	suitable designs to be determined in advance of the Council entering into build contracts. This will help ensure that particularly problematic sites are dealt with and potentially removed from the programme before the Council is contractually committed to build. Grant funding will also help the Council to mitigate against the cost of ground remediation works but where a site is ultimately unsuitable for development it will not be brought forward.
Delays to housing development schemes resulting from utilities connections and other statutory undertakings	Early engagement with relevant organisations and internal services, and robust project management processes in place with realistic contingencies for costs and delays
Internal staff capacity – Housing, Legal, Procurement, Asset Management etc	Explore different partnering arrangements to reduce client-side resource pressures, including pre-contract service agreements whereby the contractor carries out early feasibility work at risk. Ongoing dialogue between services regarding forward planning and resource requirements, and HRA contributions to staffing costs in key supporting services.
Community opposition	Early and regular consultation with Ward Members, communication strategy to provide information on the schemes and explain the rationale. Formal consultation also takes place as part of the Planning process.
Funding availability / eligibility	Continual dialogue with external funding bodies. Investment of time in robust business case preparation to ensure overall costs remain within approved HRA Business Plan affordability modelling and Capital Programme approvals. Regular meetings with Finance colleagues to monitor programme.

14. Accountable Officers

James Clark, Assistant Director of Housing
Peter Kandola, Interim Head of Strategic Housing and Development

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	26/06/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	23/06/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	23/06/23

Report Author: *David Bagnall, Housing Development Manager*
*david.bagnall@rotherham.gov.uk*David Bagnall, Housing Development Manager
david.bagnall@rotherham.gov.uk
This report is published on the Council's website.

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Appendix 1: Council-owned sites for residential development

Development of individual schemes is subject to appropriate consultation involving local ward members and sign-off of a completed capital business case. This content will be regularly refreshed to ensure that the latest position is presented to Cabinet in subsequent reports. All figures provided are as at 31 May 2023.

Table 1.1 Homes completed

The following homes have been completed and brought into the Council's housing stock since January 2018. This list is in order of completion.

Scheme	Location	Ward	Cabinet Report	Completion	Council Rent	Council S/O	Market Sale	Total
St Mary's Drive	Catcliffe	Rother Vale	Jul 2017	May 2018	2	0	0	2
Catherine Avenue	Swallownest	Aston & Todwick	Jul 2017	May 2018	4	0	0	4
Stock Conversion: Flanderwell Lane	Flanderwell	Wickersley North	Feb 2015	Nov 2018	2	0	0	2
Stock Conversion: Ash Grove	Wickersley	Wickersley North	Feb 2015	Dec 2018	4	0	0	4
Clusters: Gaitskell Close	Maltby	Maltby East	Sep 2016	Dec 2018	4	0	0	4
Stock Conversion: Caperns Road	North Anston	Anston & Woodsetts	Feb 2015	Apr 2019	4	0	0	4
Stock Conversion: Bierlow Close	Brampton	Hoober	Feb 2015	May 2019	1	0	0	1
Stock Conversion: Station Road	Treeton	Rother Vale	Feb 2015	May 2019	1	0	0	1
Clusters: Farnworth Road	East Herringthorpe	Dalton & Thrybergh	Sep 2016	Sep 2019	3	13	0	16
Clusters: Conway Crescent	East Herringthorpe	Dalton & Thrybergh	Sep 2016	Sep 2019	6	8	0	14
Clusters: Shakespeare Drive	Dinnington	Dinnington	Sep 2016	Oct 2019	5	0	0	5
Stock Conversion: Victoria Court	Kiveton Park	Wales	Feb 2015	Jan 2020	2	0	0	2
Stock Conversion: Victoria Street	Masbrough	Rotherham West	Feb 2015	Mar 2020	2	0	0	2
Clusters: Rother View Road	Canklow	Boston Castle	Sep 2016	Aug 2020	80	0	0	80
Clusters: Northgate	Maltby	Hellaby & Maltby West	Sep 2016	Aug 2020	0	15	83	98
The Bellows	Rawmarsh	Rawmarsh West	Dec 2017	Sep 2020	28	30	0	58
Broom Hayes	Broom Valley	Boston Castle	Dec 2017	May 2021	24	20	0	44
SOAHP Bungalows: Arundel Avenue	Treeton	Rother Vale	Dec 2017	Mar 2022	8	0	0	8
SOAHP Bungalows: Braithwell Road	Ravenfield	Bramley & Ravenfield	Dec 2017	Mar 2022	6	0	0	6
Town Centre Sites: Wellgate Place	Town Centre	Boston Castle	Oct 2017	May 2022	34	12	8	54
Town Centre Sites: Westgate Riverside	Town Centre	Boston Castle	Oct 2017	Feb 2023	44	8	20	72
Town Centre Sites: Millfold Rise	Town Centre	Boston Castle	Oct 2017	Apr 2023	31	0	14	45
				Totals	**295**	**106**	**125**	**526**

Table 1.2 Homes in construction (contract secured)

The following schemes are in contract, but the homes haven't yet been completed. This list is ordered by estimated completion.

Scheme	Location	Ward	Cabinet Report	Est. Completion	Council Rent	Council S/O	Market Sale	Total
None currently	N/A	N/A	N/A	N/A	0	0	0	0
				Totals	**0**	**0**	**0**	**0**

Table 1.3 Approved pipeline

The following sites have previously been presented to Cabinet and being progressed through feasibility and design, but no construction contract is yet in place. This list is ordered by ward.

Scheme	Location	Ward	Cabinet Report	Est. Completion	Council Rent	Council S/O	Market Sale	Total
Mill Lane	South Anston	Anston & Woodsetts	Mar 2021	Mar 2026	3	0	0	3
Occupation Road	Broom Valley	Boston Castle	Jan 2023	Mar 2026	6	0	0	6
Warden Street	Canklow	Boston Castle	Jul 2022	Sep 2025	13	0	0	13
Wadsworth Road	Bramley	Bramley & Ravenfield	Mar 2021	Mar 2026	3	0	0	3
East Herringthorpe Small Sites	East Herringthorpe	Dalton & Thrybergh	Sep 2020	Mar 2024	10	0	0	10
Thrybergh Zero-Carbon Prototype	Thrybergh	Dalton & Thrybergh	Sep 2020	Mar 2024	3	0	0	3
Addison Road	Maltby	Hellaby & Maltby West	Jan 2023	Sep 2025	30	0	0	30
Elm Tree Road	Maltby	Hellaby & Maltby West	Mar 2021	Sep 2025	2	0	0	2
Larch Road	Maltby	Hellaby & Maltby West	Jan 2023	Sep 2025	20	0	0	20
Princess Street	West Melton	Hoober	Mar 2021	Sep 2025	4	0	0	4
Albert Road (Princess Street site B)	West Melton	Hoober	Jan 2023	Sep 2025	4	0	0	4
Symonds Avenue	Rawmarsh	Rawmarsh West	Jan 2023	Mar 2026	5	0	0	5
Netherfield Court	Eastwood	Rotherham East	Mar 2021	Sep 2025	20	0	0	20
York Road	Eastwood	Rotherham East	Mar 2021	Sep 2025	16	0	0	16
Far Lane	East Dene	Rotherham East	Jan 2023	Mar 2026	6	0	0	6
Ship Inn	Swinton	Kilnhurst & Swinton East	Jan 2023	Sep 2025	5	0	0	5
Cedric Crescent (2 sites)	Thurcroft	Thurcroft & Wickersley South	Mar 2021	Mar 2026	5	0	0	5

St Edmunds Avenue	Thurcroft	Thurcroft & Wickersley South	Mar 2021	Mar 2026	3	0	0	3
Carver Close	Harthill	Wales	Jul 2022	Sep 2025	8	0	0	8
Littlemoor Avenue (2 sites)	Kiveton Park	Wales	Mar 2021	Sep 2025	4	0	0	4
Sycamore Avenue (site A)	Kiveton Park	Wales	Mar 2021	Sep 2025	1	0	0	1
Denman Road	Wath	Wath	Jan 2023	Mar 2026	9	0	0	9
				Totals	**180**	**0**	**0**	**180**

Table 1.4 Newly identified sites

Cabinet approval is sought to bring forward the following sites to build new Council homes. These sites have been identified for inclusion in the pipeline since the previous programme report was approved at Cabinet in January 2023. Estimated new homes are subject to change, and not all sites may ultimately prove developable. This list is ordered by ward.

Scheme	Location	Ward	Cabinet Report	Internal Status	Council Rent	Council S/O	Market Sale	Total
Sycamore Avenue (Site B)	Kiveton Park	Wales	New	HRA	1	0	0	1
				Totals	**1**	**0**	**0**	**1**

Table 1.5 Total forecast delivery – all new homes

The following delivery may be achieved by March 2026 if all sites and estimated homes are brought forward.

Category		Council Rent	Council S/O	Market Sale	Total
1.1 Completed homes		295	106	125	526
1.2 Homes in contract		0	0	0	0
1.3 Pipeline		180	0	0	180
1.4 Newly identified sites		1	0	0	1
	Totals	**476**	**106**	**125**	**707**

Table 1.6 Sites no longer proceeding

The following sites have been proposed for Council development in previous Cabinet reports, but it has since been determined that the development of the sites is currently unfeasible.

Scheme	Cabinet Report	Removed	Reason	Original Est.
Langley Close (Site 1), East Herringthorpe	Sep 2020	Jul 2022	Originally proposed as part of a small sites cluster in East Herringthorpe, the site is too constrained to make development feasible. Other sites within the cluster are still being brought forward.	1
Arbour Drive, Thurcroft	Mar 2021	Jan 2023	Originally proposed as part of a small sites cluster in Thurcroft, the site is too constrained for make development feasible. Other sites within the cluster are still being brought forward.	1
The Crescent End, Thurcroft	Mar 2021	Jan 2023	Originally proposed as part of a small sites cluster in Thurcroft, the site is too constrained for make development feasible. Other sites within the cluster are still being brought forward.	2
Christchurch Road (Sites 1 & 2), West Melton	Mar 2021	Jan 2023	Originally proposed as part of a small sites cluster in West Melton, the site is too constrained for make development feasible. One site from the cluster (Princess Street) is still being brought forward.	3
Dryden Road (Sites 1 & 2), West Melton	Mar 2021	Jan 2023	Originally proposed as part of a small sites cluster in West Melton, the site is too constrained for make development feasible. One site from the cluster (Princess Street) is still being brought forward.	3
General Fund 'Site A'	Jan 2023	Jul 2023	Development would require demolition of some existing commercial units for which the Council hasn't yet secured vacant possession, therefore development of the site by March 2026 is unlikely.	10
General Fund 'Site B'	Jan 2023	Jul 2023	The site suffers from constrained access which has been made worse by encroachment from an adjacent resident. The time needed to resolve the encroachment makes development by March 2026 unlikely.	30
General Fund 'Site C'	Jan 2023	Jul 2023	The site has an active commercial tenant which will require termination of the lease. The lease can only be ended with extensive notice therefore development of the site by March 2026 is unlikely.	110
			Total	**160**

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Appendix 3: Photographic summary of delivery – January 2018 to May 2023

January 2018: Mitchell Way, Waverley (strategic acquisition)

- four homes for Council rent



May 2018: St Marys Drive, Catcliffe (Council build)

- two bungalows for Council rent



May 2018: Catherine Avenue, Swallownest (Council build)

- four bungalows for Council rent



June 2018: Oaklands Court, Kiveton Park (strategic acquisition)

- nine homes for Council rent



August 2019: Stockwell Avenue, Kiveton Park (strategic acquisition)

- three bungalows for Council rent



September 2019: Clusters – Conway Crescent and Farnworth Road (Council build)

- nine homes for Council rent (three leased internally)
- 21 homes for Council shared ownership








October 2019: Clusters – Shakespeare Drive, Dinnington (Council build)

- five homes for Council rent (one leased internally)



April 2020: Ryton Fold, (Penny Piece Lane) North Anston (strategic acquisition)

- six bungalows for Council rent



August 2020: Clusters – Northgate, Maltby (Council build)

- 83 homes for open market sale
- 15 apartments for older people's Council shared ownership











August 2020: Clusters – Rother View Road, Canklow (Council build)

- 80 homes for Council rent



September 2020: The Bellows, Rawmarsh (Council build)

- 28 homes for Council rent
- 30 homes for Council shared ownership







May 2021: Broom Hayes, Broom Valley (Council build)

- 24 homes for Council rent
- 20 homes for Council shared ownership





June 2021: Highfield Farm, West Melton (strategic acquisition)

- six bungalows for Council rent



October 2021: Wentworth View, Thorpe Hesley (strategic acquisition)

- three homes for Council rent (first of 22 homes to be acquired in total)



March 2022: Braithwell Road, Ravenfield (Council build)

- six bungalows for Council rent



March 2022: Arundel Avenue, Treeton (Council build)

- eight bungalows for Council rent



May 2022: Wellgate Place, Town Centre (Council build)

- 23 homes for Council rent
- 23 homes for Council shared ownership
- 8 homes for open market sale







July 2022: Beaumont Grange, Treeton (strategic acquisition)

- three homes for Council rent (first of 14 homes to be acquired in total)



July 2022: Laughton Gate, Throapham (strategic acquisition)

- two homes for Council rent (first of 42 homes to be acquired in total)



September 2022: Clarence Street, Dinnington (strategic acquisition)

- five homes for Council rent



October 2022: Fairfields, Aston (strategic acquisition)

- 11 bungalows for Council rent



November 2022: Westgate Riverside, Town Centre (Council build)

- 44 homes for Council rent
- eight for Council shared ownership







January 2023: Millstone Park, Swallownest (strategic acquisition)

- six homes for Council rent (first of 10 to be acquired in total)



May 2023: Millfold Rise, Town Centre (Council build)

- 31 homes for Council rent
- 14 homes for private sale





Appendix 4

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: Housing Delivery Programme – 2023/24 Update	
Directorate: Adult Care, Housing and Public Health	**Service area:** Strategic Housing and Development
Lead person: David Bagnall	**Contact number:** 01709 823814
Is this a: ☐ **Strategy / Policy** ☒ **Service/Function** ☐ **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
This report provides an update on the Housing Delivery Programme, summarising progress since the previous programme report was approved by Cabinet in January 2023. Several changes have been made to the programme and renewed approvals are sought accordingly.

3. Relevance to equality and diversity

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

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

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

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)*

Through the housing development programme we aim to meet a range of housing needs based on data and evidence held about local demographics and trends. The housing we will build/enable to be built will help to ensure the following groups can access good quality, affordable and well managed homes: Families, older people, people with disabilities, single person households. The programme has also been designed to ensure homes are built in a range of areas across the borough including deprived areas where the private sector is unlikely to deliver the homes needed, without public sector intervention. Improving deprived areas through housing and regeneration helps to tackle inequalities.

Council homes are let via the Allocations Policy, for which a full equalities assessment has been carried out. This will ensure homes are allocated fairly and that no groups with protected characteristics are disadvantaged.

The Strategic Housing and Development Service contacts tenants who move into new build properties to carry out a follow-up questionnaire or 'new build survey'. This is done to find out more about the people who have moved into recently built council homes. The equalities and diversity information is analysed and compared against the profile of people on the Council's Housing Register, so we can identify any potential issues i.e. certain protected characteristic groups being under or over-represented in new build properties.

- **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)*

An assessment of the programme has found that it will enable delivery of homes to meet a range of needs including people with disabilities, older people, families with children and single people.

The delegated powers being sought as part of the report will allow individual schemes to be shaped in consideration of the different housing needs for each area.

- **Actions**

- Conduct new build survey and analyse equalities and diversity data (ongoing)
- For each scheme, consult with colleagues in AC and CYPS to identify any particular needs that can be met through the scheme - ongoing

• Review this equalities analysis annually, alongside future annual housing development Cabinet reports - annual	
Date to scope and plan your Equality Analysis:	26/04/23
Date to complete your Equality Analysis:	26/04/23
Lead person for your Equality Analysis (Include name and job title):	Nick Ward, Place and Quality Manager

5. Governance, ownership and approval

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

Name	Job title	Date
David Bagnall	Development Manager	26/04/23
Sarah Watts	Strategic Housing Manager	26/04/23

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	26/04/23
Report title and date	Housing Development Programme Report – 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	10 July 2023
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	4 May 2023

Appendix 5

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: Housing Delivery Programme – 2023/24 Update	
Date of Equality Analysis (EA): 26th April 2023	
Directorate: Adult Care, Housing and Public Health	**Service area:** Strategic Housing and Development
Lead person: David Bagnall	**Contact number:** 01709 823814
Is this a:	
[ ] **Strategy/Policy** [X] **Service/Function** [ ] **Other**	
If other, please specify	

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance		
Name	**Organisation**	**Role (eg service user, managers, service specialist)**
Kalpana Desai	Rotherham Council	Housing Development Coordinator
James Smith	Rotherham Council	Tenant Engagement Coordinator
Nick Ward	Rotherham Council	Place and Quality Manager

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.)

This EA has been produced in support of an upcoming Cabinet report; Housing Delivery Programme – 2023/24 Update. This report provides an update on the Housing Delivery Programme, summarising progress since the previous programme report was approved by Cabinet in January 2023. Several changes have been made to the programme and renewed approvals are sought accordingly.

The programme has been designed to ensure homes are built in a range of areas across the borough including deprived areas where the private sector is unlikely to deliver the homes needed, without public sector intervention. Improving deprived areas through housing and regeneration helps to tackle inequalities. The Strategic Housing and Development Service has already delivered specialist homes on former garage and brownfield sites which support the diverse housing needs across the borough.

Council homes are let via the Allocations Policy, which is reviewed regularly and is subject to a full equalities assessment. This document ensures new homes are allocated fairly and that no groups with protected characteristics are disadvantaged.

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

The housing development programme is underpinned by analysis of housing need and demographic data which has been gained from a variety of sources including:

- Profile of applicants on Council's Housing Register (numbers of households eligible for age restricted accommodation etc). The Housing Occupational

Health Team assesses households to determine their need which leads to a priority of allocation under the Housing Allocations Policy. A regular review of the profile of people on the housing register takes place to help plan for the types of new homes needed.

- Local population demographic data (Census 2021 emerging)
- Indices of Multiple Deprivation
- Profile of existing Council tenants (including protected characteristics)
- Strategic Housing Market Assessment
- Intelligence from Strategic Housing Forum which is attended by partners that represent different interests and groups eg, homelessness and young people etc
- Ward members will receive specific briefings on potential sites in their wards and their feedback will be considered and including in individual scheme EAs
- Ward profiles contain detailed, localised information both profiling housing stock in the ward and demand
- The Strategic Housing and Development service has worked with the Neighbourhood Service to assist with consultation and dissemination of information about development in localities, identifying alignment with ward priorities. Again, any feedback will be included in individual scheme EAs.
- Housing Involvement Panel which includes Council tenant volunteers.
- Data from new rented, shared ownership and open market sales is analysed to understand the equality impact of each development. The profiling of tenants/ owners is also reflected in completions report and any lessons learnt are applied when developing new projects.

Where possible the development programme will focus on increasing a specific housing type so homes can meet identified local housing needs. This is often where a particular group of people have been disadvantaged by the local housing market ie, they cannot afford, or do not have choice in where/how they live. The programme aims to make housing accessible to all regardless of their income and need. This includes taking a role in increasing the supply to meet local need, as well as enabling and encouraging other stakeholders to increase supply across the private market.

Demographic information

- The Census population of Rotherham in 2021 is 265,800, an increase of 8,200 (+3.2%) compared with the 2011 Census, with around 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
- The 2021 Census further shows that Rotherham had 113,900 households, compared with 108,300 in the 2011 Census, an increase of 5,600 or 5.2%. In 2021, 17.7% of Rotherham's population were under 15 years, whilst 25.8% were aged 60 or over. The population of Rotherham aged 60 or over is slightly higher than the England figure of 24.2% and the Yorkshire and Humber figure of 25%.
- Rotherham's young population (under 15) increased from 46,000 in 2011 to 47,100 in 2021 (a 2.4% increase). This increase followed a 6% fall from

48,900 in 2001 to 46,000 in 2011. Whilst the school age population has increased, the number of children aged 0-4 has decreased from 15,738 in 2011 to 14,600 (a 7.3% reduction).

- Rotherham's older population (over 60) has increased from 61,500 in 2011 to 68,600 in the 2021 Census, an 11.5% rise (51,700 in 2001). Rotherham's population is ageing broadly in line with national trends and the percentage aged over 85 increased from 2.1% in 2011 to 2.3% in 2021.

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

None identified following wider discussion with colleagues, and we are seeking to ensure that future housing developments are meeting the protected characteristics identified.

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

The overall progress of the housing development programme will be reported to Cabinet as part of the request to proceed with the subsequent year's programme.

For individual schemes, all proposals requiring a decision under delegated powers will be subject to the following at an early stage:

- Briefing to Assistant Director for Housing and Cabinet Member for Housing
- Consultation with relevant ward members

The strategic basis and financial appraisal of an individual proposal will then be subject to the development and sign-off of an appropriate business case, consisting of, as a minimum:

- Strategic Outline Case (SOC)
- Equalities Assessment (Parts A and B as applicable)
- Procurement Business Case (where procurement is required)
- Embed social value commitment through housing development contracts

Progress with individual schemes will be reported to Housing Senior Management Team and other meetings/forums as appropriate.

Officer decisions will be formally recorded and published.

Surveys will continue to be carried out with the occupants of new homes, and equality and diversity results analysed and compared with other relevant data sets such as the Housing Register. This will allow the Council to understand whether any protected characteristic groups are over or under-represented in new build homes and act, if required.

Engagement undertaken with customers. (date and group(s) consulted and key findings)	The Council holds a wealth of housing intelligence data which will be used to determine

	local housing need and prioritise areas for investment. The Housing Strategy has been refreshed and was approved by Cabinet in May 2022. It sets the direction for housing priorities for the next three years. The local community will be consulted on individual schemes as part of the planning process.
Engagement undertaken with staff (date and group(s)consulted and key findings)	The Cabinet Member for Housing has been engaged in the development of the programme from the outset and has been involved in shaping the overall strategic priorities for housing, through the Housing Strategy consultation. Ward Members will receive specific briefings on potential sites in their wards.

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) Through the housing development programme, we aim to increased choice and access to more homes, particularly affordable homes. Allocation to housing is dealt with via the Council's Allocations Policy. The Policy sets out how priority is allocated to people who have specific needs including people with protected characteristics. The programme will meet a range of housing needs based on data and evidence held about local demographics and trends. By understanding more about local need and by enabling and delivering a wider range of house types, the programme should support and help remove the barriers that exist for specific groups of people. Particularly young and older people who are reliant on welfare support, and those who are physically disabled or have a family member who is disabled, requiring ground floor, accessible accommodation. Of the sites listed in this report, consideration is being given to the following specific property types; • Homes for older people (+55 years), • Larger family homes (4 bedrooms)

- Accessible homes

Housing Occupational Therapists are consulted when site layouts are being explored.

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

No.

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

Homes delivered through the housing development programme will help to improve quality of life for households who are currently living in unsuitable accommodation.

Individual schemes will be shaped in consideration of the different housing needs for each area, and the overall programme will include homes that meet the following needs:

- Larger family homes
- Homes for single people
- Homes for older people and people with disabilities and/or support needs

What effect will the Policy/Service have on community relations? (may also need to consider activity which may be perceived as benefiting one group at the expense of another)

No negative impacts have been identified/are anticipated.

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: Housing Delivery Programme – 2023/24 Update
Directorate and service area: Adult Care, Housing & Public Health. Strategic Housing & Development Service
Lead Manager: David Bagnall
Summary of findings:
No negative impacts have been identified/are anticipated.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Monitor the impact of the housing development programme on communities or groups according to their protected characteristic	All	Ongoing

***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**
James Clark	Assistant Director of Housing	
Ian Spicer	Strategic Director of Adult Care, Housing & Public Health	
Councillor Amy Brookes	Cabinet Member for Housing	

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	26/04/2023
Report title and date	Housing Development Programme Report – 2023/24
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	04/05/2023

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?	No impact on emissions				
Emissions from transport?	Increased emissions / impact unknown	Vehicle movements to and from sites will be generated during demolition and construction will create emissions, through the movement of building and waste materials and personnel.	While it is possible that new households will increase vehicle movements, they may also reduce them, depending on where new residents work and access services. We do not know before a development is built where new residents will move from and whether this move will increase or decrease vehicle movements. Some new properties included in the programme, i.e., the homes the Council purchases as strategic acquisitions will be built regardless of whether the Council purchases them or not.	Where appropriate, prospective contractors will be required to demonstrate how they will minimise and mitigate emissions from vehicle movements as part of the construction, during the tendering process. All new housing developments are subject to planning controls and the planning process at the plan and policy development and planning application stages takes into account vehicle movements.	Assessment of whether the new households increase or decrease carbon emissions through vehicle movements is not monitored at this time.
Emissions from waste, or the quantity of waste itself?	Increased emissions	Construction will generate waste materials through demolition, exporting of materials from	Although new households may not necessarily mean more people living in the Borough, they are likely to create a small increase in	Where appropriate, prospective contractors will be required to produce a plan demonstrating how they will minimise and	Where appropriate, we will monitor contractors implementation of wastes minimisation

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
		groundworks and waste construction materials.	the overall volume of waste created and, in the distance travelled by waste collection vehicles.	mitigate vehicle emissions from the movement of waste, during the tendering process. This will include the recycling / re use of materials on site where possible.	and management plans.
Emissions from housing and domestic buildings?	Increased emissions	No direct emissions increase for the council.	The new properties built as part of the programme will increase emissions from the heating and lighting of the new properties.	The Council will ensure that the new homes are high quality, energy efficient and able to meet the challenge of climate change. The use of modern methods of construction will be considered for all new schemes, where value for money can be demonstrated as well as carbon reduction.	Construction will be monitored to ensure that specifications are met and, where appropriate, the energy performance of new buildings will be monitored once occupied to ensure that the stated performance standards are met.
Emissions from construction and/or development?	Increased emissions	Emissions will be increased from on site vehicles and equipment and the lighting of the sites. Also, from the heating lighting and powering of site offices	Some of the building materials will be manufactured within the Borough. Removal of trees without replacement could,	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.	This will be monitored through the procurement process.

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
		and cabins. The manufacture of construction materials will increase emissions. It is possible that some mature trees will be removed as part of the development of new sites	depending how they are disposed of, increase carbon emissions.	Where trees are present on a development site they will be retained where possible. The planning process deals with protection of trees on development sites and where it allows their removal usually requires equivalent or better replacement.	
Carbon capture (e.g. through trees)?	Unknown	Some of the Council's own construction projects will include the planting of trees as part of any landscaping schemes	Unknown	N/A	Unknown
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:
Emissions will be generated from energy use associated with construction sites, the vehicle movements associated with construction personnel, materials and waste. The manufacture of construction materials will also generate emissions. New homes will generate new emissions mainly through lighting and heating and the powering of domestic appliances. These increases will be mitigated through the requirement for prospective contractors to demonstrate how they will reduce emissions from the above and monitored through the construction period. 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.

Appendix 6

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Nick Ward, Place and Quality Manager, Strategic Housing and Development Service, Adult Care, Housing and Public Health
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 [Completed by Climate Change Officer]	Approved 26th April 2023, Tracking Reference: CIA068

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 10 July 2023

Report Title
Aids and Adaptations Policy

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

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
helen.caulfield-browne@rotherham.gov.uk

Daniel Peck, Aids and Adaptations Service Manager
Daniel.peck@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

This report introduces the Council's proposed approach to the review of the Aids and Adaptations Assistance Policy.

The report also clarifies interim measures for financial approval of all major adaptations costing above the mandatory £30,000 limit.

Recommendations

That Cabinet:

1. Notes the proposed approach to undertaking a review of the Aids and Adaptations Assistance Policy and the intention to return to Cabinet with an updated policy in December 2023.

2. Delegates authority for all aids and adaptations costing over £30,000 to the Assistant Director for Housing in line with the national threshold for 'discretionary' funding and until the new policy is adopted.

3. Delegates authority for approvals of aids and adaptations costing over £50,000 to the Assistant Director for Housing in consultation with the Cabinet Member for Housing in line with the current agreed policy and until the new policy is adopted.

List of Appendices Included

Appendix 1 Aids and Adaptions Policy 2015
Appendix 2 CYPS - Pathways to Care Policy Updated 2021
Appendix 3 Initial Equality Screening Assessment - Part A
Appendix 4 Carbon Impact Assessment

Background Papers

government/publications/disabled-facilities-grant-dfg-delivery-guidance-for-local-authorities-in-england

Rotherham Federation Tenant Scrutiny Panel Report 2020

Rotherham Joint Health and Wellbeing Strategy - A healthier Rotherham by 2025

Council Approval Required
No

Exempt from the Press and Public
No

Aids and Adaptations Policy

1. Background

1.1 Aids and adaptations are changes made to the fabric and fixtures of a home that enables residents with a health and/or social care need to live safely and independently in their homes. Changes can include the installation of stair-lifts, level access showers, wash and dry toilets, shower over baths, ramps and hard standings, wider doors, and, in some instances, bespoke home extensions to existing dwellings as well as improvements to access to and from gardens. Adaptations can also include heating systems, insulation and telecare and assistive technology.

1.2 The Council provides funding of around £4.5m each year for the provision of aids and adaptations. For council tenants, this comes from the Housing Revenue Account (HRA) capital budget. For other residents, the Disabled Facilities Grant (DFG), funded by the Government as part of the Better Care Fund, is utilised. Aids and adaptations fall under one of three schemes:

- Minor equipment and adaptations up to £1,000 value. These carry no charge and are available to all residents.
- Major adaptations with a value of between £1,000 and £30,000. These are referred to as 'mandatory' adaptations. There is no charge for Council tenants, for children under the age of 16, or for young residents aged under 20 for whom Child Benefit is payable. All other residents are means tested.
- Major adaptations with a value over £30,000. These are referred to as 'discretionary' adaptations. Discretionary funding is subject to available financial resources and the final decision to approve or refuse an application for assistance is at the total discretion of the Council. Like mandatory major adaptations, current policy states that there is no charge for council tenants, for children under the age of 16, or for residents aged under 20 for whom Child Benefit is payable. All other residents are means tested.

1.3 The Council's Aids and Adaptations Policy determines how the service will assist those of any age who have a qualifying health need, including children with a disability. The Policy provides information about the Council's responsibilities, including its legal duties, and the financial assistance available to older and disabled residents including qualifying criteria, financial limits and means testing. The Policy was last updated in 2015.

2. Key Issues

2.1 In 2020, following a review of aids and adaptations, the Tenant Scrutiny Panel recommended that the Council undertakes a review of the Policy. Work on a review was paused because of the Covid pandemic. Since then, several additional factors have emerged that build the case for a fundamental rethink.

2.2 The Council's Housing and Social Care services and the National Health Service (NHS) are increasingly delivering integrated services and recognising the benefits of enabling people to stay in their own homes wherever possible. A new policy needs to reflect the development of preventative services to avoid more costly implications elsewhere in the system, recognising the role that aids and adaptations can play in enabling this outcome. There is also growing focus on the benefits of assistive technologies and digital solutions in health and social care and the role they can play in supporting people to remain living in their own home.

2.3 The first new official Government guidance for DFG in 18 years was published in March 2022. The guidance follows the findings of the 2018 independent review of DFGs that recommended new guidance should set out expectations for local authorities and that the rights of disabled people living in the private sector to make an application for DFG should be incorporated. The Adult Social Care Reform White Paper, 'People at the Heart of Care', also outlines the Government's aim to see DFGs giving "more people the choice to live independently and healthily in their own homes for longer."

2.4 Under the Regulatory Reform Order (RRO) 2002, housing authorities can use a policy to administer DFG more flexibly. This can include the relaxation of the statutory means test under discretionary provisions where due to a client's condition, fast tracking their scheme reduces risk. Flexibilities can also be used to offer DFGs to support relocation.

2.5 The funding rules and eligibility criteria in place in Rotherham currently differ depending on whether a resident is a council tenant or not. A new policy offers an opportunity to set out a single set of principles and objectives for aids and adaptations regardless of housing tenure. It also provides the Council with an opportunity to consider whether some standardisation of rules across the different schemes would provide for a fairer and more consistent offer for residents and help to address some of the financial challenges the service faces. Currently the DFG budget incurs recurring underspends while the HRA funded aids and adaptations budget is often oversubscribed.

2.6 The cost of some major adaptations, particularly extensions, is increasing significantly. In 2018/2019, the average cost of an extension was approximately £36,000. Now the average cost is around £100,000. This is the main factor that has led to pressures in the HRA funded aids and adaptations budget. A new policy provides an opportunity to explore how the Council can ensure that limited funds are distributed as fairly and consistently as possible. This could include clearer pathways and assessment criteria linked to established health or social care need, greater exploration of alternative, less costly options, and a stronger emphasis on managing professional (i.e., occupational therapist) and customer expectations from the outset.

2.7 The current policy details the financial approval thresholds and decision-making arrangements for discretionary approvals for adaptations. The thresholds are not reflective of the increasing rising costs of major adaptations since 2015. They are also not reflective of the principles for delegations and decision making established since 2015 and include some ambiguous

statements that leave the policy open to interpretation. The refreshed policy will provide an opportunity to update these thresholds and bring decision making into line with established procedures. In the interim, it is proposed that Cabinet should confirm:

- Aids and adaptations costing more than £30,000 should require authorisation by the Assistant Director reflecting that this takes them into the 'discretionary' category according to national policy
- Aids and adaptations costing more than £50,000 should continue to require authorisation by the Assistant Director for Housing in consultation with the Cabinet Member for Housing in line with the Council's existing Policy from 2015.

This will clarify and ensure that the Council operate in line with the statutory guidance while the review is undertaken.

3. Options considered and recommended proposal

3.1 **Option 1 – Do nothing.** This is not recommended due to the factors outlined in section 2. Failing to update the policy risks leading to poor outcomes for residents and opens the Council up to risks around the fairness and consistency of its policy.

3.2 **Option 2 – A light touch review.** This was envisaged following the Tenant Scrutiny Panel review and was initially the preferred approach. The benefit of this option is chiefly its speed. However, since the review reported, the factors outlined in section 2 build the case for a more fundamental review.

3.3 **Option 3 – A full review (recommended).** This would encompass a top to bottom review of the policy including the development of new overarching principles and objectives, engagement with stakeholders and service users, and a review of all the operational procedures that support the service. It will take longer to deliver than option 2 but will provide the Council with a stronger policy position.

4. Consultation on proposal

4.1 It is important that a new policy is developed to reflect the changing policy environment and best practice and that it is shaped by the experience of service users. Engagement with a wide range of stakeholders and customers is essential. Initial engagement with partners demonstrates strong demand for a policy review. In developing a new policy, officers plan to engage in the following ways:

- An internal Council consultation group including representatives from social care, housing, children's services and those working on issues like domestic abuse.
- Engagement with partner organisations including Foundations, the national body for DFGs, and housing associations and health organisations.

- Telephone interviews and facilitated discussions with past and current customers.

4.2 On 15 May 2023, officers provided the Tenants Scrutiny Panel with an update. The Panel will be asked for its views as part of our engagement work to inform a new policy.

5. Timetable and Accountability for Implementing this Decision

5.1 Cabinet is asked to note the proposed approach to the Aids and Adaptations Policy review.

5.2 Consultation and engagement to establish the views of stakeholders and of people who require aids and adaptations in their homes commenced in May 2023. It is envisaged consultation will be completed by mid-August 2023.

5.3 Cabinet will receive a further report in December 2023 proposing a new policy.

6. Financial and Procurement Advice and Implications

6.1 There are no direct procurement implications associated with the recommendations detailed in this report.

6.2 Typical annual expenditure on aids and adaptations is around £4.5m.

6.3 There are no direct financial implications arising from this report. The proposed activity will be contained within existing staff and budgetary resources.

6.4 The budget requirements for any individual extensions costing more than the £30k discretionary value will be managed via capital governance processes.

7. Legal Advice and Implications

7.1 The duties and responsibilities of Local Authorities in respect of Aids and Adaptations are set out within legislation. Government guidance (Non-Statutory) has also been published in order to assist Local Authorities in meeting their responsibilities and legal duties. The most recent guidance was published in March 2022; DFG Delivery: Guidance for Local Authorities, this should be considered when undertaking a review of the Policy, Chapter 3 specifically deals with developing a local housing assistance policy.

7.2 Article 3 of the Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 allows Local Authorities to use funding in a more flexible manner, this can be given in a number of ways. However, the Article 3 powers can only be used where the Local Authority has published a policy. In order to make full use of the powers available it is vital that a full review of the policy is undertaken.

7.3 Option 3 as the preferred option will ensure that the Council consults in a transparent manner and as extensively as possible in order for the much-needed policy development to take place. This will minimise the risk of any legal challenge in respect of the policy itself and any decisions made surrounding the process. A decision not to formally review the policy or to adopt a light touch approach could leave the Council open to potential legal challenge by way of judicial review.

7.4 The timeline detailed in section 5.2 would be a sufficient period of time to capture views and needs of people.

8. Human Resources Advice and Implications

8.1 There are no HR implications arising within the report however should this position change due HR processes would be applied.

9. Implications for Children and Young People and Vulnerable Adults

9.1 Children and Young Peoples Services welcome the opportunity to be part of the consultations and to have input into the new Aids and Adaptations Policy. There are close links to the Council's Children's Pathway to Care Policy where specific housing accommodation requirements need to be taken into consideration to provide funding for additional living/bedroom space. This enables the child to be discharged from care and prevents a child becoming a looked after child.

10. Equalities and Human Rights Advice and Implications

10.1 An initial Equality Impact Assessment Screening (EIA) for the Policy review has been completed to ensure that no adverse impact and a positive impact on people with disabilities, but the outcome of the formal EIA assessment will be finalised as the policy review is completed and will include the approach taken to consult with stakeholders and customers.

11. Implications for CO2 Emissions and Climate Change

11.1 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 carbon neutral as an organisation by 2030, and for Rotherham as a whole to achieve the same position by 2040.

11.2 A Carbon Impact Assessment will be completed as part of the policy review.

12. Implications for Partners

12.1. There will be wider engagement with stakeholders as part of the policy review.

13. Risks and Mitigation

13.1 The main risk is that the current policy is out of date and does not reflect changes at the national and local level. In future this will be mitigated by reviewing the policy at least every two 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.

13.2 A further risk is that the revised policy does not reflect the views of service users and stakeholders. This will be mitigated through undertaking a full review, which will take longer but will allow time for consultation.

14. Accountable Officers

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	26/06/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	22/06/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	15/06/23

Report Author: Helen Caulfield-Browne, Housing Options, Operational Manager
helen.caulfield-browne@rotherham.gov.uk

Daniel Peck, Aids and Adaptations Service Manager
Daniel.peck@rotherham.gov.uk

This report is published on the Council's website.

RMBC
Aids & Adaptations

Policy and Procedures

December 2015

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1.0 Background

1.1 The Council's Adaptations Policy aims to assist people in living independently through either the provision of equipment and/or adaptations in their current home or re-housing to a suitable property that meets their needs. Social Care and Housing Services work together in responding to the Care Act 2014 and help to prevent, reduce or delay care and support needs for customers by any of the above means.

This policy centres around the delivery of Adaptations, however adaptations are only one of the many options available and as such all alternatives will be considered when devising a solution to meet customer's needs.

1.2 The statutory duties of the Local Authority in connection with adaptations are mainly laid down in the following legislation:

- The Care Act 2014
- Chronically Sick and Disabled Persons Act 1970
- NHS and Community Care Act 1990
- Disability Discrimination Act 1995
- Equalities Act 2010
- The Housing Grants, Construction and Regeneration Act 1996
- The Housing Act 1996
- Housing Renewal Grants (Services and Charges) Order 1996

However, the Council must decide whether the applicant's needs can be best met through:

- Issue of equipment
- Adaptations
  Or
- Re-housing to suitably adapted accommodation.

The Council can discharge its duties under the Chronically Sick and Disabled Persons Act 1970 by any of these means.

2.0 Definitions

Adaptations are split into 3 categories:

- **Minor Fixings:**
  Adaptations under £1000.00 in value.
  An Occupational Therapist or other authorised person (see Appendix A.6) must recommend the adaptations required.
  No financial assessment is required.
  See section A4.0 for types of Minor Fixing.

Minor fixings should be completed within 7 working days from the date of order with the contractor.

- **Minor Adaptations:**
  Adaptations under £1000.00 in value.
  An Occupational Therapist or other authorised person (see Appendix A.6) must recommend the adaptations required.
  No financial assessment is required.
  Minor adaptations can involve a small amount of construction work.
  See Appendix A3.0 for types of Minor Adaptations
  Minor Adaptations should be started within 28 days from date of order with the contractor.

- **Major Adaptations:**
  Adaptations over £1000.00 in value.
  An Occupational Therapist or other authorised person (see Appendix A.6) must complete an OT35b recommending the adaptations required.
  A further report (OT08) will be required for adaptations over £8,000.
  A financial assessment is required.
  Major adaptations may require a large amount of construction work. See Appendix A2.0 for types of Major Adaptations. Major Adaptations are only concerned with providing works that have medical purpose. Disabled Facilities Grant's do not provide, nor does the Adaptations Team facilitate, any works to improve the aesthetics or functionality of the property that have no direct medical benefit to the customer.
  A decision on an application for Major Adaptations should be reached within 8 weeks from receipt of referral from an Occupational Therapist
  Major Adaptations should be complete within 8 weeks from date of ordering. However this may fluctuate over time, the legislative timeframe within which a decision should be made on any DFG application is 6 months.

3.0 Eligibility

3.1 Eligibility is governed by legislation and therefore the policy reflects this. Further information on eligibility criteria and definition of terms can be found within the guidance notes on the "*Application for a Disabled Facilities Grant (D01)* form".

3.2 The Council must be satisfied that the customer has a qualifying owner's interest or is a qualifying tenant. It is the applicant's responsibility to provide proof of this as part of their application. Failure to provide this will result in the application being declined.

3.3 A qualifying owner is one who has a freehold of a property or a minimum of 5 years remaining on the leasehold. If the leasehold is less than 5 years in duration, confirmation must be obtained from the freeholder of the property of what is due to happen at the end of the leasehold period. A qualifying owner must supply an owner's certificate and certify that it is the intention that the disabled occupant will occupy the premises for a period of at least 5 years. It is the applicant's responsibility to provide proof of this as part of their application. Failure to provide this will result in the application being declined.

3.4 A qualifying tenant is one who meets one of the following:

- Who is a secure tenant
- Who is an introductory tenant
- Who is a protected occupier under the Rent Act 1976
- Who is in occupation under an assured agricultural company within the meaning of Part I of the Housing Act 1988
- Who is an employee who occupies the dwelling or flat concerned for the better performance of their duties.
- An assured tenant of a Housing Association if suitable alternative accommodation cannot be sourced through the Housing Association.

With any tenancy, the landlord must give consent for works to be completed. Private sector tenants will be eligible if they are able to supply permission from the landlord and confirmation that it is the intention of the landlord to let the property to the disabled occupant for a period of at least 5 years.

In all the above scenarios, the Council must be satisfied that the applicant is either the owner or tenant and therefore will require either proof of ownership or proof of tenancy. If the applicant is under 19, then the parent/guardian is required to be the owner or tenant and will require either proof of ownership or proof of tenancy.

3.5 All applicants must prove that the property requiring adaptations is their permanent residence. A permanent residence is one where there is a likelihood that the applicant will not move from the accommodation for a minimum of 5 years. It is also accommodation where the applicant resides in every day as their permanent home. Failure to provide such proof of residence will result in the application being declined.

3.6 Where the applicant is under 19 and the household is split, investigation into who the legally responsible parent/guardian is must occur. Consideration will be taken of benefits claimed for the applicant and where the applicant resides predominantly.

3.7 There are circumstances where applicants may not meet the legal requirements.

If an applicant is not the owner or they are not named on the tenancy, they

may still be eligible if:

- The applicant is a partner of the owner/tenant.
  A person is treated as a partner if:
  - They are married (regardless of genders)
  - They are not married, but are living together as man and wife.
  - They are of the same sex and registered as a civil partner.
  - They are of the same sex, but are living together as if they are in a civil partnership.

- The applicant is an immediate family member (parents, grandparents, adult children, grandchildren and siblings), who has lived with the owner/tenant for a minimum of 2 years continuously, immediately prior to the application **and** the main carer of the applicant is the owner/tenant.
  A main carer is one who is defined as providing support on a daily basis and assists in daily functions such as personal care and domestic support.
- There are specific regulations surrounding members of the Armed Forces as defined in Housing Grants, Construction and Regeneration Act 1996 as amended in 2008.

Cases outside the above requirements may be reviewed by the Adaptations Review Panel. (See section 8).

3.8 In order to be eligible to apply for DFG funding the OT should confirm that their recommendations will fully meet the need of any applicant living in a Council Property. If the recommendation will only partly meet the applicant's needs, it may be rejected and the OT asked to complete a further recommendation that takes account of all the applicant's medical needs, alternatively rehousing to somewhere that does meet all needs may be recommended.

4.0 Disabled Facilities Grants

4.1 Full details of Disabled Facilities Grants, conditions and eligibility can be found within the relevant legislation. At the time of writing the referenced material is the *Housing Grants, Construction and Regeneration Act 1996*.

4.2 Applicants who feel they may be eligible for a Disabled Facilities Grant can apply through Assessment Direct for an assessment of need. Once a recommendation has been made a financial assessment will be conducted by a Technical Officer. This is an income based 'means' test of resources (see Section 7).

4.3 If the applicant has a partner, then their combined income will be assessed jointly. Capital is included in the means test. The first £6,000 of savings is disregarded.

4.4 The award works as follows:

- If the applicant's income is less than the applicable amount the applicant will not normally need to contribute to the cost of the works (up to the maximum mandatory grant limit, see 6.5).
- If the applicants' income is more than the applicable amount, a proportion of the applicants' income will be used to calculate how much they could contribute towards the cost of the works.
- The applicable amount is the amount as seen by government as the requirements for the cost of living for the customer or household. Anything highlighted above the applicable amount is subject to a contribution.
- The applicable amount and any associated contributions are calculated through the Ferret system. (see section 7.0 for more information on Ferret)
- For a detailed explanation of the means testing procedure and exactly how a grant contribution is calculated please See Appendix A6.0.

4.5 The maximum amount of grant that a council can award is £30,000.00 per application less any assessed contribution from the applicant as per the *Housing Grants, Construction & Regeneration Act (1996)*. If the cost of the works exceeds this grant limit, it is the responsibility of the customer to fund the shortfall. The Adaptations Team have a responsibility to ensure that the funds are distributed fairly and that the limited amount of funds allocated are spent in such a way that maximises the number of people within the borough that can be helped each year.

4.6 The council may in very limited cases offer further funding up to a maximum of £5,000 by way of Additional Discretionary Funding. However in order for this to be awarded ALL the criteria covered in Section 14 must be satisfied.

4.7 The applicant may be eligible for alternative funding as per the *Care Act 2014* and in order to do so must have a community care assessment by Adult Social Care. Further details of which can be found in the relevant social care policy documentation.

5.0 Adaptations Process

5.1 Assessment Direct

The first line of contact for an applicant is Assessment Direct. The applicant can contact Assessment Direct with details of their specific case either via the internet or telephone. Assessment Direct act as a triage and cascade information to the Community Occupational Therapy Department. However

there are 3 exceptions to this:

- Where an applicant has been referred direct to a Housing OT by the Housing Options Medical Assessment Team to look into re-housing before adaptations are considered
- Where an applicant is referred to the Housing OT because they live in a Council property and the existing adaptations are no longer fit for purpose.
- Where an applicant is referred to the Housing OT from Assessment Direct as they are a Council tenant is in a situation of under-occupying a house and are requesting a Level Access Shower to a presently un-adapted property.

In these cases contact with Assessment Direct is not necessary.

5.2 Occupational Therapist (or other assessing officer)

5.2.1 Once received from Assessment Direct, cases are allocated to the relevant team. The current Service Level Agreement with the NHS and Adult Services states that applicants must be visited by an Occupational Therapist (or other assessing officer) within 28 days of receiving a referral.

5.2.2. During the assessment, the Occupational Therapist (OT) should firstly consider any equipment that may meet the applicants' requirements.

These may include, but are not limited to:

- Bathing Equipment
- Swivel Bathers
- Bath Board
- Bath Seat
- Shower Stool
- Raised Seats
- Perching Stools
- Commode

5.2.3. If equipment would not meet the applicants' requirements, the OT should then consider any minor fixings that may meet the applicants' requirements (see A4.0).

5.2.4 If minor fixings would not meet the applicants' requirements, the OT should then consider any minor adaptations that may meet the applicants' requirements (see A3.0).

5.2.5 If minor adaptations would not meet the applicants' requirements, the OT should then consider any major adaptations that may meet the applicants' requirements (see A2.0).

Following an assessment of need, the OT or other Assessing Officer

may recommend provision of equipment, request a minor fixing and/or request a minor or major adaptation, if all these things are required as a result of their assessment.

5.2.6 If a major adaptation is requested, the standard procedure would then be for the OT to submit a referral to the Adaptations Team detailing their recommendations for potential solutions for long term need.

5.2.7 If the potential cost of adaptations totals more than £8,000, then re-housing MUST be investigated prior to considering major adaptations. Where appropriate, all applicants who require adaptations totalling more than £8,000 should be referred to a Housing Occupational Therapist to investigate rehousing as an appropriate solution.

5.2.8 Should the potential cost of adaptations total more than £8,000, it is expected that the OT should fully investigate all options that may relieve the customers' situation. The OT will note all potential solutions and any potential issues related to these solutions. They will also note the applicants' wishes. For example: An OT may assess an applicant as requiring ground floor bathing and bedroom facilities. Potential solutions to this issue may be re-housing, construction of an extension or conversion of existing rooms.

5.2.9 The applicant may not wish to be re-housed and this should be noted as well as any medical and social grounds to support this fact. Recommendations should be made to the requirement of the customer and not specifically to a solution unless the solution is limited to one option.

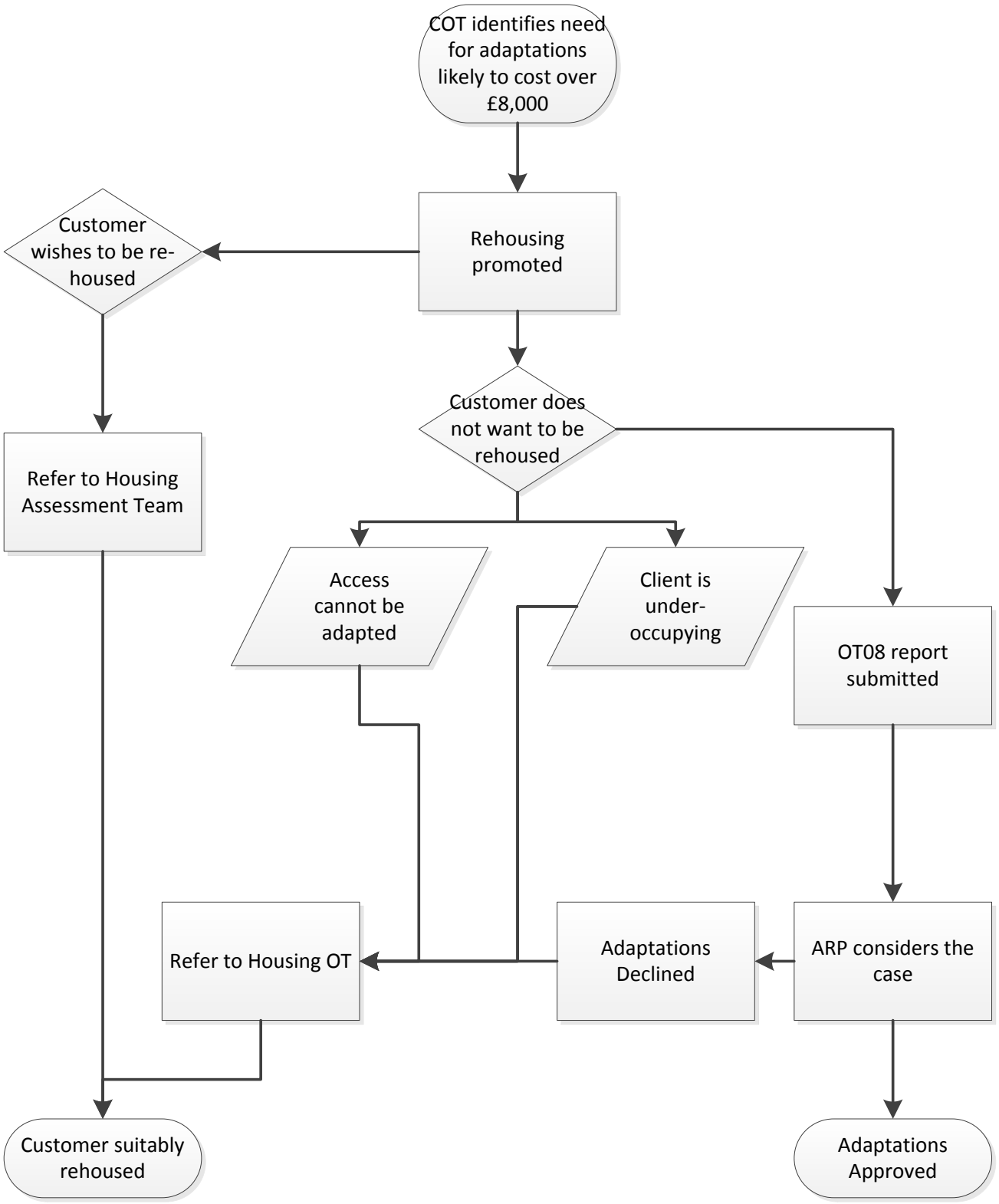
5.2.10 Once the OT has visited and completed their assessment, they should either request any equipment that has been identified to meet the needs of the disabled person or advise them of what equipment they may wish to purchase. The OT must assess whether the case is high risk or not and complete an Occupational Therapist Report (OT35b). On cases where the cost of works will potentially exceed £8,000, a full OT report is required (OT08).

5.2.11 Minor Fixing and Adaptation requests should be sent by the OT direct to the Contracts and Service Development Team by completing an OT30 and/or OT31 form. Minor Fixings should be complete within 7 days and Minor Adaptations started within 28 days.

5.2.12 Major adaptations should be sent through to the Adaptations Team by completing an OT35b form. An OT35a letter will be sent to the applicant. An OT35a letter is not confirmation that a Disabled Facilities Grant will be granted, it is simply to inform the customer that a recommendation has been sent through to the Adaptations Team.

5.2.13 The process for adaptations with a proposed cost of more than £8,000 can be seen in the Community Occupational Therapist Process Map.

Community Occupational Therapist Process Map for adaptations costing over £8,000



5.3 The Adaptations Team

5.3.1 The Adaptations Team will write to the customer once they receive a referral confirming the request has been received, and indicating the process as to which is to be followed.

5.3.2 The Adaptations Team will inform applicants no later than 6 months after receiving the referral as to the decision of what work if any will commence.

5.3.3 The legal requirement is for the Adaptations Team to complete adaptations within 6 months of a Disabled Facilities Grant application being approved.

5.3.4 A Technical Officer will visit the site to look for potential solutions and gather information required for a means test (if necessary), refer to section 7.

5.3.5 The Adaptations Team are required to identify whether the property is either Housing Association, Owner Occupied, Privately Rented or Council Property.

5.3.6 If the property is not Council owned, then the customer must provide proof of ownership. This can also include a rental agreement to prove proof of occupation. A consent form will also be required in terms of rented properties which will be sent direct to the registered owner by the Adaptations Control Officer.

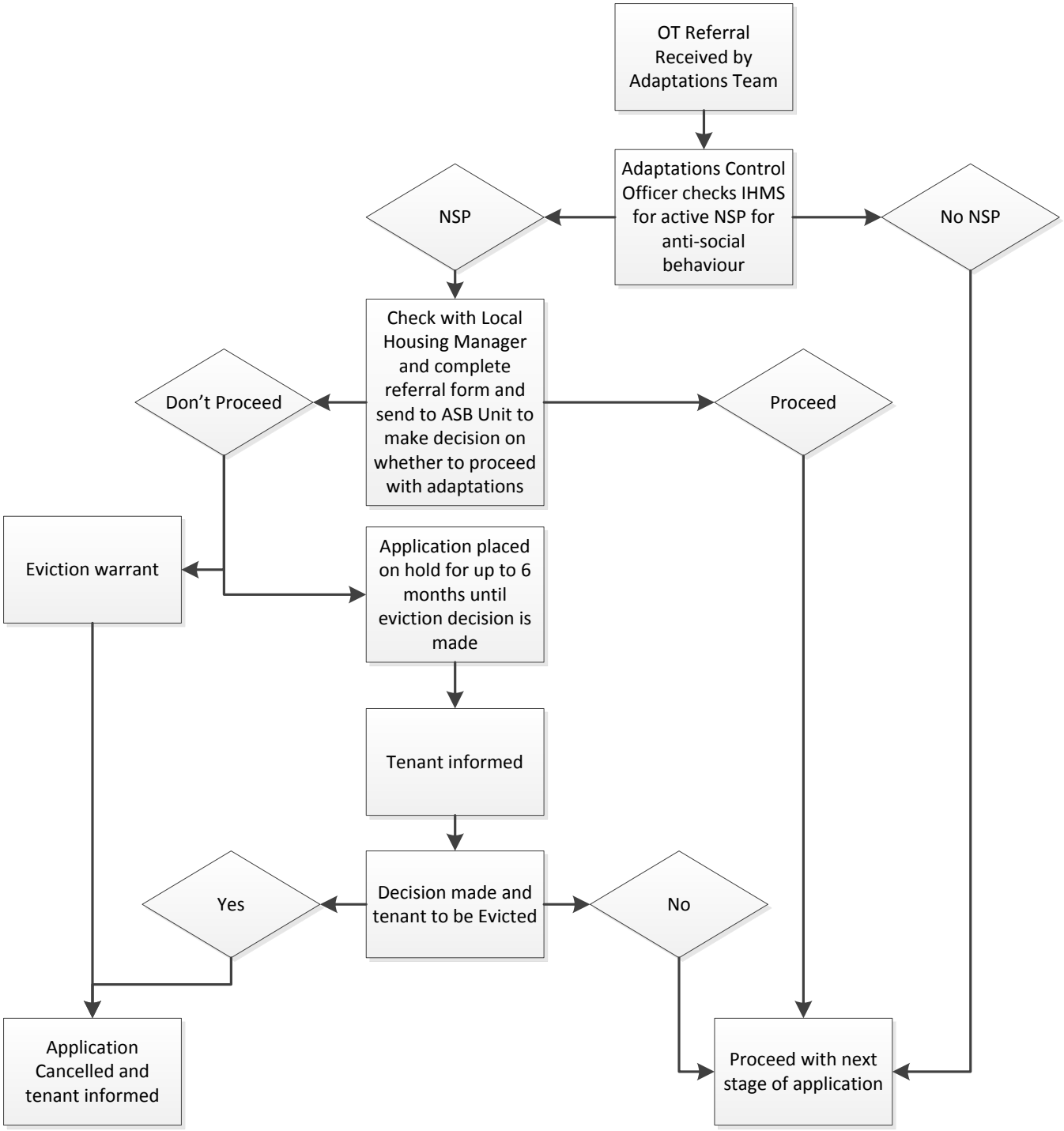
5.3.7 A Technical Officer is to investigate potential solutions. The Technical Officer will look at the most cost effective solution whilst maintaining that the solution is both reasonable and practicable.

5.3.8 If an architect is required, the Technical Officer should contact the architect to arrange for drawings to be completed.

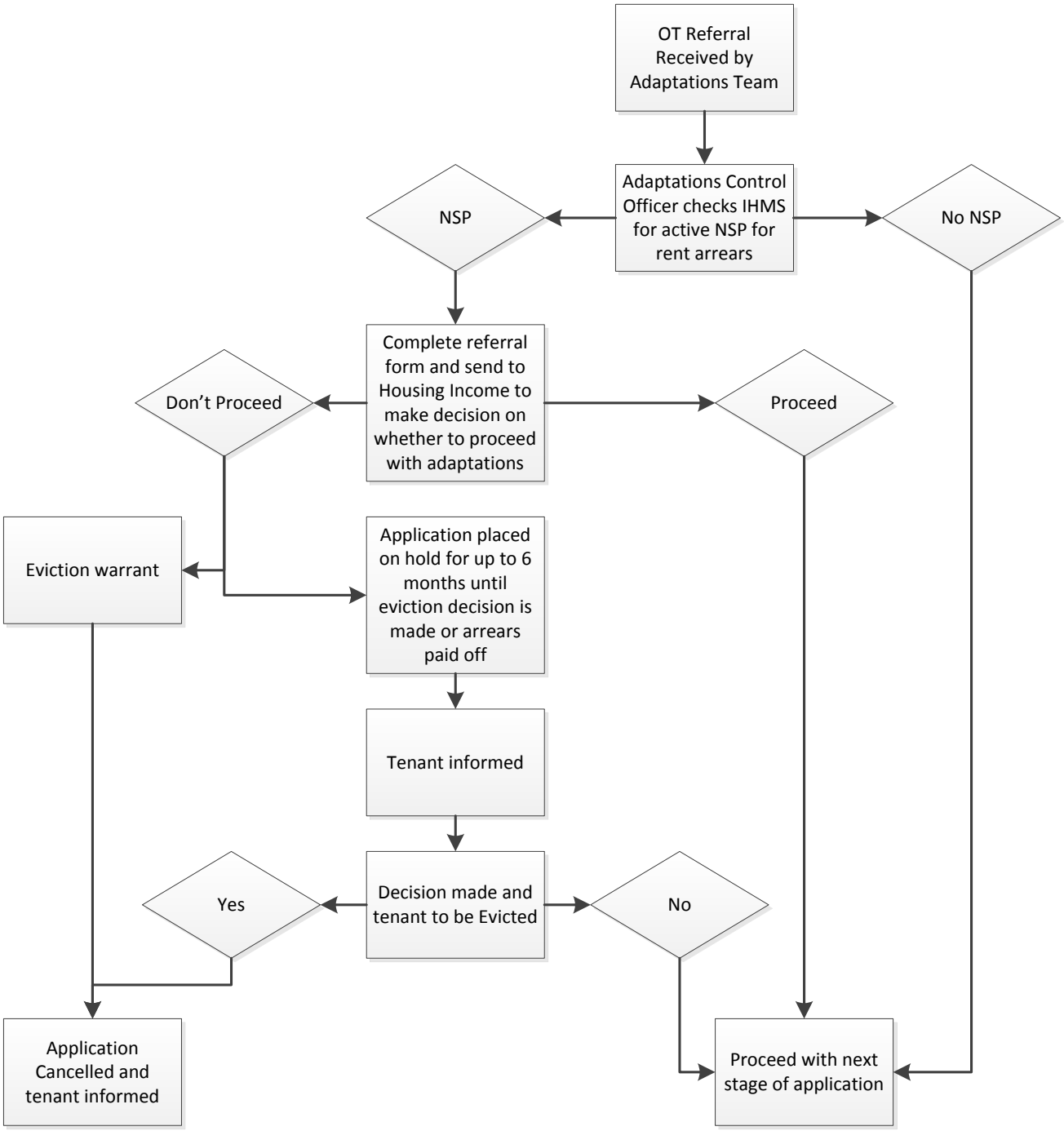
5.3.9 For Council properties, the Adaptations Control Officer will make several checks on the tenancy to ensure it is sustainable. Checks will be made on all occupants for warning codes, and tenancy checks will be performed for pending rent and/or anti-social behaviour evictions. If any pending evictions are apparent, the adaptations will be refused. If tenants are in arrears (but not pending eviction) the application may be placed on hold until these arrears have been suitably reduced as defined by the Income Team. Each case will be assessed on an individual basis, considering adaptations required, arrears repayment

plan and urgency of the case. (see process maps 'ASB Checks' and 'Rent Checks' below).

Adaptation Process – ASB Checks



Adaptation Process – Rent Checks



5.3.10 An asbestos report is required for all property types. In the case of Council stock, the Adaptations Control Officer will check for an asbestos report and if no record is available, request one. This report will then be sent to contractors along with the order for the works. If it is a non-council property, the contractor completing the works will obtain the asbestos report and the cost of which will be added to the final DFG amount.

5.3.11 If asbestos is found then the relevant contractor will arrange for its removal, the cost of which is included within the DFG award.

5.3.12 If the contractor encounters any electrical faults as part of the adaptation works then one of the following will occur:

- If it is a Council property the relevant contractor is instructed to rectify the fault and charge the Council appropriately.
- If it is a non-Council property then rectifications must be paid for by either the home owner or landlord. If the rectifications are not made, then the adaptation will be cancelled.

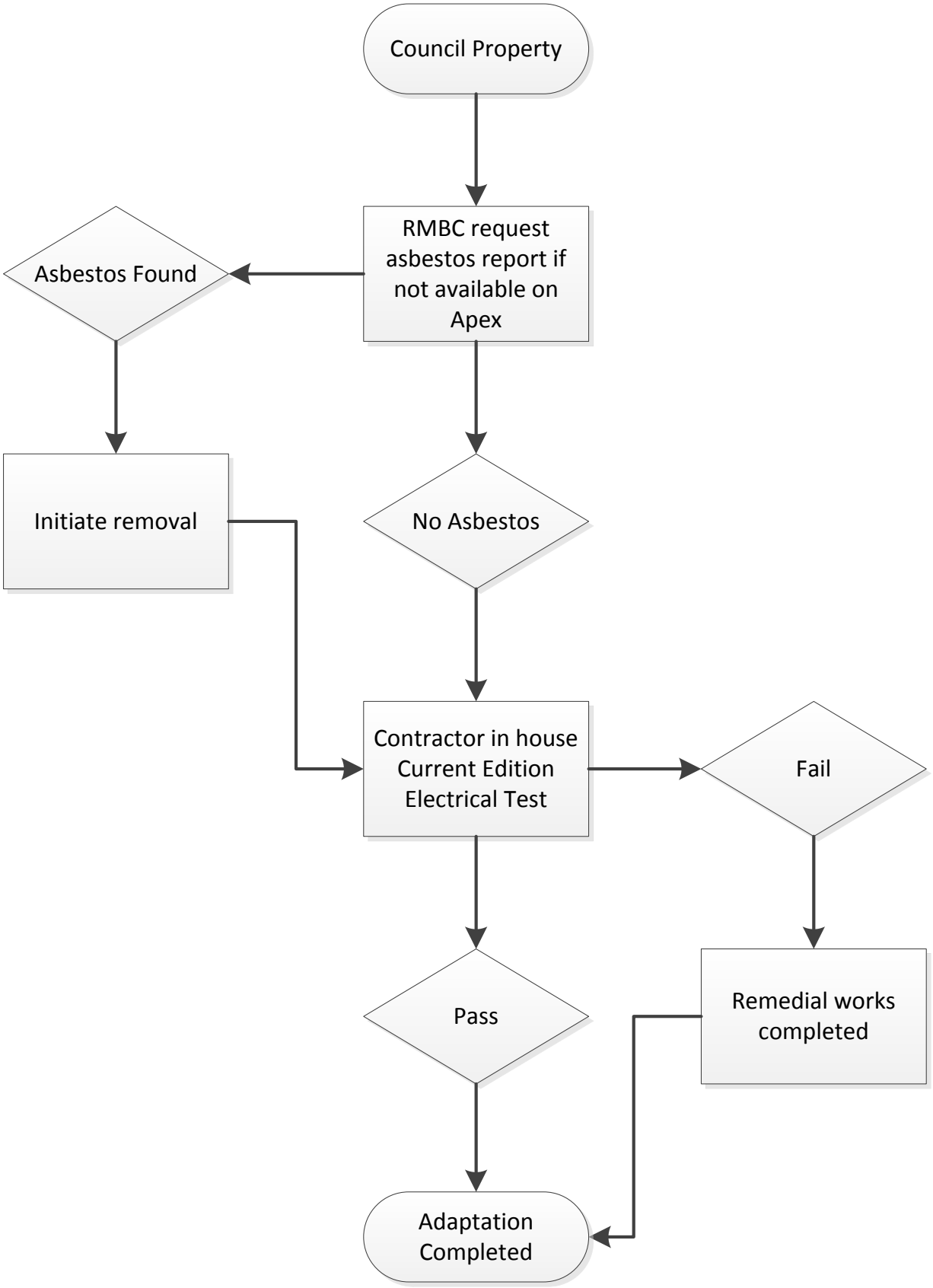
5.3.13 If any financial issues are raised then the Adaptations Team need to be informed. If these issues cannot be resolved then the adaptation will be cancelled. For example, a means test is conducted (see section 7.0) and it is found that a customer is required to contribute. If the customer disagrees with this then the adaptation will be cancelled.

5.3.14 If a customer is found to have a contribution towards the DFG, they have a period of 3 months to pay such monies, after this the application will be terminated.

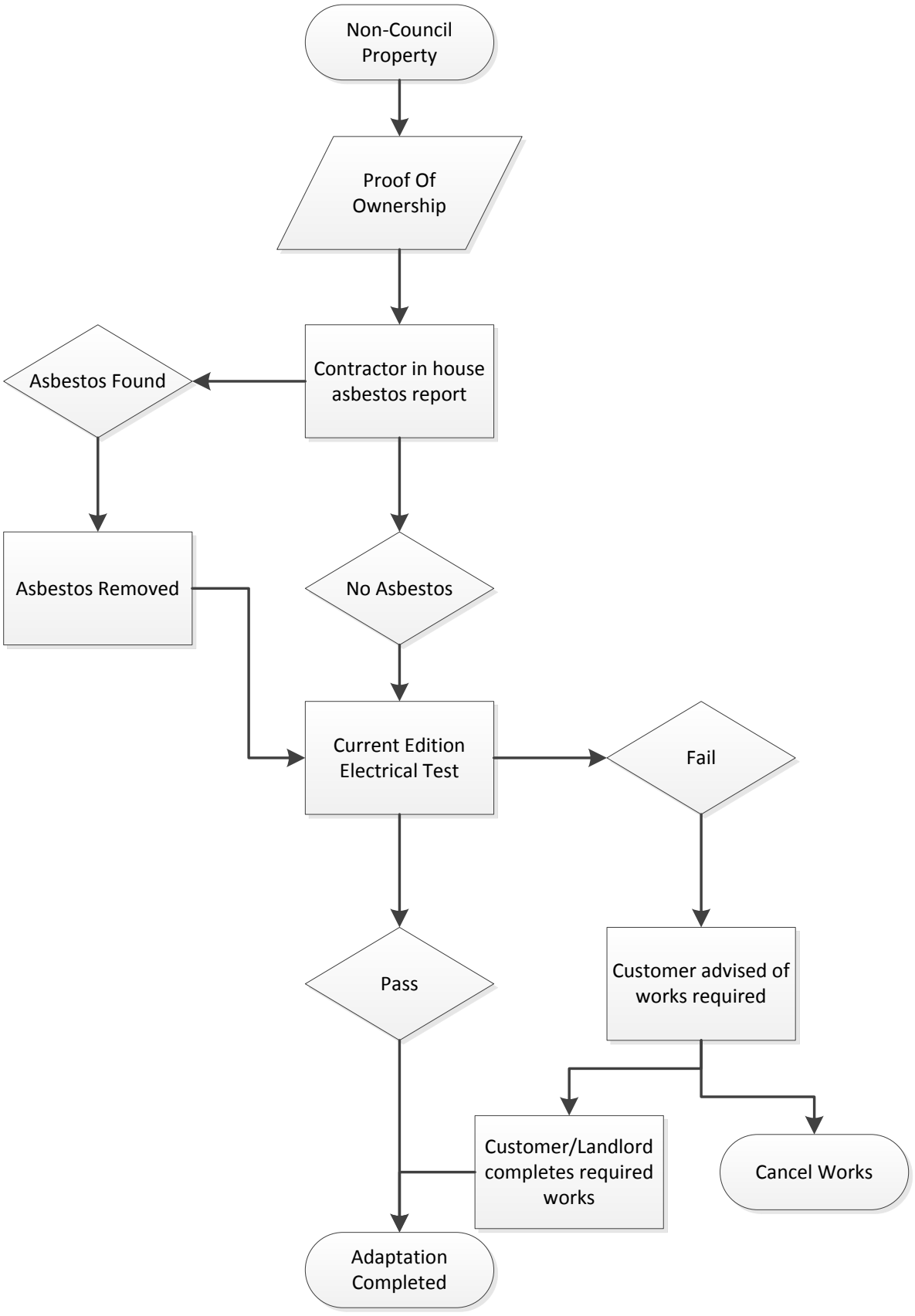
5.3.14 Once any financial issues are resolved or there are no financial issues, the relevant contractor is informed and the job is completed.

5.3.15 Process Maps 1a and 1b highlight the above process for each of the respective property tenures.

Adaptations Team – Process Map 1a – Council Properties



Adaptations Team – Process Map 1b – Non-Council Properties



5.4 No work can commence until any customer contribution has been paid in full.

5.5 Under no circumstances can any retrospective payments be made. The customer cannot start work on an adaptation and then re-charge it back to the Council. This is in accordance with the *Housing Grants, Construction and Regeneration Act 1996 (Section 29).*

5.6 Once the adaptation has been completed:

5.6.1 The Adaptations Co-ordinator will check the invoice amount and approve the figures on Civica.

5.6.2 If the invoice amount is incorrect then the Technical Officer is required to investigate to why this has occurred.

5.6.3 If the wrong invoice has been issued then the invoice is returned to the contractor and they are required to rectify and issue a correct invoice.

5.6.4 If unauthorised work has been completed then agreement to pay must be sought from the Adaptations Manager. The Technical Officer should gather supporting evidence from the contractor as to why this occurred. If the supporting evidence is not sufficient then any unauthorised work will not be paid for.

5.6.5 Once the correct invoice amount has been input on Civica then a final inspection can occur. Initially this will be in the form of a telephone call. If the customer is happy then an on-site visit may not be necessary. If an issue is raised by the customer in terms of the work undertaken, then an on-site visit will be conducted.

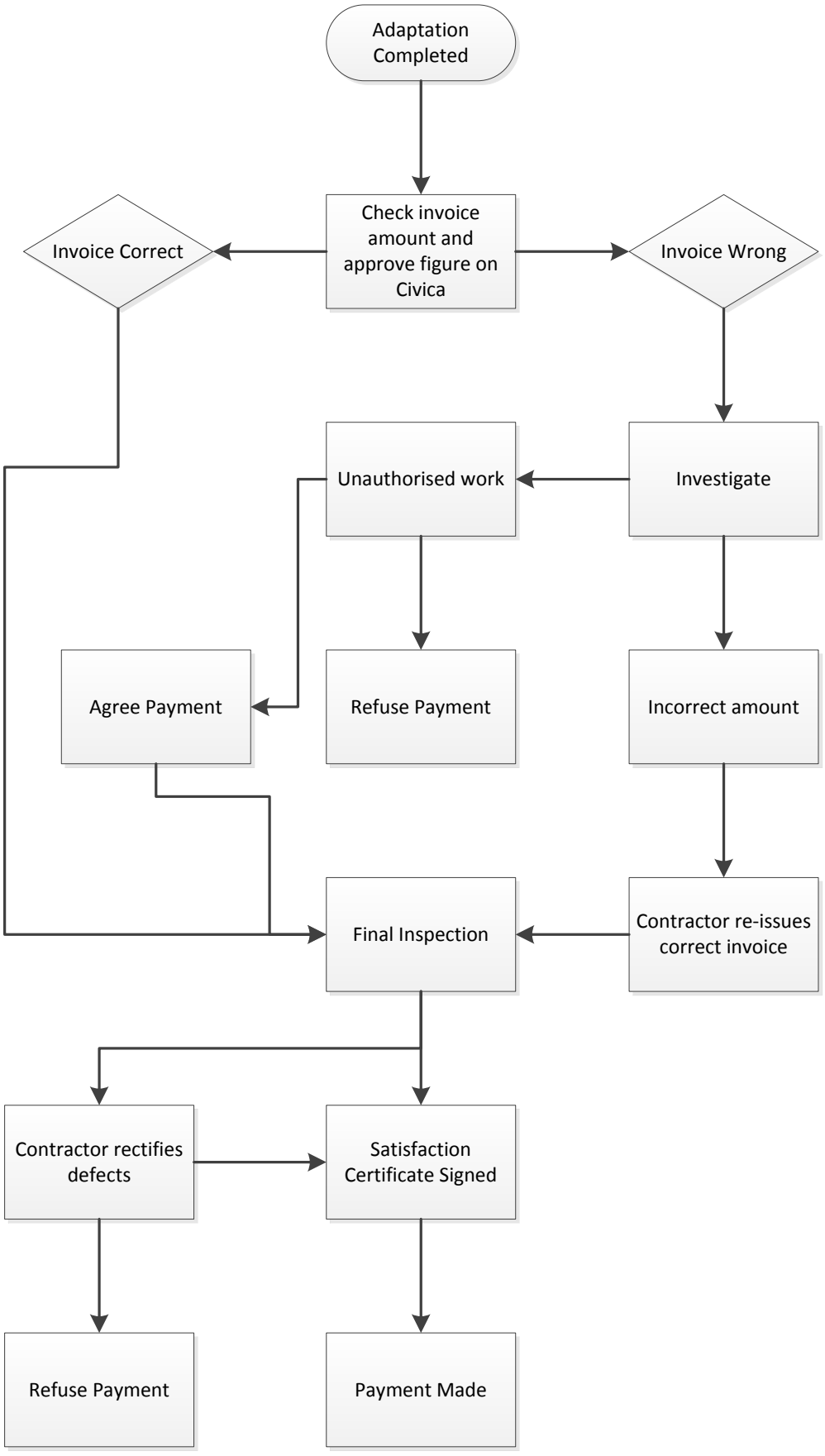
5.6.6 If any issues are raised, then the contractor is contacted by the Technical Officer and notified of any defects. It is the contractors' responsibility to rectify any defects. Payments will not occur until defects are resolved.

5.6.7 If no issues are apparent or the issues have been resolved, then a Final Satisfaction Certificate is signed.

5.6.8 Payment can then be made.

5.6.9 Process Map 2 highlights the above process.

Process Map 2 – Adaptation Payment Process



6.0 Further Works and Changes of Circumstances

6.1 Occasions may arise where work is pending and a change in circumstances requires a further OT assessment. Should this occur, then the OT should inform the Adaptations Team.

6.2 If the work pending has not been started then it will not commence until the OT has submitted their further report.

6.3 The new work will then be added to the pending work to be completed as one job. The cost of all the works will then be added together to calculate the total DFG award, up to a maximum of £30,000.

6.4 If the pending work is a minor adaptation and the new work is either a major adaptation or another minor adaptation, but the cost of both works would mean that the work in total would equate to a major adaptation, then the adaptation should be treated as such and therefore means tested if required.

6.5 A Technical Officer may ask for a review of the works, if they believe alterations to the recommendation may be required. In such circumstances they should contact the OT who sent the referral or the OT Manager.

7 Means Testing

7.1 To make sure that the DFG grant goes to the people who need it most, the amount of grant awarded is decided by conducting a Test of Resources (Means Test). This is carried out in accordance with regulations laid down by the government. The test of resources is used to assess the level of a client's contribution towards the cost of eligible works and is based on a formula calculating a notional level of need (the amount the government says you need to live on each week) compared to the relevant person's income and capital.

7.2 As RMBC have their own housing stock, in the interest of fairness and equality, DFG legislation for eligibility is mirrored for council tenants, thus the financial assessment is applied to any applicant, regardless of tenure. The relevant multiplying factors however are somewhat lower for tenants than home owners (see Appendix A6.0 for more details.)

7.3 A means test will be carried out by the Adaptations Technical Officer and input into Ferret. It should be noted that a means test is **not** required for applicants under the age of 19.

7.4 Ferret is a Government accredited software programme that is utilised to formulate the outcome of a means test.

7.5 This is an income based test although there are certain pass porting benefits that would denote a means test as not applicable. These benefits include:

- Income Support
- Housing Benefit
- Employment Support Allowance (Income Related)
- Pension Credit Guarantee Credit
- Job Seekers Allowance (Income Based)

7.6 Certain benefits are ignored in the means test. These include:

- Disability Living Allowance / Personal Independence Payment
- Attendance Allowance or Constant Attendance Allowance
- Guardian's Allowance
- Any concessionary payment to compensate for the non-payment of Income Support, Disability Living Allowance, Attendance Allowance, Constant Attendance Allowance, Mobility Allowance or War Pensioners Mobility Supplement
- Any social fund payment
- Any benefit-related Christmas Bonus
- Any payment of Housing or Council Tax Benefit or Council Tax Transitional Relief
- Any payment made by the Secretary of State to compensate for the loss of Housing Benefit or Housing Benefit Supplement.
- Any resettlement benefit (this is arrears of unpaid benefit sometimes payable to people leaving hospital who were inpatients before April 1987)
- Any special War Widows Payment. These payments were introduced with effect from April 1990. The whole of such a payment is ignored. The recipient may also be getting an ordinary War Widows Pension.

7.7 The means test will **not** ignore the following benefits and they **will** be taken into account in the calculation:

- Employment and Support Allowance (contribution)
- Retirement Pension
- Severe Disablement Allowance
- Carer's Allowance (formerly Invalid Care Allowance)
- Incapacity Benefit
- Savings Pension Credit
- Maternity Allowance
- Childs Special Allowance
- Retirement Allowance*
- Disablement Benefit*
- Industrial Death Benefit*
- Unemployability Supplement*
- Reduced Earnings Allowance*
- Widows Pension*
- Benefits payable under the Industrial Injuries Scheme

Child Benefit, Statutory Sick Pay and Statutory Maternity Pay are all classed as income.

7.8 Once the information has been input into the Ferret system, a report is generated to detail the outcome. Following this, one of the 3 processes below will be followed:

- If there is no contribution the applicant will be informed verbally by the Technical Officer of the outcome and asked if they would like to proceed with the required works.

- If the applicant is required to make a contribution towards works, the Technical Officer will telephone the applicant and inform them of the contribution amount and will also confirm this in writing. This letter includes all the relevant information supplied by the applicant in terms of income. It is the applicants' responsibility to review this information and ensure that it is accurate. If it is accurate then the applicant will be asked to pay their contribution so work can commence. If incorrect, the applicant must inform the Technical Officer so the information can be recalculated.

- If the applicant is not entitled to any DFG assistance towards the works*, the Technical Officer will telephone the applicant to inform them, they will also confirm this in writing. This letter includes all the relevant information supplied by the applicant in terms of income. It is the applicants' responsibility to review this information and ensure that it is accurate. If incorrect, the applicant must inform the Technical Officer so the information can be recalculated. The letter will also offer one of 2 further options:

    1. If the applicant is a Council Tenant they will be informed of other Agencies who may be able to assist the applicant in providing the adaptations they require, though they will be required to fund such works themselves and contact their Local Housing Officer to arrange permissions.

    2. If the applicant is an Owner Occupier they will be advised to contact private contractors of their choice to obtain quotations for the works and will explain that the Adaptations Team can provide technical specifications that RMBC use.

    *an applicant can also be defined as not eligible for any DFG assistance if the cost of works required is exceeded by their assessed contribution. For example an applicant requiring works costing £2,000, but who has a contribution of £3,000, would be deemed ineligible for any grant assistance towards the works.

7.9 A Council tenant will not be means tested in situations where an existing adaptation has broken down and cannot be repaired. Such cases are to be

referred to the Housing OT who will process the application in the same manner as detailed in 5.2, with the exception that the means test is negated to avoid any financial contribution by the tenant.

8.0 Adaptations Review Panel (ARP)

8.1 The purpose of the ARP is to expedite the evaluation of complex cases where major adaptations costing over £8,000 have been proposed. Membership of the ARP is limited to:

- Adaptation Manager
- Adaptations Co-ordinator
- Housing Occupational Therapy Manager
- Professional Lead Community Occupational Therapist Manager
- Specialists: including Technical Officers and Occupational Therapists (when required)

8.2 The ARP will not consider cases if housing options have not been explored prior to being presented to the panel (see section 14.3).

8.3 *ARP Process*

8.3.1 An OT08 form is completed by the OT. Details of the case are then subsequently passed to the Adaptations Team. A full evaluation of the case is undertaken including cost and feasibility studies alongside the OT and other relevant agencies.

8.3.2 The case officer prepares the respective case for submission with the appropriate documentation. The Adaptations Co-ordinator is provided with a summary detail of the case prior to presentation at the panel. The case is presented to the panel by the Community OT. Panel members then consider the information presented and discuss the case in order to facilitate a recommendation. In making its' decision, the ARP will look at all suitable solutions inclusive of re-housing (see section 14.3).

8.3.3 The review panel will look at all available solutions that will meet the customer needs and decide on which solution will be used.

8.3.4 If there is not enough information to make a reasonable decision, a request for further information will be made to the relevant source. Timescales for response will be agreed within the ARP.

8.3.5 Customers will be informed by letter as to the outcome of the decision from the ARP. Decision letters will be sent to the customer no later than 14 days following the ARP.

8.4 There is no appeals procedure to decisions made by the ARP. If a customer is unhappy with the decision that is made within the ARP, then they should follow the Council's general complaints procedure

(see section 20).

9.0 Authorisation Thresholds

9.1 The mandatory limit for adaptations is £30,000 per application in England. The following are the authorisation thresholds per Local Authority Officer:

- £0 - £8,000 Technical Officer
- £8,000 - £15,000 Adaptations Co-ordinator
- £15,000 - £30,000 Adaptations Manager

9.2 Above and beyond the mandatory limit, the Council is able to use discretionary powers to authorise further payments. However, any payments over the £30,000 limit will still come out of the same pool of funding. There is no additional funding for discretionary payments. This Additional Discretionary Funding is limited to £5,000 per application (see section 6.6).

9.3 All discretionary payments require authorisation from the Director of Housing. Any payments totalling more than £50,000 will require authorisation from the relevant Commissioner. It must be noted that the Council will investigate all other alternatives before considering discretionary payments (see section 14).

9.4 In the case of discretionary payments, a report will be submitted by the Adaptations Manager highlighting the individual circumstances and also the recommendations from the ARP.

10.0 Fees and Finance

Facilitation Fees

10.1 The Adaptations Team charges a fee to facilitate adaptations. This fee provides the finance to enable the service to operate.

10.2 For every major adaptation a 10% fee is charged to cover the costs of the Adaptations team. The same 10% fee applies to all minor adaptations and minor fixings. This fee is to support the project management of the adaptation from design to completion. The 10% is inclusive of the total amount of the adaptation and therefore is inclusive of any grant issued. The only exception to this rule is when a customer opts to appoint their own contractor, in which case a 5% fee is applied to cover the facilitation of the grant and associated admin costs.

The fee is incorporated into the total cost of the works and is to be paid as part of the DFG as per the *Housing Renewal Grants (Services and Charges) Order 1996.*

10.3 If a customer is eligible for a Disabled Facilities Grant, this can be used to cover the fees. It is important to note however, that if the cost of the adaptation is between £27,270 - £30,000, that there will be a requirement for the customer to pay additional monies.

For example:

An adaptation costing £30,000 would incur fees of £3,000 and therefore have a total cost of £33,000. The maximum DFG funding is £30,000 and therefore the customer would need to pay £3,000. This example is dependent on the customer passing a full means test and being awarded a nil payment toward the adaptation.

Architect Fees

10.4 In the circumstance where an extension or modular extension is required, or when complex internal alterations are required, architects will be used in accordance with legislation.

10.5 Where an architect is used, fees will also be incurred. Fees may vary, but the average cost is between £500 - £800. This fee works in the same way to the facilitation fee (see section 10.1).

Waiver of Fees

10.6 Through the personalisation agenda within Rotherham, customers may choose to arrange for works to be conducted themselves through contractors. However, initial visits and input will be required from the A&A Team.

10.7 In circumstances where a customer chooses to arrange their own works to be completed an administration charge of 5% will be applicable (rather than the normal 10%).

10.8 Customers who choose this option will be required to manage their own project.

10.9 If the customer has any issue with the contractor, then it is their responsibility to resolve the issue. If the Adaptations Team are required or asked to be involved then the applicable fee will apply.

10.10 Any unforeseen additional costs would need to be met by the customer and would not be met through the DFG.

10.11 Payments will be made directly to the contractor upon completion and will be deducted directly from any grant that is issued.

10.12 Interim payments can be made at the discretion of the Adaptations Manager.

10.13 Under no circumstances will the customer be given the award directly.

10.14 Customers living in Council Properties do not have the right to choose or appoint their own contractor. These works will be completed by RMBC's tendered or partner contractors. There are however 2 instances where the Adaptations Team have the right to exercise choice in contractor selection:

- When the use of a partner contractor would result in unnecessary financial hardship to the customer
  Or
- When the works required from a partner contractor would exceed £5,000.

In either of these situations the Adaptations Team have the option of obtaining 3 quotations for the works from other RMBC approved contractors and the most competitive contractor used. This is to ensure both best value for money for RMBC and also minimise any expense to the customer.

Charges on Properties

10.15 The Council are able to add a legal charge to a privately owned property for the cost of the adaptation should the property be disposed of within 10 years. Where the applicant/customer or in the case of a child, their parent/guardian, are no longer the qualifying owner either by sale, donation or repossession, the property will be deemed as disposed of.

10.16 A legal charge will only be considered where the adaptation/s has increased the floor size of the property or added value to the property. Examples would include, loft conversions, extensions, out building conversions, multiple adaptations.

10.17 The Council will only consider adding a charge where the cost of the adaptation/s is more than £8,000.

10.18 Consideration does not mean that this is a blanket policy and every case will be judged on its own merits in terms of adding a charge. Full details of legal charges are available on the DFG application form.

VAT

10.19 As per *Notice 701/7 VAT Reliefs for disabled people August 2002,* the majority of works that are eligible for DFG funding are also eligible for zero rated VAT to maximise the available funding. For the purpose of this document it is acceptable to assume all works provided are eligible for zero rated VAT except bedroom extensions as per the above notice.

Eligibility for zero-rated VAT is limited to non-council owned properties, as the beneficiary for works in council properties is RMBC, and the funding does not come from the Capital budget, the VAT charged can be recovered. For non-council properties, the Adaptations Team will obtain a signed declaration from the applicant confirming the works are eligible for zero rated VAT and present this to the contractor when a works order is placed.

11.0 How decisions are made on adaptations and grant awards

11.1 Due to the demand for adaptations, the Adaptations Team will look at all

reasonable and practicable solutions to ensure that public monies are spent in a cost effective manner whilst maintaining the adaptation meets the customers' requirements. This is a key factor when reviewing major adaptations.

11.2 For non-council properties, if there is more than one adaptation solution that is deemed by the assessing Adaptations Officer as both reasonable and practicable then the most economical will be pursued. If the customer decides that they would prefer an alternative solution, then the cost of the proposed solution can be used toward the cost of the preferred option. However, if there are further costs then these would need to be met by the customer.

11.3 For council properties, the A&A Team will pursue the most reasonable and practicable (and thus cost effective) solution. If the applicant refuses the solution, it will be treated as such and the job will be cancelled.

11.4 Withholding and recalculating grants, and requesting repayment

As per the *Housing Grants, Construction and Regeneration Act 1996 (Section 42)* the Council has the authority to withhold, request repayment or recalculate a grant that has been approved in the following circumstances:

11.4.1 If it is found that the amount of grant awarded was determined on the basis of inaccurate or incomplete information and exceeds that to which the applicant was entitled.

11.4.2 If it is found that the eligible works were started before the application was approved without the Council's knowledge.

11.4.3 The eligible works are not completed to the satisfaction of the Council within 12 months of the approval date as specified under *section 37* of *the Housing Grants, Construction and Regeneration Act 1996*, or any discretionary extended period the Council may allow under that provision.

11.4.4 If it is ascertained that the total of the cost of completing the eligible works and the costs incurred with respect to preliminary or ancillary services and charges, is or is likely to be lower than the estimated expense.

11.4.5 The Council ascertain that without their knowledge the eligible works were carried out by a contractor whom was not approved by the Council to carry out the eligible works or for any other reason listed within *Section 38* of the *Housing Grants, Construction and Regeneration Act.*

In any of the above circumstances the Council has the right to:

- refuse to pay the grant or any further instalment of grant which remains to be paid, or

- make a reduction in the grant which, in a case falling within subsection 11.4.4, is to be a reduction proportionate to the reduction in the estimated expense;
- and they may demand repayment by the applicant forthwith, in whole or part, of the grant or any instalment of the grant paid, together with interest at such reasonable rate as the Council may determine from the date of payment until repayment.

12.0 Re-housing

12.1 See Section 14.3.

13.0 Refusals

13.1 All adaptations are subject to a Community Occupational Therapist assessment. Minor fixings and minor adaptations are seldom refused.

13.2 There are occasions where major adaptations will be refused. Some of these are determined under legislation.

13.3 *Under-Occupancy**

The parameters of Under Occupancy are defined within the Housing Benefit Regulations, the only exception being for the purpose of DFG applications, there are no age constraints on under occupancy.

If a customer is in a situation where they are under occupied and are requiring Major Adaptations the Council may choose to offer rehousing as the most appropriate solution to meet their assessed needs in the following circumstances:

- If the adaptation request is for a Level Access Shower in an under-occupied house. In this situation the tenant will be offered an alternative ground floor property which will meet their assessed needs.
- If the total cost of adaptations is over £8,000. In this situation the case must be presented by the OT to the ARP to discuss the individual case and determine the most reasonable and practicable, and necessary and appropriate solution.

In situations of under occupancy in council properties, adaptations falling into the above categories will not be considered unless:

- There are no suitable properties to meet the applicants assessed need within Council stock, or
- There are suitable properties within Council stock, but these are minimal and the likelihood of availability becoming apparent within a 6 month timeframe is very low.

Certain temporary adaptations can be offered to provide a short term solution. However, this would be investigated on a case by case basis and offered only in extreme circumstances.

In relation to customers who are in Council properties, those who are under occupying will be afforded reasonable preference to local accommodation as per the Allocations Policy.

** Please note that the under-occupancy criteria does not apply to applicants in Owner Occupied properties.*

13.4 *Mutual exchanges*

A customer who is residing in an adequately adapted property cannot mutually exchange to a property that does not have the specifically assessed adaptive requirements the customer needs.

Any mutual exchange must be authorised by a Housing Occupational Therapist as suitable, reasonable and appropriate to meet the customers' needs. If it does not, then the mutual exchange will not be allowed.

If two adapted properties are to be exchanged, then both properties must meet the needs of both households.

13.5 *Alternatives*

The Occupational Therapist will assess whether an adaptation is both necessary and appropriate.

By doing so, they will look at issues including but not limited to:

- Under occupancy
- Overcrowding
- Medical condition of applicant / household

Where an adaptation is not necessary and appropriate, the adaptation will be refused.

Similarly, the ARP may deem the recommended adaptations as not necessary or appropriate if rehousing can be offered that suitably meets the needs of the customer and can be provided in a reasonable (see section 14.3) timescale.

13.6 *State of the Property*

The state of the property is important and it must be deemed by the assessing Technical Officer as reasonable and practicable for an adaptation to occur.

In terms of the state of the property, the Technical Officer will look at issues

including but not limited to:

- Wear and tear
- Disrepair
- Electrics
- Plumbing
- Heating
- Environmental Health
- Structure including roofing
- Drainage

Where an adaptation is not reasonable and practicable to occur, the adaptation will be refused.

13.7 *Reports not Submitted*

All work needs to fall within the remit of the *Housing Grants, Construction and Regeneration Act 1996*. Therefore all relevant paperwork is required from all parties. Where adherence to the relevant Act has not occurred, an adaptation will be cancelled. Such paperwork may include but is not limited to:

- An asbestos refurbishment survey report or equivalent.
- A current Edition Electrical Test report.

13.8 The Adaptations Team will attempt to confirm proof of ownership of accommodation through the Land Registry. If this cannot be done, then the customer is responsible for proving ownership. If proof cannot be provided then an adaptation will be refused.

13.9 If the customer is a tenant, then they are required to provide proof of occupation. If this proof cannot be provided by the customer, then an adaptation will be refused.

13.10 If the property is not owned by the Council, then consent is required by the landlord or owner. If consent is not granted then an adaptation will be refused. Full consent is required and stipulations added by landlords will not be classed as full consent. The consent is for permanence of fixture and fitting.

13.11 Where a customer has been means tested and is required to contribute funds but declines to do so, the application will be cancelled.

13.12 If a customer withholds information that would normally be taken into account for a means test, an adaptation will be refused.

13.13 In the case of a split household where the disabled person is a child (under 16 yrs and a child who is in full time education under 19 yrs), adaptations will only be considered on one property.

The property where the parent who the child is dependent on resides will be given consideration for an adaptation. When deciding on which parent the child is dependent on, the following will be taken into account but is not limited to:

- Who the child resides with primarily
- Any Court Orders in place
- Who child benefit is paid to
- Agreements between parents
- The individual facts of the case

Other Refusals

13.14 Access

If the access height to a council property exceeds 600mm (from the outside ground level to the top of the door threshold) or a ramp length of greater than 7.2 linear meters is required to create ramped access, then the property will be classified as un-suitable for a disabled tenant. All adaptations to this property will then be refused and rehousing offered as the most suitable solution to meet the applicants assessed needs.

In such circumstances, adaptations would only be considered if:

- There are no suitable properties to meet the applicants assessed need within Council stock, Housing Association or the private rented market.

- There are suitable properties within Council stock, but these are minimal and the likelihood of availability becoming apparent within a 6 month timeframe is very low.

Such restrictions on adaptations is limited only to Council owned properties and does not apply to privately owned, rented or Housing Association properties.

13.15 Where a household is in a situation of overcrowding, the property will be deemed as being unsuitable for adaptations and therefore adaptations will be refused. However, if there is no suitable alternative accommodation within Council stock AND an adaptation would relieve the situation of overcrowding, then this may be considered as a solution.

13.16 For Council tenants, where re-housing is a potential suitable alternative to an adaptation and there is only one potential adaptation solution, consideration will be given to whether re-housing is a viable solution. Declining an adaptation may occur where suitable and appropriate accommodation is within Council stock that would meet the customers' needs.

13.17 Where the Council becomes aware that a tenant (council or not) may be facing eviction due to either antisocial behaviour or rent arrears. A stipulation of the DFG is that the applicant must confirm their intent to remain in the property for

a minimum of 5 years, and the landlord must confirm they will continue to offer the property to the applicant for let for the next 5 years.

13.18 Where the Council becomes aware that an owner occupier may be facing repossession of their property.

13.19 When making a decision on any application to adapt a Council property, consideration will be given to the properties potential to meet the long term needs of a disabled tenant. If it is either not possible to adapt a property in accordance with the guidelines of this policy, or if it is not structurally possible to adapt a property to accommodate long term needs of a disabled tenant then all major adaptations will be refused and rehousing pursued as the most viable long term solution for the applicant. All cases will be considered on an individual basis.

13.20 Through Floor Lifts

Applications for through floor lifts in Council properties will be refused if the installation would result in a bedroom becoming unusable, thus reducing the number of bedrooms the property has. In such situations rehousing would be offered in accordance with the procedure detailed in Section 14.3.

14.0 Applications for Extensions

From time to time, it may not be possible to meet the needs of the disabled person within the footprint of the current property and so the Technical Officer may advise that an extension could be required. Occupational Therapists may, where no other alternatives exist, recommend the construction of ground floor facilities in order to meet the needs of a customer. When doing so the criteria set out in A2.1 must be satisfied and the following procedures must be adhered to;

For an extension request to be approved **ALL** the following criteria **MUST** be satisfied:

14.1 Necessary and Appropriate:
The OT must clearly demonstrate the customers need for the extension, and in doing so must rule out any alternative adaptation that may also suitably meet their needs.

The Adaptations Review Panel will assess the case and if any alternative solution is proposed this will be investigated prior to making a decision on the case. This could include, but is not limited to; other adaptations, smaller proposed extension or rehousing.

14.2 *Reasonable and Practicable:*
Refer to section 13.6

14.3 Rehousing:

Rehousing must be investigated at the point of identifying the need for an extension. This will be explored in full by a qualified Housing OT who will conduct a needs assessment in the customers own home and open a housing application if they are eligible (as defined in the Allocations Policy). If a suitable property that adequately meets the applicant's (and their family's) needs is identified, and rehousing will not create any further care needs, this will be offered as the solution and the extension refused on the basis that the works are not necessary or appropriate to meet the needs of the disabled occupant (see above). In accordance with *Section 24(3)(a) of the Housing Grants, Construction and Regeneration Act 1996* the Local Authority has the right to discharge duty if a suitable alternative property can be offered. However this must be done in writing and whilst the property is still available for let in case the applicant changes their decision on whether to accept the property.

The term '*adequately meets the need'* refers to both the customer's (and their family's) physical and mental needs, plus social support needs relating to locality (family support, schools etc).

When considering rehousing, the Housing OT will use the following guidelines on locality and what is deemed an acceptable radius, and timescale until such a property will become available. For the purpose of this document, an acceptable radius will be defined by the OT on an individual case by case basis taking into account individual care and support needs. An acceptable timescale is defined as one that can be met before the customer's needs become urgent (as defined by the OT), or within the 6 month legal time frame that the *Housing Grants, Construction and Regeneration Act 1996* stipulates a decision on all DFG applications must be made.

14.4 Under-Occupancy:

Refer to section 13.3

14.5 Customer Consent:

As the provision of additional ground floor facilities may result in increased financial expenditure for the customer, before any decisions are to be made on the need to extend the property, the applicant must be duly informed of the implications an extension may have on rent, insurance, benefits, council tax, energy bills etc. This is to be relayed via the OT and Technical Officer upon their identification of need for an extension, and to be followed up with a letter from the Adaptations Team confirming this potential increased financial hardship, upon approval of the grant/works.

14.6 Financial Assessment:

Before any decision is made as to whether to approve an extension, a financial assessment (see section 7.0) must be undertaken to identify any required contributions the customer must make. If these are not acceptable to the customer for any reason, the application cannot be progressed.

If all the above criteria are satisfied the extension will be approved (subject to DFG regulation). Once works commence any open housing application will be cancelled by the Housing OT.

Once the above qualifying criteria for an extension are satisfied, an architect will be instructed to draw up the plans. These plans are then vetted by both an Occupational Therapist and a Technical Officer to ascertain whether a smaller scale project could be completed, providing it would still equally meet the customer's needs.

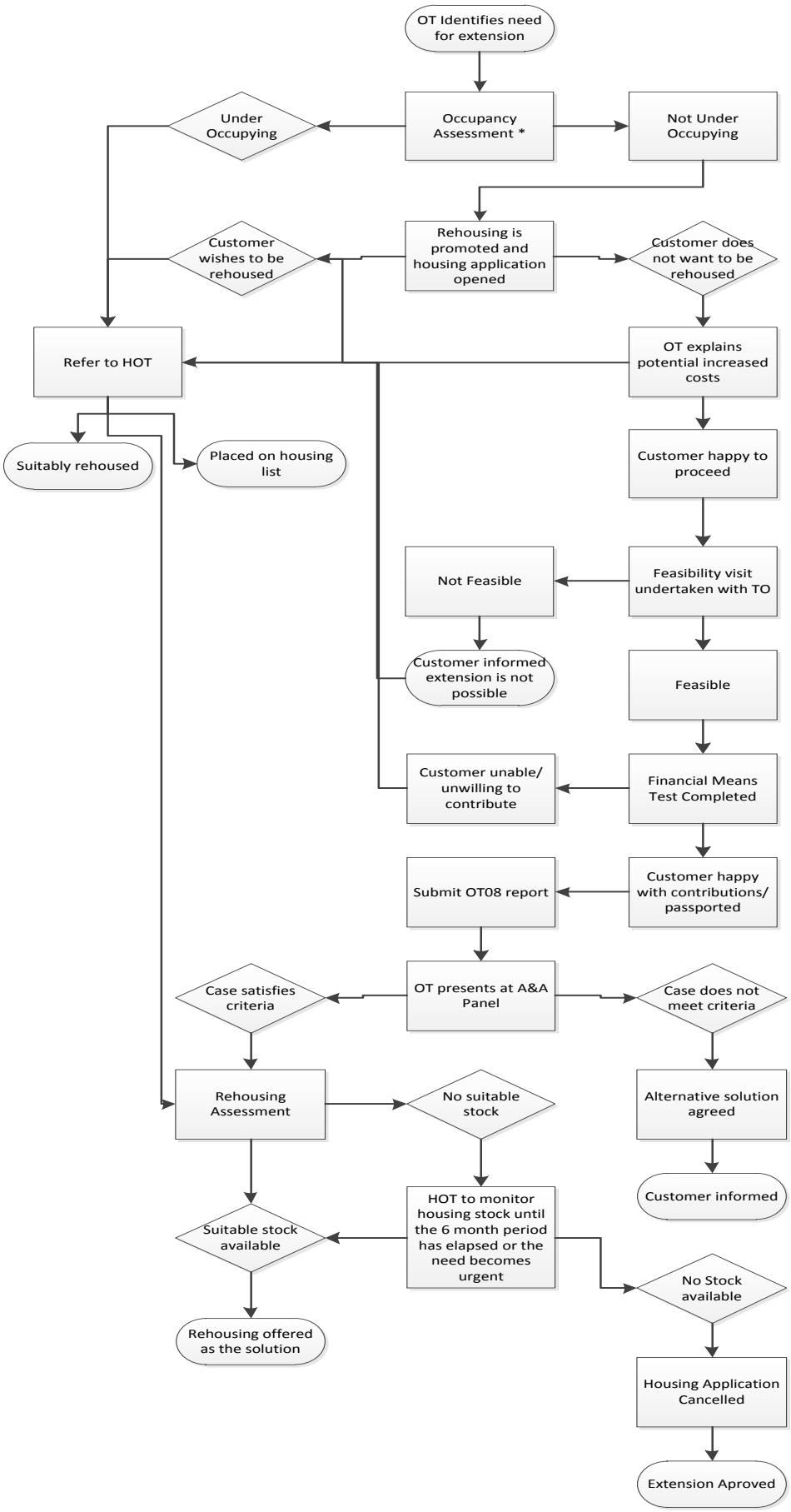
Similarly, to ensure costs are minimised, and to satisfy standing order requirements, the adaptations service will obtain a minimum of 3 quotations for the work, these will be from RMBC approved contractors.

There are 2 distinct variations to this quotation process for different property tenures:

- Non-Council Properties - The customer is entitled to obtain their own quotation from other non-RMBC approved contractors if they wish.

- Council Properties – As per the current partnering contract, all extensions proposed for council properties must be completed by a partner contractor. However this rule is void if the total cost of the extension exceeds £30,000 and would un-necessarily create financial hardship to the customer. In this situation the above 3 quotation process would be employed.

Extension Approval Process Map:



14.7 Extensions on Council Properties

As RMBC hold a stock portfolio of over 20,000 properties, extensions to council stock are seldom approved as rehousing is the usual solution offered. However if all the above criteria set out in sections 14.1 – 14.6 are met extensions may be approved. In these situations further interdepartmental agreement is necessary before an application can be approved:

14.7.1 The Adaptations Team will send proposed plans to the Housing Investment Service to confirm their consent to the works.

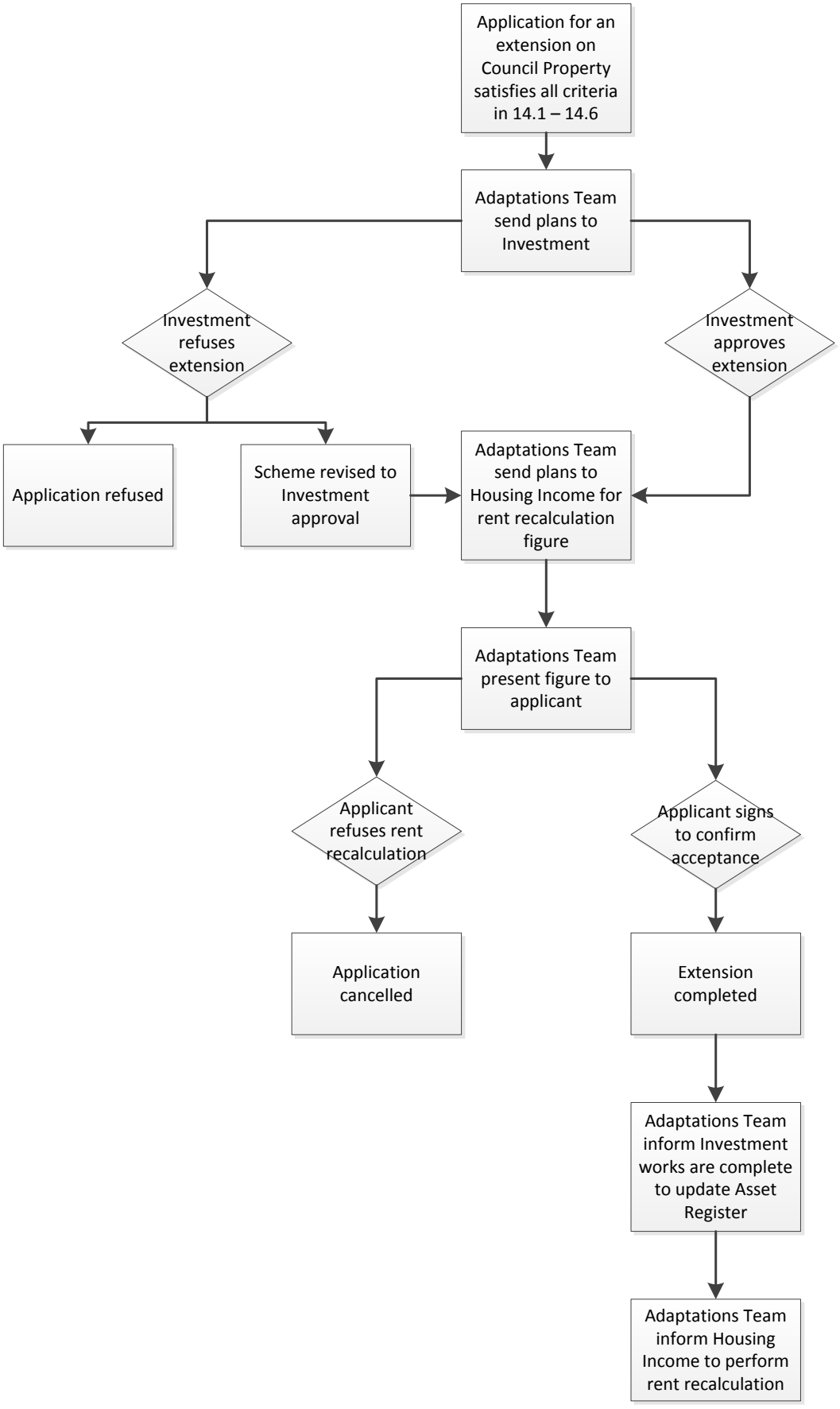
14.7.2 The Adaptations Team will send proposed plans to the Housing Income Service to confirm the rent recalculation that would be applied if the extension were to go ahead (if appropriate).

14.7.3 The applicant would then be required to sign to confirm they are happy for their rent to increase by the stated amount.

Provided all the above are satisfied, the extension can then be approved and it is the responsibility of the Adaptations Team to inform both the Investment Team and the Housing Income Team when the works are complete so that the rent recalculation can be applied and the Asset Register updated. Regardless of the type of extension, where a ground floor shower/bath room has been added, the property will always be reclassified as benefitting from an increase in number of bedrooms. Whether a bedroom has also been built or a second ground floor room has been converted into a bedroom. This is because a Council property with ground floor bathing facilities should also have an appropriate ground floor bedroom as well.

This process is detailed in the process map below:

Council Property Extension Process Map



15.0 Removal of Adaptations

15.1 *Void Properties*

Adaptations to void properties will only be removed following approval from the Adaptations Co-ordinator who will liaise with the Housing Occupational Therapist before making a decision.

15.2 Adaptations will not be removed unless:

- There are no suitable applicants requiring such adaptations on the Housing Register.
- They are not fit for purpose and beyond economical repair.
- Special circumstances

15.3 *Let Properties*

Consideration for removal of adaptations may occur after succession or assignment of a property unless:

- by either succeeding to the property or being assigned the property, the property will or has become under occupied (see 13.3); and/or
- any occupant has been assessed as requiring use of the adaptation; and/or
- the equipment can be re-used in another property (such as stair lifts)

Note that adaptations that can be re-used elsewhere may not be removed if significant alterations have been made to the property to make it specifically suitable for a disabled occupant. For example if a tenant is requesting a stair lift is to be removed from a property which also benefits from a level access shower and/or ramped access, then the request may be declined.

15.4 Rules for succession and assignment can be found within the Allocations Policy.

15.5 The Council may only remove adaptations installed in Council properties. Adaptations installed in non-council properties are the responsibility of the owner/tenant to remove. The exception to this rule is when modular ramps are installed, the Council (where instructed to do so by the applicant or their representative) may choose to remove these items at no cost to the applicant, provided they confirm they will cease ownership of such products and consent to RMBC recycling them. This does not impose duty on the Council to remove such products, rather it offers the ability to exercise choice if the Council feels the item could be of use to another disabled person in the borough.

15.6 When adaptations are approved to be removed from Council properties, the Adaptations Co-Ordinator will contact the relevant person responsible for co-

ordinating their removal. This person will then have the responsibility to update the Asset Team so that the Asset Register is kept up-to-date.

16.0 Warranties

16.1 Non-Council properties

As part of all applications, a standard 12 month warranty is provided on all products and works. After this period no additional warranty is offered with the exception of the below:

- Stair Lifts – as part of the DFG, the applicant receives a 5 year service and repair warranty package.
- Ceiling Track Hoists – as part of the DFG, the applicant receives a standard 1 year warranty, following which they are provided with a further 4 year service package, with no breakdown cover.

After the stated warranty period has expired it is the applicant's responsibility to pay for maintenance/repair of the adaptations.

16.2 Council properties

A standard 12 month warranty is provided by all suppliers/contractors. Following which the repair, service and maintenance of all products is handled by RMBC Repairs. It is the responsibility of the Adaptations Co-Ordinator to ensure that once any manufacturers/contractor warranty has expired, the appropriate service within RMBC is informed to ensure scheduled maintenance and repair is maintained.

17.0 Allocations of Adapted Properties

Applicants requesting re-housing and require some form of adaptations

17.1 Where an applicant has applied for adaptations:

17.1.1 Applicants will need to have been assessed by an Occupational Therapist as requiring adaptations.

17.1.2 Where a customer wants to be re-housed rather than adapt their existing property, the Occupational Therapist should recommend requirements **and** solutions. This is contrary to the normal process highlighted within 5.2.

17.1.3 The Occupational Therapist must then contact the Assessment Team (Housing) to inform them of the outcome and requirements.

17.1.4 Where an applicant has not applied for adaptations they will need to be assessed by the Assessment Team (Housing).

17.2 Where the Housing Advice Officer deems that adaptations are required when moving to a new property, they should update the customer's application with the requirements and the correct Medical Priority Band 2.

17.3 If the customer is adequately housed and existing adaptations in the applicant's current property meet the customers need, then a Band 2 will not be awarded.

17 4 Allocations of adapted properties will be to those with an assessed need for those adaptations.

17.5 If no applicant is suitable for the adapted property, but their needs partly meet the adaptations then they will be allocated in line with the Allocations Policy.

17.6 If an applicant does not require the adaptations within a property, then the Adaptations Team should be contacted prior to an offer to an applicant. The Adaptations Manager may consider removal of adaptations if it is feasible and appropriate under special circumstances, however, it is expected that this would only be in limited cases. If a property that is allocated is let to an applicant and then contact is made with the Adaptation Team to request removal of an adaptation, such a request would be refused.

17.7 In the case of a split household where the disabled person is a child (16 yrs and under or 19 yrs and under if the child is in full time education), Medical Priority Band 2 cannot be given to both parents.

The parent with parental control will be given Medical Priority Band 2 due to a child's disability. When deciding on who has parental control, the following will be taken into account:

- Who the child resides with primarily
- Any Court Orders in place
- Who child benefit is paid to

The other parent will not be given Medical Priority if that priority is solely reliant on the child's circumstances. The applicant would remain within the group they are currently in.

If there are special circumstances that mean the applicant requires adaptations, but they are not eligible, then their case maybe considered at the Housing Assessment Panel. (See Allocations Policy for details)

17.8 All adapted properties are advertised in the Key Choices Letting Scheme, but the advert will inform the customer that preference will be given to applicants who have made a bid with an assessed need.

17.9 Where adaptations have been refused on a property for one of the reasons listed within Section 13, a report should be submitted to the Housing Assessment Panel. The panel have the authority to consider Band 1 status under exceptional circumstances.

17.10 Where a Major Adaptation valued over £8,000 has been identified as a potential solution and a further potential solution is for re-housing, a report should be submitted to the Housing Assessment Panel. The panel have the authority to consider Band 1 status under exceptional circumstances.

18.0 Health and Safety

18.1 The Adaptations team deliver the service at a local level, via home visits, which supports the Council's commitment to providing greater accessibility to services, meeting social needs by helping to ensure a better quality of life, improving fair access and choice, protecting, keeping safe vulnerable people and specifically addresses the diversity agenda, by tailoring services to the needs of hard to reach groups.

18.2 To ensure Health and Safety procedures are adhered to, the team work within the provisions of an ETAB procedure. A copy of this procedure is available to all Housing Options staff.

*The ETAB procedure contained personal staff information and is therefore not published or available to non-council members.

18.3 All accidents and incidents should be reported to the Adaptations Manager and the Health and Safety Team.

Any threats of violence or actual violence against staff will be reported to the police and legal action will be pursued against the perpetrator. Staff will work to the policy and guidelines on work related violence to employees in line with:

- The Health and Safety at Work Act
- The Management of Health and Safety at Work Regulations 1999
- Approved Code of Practice and guidance L 21

19.0 Safeguarding

19.1 All safeguarding issues will be reported to the Safeguarding Team's as per the Council's safeguarding policy. For concerns about Children and Young people contact Rotherham Multi Agency Safeguarding Hub-(MASH) telephone (01709) 336080 and Adult Safeguarding concerns to Assessment Direct telephone (01709) 822330

20.0 Complaints

20.1 All complaints are dealt with under the corporate complaints procedure.

20.2 Advice and guidance for staff dealing with complaints can be found on the intranet.

20.3 Advice for customers wishing to register a complaint can be gathered from:

https://www.rotherham.gov.uk/forms/form/310/en/complain_about_council_services

20.4 Complaints can be made in writing, via email or over the telephone.

21.0 Data Protection

21.1 The Council will comply with the Data Protection Act 1998 and Article 8 of the Human Rights Act and will show proper regard for the confidentiality of service users and employees personal information.

21.2 The Adaptations Team will work within the guidelines of the Council's Data Protection Policy

22.0 Equality and Diversity

22.1 The Council will comply with the Equality Act 2010 and related legislation as per below:

- Equal Pay Act 1970
- Sex Discrimination Act 1975
- Race Relations Act 1976
- Disability Discrimination Act 1995
- Employment Equality (Religion and Belief) Regulations 2003
- Employment Equality (Sexual Orientation) Regulations 2003
- Employment Equality (Age) Regulations 2006
- Equality Act (Sexual Orientation) Regulations 2007

22.2 The Council will comply with all anti-discrimination legislation including:

- Human Rights Act 1998
- Carers (Equal Opportunities) Act 2004
- Civil Partnership Act 2004
- Gender Recognition Act 2004
- Work and Families Act 2006

22.3 The Council operates an Equality and Diversity Policy which the Adaptations Team works within.

Aids and Adaptations

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December 2015

Where Everyone Matters

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A1.0 Types and Specifications of Adaptation

This policy aims to identify the most common adaptations required as part of a grant application, it does not cover all possible adaptations that may be relevant to the purpose of section 23 of the *Housing, Grants, Construction & Regeneration Act 1996* and thus is not limited to its content. Furthermore its intention is to provide guidance, individual needs and circumstances are to be taken into consideration when assessing qualifying criteria of adaptations.

A2.0 Types of Major Adaptation

A2.1 *Extensions*

Apart from Modular Extensions, extensions are the most costly type of major adaptation. Extensions generally include adding further rooms to an existing property, such as bathing/washing facilities or bedroom.

Consideration for extending a property to include washing and bathing facilities may occur when:

- The client meets the criteria for the facility (see criteria for W.C. and showers).

And

- The client is unable to negotiate stairs.

Or

- The client has extreme difficulty in negotiating stairs and the prognosis indicates that there will be deterioration of function in the future, and a stair-lift/vertical lift is not appropriate.

And

- It is not technically feasible to install, or client functionally unable to use a stair-lift or vertical lift.

And

- The existing facilities are not accessible and cannot be reasonably adapted to make them suitable for the disabled person.

Consideration for extending a property to include bedroom facilities may occur when:

- It is not appropriate to provide lift/stair-lift access to the existing bedroom (See criteria for lift provision).

And

- There is only one reception room (living room or dining room) on the ground floor, and there is more than one person in the household. Where there have previously been two separate rooms which have been converted into a through room, the expectation would be that the room would be restored to its previous condition (as part of the adaptation), thus providing two rooms again, one of which would be used as a bedroom for the person with disabilities.

Or

- When both of the above apply, but the remaining reception room cannot

reasonably be expected to be used as a dining/living room, because of the size of the household including the person with disabilities.

And

- Additional bedroom/ living space can be considered for a client with behavioural problems where safety is a predominant concern; for example, children sharing a bedroom when left unsupervised at night one child poses a significant safety risk to the other/others.

Note: In all cases where general alterations and extensions to living space maybe applicable, re-housing will be discussed with the customer.

Costs can range from £12,000 - £45,000.

A2.2 *Conversions*

Conversions include the alteration of a specified room or building to meet the customers need. Often this would mean converting a garage, loft or parlour room into a bedroom or bathroom or both. This can be a cost effective alternative to building an extension.

Consideration for converting a property to include washing and bathing facilities may occur when:

- The client meets the criteria for the facility (see criteria for W.C. and showers).

And

- The client is unable to negotiate stairs.

Or

- The client has extreme difficulty in negotiating stairs and the prognosis indicates that there will be deterioration of function in the future, and stair-lift/vertical lift is not appropriate.

And

- It is not technically feasible to install, or client functionally unable to use a stair-lift or vertical lift.

And

- The existing facilities are not accessible and cannot be reasonably adapted to make them suitable for the disabled person.

Consideration for converting a property to include bedroom facilities may occur when:

- It is not appropriate to provide lift/stair-lift access to the existing bedroom. (See criteria for lift provision)

And

- There is only one reception room (living room or dining room) on the ground floor, and there is more than one person in the household. Where there have previously been two separate rooms which have been converted into a through room, the expectation would be that the room would be restored to its previous condition (as part of the adaptation), thus providing two rooms again, one of which would be used as a bedroom for the person with disabilities.

Or

- The above applies, but the remaining reception room cannot reasonably be expected to be used as a dining/living room, because of the size of the household including the person with disabilities.

And

- Additional bedroom/ living space can be considered for a client with behavioural problems where safety is a predominant concern; for example, children sharing a bedroom when left unsupervised at night one child poses a significant safety risk to the other/others

Note: In all cases where general alterations and extensions to living space maybe applicable, re-housing will be discussed with the customer.

Costs can range from £11,000 - £25,000.

A2.3 *Ramped Access*

Ramped Access will be considered where:

a) (Non-Self Propelling Wheelchair Users) the customer is unable to walk short distances and/or negotiate steps safely. If the customer is able to manage with the assistance of a carer a ramp will not usually be provided. However, if the customer would only need a carer to assist with the external access and the provision of a ramp would enable to customer to be independent, a ramp will be considered.

b) (Self Propelling Wheelchair Users) The customer is a full-time wheelchair user and where it is feasible, provision will be made. However, frequency of use will be taken into account.

c) (Powered vehicles purchased by customer) Where the customer is eligible for provision of a Health Authority wheelchair and fulfils criteria A2.3 (a) or (b) provision of a ramp will be considered.

Concrete ramping is supplied to Council stock as standard and modular temporary ramping to Private properties. There are however several exemptions from this rule:

- Private property residents do have the right to apply for concrete ramping if they desire.
- If deemed appropriate by the Occupational Therapist or Adaptations Technical Officer, modular temporary ramping can be installed in Council properties for one or both of the following reasons:
    - Where the property is on 2 floors and is presently suitably un-adapted for disabled use, the use of temporary ramping would allow the property to be easily returned to its original (un-adapted) state if the property were to become unoccupied in the future. If the property is ground floor, or has a level access shower installed this rule becomes void.
    - Where the Occupational Therapists deem it necessary as the occupant is terminally ill.

Particular care must be taken concerning structure and location of the ramp to ensure its safe use, not only by the person with disabilities, but also by other members of the public.

The British Standard Code of Practice for 'Design of Housing for the Convenience of Disabled People', BS8300 (2010) should be adhered to as a minimum standard where possible.

Ramped access would generally be a minimum of 1:12 and ideally 1:15.

Ground excavation concluded and paving slabs on end to be used as retainer unless otherwise specified. Hardcore compacted to necessary levels not exceeding 150mm. 20mm aggregate concrete not exceeding 150mm thick brought to a tamped finish with trowelled edges. Finished area to be suitably graded that no ponding of water is apparent.

Ramped access to have a minimum of 100mm up stands. Width of ramp must be a minimum of 1200mm unobstructed. A gradient of 1:12 is acceptable where individual flights are no longer than 5m. For flights greater than 10m a minimum 1200 x 1200 level landing must be provided.

An Aco drainage channel or similar approved to be fitted at head of ramp. The existing DPC must be protected by the provision of a vertical damp proof membrane. Ventilation to the sub floor spaces through the existing air grates must be maintained. Supply and fit galvanised mild steel tubular handrails. Tubular handrail to be 50mm in diameter. Handrail to be 900mm high from ramp with uprights at maximum centres of 2m. Uprights to be placed at every change of direction.

Ramped Access costs can range from £1,000 - £12,000

A2.4 *Through Floor Lifts*

A through floor lift will be considered when a customer meets the guidelines for a stairlift but is unable to use a stairlift safely or for whom a stairlift is contra-indicated.

The following considerations need to be taken into account:

(a) Health and Safety/Building/Fire Regulations affecting the proposed installation.

(b) Customers with pre-paid meters may need further advice from the contracted company as to whether a through floor lift is appropriate.

(c) Where a client lives alone, or is alone for long periods, the installation of an alarm/telephone to summon help in an emergency should be considered.

Through floor lifts are applicable to assist customers reaching upper floors who cannot utilise stair lifts. Space is required on both floors to ensure this option can be done.

Lifts shall comply with all British and European standards such as BS 5776 including all current amendments applicable at the time of manufacture. Through Floor Lifts shall comply with BS 5900. All lifts must comply with the BSEN 8140 standards as and when they are published.

Lift will be a single floor rise, and in case of fire the lift must return to 1st floor, for indoor use only.

The lift must be constructed so that it does not cause excessive electromagnetic interference and are not unduly affected by electromagnetic interference, and carry C.E marking in accordance with the E.H.C Directive 89/336/E.E.C. and Amending Directive 92/31 E.E.C.

A lockable ON/OFF switch shall always be supplied and installed either on the machine or on the wall.

Any electrical work which may be required must be carried out in accordance with current legislation and an appropriate certificate to be produced upon completion.

In the case of single access properties, stair lifts must not be installed that could prevent access in the case of emergency.

All lifts must be individually serial numbered and full installation/maintenance records must be maintained.

Costs can range from £10,000 - £16,000

A2.5 *Stair lifts*

When recommending stair lifts, the following considerations need to be taken into account:

- Health and Safety/Building/Fire Regulations affecting the proposed installation, e.g. minimum stair widths.
- Customers with pre-paid meters may need further advice from the contracted company regarding the on-going power needed for charging the stairlift battery back up.
- Contra Indications such as:
    - Progressive conditions which will affect transfer to stair-lift.
    - Poor sitting/standing balance due to medical reason.
    - Fast deteriorating conditions.
    - Client is confused, or spatial orientation problems are present.
    - Severe epilepsy.
    - Children with complex needs
    - Anxiety factor unresolved by trial use.

Criteria/guidelines for recommendation of a stair lift are as follows:

(a) It is severely painful or functionally very difficult for the client to climb the stairs.

(b) It is medically contra-indicated for the client to climb the stairs, even with additional stair rails.

(c) The prognosis is static/deteriorating (i.e. that rehabilitation or recovery following illness has been considered)

(d) Stairlifts will not usually be recommended where the disabled person has access to a downstairs bathroom and toilet and where there is adequate space for a bed downstairs.

(e) Where there have previously been two separate rooms which have been converted into a through room, the expectation would be that room would be restored to its previous condition (as part of the adaptation), thus providing two rooms again, one of which could be used as a bedroom for the person with disabilities' (if there is a bathroom and toilet downstairs already).

(f) Where a person has a downstairs toilet (inside with heating) and is able to negotiate the stairs safely once in the morning and once at night, a stairlift will not normally be recommended'.

(g) Stairlifts to first floor flats will not usually be recommended where the person is able to negotiate the steps once per day. A door entry system would be considered.

Standard specification must include:

- Manual swivel seat.
- Seatbelt to be fitted as standard.
- Padded upholstery in a neutral colour.
- Minimum safe working Load 120Kg.
- Up to 5000mm of track
- 12 months fully inclusive warranty.

Stair lifts must comply with the BSEN 8140 standards as and when they are published. The stair lift must be constructed so that it does not cause excessive electromagnetic interference and are not unduly affected by electromagnetic interference, and carry C.E marking in accordance with the E.H.C Directive 89/336/E.E.C. and Amending Directive 92/31 E.E.C.

A lockable ON/OFF switch shall always be supplied and installed either on the machine or on the wall. The electrical supply to the appliance shall be a unique dedicated clearly labelled supply and terminate adjacent to the appliance or control

unit in a switched fuse connection. When specified a 30 mA sec RCCD shall be installed to protect the 240 V parts of the installation.

Any electrical work which may be required must be carried out in accordance with current legislation and an appropriate certificate to be produced upon completion.

Varying costs apply dependent on if the staircase is straight. Curved stair lifts are available at a higher cost. Space at the top of the stairs is required for transfers on and off the lift.

Costs can range from £1,400 - £8,000.

A2.6 *Ceiling Track Hoists*

Ceiling track hoists are fitted to assist with the transfer of customers in and out of bed, in and out of bathing facilities and on and off toilets. Occupational Therapists individually assess customers for sling requirements.

Ceiling Track Hoists are usually electric and consist of a hoist suspended from a length of overhead tracking fitted in one of three ways:-

- Ceiling fixed.
- Wall fixed.
- Gantry fixed between A frames.

A hoist will be recommended when:

(a) A moving and handling assessment has determined that hoist transfers are necessary and other equipment has been considered and is unsuitable.
And
(b) There is insufficient room for a mobile hoist
Or
(c) Provision of a ceiling track hoist will reduce the number of carers or support the carer(s) by reducing the physical exertion of moving and handling.'

Customers with pre-paid meters may need further advice from the contracted company regarding the on-going power needed for charging the hoist when not in use.

The unit must be installed to include connection to a suitable electrical supply. Any electrical work which may be required must be carried out in accordance with current legislation and an appropriate certificate to be produced upon completion. Minimum safe working Load 130Kg.

All hoists must be individually serial numbered and full installation/maintenance records must be maintained.

Tracks can be straight and can offer turning circles. They can transfer through multiple rooms. Joists are required for this to occur.

Joist requirements are to be in line with those specified by current Ceiling Track Hoist tendered contractor.

Costs can range from £1,200 - £6,000

A2.7 *Internal Alterations*

Internal alterations can include door widening, wall removing/building and sometimes can fall into the minor adaptations category.

Costs can range from £1,000 - £10,000

A2.8 *Modular Extensions*

These are pre-built extensions that can be moved from one location to another. The initial costs are high, but they are re-usable and can be moved. The cost of moving them is also high and they are of a set format so will not always be relevant. There are currently 3 in the borough.

Costs can range from £25,000 - £100,000

A2.9 *Hard standings*

Hard standings include drop kerbs (although these on their own fall under Minor Adaptations – see A 3.12), are for off road parking for level access to properties for wheelchair use.

Hard standings will only be approved where:

- The customer's home has no off-street parking space. (However exceptions may be made by the OT on an individual needs basis when considering individual care package needs)

And

- Parking stress in the area must be so severe that a parking space in close proximity to the address cannot be found for a major portion of most days (i.e. occasional short-lived 'invasions' by patrons of places of public resort would not normally qualify).

And

- The **driver** is a Blue Badge holder who is only able to walk or propel a wheelchair for short distances outside the home. The driver should be suffering from 'substantial' and permanent ambulatory disability, considerable disability in walking more than a short distance without severe difficulty, pain or detriment to his/her condition.

Or

- The **passenger** is a Blue Badge holder and the driver is unable to park in the road to allow the disabled person out, or cannot push a

wheelchair from the nearest available parking area, which is an unreasonable distance away.

Passengers will not normally qualify as it is not unreasonable to expect that an able-bodied driver should 'double-park' if necessary to set down the disabled passenger and remove the vehicle afterwards. Although this may entail short-term obstructions of the highway, as it is not either 'unnecessary' or 'wilful' it is unlikely to be considered to constitute an offence.

Exceptions may be made where the passenger requires constant attendance or, where the driver is of advanced age or frailty and has to man-handle equipment, wheelchair etc. in addition to the disabled passenger.

Consideration is taken of the customer's medical condition and long term prognosis.

All the above are subject to planning regulations and permission.

Grounds will be excavated until a suitable sub grade is reached and debris will be removed from site. 50mm thick pre-cast paving slabs to be used as retainer unless otherwise specified. These will provide the framework into which the hard core and concrete will be placed.

When installed the paving flags will be vertical and plumb on sides, the top edge shall be level, the base shall be set into the ground to a depth of not less than 200mm, held in place with concrete. The top edge of the flag shall be cut with a masonry saw to give a straight clean edge 100 mm above the finished surface of the concrete and shall be consistent along the gradient of the ramp. The cut edge is to be smooth and flat with all sharp arises removed to form a chamfered edge. Paving flags shall comply with current legislation. Hardcore compacted to necessary levels not exceeding 200mm. 20mm aggregate concrete not exceeding 150mm brought to a tamped finish with trowelled edges.

A fair joint will be made at the junction of the ramp and existing hard surface. The platform shall be level with the internal finished floor level. The finished area will be suitably graded to ensure that no ponding of water is apparent.

The existing DPC must be protected by the provision of a vertical damp proof membrane. Sub ventilation to dwelling must be maintained where air bricks are obstructed: installation of 100mm PVC pipe duct from the existing air brick terminating at a new air brick installed within the platform/ramp will be required.

Costs can range from £1,000 - £3,500

A2.10 *Level Access Shower*

Level Access Showers do not mean that the room will be a wet room, it will just have a wet area and therefore customers must be made aware that water still may run out of the tray area and therefore will sit on any residing floor area.

A level access shower can be recommended when one or both of the following criteria is fulfilled:

- The disabled person fulfils the guidelines for an over-bath shower but is unable to lift their legs over the bath side even with assistance. The level of discomfort and pain must also be considered when assessing whether it is appropriate for the customer to be assisted. If a client would be dependent on a carer for assistance and a care package is being considered for this alone, a level access shower could be considered to promote independence.

Or

- Single incontinence and inability to use equipment independently.

An information sheet is to be sent to all customers detailing the above, with regard to what they are and are not entitled to as part of the DFG. Under no circumstance (unless authorised by the OT) will the adaptations team pay for, or indeed facilitate any works not mentioned above unless it has direct impact upon the installation of the Level Access Shower.

Preformed shower tray forming a wet area; thermostatically controlled shower; approximately 8 sq metres of tiling; shower rail and weighted curtain with between 10ml – 20ml gap from floor; grab rails as necessary; slip resistant floor covering for entire room; moisture resistant lights; extractor fan.

Pipe work to run the shortest possible route to unit and to be chrome face fixed. Any new outlets must have means of isolation fitted.

100mm axial extractor fan with a 15 litres per second extraction volume with a pre set factory fitting. Fan to have an isolator fitted outside the bathroom to comply with current legislation.

Tiles to be fixed with water proof adhesive and water proof grout. Tiling. Waterproof adhesive to BS 5980 and BS EN 1347 applied.. The tiles are to be evenly spaced and shall be both plumb in the vertical and level on the horizontal lines and provide a smooth and even surface when fixed. Fit plastic tile edging strips around window apertures and as vertical end stops where required.

Waterproof grout to joints, filling all voids. Joints abutting window frames, door casings, skirtings, shower trays and baths to be sealed using silicone sealant to BS

5889 for use in wet areas. Wipe down all surfaces to remove residue of grout. Leave installation clean, tidy and ready for use.

Replace existing light fitting with moisture resistant lights operated by a new pull cord. Where a pump is required for drainage purposes an Impey Gulpar pump should be fitted.

Supply and fit fully weighted shower curtain to hang flush with floor shower area in a safe and operational manner. Curtain to be anti-fungal. Rail, curtain runners and rings to be fixed with plugs and screws as per manufacturers instructions.

All pipe boxing required is to be formed from PVC boards and sealed with anti-fungal silicon sealant.

Floor area of bathroom to be covered with SLIP RESISTANT FLOORING. Seams on flooring to be welded and adhesives to be used as per manufacturer's instructions. Customers have choice of colour (subject to availability).

In instances where the floor area is too large for one piece of covering, the welded jointing strip **MUST** be away from the showering area.

Floor sheet to be fully sealed and secured. Silicone sealant to BS 5889 for use in wet area.

All installations to be in accordance with the regulations of current legislation. A minor works electrical certificate is to be issued upon completion of the works along with the invoice.

Costs can range from £1,800 - £4,000

A2.11 ***Shower over bath***

Over bath showers will only be recommended where the client has one or more of the following problems:

- Double incontinence
- Unpredictable epilepsy or black outs
- Confirmed medical condition where bathing is contraindicated.
- Inability to use bathing equipment safely. A bath board and seat has been considered but is inappropriate due to the customer's degree of functional loss. If a client can achieve independence with the provision of an over bath shower, provision will be considered to avoid the necessity of a care package. The client may have to consider purchasing a bath board or swivel bather to enable them to access the over bath shower.

Thermostatically controlled shower; approximately 5 sq metres of tiling; shower rail and weighted curtain with a minimum 200ml hang within the bath; grab rails as necessary; moisture resistant lights; extractor fan.

Supply and fix controlled shower unit with lever control, extra long sliding bar and grab rails to be positioned as per OT's specification

A cord operated, double pole isolating switch or wall mounted switch is to be conveniently located outside the bath/shower room with minimum contact gap of 3mm both poles. The switch must be accessible and clearly identified with neon indicator light. A 30MA residual current device and 40 amp MCB unit is to be sited adjacent to existing consumer unit. Connector block and 2 No. 25mm2 PVC double insulated and sheathed tails to meter.

Pipe work to run the shortest possible route to unit and to be chrome face fixed. Any new outlets must have means of isolation fitted. Grab rails to be PVC grab rails (with a ribbed finish) or similar approved. All cables recessed underneath plasterwork must be protected with PVC capping fixed with non-ferrous materials.

Tiles to be fixed with water proof adhesive and water proof grout. Tiling. Waterproof adhesive to BS 5980 and BS EN 1347 applied. The tiles are to be evenly spaced and shall be both plumb in the vertical and level on the horizontal lines and provide a smooth and even surface when fixed. Fit plastic tile edging strips around window apertures and as vertical end stops where required.

Waterproof grout to joints, filling all voids. Joints abutting window frames, door casings, skirtings and baths to be sealed using silicone sealant to BS 5889 for use in wet areas. Wipe down all surfaces to remove residue of grout. Leave installation clean, tidy and ready for use.

Replace existing light fitting with moisture resistant lights operated by a new pull cord.

Supply and fit fully weighted shower curtain to hang flush with floor shower area in a safe and operational manner. Curtain to be anti-fungal. Rail, curtain runners and rings to be fixed with plugs and screws as per manufacturer's instructions.

All pipe boxing required is to be formed from PVC boards and sealed with anti-fungal silicon sealant.

Supply and fit fully weighted shower curtain to hang within 200mm of bath. Curtain to be anti-fungal. Rail, curtain runners and rings to be fixed with plugs and screws as per manufacturer's instructions.

Allow a 25mm lip minimum on wall side of bath for the fitting of equipment if needed and silicon seal bath area with anti-fungal silicon sealant to prevent water penetration.

All pipe boxing required is to be formed from PVC boards and sealed with anti-fungal silicon sealant.

All installations to be in accordance with the regulations of current legislation. A minor works electrical certificate is to be issued upon completion of the works along with the invoice.

Costs can range from £1,000 - £2,000

A2.12 Toilets:

Additional (Standard) W.C.

E.g. provision of a W.C. on the ground floor. This will only be considered where chemical W.C. and commodes are inappropriate because there is only one ground floor room plus kitchen and the client lives with other family members.

Criteria

- There is a permanent medical condition affecting frequency/urgency of micturition and/or bowels.
- The client's functional ability to reach the existing W.C. is severely restricted due to the nature of their disability.
- Where access to existing amenities cannot be provided.
- A chemical W.C. and special commodes have been considered and are inappropriate.

Special W.C.

An automatic W.C. that provides flushing, warm washing and drying functions from one operation, i.e. it combines the functions of a W.C. and a bidet with an additional drying facility.

Criteria

- The client is unable to maintain proper hygiene after toileting due to degree of their functional loss.
- The provision would give the client an appreciable degree of independence in toileting.

Combined W.C./Shower Unit

Criteria

- The client meets the criteria for an additional W.C. and for a shower.
- No alternative is available.

Water

15mm cold water service only, water supply can be from high or low level storage or mains.

A special W.C. will be supplied with 15mm isovalve/flow control filter. No external hot water supply is required. Any new outlets must have means of isolation fitted.

Soil connection

Standard outlets suitable for “P” trap through the wall (180mm floor to centre) or “S” trap through the floor (150mm wall to centre).

Electrical

Any electrical work which may be required must be carried out in accordance with current legislation and an appropriate certificate to be produced upon completion. 220/240v single phase AC supply is required (loading 6 to 8 amp, maximum power 1500 watts). A fuse spur outlet should be located adjacent to the unit preferably on R.H.S. facing. This must not have a switch if the unit is in bath or shower area.

Over Flow

Has an internal overflow which discharges into the WC pan through the discharge outlet valve (flush valve). If external overflow is required then the rear of the cistern can be drilled to accommodate a 22mm rear entry overflow; where sited against external or panelled wall, the overflow can be taken straight through. If this is not possible, the wall may have to be chased to accommodate the overflow, or the unit may have to be fitted further toward and then panelled-in.

Costs can range from £2,000 - £4,000

A2.13 ***Central Heating***

Provision will be considered in any one of the following circumstances:

- Where a person is unable to manage their existing heating system and there is no carer (family, friend or home carer) available to assist.
- Where a person requires additional heating because of specific medical condition which causes an inability to keep warm using the existing heating system.
- Where there is medical evidence that hospital admissions are clearly related to the form of heating in the client's home.
- Where a person has a condition which causes them to be a danger to themselves or others because of the existing heating, e.g. hyperactivity, severe sensory impairment, severe learning disability.

Consideration will be given to:

- Reasonable alternative ways of managing the existing system. The amount of support required and already provided during the day should be taken into account when deciding whether an alternative is reasonable. For example, where a client requires assistance to light and maintain the fire, a change of heating may be more appropriate than home care provision where care is not already being provided for other activities.
- Heating will only be provided in rooms used by the client for a substantial amount of time e.g. sitting room, bathroom, bedroom. Heating will not generally be recommended in hallways, etc.
- Unless the client requires a specific type of heating due to their disability, the actual form of heating need not be specified on the OT35b referral to the Adaptations Team in order to give them flexibility and therefore reduce costs.

The new heating systems will be designed as a fully pumped, sealed, two pipe system with a difference across the heating circuit of 20° C to maximise the efficiency of the condensing boilers.

Heating and hot water is to be provided via an 'A' rated, condensing combination room sealed boiler installed generally within either the existing cylinder cupboard or kitchen. The boilers selected should meet the following requirements:

- The boiler should be of 28kw output and should be capable of providing a minimum of 12 litres/minutes of hot water @ 35° C rise.
- The boilers will have a 7-day integral time clock to control the heating. Alternatively a remote time clock may be installed in a location agreed by the Contract Administrator.

Consideration on placement of the temperature controls must also be taken into account to ensure clients always have comfortable access to them, especially if the occupant lives alone and/or does not have carers visiting regularly

Radiator outputs and pipe work sizes will be adjusted for the 20°C temperature difference resulting in slightly larger radiators and smaller pipe work.

The systems will be designed with steel panel radiators each having a thermostatic radiator valve and a lock shield return valve.

Radiators will be located under windows wherever possible and with a typical lounge/living room, the heating load should be split between two radiators rather than a single large radiator to distribute the heat across the room.

Radiator valves shall be bottom/bottom connections.

Pressure differential valves are to be installed in a bypass as and where necessary, dependant on the selected boilers' requirements.

Exposed pipe work e.g. vertical pipe drops, or in houses with solid floor, should be contained in performed white melamine faced boxing. Alternatively the exposed pipe work should be boxed in with timber.

All hidden pipe work under ground floor floorboards, and in loft areas will be insulated with 25mm thick insulation. Pipe work behind kitchen units etc. are to be insulated with 22mm thick insulation.

The gas carcass will be totally renewed and the new supply will be sized to meet the new appliances' requirements.

Where gas fires are to be installed the chimney is to be swept by a NACS (National Association of Chimney Sweeps) registered operative and a NACS certificate presented as part of the hand over pack, or where an existing liner is installed the old liner should be removed. In both cases, a new continuous flue liner should be installed, with appropriate flue box, connectors and terminals.

All gas work is to conform to current Gas Safety Regulations and Legislation and must be carried out by a CORGI registered engineer. Appropriate certification must be supplied upon completion of works.

At the design stage each property will be visited and a thorough survey carried out to produce a scaled working drawing and schedule of main materials for each property. The drawing will contain: heat losses for each room, radiator sizes outputs and positions, Boiler position, positions of pipe drops, all pipe work sizes and routes, any trunking/boxing, all flue sizes and routes, note floor construction (Solid or Timber), location of room thermostat and remote time clock if fitted.

All electric fires to be fitted with hearth, backing and surround.

Removal of existing:
The following elements where practical, will be completely removed from the property, existing heating system cylinder; feed and expansion tanks; circulators. All making good is to be carried out to a standard equal or above that of the existing, with the exclusion of any decoration work i.e. painting and wall papering.

Commissioning and manuals:
The whole of the system will be commissioned and balanced in accordance with the best-accepted practices, as detailed in relevant Commissioning Codes.

The completed works is to be hot flushed to remove all deposits and flux. Following flushing and inhibitor is to be added to the heating system.

Upon completion the relevant test certificates shall be completed and a pack containing the Operation and Maintenance manual and guarantee for each property provided.

The client will also be provided with training on the use and operation of the new system and controls, which shall be set to the client's requirements.

The contractor shall provide the client with a laminated A4 double sided operation guide, written in plain English summarising the basic operation of the boiler, programmer, room thermostat, thermostatic radiator valves and the selected fire, complete with illustrations or pictures as necessary to provide an easy to follow guide to the heating systems operation.

Costs can range from £3,000 - £6,000

A2.14 *Kitchens*

Additional Space in Kitchens

Criteria

- The client is a wheelchair user.
- The person with disabilities is the predominant user of the kitchen, and is responsible for preparation and cooking of food for self or family.

Redesign/Reorganisation of Facilities of Existing Kitchen

Criteria

The extent of the adaptation will be dependent on whether the person with disabilities is the predominant kitchen user or not. Where light use only is envisaged, the provision might be no more than access and a lower/higher work surface. The adaptation will take into account the use of the kitchen by other members of the household.

Adaptations to kitchens may include lowered work surfaces and access to specific areas.

Kitchen appliances will not be fitted as part of an adaptation. Customers will need to make their own arrangements.

A Minimum 10 standard 13 amp sockets outlets – a mixture of double and single sockets above and below worktops to suit appliance positions, with isolators above worktops and one cooker point.

New 40 mm worktops. All plinths to be fitted with sides behind front section and all edges.

All unit backs to be fitted, only exception being where gas meter positions prevent this.

All worktops edges to be fitted with aluminium strips, bedded with silicone, lead edges to be filed to prevent sharp edges. The only exception being splayed edges where Formica is to be fitted.

Isolator valves to hot and cold water to be installed.

All sinks wastes to be renewed in PVCu.

Washing machine outlets to be combined with sink outlet.

All worktops to receive silicone seal to perimeter.

Gas and electrical cooker points are to be fitted with safety chain.

Concealed fully adjustable 180º hinges.

Drawers: metal sides, 15mm bottoms and back.

Side panel/plinth/shelves finish/colour: 15mm white melamine faced high density chipboard. Clip on 15mm plinth in matching colour fixed to legs.

Shelves on plastic covered steel clips.

Adjustable plastic feet on box on legs carcass 4 nr to each single unit, 5 nr to each double unit.

Worktop classification to BS 6222: Part 3 Type 2.

All units are pre-drilled and assembled using dowels and confirmat screws at corners and provided with plastic cover caps for confirmat screws.

All wall units 720mm high, 300 deep provided with adjustable fixings, unless specified by the OT.

All base units 875mm high to underside of worktop, unless specified by the OT.

Worktop finish/pattern/colour: 40mm thick with balancing laminate, lipping on exposed faces.

An inset stainless steel sink with single right or left hand drainer to suit the kitchen layout with chrome finish ¼ turn lever taps.

Three rows of 150mm x 150mm ceramic tiles above worktops and between worktops and wall units as appropriate. Tiling will be taken down to floor level behind the cooker space.

An Electrical Completion Certificate must be provided in compliance with the latest addition of the IEE Regulations and to BS 7671:2001.

Costs can range from £2,000 - £3,500.

A2.15 Paths Around the Property

Where a client has difficulty in walking, visual impairment or is at risk of stumbling.

Where the client uses walking equipment or a wheelchair, the path should be sufficiently wide and of sound condition to allow easy and safe access, for example, to the gate of the property and such outbuildings as are used regularly by the client.

A2.16 Access to Garden

This will be considered where it is not possible for the applicant to access a garden area. As per DFG guidance, "garden" means a garden belonging to, or usually enjoyed with, a dwelling occupied by a disabled occupant and includes:

(i) a balcony adjoining the dwelling of a disabled occupant;
(ii) a yard, outhouse or other appurtenance within the boundaries of the land in which the dwelling of a disabled occupant is situated and belonging to it or usually enjoyed with it;
(iii) a yard, outhouse or other appurtenance within the boundaries of the land in which is situated the building in which the dwelling of a disabled occupant is situated and belonging to it or usually enjoyed with it.

A suitable garden area will consist of, but is not limited to, a safe area within the boundary of the property to which the applicant has safe access. This could be to the front, side, or rear of the dwelling. Applications for which will be considered on an individual basis.

A3.0 Types of Minor Adaptations

A3.1 *Fencing*

To provide a secure area to the rear of the property up to 6m in length and full width of the boundary.

Consideration will only occur when

- The customer's vulnerability is due to a medical condition and not due to developmental norms related to their age.

And

- Should only be supplied where normal fencing is not adequate, i.e. not high enough or strong enough to protect a vulnerable person with a permanent and substantial disability.

And

- The customer could not be safely contained in garden without fencing.

Costs can range from £200 - £3,000

A3.2 *Door re-hanging / changing (sliding)*

Re-hanging doors so they open on the opposite hand or direction, or to adapt to sliding doors to make suitable and usable for customers.

Costs can range from £50 - £300

A3.3 *Door widening*

Widening of doors for wheelchair use. Existing door is removed including casing. Opening enlarged to receive a 926mm internal door leaf where necessary. Adequate support provided to brickwork above opening and fit of suitable sized lintel with adequate bearing if required.

New flush door, casing, laths & architraves including all door furniture fitted. In case of a bathroom door; incorporation of a bathroom privacy set which allows emergency access.

Any electrical work which may be required must be carried out in accordance with current legislation and an appropriate certificate to be produced upon completion

Costs can range from £400 - £800

A3.4 *Tubular steel handrails*

Mild galvanised steel tubular handrail fitted. Rail to be 50mm in diameter. Handrail to be 900mm high from ramp level, with uprights at maximum centres of 2m. Uprights to be placed at every change of direction.

Uprights to be set in plain concrete C20P, 20mm aggregate at a depth of a minimum of 600mm. Ensure the handrail is held in place until the concrete has cured.

All joints to be welded with burrs, snags and uneven areas to be removed with a grinder to provide a smooth and even surface.

Costs can range from £80 - £2,000

A3.5 *Easy going steps*

Step size will be 600mm x 900mm however this can change on an individual need basis, all steps should be of equal tread and depth. Each step will be formed from pre-cast concrete flags. The sizes of treads & risers will need to be determined. The brick on edge will be used as a riser unless otherwise specified. Bedding to be in cement mortar. All debris to be removed and site left clean and tidy.

Costs can range from £60 - £1,000

A3.6 *Lever taps*

Either 75mm or 150mm Lever Taps.
Existing taps removed and pipe work adjusted as required.

New pair of 22mm (3/4" BSP) Peglar or Similar approved lever taps with 75mm / 150mm reach fitted. Lever taps to comply with current legislation.

Any new outlets must have means of isolation fitted.

Hot tap to be fitted on left and cold tap fitted to right.

Costs can range from £40 - £200

A3.7 ***Strip lights (internal/external)***

Provision of additional strip lights for low light areas both internal and externally.

Costs can range from £80 - £1,000

A3.8 ***Door Systems***

Door Opening Systems

An automated door system with key fob entry

Considerations will occur when:

- The client is unable to open or close the main external door or secure it.

And

- Where a door opening system would enable the user to access the community independently.

Door Entry Systems

An automated door system with handsets and intercom system to enable entry for visitors.

Considerations will occur when:

- The client is bed-bound or has severely restricted mobility and is unable to reach the front door.

Or

- The client is living above or below the ground floor and there is no lift access.

Consideration needs to be given to the locking system in the door and whether this is compatible with a door entry or door opening systems. Replacement of the door to a suitable alternative will be considered if necessary. Customers should be advised by the OT to check what impact this may have on their home insurance.

Costs can range from £300 - £1,000

A3.9 ***Additional electrical sockets***

Provision of additional electrical sockets for disability equipment.

Costs can range from £40 - £1,000

A3.10 *Boxing in stairs*

Enclosure of open areas of stairs with solid structures.

Costs can range from £250 - £500.

A3.11 *Composite Doors*

The door will be pre-hung, solid core, featured door of external quality. Weatherboard to be fitted as standard.

Front doors are to be one of 4 styles and colours. The frame shall be 70mm PVCu White Profile with suitable size Aluminium Reinforcement fitted. All frames shall be fitted with a Part M low mobility threshold.

A multi-point locking system is to be used with a minimum of three locking points including the latch. Door furniture to be Gold anodised unless specified.

Front doors to have a door viewer appropriately positioned, security 'T' bar using correct fixing screws, brass numerals and a gold anodised letter plate (including internal flap). Euro cylinder lock shall be fitted with drill resistant hardened pins, with 3 keys provided.

The lock shall have a cylinder guard fitted. Gas vent, min 600mm, to be fitted on top rail of door leaf (If required)

The doors shall be installed strictly in accordance with manufacturer's instructions. Doors shall be sealed to external brickwork using approved low-modulus brown silicone mastic.

Costs can range from £400 - £600.

A3.12 *Drop Kerbs*

Consideration for drop kerbs will occur:

- Where a self-propelled wheelchair is in use, a lowered kerb at the opposite side of the road must be already available.
- Construction of a lowered kerb will not be considered if there is already one within a reasonable and negotiable distance from the customer's house.
- All the above are subject to planning regulations and permission.

Excavation of existing kerbs and replace with splayed kerbs and at least 3 dropped kerbs. Excavation of the footway. Reconstruction of the footway with 150mm thick sub-base, 60mm thick base course and 20mm thick wearing course.

A license must be obtained from Streetpride EDS prior to work commencing.

Costs can range from £300 - £500.

A3.13 Lighting

To enhance residual vision of client with visual impairment as confirmed by eligibility to be on Register of Partially Sighted People.

A3.14 Strengthened Glass

Where a client is a danger to self and others due to regular breaking of ordinary window/door glass.

A3.15 Ventilation

The provision of a manual/mechanical ventilation/extractor or alternative type of window. For example, where the client is unable to open the existing window in kitchen, own bedroom, living room, bathroom and windows cannot be reasonably adapted by the provision of winders, etc.

Minor adaptations can be combined and still fall within minor adaptations if the total cost remains under £1000.

A4.0 Types of Minor Fixings

A4.1 *Grab Rails*

Grab rails are moulded and fluted white PVC. The location will be specified by the OT. Fixings will be secured to the wall in horizontal/vertical/ diagonal position using appropriate fixings.

Internal grab rails are moulded and fluted white PVC

External grab rails are steel finished with white powder coating.

A4.2 *Key Safes*

External storage for keys with numbered key access. External size of key safe is H=107mm x W=57mm x D=50mm. Product and installation warranty is 24 months. Position of key safe to be fitted as directed upon order.

A4.3 *Wooden Stair Rails*

Wooden mopstick rail fitted traversing stairs where required. Additional rails can be provided to existing rails.

A4.4 *Bed and Chair Raisers*

Feet or brackets added to beds or chairs to enable access to the relevant object.

A5.0 Authorised Persons

A5.1 *Staff defined as authorised persons concerning **Minor Fixings**:*

Occupational Therapists

Social Services Officers

Technical Officers and Support Workers

Social Workers

Assessment Direct Officers

Sensory Impairment Staff – Rehabilitation Officers

A5.2 *Staff defined as authorised persons concerning **Minor Adaptations**:*

Occupational Therapists

Social Services Officers

Technical Officers (Social Care)

Social Workers

Assessment Direct Officers

Sensory Impairment Staff – Rehabilitation Officers

A5.3 *Staff defined as authorised persons concerning **Major Adaptations**:*

Community Occupational Therapists

Sensory Impairment Staff – Rehabilitation Officers

Housing Occupational Therapists

A6.0 MEANS TESTING FOR DISABLED FACILITIES GRANTS

To make sure that the DFG grant goes to the people who need it most, the amount of grant awarded is decided by conducting a Test of Resources (Means Test). This is carried out in accordance with regulations laid down by the government. The test of resources is used to assess the level of a client's contribution towards the cost of eligible works and is based on a formula calculating a notional level of need (the amount the government says you need to live on each week) compared to the relevant person's income and capital.

Who is subject to the test of resources?

The disabled occupant who requires the adaptation and, if any, the disabled occupant's partner. If the adaptations are for a child or young person under 19 who is in full time education (up to "A" level standard or equivalent) there is no means test for the parents. However if an applicant is in receipt of one of the following income-related benefits they will NOT have a contribution towards the grant:-

- Income Support
- Housing Benefit
- Pension Credit Guarantee Credit
- Employment and Support Allowance Income Related
- Income Based Job Seekers Allowance

If an applicant is not in receipt of one of the above benefits, below is a brief explanation of how a contribution is calculated:-

How a person's needs are calculated (the notional amount you need to live on each week)

The notional level of need is referred to as the **"applicable amount",** and this is made up of set personal allowances and premiums, depending on age, whether single or a couple, the number of dependent children under 19, the rate of Disability Living Allowance etc. This does not take into account regional variations in housing costs or mortgage payments.

Below are some examples of Personal Allowances

Single person aged – less than 25	£47.95
Single person aged - not less than 25	£60.50
Couple where at least one member is aged not less than 18	£94.95

Pensioner Premium for those who have not reached the qualifying age for state pension credit

Single person aged not less than 60	£63.55
Couple where at least one is aged not less than 60	£94.40

For those that have reached the qualifying age for state pension credit

Single person aged 60 – 64	£124.05
Single person aged 65 or over	£143.80
Couple aged 60 to 64	£189.35
Couple aged 65 or over	£215.50

Below are some examples of premiums

At least one child	£16.75

Disability premiums for those not having reached the qualifying age for state pension credit

Single person	£25.85
Couple	£36.85

Everyone receives an additional premium called the Housing Allowance, currently this is £61.30.

Using the figures above a couple who are both 76 years old could have the following applicable amount:-

Housing Allowance	£61.30
Pensioner Premium	£215.50
	£276.80

Please note that this is not a complete list and is for general guidance only.

How a person's income and capital are determined

The weekly income of the disabled person and their partner is taken into account. This includes net earnings from employment, pensions, benefits, rental income, maintenance etc. Disability Living Allowance and Attendance Allowance are not counted as income.

Capital over £6000 is treated as a weekly tariff income. £1 for each £250 or part of £250 in excess of £6000 is added to their overall income for the week e.g. if you have savings of £7500, of that amount £1500 will be used in the calculation and will result in £6 added to the weekly income - £1500 ÷ £250 = £6.

For those over 60 years of age the weekly tariff income is £1 for each £500 or part £500 in excess of £6000.

How to calculate a grant contribution

The "applicable amount" is subtracted from the total income. Where the income does not exceed the applicable amount the grant will be 100% of the cost of the works. Where the income exceeds the applicable amount, this figure is used to calculate a "notional" loan that the applicant could raise from the excess income, and this figure will be the client contribution. The notional loan is calculated, using a stepped scale

by applying different multiplying factors for each proportion of income over the applicable amount and depending on the client's tenure. A worked example using two adults aged 76 is shown below:

State Pensions per week	£240.00
Private pensions per week	£61.80
Savings weekly tariff income	£10.00
Total income	£311.80
A couple's applicable amount is	£276.80
Therefore the excess income would be	£35.00

Loan Generation Factors

Excess income	Owner-Occupiers	Tenants
£47.95 or less	£18.85	£11.04
The next £47.95	£37.69	£22.09
The next £95.90	£150.77	£88.34
All remaining income	£376.93	£220.86

If an applicant is a home owner and their income exceeds the applicable amount by £35.00:

£35.00 x £18.85 = £659.75, which would be the contribution towards the works.

If an applicant is a tenant and their income exceeds the applicable amount by £35.00:

£35.00 x £11.04 = £ 529.37 which would be the contribution towards the works.

The assessment could include further additional premiums or allowances and only when full evidence of income and savings is provided to the Council can an accurate assessment be carried out.

Appendix 2

CYPS

Pathways to care Policy

Updated 2021

Version: 2021 update

Date of Issue: March 2021

Date agreed at Cabinet: 16.08.21

Rotherham Metropolitan Borough Council

1. Purpose of the Policy

1.1 This Policy sets out the criteria adopted by the Local Authority to provide funding to Local Authority foster carers, special guardians (SGO) or family carers via child arrangement order (CAO) and adopters to extend their home, or to part fund new home purchases, where it is necessary to do so to meet the needs of looked after children. The reason that the Policy extends to include special guardianship and child arrangement order is that this enables children to be discharged from care by enabling them to permanently live with people within the family and friends network of the child who would offer care to that child to either prevent the child from becoming looked after or to support a child ceasing to be looked after but for the lack of available bedroom space.

1.2 The Policy covers all requests for home extensions and adaptations from Rotherham Local Authority foster carers, adopters, prospective special guardians (SGO) and family carers via a Child Arrangement Order (CAO). The Policy also covers all such requests from foster carers, adopters and special guardians registered with other local authorities, and independent or voluntary agencies where the foster carers or adopters are caring for or considering caring for Rotherham looked after children *on a permanent basis* i.e. where the extension/adaptation would support the discharge of a child from care and offer a plan of legal permanence.

1.3 To ensure equality of opportunity and to maximise options for permanent care for looked after children the Policy includes the extension of council owned homes where the home is not large enough to provide appropriate accommodation for the child(ren) and no suitable alternative council property is available to enable the tenants to move home.

1.4 This Policy is designed to support the Local Authority in meeting its legal duty to provide sufficient accommodation for looked after children. There is also a requirement for the Local Authority to ensure that looked after children are placed in foster, special guardianship or adoptive homes with their siblings, unless an assessment has been completed that concludes it is not in the best interests of one or all siblings to live together.

1.5 The Policy is designed to be intrinsically linked with the principles of the Demand Management Strategy and Placement Sufficiency Strategy by either increasing the number of placements available or by reducing the numbers of looked after

children. It will, therefore, only be applicable where the funding provided will be used to provide the additional bedroom space that will:

- Support a looked after child (LAC) to remain/move to an in-house placement as opposed to being placed with an external Out of Authority residential placement/IFA.
- Support extended family members/family friends to care for a child via a Special Guardianship Order (SGO) or Child Arrangements Order (CAO) where that child would otherwise become/remain LAC.
- Support extended family members/family friends to assume parenting responsibilities via SGO/CAO of a child who is currently LAC thus supporting them to be discharged from care. (For the purposes of this report all adults securing SGO/CAOs will be referred to as being 'Special Guardians').
- Support existing foster carers to increase their bedroom capacity to enable them to offer additional placement(s). This may include prospective carers in the process of being approved although no financial commitment will be made until their status as foster carers is approved by Panel.
- Support adoptive parents to adopt a child where the match identified is the most appropriate one but where that match could not be progressed due to a lack of bedroom space. This scenario is likely to occur but will not be limited to situations where a child is already adopted and their birth-parent subsequently has another child who also has a plan for adoption but where the adoptive parents would otherwise have insufficient bedroom space to adopt the further child.
- Support existing or prospective Short Breaks carers to provide accessible and suitable accommodation for children who are wheelchair users/need stair-lift etc where they would be unable to provide that care without that adaptation.

1.6 This Policy, which currently allows for funding to be provided to enable foster carers, special guardians, holders of child arrangement orders and adopters to increase their bedroom capacity, or in some circumstances to obtain an alternative larger home, is designed to increase the Local Authority's capacity to accommodate looked after children locally. It should provide additional capacity to secure permanence for sibling groups with foster carers and adopters. Alternatively, the Policy can be implemented to support a child to be discharged from care via a plan for permanence where lack of bedroom space would otherwise be a prohibitive factor.

1.7 Consideration of the provision of funding for home extensions/adaptations and part funding of new home purchases for foster carers, special guardians, and adopters will be given in the following circumstances:

- Where siblings are placed in a foster placement and the best plan for them, as endorsed via a statutory looked after children review, is to remain placed

together in that placement, and where such a permanence plan cannot be implemented without the provision of an extension or alternative home due to an inadequate number of bedrooms.

- Where the best plan for a child, as endorsed via a statutory looked after children review, is to move to be fostered permanently by the foster carer of a sibling of his or hers, but where this plan cannot be implemented without the provision of an extension or alternative home due to inadequate bedroom space

- Where an existing foster carer has opted to continue to offer a home to a previously fostered child under the Staying Put arrangements but in doing so no longer has bedroom space to offer the foster placement which they are approved for and the carer would be enabled by the provision of additional bedroom space to offer further foster placements to adolescents who might otherwise be placed in Fostering Plus placements or independent sector provision.

- Where the best plan for a child, as endorsed via a statutory looked after children review, is to be placed for adoption with a sibling of theirs but this plan cannot be implemented without the provision of an extension or alternative home due to inadequate bedroom space.

- Where a home extension or adaptation or alternative home is essential to provide a permanence placement (SGO/CAO) to divert or discharge a child from being looked after and where this plan cannot be implemented in full due to a lack of bedroom space.

- Where, at the point of a child being admitted to care, an extended family member/family friend presents to assume the care of that child and where they would be otherwise appropriate to do so but for the lack of bedroom space being prohibitive i.e. as a direct alternative to that child becoming LAC.

- Where situations fall outside of the criteria set out above but where it is thought the proposal may be appropriate, the social worker should discuss the situation with the Head of Service for LAC prior to progressing the full approval process.

2. Approval process

2.1 Social Workers should make no commitment to any person who may possibly be eligible to financial support under this Policy prior to CYPS DLT approval having been formally provided.

2.2 The proposed carer should be advised not to initiate any building work until the funding for the extension work is approved. Furthermore, it should be made clear to them that the local authority will not accept liability for any work commenced or costs incurred prior to full approval, in writing, being given.

2.3 The allocated social worker for the child should establish along with their team manager that an adaptation/extension or assistance towards buying a suitable property is required, with all other options having been exhausted. This should be agreed in discussions between the child's social worker, their team manager and/or the service manager for the case holding team and the head of service for LAC. A management decision record should then be placed on the child's casefile outlining the rationale for the decision.

2.4 Alternately the decision to explore a Pathways to Care application may be part of the child's Statutory Reviewing process in which case the Review minutes should have a clear record of the rationale for implementing the Pathways to Care process. These minutes should then be shared with the Head of Service for LAC to endorse the proposed access to the Pathways to Care Policy.

2.5 In light of any ongoing disagreement the matter should be escalated to the Assistant Director for consideration.

2.6 Once agreed the allocated social worker should liaise with the CYPS Asset Manager regarding the proposed extension. This needs to be in the form of the Pathways to Care Application Form and should consider the most cost effective way to increase capacity; either by extending/ adapting the current accommodation or supporting with the purchase of a more suitable property if this is more cost effective and meets the assessed needs of the child and carers. A site visit will then be arranged by the Asset Management Team to assess the feasibility of the plan.

2.7 Where the property is a council home consideration will be given to an alternative a larger council home being identified. In the event that this is not an option, liaison should be progressed with Housing Services by the CYPS Asset Manager at the point of the application made, to ensure any extension or adaption is agreed.

2.8 Once there is agreement that the plan is a viable one, the allocated service manager will prepare a report for DLT. This will then be overseen and presented by the Head of Service for LAC. A copy of the feasibility study should be incorporated into the report and the report will clearly identify that the cost of the work has been identified as being able to be funded through existing budget. Taking into account the feasibility study DLT will set a budget for the works which will be set against the Pathways to Care budget.

2.9 For a council home the approval report will be completed in conjunction with colleagues in Housing Services and require agreement by Housing Services senior leadership team followed by agreement by the S151 officer before work can commence. This reflects that the property is a council asset.

2.10 Following approval being obtained the social worker will then inform the CYPS Asset Manager so that the tendering process and the commissioning of the building work can be initiated.

2.11 However, if the agreed tender is subsequently found to exceed the amount agreed by DLT by more than 20% then the report will have to be re-presented to DLT by the Head of Service and the Assets Management Team in order to get this additional amount approved.

2.12 From this point the Asset Management Team will assume lead responsibility for overseeing the work and verifying that it has been completed to the required standards. They will also be responsible for all financial transactions and oversight of the building project.

2.13 Any projects agreed will be subject to legally binding contracts between the foster carers/adopters/special guardians and Rotherham Metropolitan Borough Council with a sliding scale of payback should the increased capacity not be delivered or in the event of placement breakdown or carers terminating their registration. In addition legal advice will be sought on a case by case basis to see if a change or restriction on the title of the property owned by a FC or family based carer is needed to secure the repayment obligation as set out in section 2.15 below.

2.14 In the event that the foster carers, special guardians, family based carers or adopters, at their instigation, cease to offer the child placement/s for which the funding had been provided within a period of 10 years following the provision of funds the monies will be repayable to the Council at their discretion on the following basis:-

- 1st Year-100% repayable
- 2nd Year- 90% repayable
- 3rd Year- 80% repayable
- 4th Year – 70% repayable
- 5th Year – 60% repayable
- 6th Year – 50% repayable
- 7th Year – 40% repayable
- 8th Year – 30% repayable
- 9th year – 20% repayable
- 10th year – 10% repayable

2.15 Given that no repayment charge shall be incurred where the young person has reached adulthood and has chosen of their own accord to move out of the family home then the circumstances in which this Policy is implemented for older children will have to be carefully considered to ensure there is likely to be some cost benefit to the local authority and some meaningful and tangible benefit to

the young person. The main criteria for these recharges being incurred will be where any decision made by the foster carers (e.g. to change their approval status or to move to a new house) that reduces their fostering capacity.

2.16 If the children are removed by RMBC due to safeguarding concerns no repayment charge will be incurred by the carers. As a result, it will be essential that the viability assessment of the proposed arrangements is as robust as possible so that there can be the requisite degree of confidence that placement will be a lasting one.

2.17 All foster carers, special guardian, family-based carers and adopters will be required to access independent legal advice before signing the legal agreement and before funds can be released and provide written evidence that this advice supports the application.

3. Provision of Funding

3.1 In the case of home extensions or adaptations, where funding is agreed it will not be provided directly to the foster carer / Special Guardian / adopter but will be used to pay contractors directly.

3.2 In the case of home extensions and adaptations that any building works are compliant with current planning law and Building Regulations. It will be a condition of the provision of funding that any building works are compliant with current planning law and Building Regulations. This should include a competitive contracting process.

3.3 In respect of an adaptation to a property outside of the RMBC area builders should be sought either from RMBC approved list or from the resident local authority's approved list where this is available. In out of area cases where we cannot identify suitable firms from the council's approved list, a waiver of contract procedures will be needed to facilitate the use of builders located in the area.

3.4 In the case of home extensions and adaptations and new home purchases, funding will only be provided to cover the costs of the most cost-effective way to achieve the required additional living space.

3.5 In order to support maximising the impact of the Pathways to Care Budget, all potential avenues for supporting funding any extension adaption or home move should be explore. This includes liaison with Housing Services regarding any council owned properties and exploration of the Disabled Facilities Grant (DFG) where the young person has a disability.

4. Legal Framework

4.1 The Local Authority has a duty to provide sufficient accommodation for looked after children as set out in the Children Act 1989. Section 22G of the 1989 Act requires local authorities to take strategic action in respect of those children they

look after and for whom it would be consistent with their welfare for them to be provided with accommodation within their local authority area. In those circumstances, section 22G requires local authorities, so far as is reasonably practicable, to ensure that there is sufficient accommodation for those children that meets their needs and is within their local authority area.

4.2 The power to provide funding for home extensions and new home purchases in this case is to be found in The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002.

4.3 In addition, agreements of this nature are made in accordance with the provisions of Section 17(6) and Schedule 2 of the Children Act 1989. Section 17 of the Children Act 1989 imposes a general duty on local authorities to safeguard and promote the welfare of children within their area who are in need and so far as is consistent with that duty, to promote the upbringing of such children by their families. Where a child is assessed as having certain needs, the local authority should meet those needs through the provision of services to secure the welfare of the child. The range of services that the local authority can provide are not prescribed or limited to any list and essentially local authorities can provide anything which they consider necessary to safeguard and promote the welfare of children in their area. Under section 17(6) Children Act 1989 the services provided by a local authority in the exercise of function conferred on them by this section may include providing accommodation and giving assistance in kind or in cash.

4.4 ss22C(8) Children Act 1989 provides that a Local Authority must ensure that a child's placement allows the child to live near their home and enables siblings to reside together. This Policy will allow the Local Authority to comply with this duty if the placement is assessed as appropriate if it were not for the lack of available bedroom space.

4.5 s22C(7) Children Act 1989 is clear that a Local Authority should give preference to a placement with an individual who is a relative, friend or other connected person over placement with a foster carer. This Policy will allow the Local Authority to comply with this duty if the placement is assessed as appropriate if it were not for the lack of available bedroom space.

4.6 When funding has been agreed, Legal Services should be engaged to enter into the funding agreement as soon as possible so that this element does not cause any delay.

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Appendix 3

PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
Title: Aids and Adaptations Policy	
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: [X] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
The Councils Aids and Adaptations Policy was last written in 2015. The policy provides information about the Council's responsibilities, including legal duties, and

financial assistance to help deliver adaptations to the homes of local older and disabled people. The current policy is aimed at council tenants and private occupants. (Owner occupiers, private tenants, or tenants of private registered providers - housing associations). The policy is outdated and combines policy and operational procedures.

Some significant changes since the last Aids and Adaptation Policy was written in 2015. The screening is focused on the policy review.

Consideration as part of the planned policy review

- The Council's Housing, Adult Social Care and the National Health Service (NHS) are increasingly delivering integrated services for vulnerable households and recognising the benefits of enabling people to stay in their own homes wherever possible. The new refreshed Policy needs to be reflective of the development of preventative services to avoid more costly implications elsewhere, ensuring the policy is aligned with the Council Plan, Better Care Plan 2022 the South Yorkshire ICS Integrated Care Strategy, and the four key themes of the Adult Social Care operating model - Prevention, Integration, Care co-ordination and Maximising independence and reablement.

- The first new official government guidance for Disabled Facilities Grants (DFG) in 18 years has been published (28 March 2022). The Department for Levelling Up, Housing and Communities (DLUHC) and Department of Health and Social Care (DHSC) have worked closely with Foundations (the national body for home improvement agencies). This guidance is to advise local authorities in England how they can effectively and efficiently deliver Disabled Facilities Grant (DFG) funded adaptations to best serve the needs of local older and disabled people.

- This publication follows calls from the home adaptations sector and local authorities for clearer guidance around local DFG delivery. It also follows the findings of the 2018 independent review of the DFG that recommended new guidance should set out expectations for local authorities in administering the DFG and the rights of a disabled person making an application for the grant to ensure the guidance builds on the needs of older and disabled people.

- Under the Regulatory Reform Order 2002, Article 3 (RRO) housing authorities can use government funding for the DFG more flexibly once written into policy. This funding is primarily for the provision of home adaptations to help people to live independently. Local authorities can set out what additional adaptations assistance is to be provided. Wider powers enable local authorities to offer other forms of assistance such as repairs, or assistance to move, if an applicant's home is unsuitable for adaptation. An example is by the relaxation of the means test which can be lengthy and complex. In some cases, the means testing requirement makes households not eligible for assistance. This often means the works are not carried out or don't fully meet

the person needs, therefore does not support prevention, promote independence, and does not help to delay the need for more costly services. Discretionary DFG's can support the facilitation of urgent hospital discharges or support people with their end-of-life pathway when diagnosed with a terminal illness and remain at home.

- The objectives of an Aids and Adaptions Policy are the same for all residents. The Council currently use the DFG eligibility criteria and much of the statutory DFG guidance for Council tenants, unless there are exceptions which are governed by the conditions of the DFG's.

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?** An Aids and Adaptation review was undertaken in November 2020 by the Tenant Scrutiny Panel. The work of the Panel is facilitated and supported by Rotherfed, the Council's Tenant Federation provider. Recommendations were considered and agreed. An action plan was developed by the service in response to the recommendations and implemented. The report identified that the Policy needed a refresh, recommendations examples are: • Consider accessibility for tenants, involve tenant representatives in the development of this. • Explore links between adaptations and different services e.g., NHS, Occupational Therapists and Assistive Technology. • Review the financial assessments for Council tenants and the re-housing of tenants to previously adapted accommodation, as the panel found the policy was found to be misleading and examine the charging policy and how clear it is. The Council will ensure the needs of applicants are at the heart of the grant application process, including through the provision of clear information to applicants, and specification design. Understanding the demographics of the customer group will need to be better understood to help identify any key factor to consider in the development of the policy and associated communication of the new policy. Data, information, and analysis is from a range of local sources, including Joint Strategic Needs assessment data, Census Data, Projecting Adult Needs and Services Information (PANSI) Rotherham and Sheffield Strategic Housing Market Assessment (SHMA) 2018.

There are identified needs which the policy will address:

- Data shows that the Rotherham population has increased steadily by roughly 1,000 per year from an estimated 257,716 in 2011 to 266,200 in 2021 (+3.3%).

- The total population aged 18-64 predicted to have impaired mobility, (impaired mobility, defined as people who experience moderate or severe or complete difficulty with mobility, such as walking or climbing stairs) was estimated at 8,833 in 2020, this is predicted to increase by 2.4% to 9045 by 2025. People aged 35-44 are the highest age group predicted to have an increase in impaired mobility out of all adult age groups.

Older People:

The population aged 65 and over in Rotherham was estimated at 52,228 in 2021, this is predicted to increase by 7% to 57,100 by 2025 and by 16% to 61,900 by 2030. The age group of 75+ is showing the greatest rate of increase compared to national data.

In 2021 it was estimated that the number of people aged 65 and over who need help with at least one self-care activity, was 15,640. This number is expected to increase by 8% to 15,354 by 2025 and by 16% to 17,867 by the year 2030.

In Rotherham, there is a long-term trend moving away from traditional care home provision that mirrors the national picture. People are being supported at home for as long as possible and are entering 24-hour care for the last 2 to 3 years of their life when the complexity of needs has increased, and they are unable to manage their long-term conditions in their own home.

Older people are more vulnerable to accidents in the home, with those aged 65 plus having the highest risk of falling. Incidence of falls and the associated distress, pain and injury can also result in loss of confidence, independency, and mortality.

The full EIA aims to analysis all data available covering all protected characteristics.

The Aids and Adaptations equality data is not accessible on the data system used (Flare) by the service. This is due to the current system not being able to produce a report, also not all equality data has been captured. Therefore, equality data is limited and will not cover all protected characteristics. The minimum accessible data will be age and gender (male or female) Data from other sources such as the Joint Strategic Needs assessment data, Census Data, Projecting Adult Needs and Services Information (PANSI) Rotherham and Sheffield Strategic Housing Market Assessment (SHMA) 2018.

The data system is soon to be changing and part of the procurement package will specify that all equality and protected characteristic information must be reportable.

- **Key findings**

The policy is aimed at people who are disabled of any age and is inclusive of all people

that meet the criteria for Aids and Adaptations assistance. Although data demonstrated that older population are more likely to access aids and adaptations.

The demographic in Rotherham is aging. Because of this, we are likely to see a proportional year on year increase in the number of referrals for aids and adaptions.

The policy is there to support Council tenants and those living in the private sector to live independently and safely through the provision of equipment and adaptations. As such, no group or individual across Borough should be adversely affected or disadvantaged as a result of this policy.

The policy will have a positive impact by ensuring that aids and adaptions are accessible for everyone to ensure that everyone has a chance to live as independently as possible.

The policy will demonstrate a transparent approach to making decisions on who is eligible for assistance and how decisions are made for Council tenants and for private who's approval for funding is governed by legislation in accordance with the Housing Grants, Construction and Regeneration Act 1996 (the 1996 Act) and where the Council decided to use its power under RRO powers.

An analysis on of those already accessing the service will help ensure that the policy 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

Actions

- Complete a full Equality Analysis
- Highlight the challenges to complete Part B full EIA to the Head of Service
- Ensure supporting data is used to shape the policy and reflective of local demographics
- Collate equality data to help inform the full EIA during the review
- Plan the level of consultation required for the policy review
- Review the RotherFed Tenants Scrutiny Review of the 2015 policy

Date to scope and plan your Equality Analysis:	May 2023
Date to complete your Equality Analysis:	October 2023
Lead person for your Equality Analysis	Helen Caulfield-Browne

(Include name and job title):	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	14/4/2023
Steve Eling	Policy and Equalities Manager	20/04/2023

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	16.03.2023
Report title and date	Aids and Adaptions Policy Review
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	10.07.23
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	14.04.2023

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Appendix 4 – Aids and Adaptation Policy Review – 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	N/A	N/A	N/A	N/A
Emissions from transport?	Impact unknown	The policy will be increasing the digital options so customers can better self-serve. This in turn with decrease the number of visits and paperwork needed, this will reduce the impact of emissions from transport as there will be fewer visits in person. As part of the policy review, we will be reviewing whether we should financially means test Council tenants to see if they can make a contribution towards adaptations, this is currently done for those within the private sector. Because of this, there may be some Council tenants who do not want work	None	Contractors and service will be consulted on the best method of delivery to minimise emissions, this could include planning work geographically to minimise transport emissions.	Monitoring of total mileage from service to ascertain if this has been reduced or increased, which will give an indication on the impact of transport emissions. If the relaxation of financial means testing for private customers or the implementation of means testing for Council customers is introduced, then the service will need to effectively monitor work throughput to identify work increase or decrease to ascertain the impact of transport emissions.

		done as they have got to make a financial contribution, which will reduce the number of adaptations and in turn, the transportation of materials and face-to-face visits by officers, which will reduce the emissions impact from transport. In addition, as part of the policy review, we will be reviewing if there can be a relaxation of financial means testing private sector customers for certain adaptations. Due to this, there may be additional works completed as some works may be fully covered and there is no risk of customers declining to move forward due to needing to contribute. This could result in more emissions from transport due to more works being carried out by our contractors.			
Emissions from waste, or the quantity of waste itself?	Decreases emissions	The Contractor partners promote and support the Rotherham Metropolitan Borough Council's Minimum Standards Charter. They have		N/A	Monitor the number of products that have been recycled or repurposed to be re-used.

		committed to protecting the environment, minimising waste and energy consumption. It is mandatory that they will: • Eliminate unnecessary waste by adopting the "reduce, reuse, recycle" philosophy Some aids and adaptations are recyclable once removed. Other products are able to be repurposed and provided to a new customer, thus reducing the quantity of waste.			
Emissions from housing and domestic buildings?	Potential Increase	None	Due to some of the aids and adaptations being installed (e.g., electrical products) there will be an increase in energy related carbon emissions from domestic buildings but would not be significantly different to current domestic emissions. This would be subject to the number of aids and adaptations installed.	The refresh of the Housing Strategy for 2022-25 aims to reduce energy costs and improve efficiency of homes and ensure that residents live in energy efficient homes. Any future refurbishment by the Council Housing Service will use technologies that have lower carbon emissions, where cost effective and practicable.	Monitor the number of aids and adaptations installations that could potentially increase emission and gather intelligence on products provided/works done to ensure that energy efficient products are used, or the works have been completed with

			All of the shower installations are now energy efficient.		energy efficiency in mind.
Emissions from construction and/or development?	Impact unknown	Construction and planned installation of products could increase emissions. However, this is dependent on the amount of works ordered to be carried out. However, the Contractors partners promote and support the Rotherham Metropolitan Borough Council's Minimum Standards Charter. They have committed to protecting the environment, minimising waste and energy consumption. It is mandatory that they will: • Eliminate unnecessary waste by adopting the "reduce, reuse, recycle" philosophy • Be a good neighbour, minimise negative local impacts (noise, air quality), improve	None	The use of modern methods of construction will be considered for works where value for money can be demonstrated as well as carbon reduction.	Monitor the number of orders being carried out and on works being completed to ensure that they are done using modern methods of construction.

		green areas (e.g., biodiversity, visual attractiveness) • Reduce carbon footprint – be aware of main impacts on carbon emissions including the indirect carbon used in manufacturing processes and the direct impact of operations and logistics			
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:

N/A

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

Reduction of carbon emissions and working towards net zero targets is one of the five themes of the Council Plan. The Policy will ensure that it encompasses plans for the reduction of emissions. This will be done by implementing monitoring measures and gathering intelligence, such as monitoring millage of staff members, monitoring work throughput, gathering intelligence on products used, monitoring completed works to ensure that modern methods of construction have been considered.

Supporting information:	
Completed by: **(Name, title, and service area/directorate).**	Daisy Wardle Housing Options Development Officer Housing Options Adult Social Care, Housing & Public Health
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]	

Rotherham Metropolitan Borough Council

230
Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 10 July 2023

Report Title
Financial Outturn 2022/23

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

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

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

Ward(s) Affected
Borough-Wide

Report Summary
The report outlines the final revenue and capital outturn position for 2022/23.

The Council set a balanced budget position for 2022/23 as part of the Budget and Council Tax Report 2022/23 approved at Council 2 March 2022. A Revenue Budget of £259.7m was set for General Fund services; this excludes schools' budgets and Housing Revenue Account (HRA). The Medium Term Financial Strategy (MTFS) contained within that report included a balanced position for 2023/24, 2024/25 and a funding gap of £3.9m for 2025/26, the first year of the next spending review. This Budget and MTFS position was based on sound financial assumptions at the time, factoring in cover for service demand pressures in particular within Adult Social Care.

However, following approval of the Budget the global economic position significantly changed with rising inflation and substantial increases in energy prices. These two impacts have seen the Council's base costs rise significantly during 2022/23, not only through the Council's own costs increasing for example, through increased energy bills, but the price of goods and services the Council procures have increased.

The Financial Monitoring Report 2022/23 submitted to Cabinet on 13 February 2023 was based on the financial monitoring position as at December 2022 and outlined that the Council anticipated an overspend of £8.4m. This forecast position was also outlined in the Budget and Council Tax 2023/24 report which was submitted to the

same Cabinet meeting and also to Council on 1 March 2023. The overspend was proposed to be funded from the Transformation Reserve (£4.1m) and Budget and Financial Strategy Reserve (£4.3m) as approved at Council as part of the Budget and Council Tax 2023/24. However, the report noted the Council's intention was to further improve that outturn position, if possible, which would see a lower value call on reserves.

During 2022/23 the Council has successfully delivered short term in-year savings to help mitigate some of the forecast cost pressures, due to the wider financial impact of inflation, energy price increases and the impact of the 2022/23 nationally determined pay award. As a result, the final outturn was significantly improved at £7.3m, down from £18.2m as reported to Cabinet in September 2022 and £8.4m reported to Cabinet in February 2023.

This improved position means that the final call on reserves to balance the Council's outturn position was funded from the Transformation Reserve (£4.1m) and Budget and Financial Strategy Reserve (£3.2m), leaving £1.1m more than anticipated in the Budget and Financial Strategy Reserve.

The Council's General Fund minimum balance has remained at £25m as planned and set out within the Council's Reserves Strategy reported in the Budget and Council Tax Report 2023/24. The reserve is held to protect the Council against unforeseen events and realisation of contingent liabilities.

The Housing Revenue Account had an underspend of £2.1m, along with the revenue contribution to capital outlay remaining at the budgeted level of £2.9m. As a result of this the HRA was able to increase the budgeted transfer to reserves by £2.1m to £3.5m. This will help the HRA to mitigate the financial challenges presented by rising inflation and energy costs over the medium term.

The capital outturn shows slippage and underspend of £25.9m against the estimated spend for 2022/23 included within the Capital Programme. However, capital expenditure (programme delivery) in the year has achieved a higher level than in previous years at £130.3m, an increase of £25.4m or 24% over the 2021/22 outturn of £104.9m.

Recommendations

That Cabinet:

1. Note the revenue outturn position.

2. Note the budgeted transfer to HRA reserves increased by £2.1m following the revenue and capital outturn positions.

3. Note the carry forward of the combined schools balance of £2.992m in accordance with the Department for Education regulations.

4. Note the reduced DSG deficit following receipt of Safety Valve funding, as set out in paragraph 2.14.

5. Note the reserves position set out in paragraphs 2.51 to 2.62.

6. Note the capital outturn and funding position as set out in paragraphs 2.63 to 2.92.

7. Note the revised Capital Programme following year end 2022/23 as set out in paragraphs 2.93 to 2.97 and appendices 1 to 4 of this report.

List of Appendices Included
Appendices 1 to 4 – Capital Programme 2022/23 to 2025/26.
Appendix 5 Equalities Impact Assessment
Appendix 6 Carbon Impact Assessment

Background Papers
Budget and Council Tax Report 2022/23 to Council on 2nd March 2022
May Financial Monitoring Report to Cabinet on 11th July 2022
July Financial Monitoring Report to Cabinet on 19th September 2022
September Financial Monitoring Report to Cabinet on 21st November 2022
November Financial Monitoring Report to Cabinet on 23rd January 2023
December Financial Monitoring Report to Cabinet 13th February 2023
Budget and Council Tax Report 2023/24 to Council on 1st March 2023

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

Council Approval Required
No

Exempt from the Press and Public
No

Financial Outturn 2022/23

1. Background

1.1 This report sets out the Councils revenue, capital, HRA and schools outturn position in 2022/23. It also describes the details of the Council's reserves balances as at the end of the financial year. The Council set a revenue budget for 2022/23 of £259.7m and a capital programme that was revised to £156.2m as part of the Budget and Council Tax 2022/23 Report to Council 2 March 2022.

1.2 In understanding the outturn position, it is helpful to set out the financial context of the Council.

1.3 Following approval of the Budget for 2022/23 the Council has faced some significant financial challenges during 2022/23 that were not evident at the time of setting the 2022/23 Budget and could not have been foreseen. For example, the significant rise in energy prices, inflation (10.5% as at December 2022) and Local Government Pay Award created a significant pressure within the Council's 2022/23 Budget and future MTFS planning. In an update to November 2022 Cabinet the Council noted that it was estimated that the impact of inflation and in particular energy price increases would be £4m above available budget.

1.4 In addition, the financial impact of the Local Government Pay Claim 2022/23 against base Budget was £6.1m greater than anticipated, increasing the Council's base budget moving forwards. However, for 2022/23 this pressure was reduced by £0.5m due to vacant posts. Together these pressures alone created around a £10m gap per year within the Council's Medium Term Financial Strategy from 2022/23 onwards.

1.5 These two impacts have seen the Council's base costs rise significantly during 2022/23, not only through the Council's own costs increasing for example, through increased energy bills, but the price of goods and services the Council's procures have increased. At its peak the Council's forecast overspend for 2022/23 was £18.2m.

1.6 The Council has worked to identify short term in-year savings to help mitigate some of the forecast cost pressures, due to the wider financial impact of inflation, energy price increases and the impact of the 2022/23 nationally determined pay award.

1.7 These short term savings have reduced the Council's forecast outturn position to £7.3m for 2022/23, however, the Council's base costs have now also risen across the MTFS. These costs could not have been projected within the Council's Medium Term Financial Planning at the time the 2022/23 Budget was set.

1.8 Whilst the energy price rises, and inflation, will impact the Council's costs in the provision of services there was some mitigation in future years through increased core funding as business rates income is indexed to the rate of inflation. However, those increases in core resources were not sufficient to

cover the increase in the Council's base costs. It is currently expected that the period of high inflation will last for a further 12-18 months before returning to a more normal level but the cost increase being experienced will raise the base cost of services on which future inflation is applied meaning a compounding impact.

1.9 This has been accounted for within the Council's Budget and Council Tax Report 2023/24 though the report flags that uncertainty around inflation, energy and pay is the biggest budget risk. As detailed within the Council's budget report this financial pressure has been mitigated through an increase in fees and charges above the previous MTFS assumption of 2% to 6%, new proposed savings across all Directorates of the Council and an increase in Council Tax for 2023/24 above the 3% assumed in the approved MTFS to 4%.

1.10 These proposals have allowed the Council to approve a balanced budget position for 2023/24 whilst retaining prudent levels of reserves to guard against the significant risk and uncertainty that still exists in the UK economy around inflation and energy prices. It is therefore important that the Council continues to effectively monitor and deliver upon the agreed savings plans during 2023/24.

1.11 The current economic climate remains uncertain, with challenges in projecting where inflation will move and the pace at which it moves. Whilst the uncertainty in the economy still remains the most significant pressure in the Council's Budget and MTFS proposals, by being aware of the current challenges the Council has been able to better plan for this new economic position and set a budget which retains a sufficient balance in reserves to ensure the impact of further unexpected volatility can be mitigated without impact on services to residents.

1.12 Whilst the future funding of local authorities remains uncertain and the Council faces significant challenges moving forwards in regards to the funding of social care and significant inflation, the Council faces these challenges from a sound financial footing, with a robust budget for 2023/24 and medium term financial strategy boosted by a more positive financial outturn for 2022/23 than expected.

2. Key Issues

2.1 The core Directorates services had a year-end overspend of £1.8m, an improvement of £1.1m from the £2.9m Directorate overspend forecast within the February Cabinet report. The remaining £5.5m cost pressure sits within Central Services and relates to inflationary and energy price pressures that were reported to Cabinet throughout 2022/23. This improved position means that the final call on reserves to balance the Council's outturn position was funded from the Transformation Reserve (£4.1m) and Budget and Financial Strategy Reserve (£3.2m).

2.2 The table below provides a summary of the Revenue Outturn for 2022/23. This is followed by a summary of the position by Directorate which includes an explanation of the key variances.

Directorate	**Budget 2022/23**	**Outturn 2022/23**	**Variance over/-under**
	£m	**£m**	**£m**
Children and Young People's Services	69.1	71.1	2.0
Adult Care, Housing & Public Health	96.8	95.0	-1.8
Regeneration and Environment Services	54.9	57.8	2.9
Finance and Customer Services	20.8	20	-0.8
Assistant Chief Executive	7.9	7.4	-0.5
Central Services	10.3	15.7	5.5
Directorate Outturn	**259.7**	**267.0**	**7.3**
Less Transfer from Transformation Reserve			4.1
Less Transfer from Budget and Financial Strategy Reserve			3.2
Net balanced Outturn			**0.0**

2.3 The main factors contributing to the Directorate overspend of £7.3m are explained below.

2.4 **Children and Young People's Services**

2.5 Children & Young People Services continue to implement the budget recovery plan with budget savings of £7.7m to be delivered across the 2022/23 to 2024/25 financial years.

2.6 The outturn position at the end of the March was a £2.0m overspend. In the main the overall pressures in Children's Social Care related to demands on residential & emergency placements, Section 17, staffing and home to school transport, offset by maximisation of grant income.

2.7 At the financial year end the Looked After Children placement numbers have remained constant at 547 and aligns to the original budget profile (547). However, the placement mix is showing higher than projected placements at March 2023

in external residential (11), IFA (24), Leaving Care (26), Parent and Baby (2) and non-placement (6) offset by in-house fostering (50), Emergency (2) in-house residential (5).

2.8 The LAC number of 547 includes 36 Unaccompanied Asylum Seeker Children which has risen from 14 at March 2022. This is having an impact on the ability to reduce the overall LAC numbers.

2.9 The direct employee budget had increased following implementation of the pay award to £39.4m and is a combination of general fund, traded and grant funded services. The overspend at the end of the 2022/23 financial year is £616k, which includes a general fund staffing pressure of £538k, with £78k of cost pressures across DSG and other grant / traded services.

2.10 A significant element of the CYPS non-pay budgets relates to placements which had a net budget of £37.1m with an outturn projected spend of £39.3m and a overspend of £2.2m.

2.11 The £2.2m adverse projection related in the main to £2.4m on residential placements, £800k on IFA placements and £100k in emergency offset by in house residential £100k, leaving care £700k, in house fostering £300k.

2.12 Dedicated School Grant Reserve & High Needs Block

2.13 The High Needs Block (HNB) was £51.5m (including the £3.3m transfer from the schools block) and demand remains high due to rising numbers of children supported in specialist provision and the rising costs of Education Health Care (EHC) plans.

2.14 The central DSG reserve now stands at £5.9m following receipt of £6m Safety Valve funding. This is set out in the table below

DSG Reserve Summary (£)	
Balance @ 31/3/2022	12,840,025
In Year Variances	-912,637
Balance @ 31/3/2023	11,927,388
Safety Valve Funding	-6,000,000
Revised Balance @ 31/3/23	5,927,388

2.15 The overall DSG favourable movement of £913k was due to High Needs underspend of £724k and an improved financial outturn on Rotherham's Pupil Referral Units.

2.16 **Adult Care, Public Health and Housing**

2.17 The overall Directorate outturn was an underspend of £1.8m on general fund services: Adult Care (£2.17m); Housing £598k and Public Health (£177k).

2.18 Care packages have seen a reduction of £1.4m since the last report due to a range of factors. Learning Disability placement costs and transitions reduced by £1.4m due to reductions in costs for some clients along with additional and backdated income from Health contributions. Due to the higher cost of these packages' changes across a small number of people can have a large financial impact. The remaining movement is largely due to reduced spend on older people's home care and care homes, including additional client income offset by additional costs for Mental Health packages. During the early part of the year providers of homecare especially were unable to meet demand which contributed to the underspend. It is also probable that the Hospital Discharge Fund grant income of £1.12m reduced demand on some packages of care as it helped the timely discharge of people from hospital.

2.19 Neighbourhood Services' (Housing) has overspent by £598k. The biggest pressure was an overspend of £800k on homelessness accommodation including hotel costs.

2.20 Public Health service was underspent by £177k. The main variance is savings in staff costs due to vacancies and additional grant income received that offset some of the costs.

2.21 **Regeneration and Environment**

2.22 Regeneration and Environment Services outturn was an overspend of £2.9m, which represents an increase of £700k from the £2.2m reported to Cabinet in February 2023. The outturn position reflects the impact of the worsening of the pressures in Facilities Services, principally as a result of rising food prices affecting the School Meals service. This was offset by improvements in Asset Management, resulting in part from capitalisation of repairs and maintenance spend and an improvement in Estates income.

2.23 The outturn continues to reflect the ongoing demographic pressures in Home to School transport, the impact of a weak economy and the cost of living crisis on some of the directorate's services, for example, the underlying cost inflation which impacts direct costs of delivery and the ability to generate income such as in Parking Services and in Country Parks and Green Spaces.

2.24 A summary of the main overall budget variances are identified below:

2.25 <u>Planning Regeneration and Transport</u>

2.26 The Planning, Regeneration and Transport Service overspent by £1.6m a worsening of £800k from that reported to Cabinet in February 2023. The most significant outturn pressure was in Facilities Services at £1.9m in the main due to inflationary pressures on food prices in school meals. RIDO outturn was an underspend of £400k. This service had an overall pressure on Markets income arising from the number of void stalls and the ongoing difficult trading conditions (£300k) but this was mitigated by the recognition of grant funding supporting staff costs in RIDO who are delivering the

major regeneration projects in the Town Centre and Borough leisure economy (-£300k), and realisation of funding for other RIDO services (-£400k).

2.27 Asset Management recorded an outturn pressure of £100k in the main due to reduced income generation in Building Consultancy and higher than budgeted repairs and maintenance costs.

2.28 Culture, Sport and Tourism

2.29 Culture, Sport and Tourism underspent by £200k. This represents a £300k improvement to the forecast from February Cabinet. The Service is still seeing reduced levels of income compared to pre-pandemic levels at Rother Valley Country Park, Green Spaces, Theatre and the Music Service. Commercial Development, which includes Waleswood Caravan Park, reported an overspend of £300k, a worsening of £200k from February, largely as a result of poor weather in March.

2.30 Vacant posts within Libraries and an increase in income from Landscape Design service helped to achieve a favourable outturn position in CST.

2.31 Community Safety and Streetscene

2.32 Community Safety and Streetscene overspent by £1.1m. The most significant pressure in this service continues to be in respect of Corporate Transport, £1.8m. This is due to ongoing demographic pressures leading to an increase in the number of new eligible passengers and fewer contractors in the market leading to increased prices in Home to School Transport which are affecting all local authorities. In order to address the challenge of the increased costs and demand, a range of solutions are being explored to influence demand and maximise savings opportunities using improved cost data analysis to support plans to implement lower cost and more efficient routes.

2.33 Waste Management recorded an underspend of £200k, unchanged from the forecast in the February Cabinet report. This underspend resulted from a gainshare payment from the residual fuel created at the BDR Waste PFI facility, as a result of the increase in the wholesale energy price. This additional income helped offset pressures arising from increased waste tonnages, a trend which has continued from lockdown. The Council also benefited from an increase in recycling income as a result of market price improvements during the year, however, a reduction in market prices is now beginning to be seen. Additional income in Street Works and Enforcement, and vacancies in Community Safety and Regulation further helped to offset the pressures elsewhere in CSS, which include an ongoing pressure in Parking Services.

2.34 **Finance and Customer Services**

2.35 The directorate delivered a year-end outturn underspend of £773k. Like all directorates, the service reviewed planned expenditure and deferred spending or delayed recruitment to support the overall Council position without adversely impacting service delivery. This generated in year temporary savings of £256k.

2.36 Within Customer, Information and Digital Services (CIDS), the service generated cost reductions on the streamlining of ICT contracts. The removal of the kiosks across the Borough and the promotion of online and over the phone payment routes generated savings for the service as the cost of cash transportation reduced (as less cash is needed) and transaction costs reduced as residents move to more efficient payment methods. The Service incurred difficulties with recruitment creating further temporary cost reduction.

2.37 With continued high demand for Legal Services support across all disciplines, ongoing recruitment challenges in this sector are being addressed through use of short-term locums which are more expensive than permanent employees. Bereavement Services recorded an overall underspend of £491k, primarily due to income generation from contractual charges in relation to the Dignity Contract for Bereavement Services.

2.38 **Assistant Chief Executive**

2.39 The service had a £539k underspend at outturn, in the main due to steps taken in-year to reduce expenditure and delay recruitment where possible to do so, to support the overall Council's budget position. This activity generated £256k of temporary savings, in additional income was generated within HR from recruitment advertising and consultancy.

2.40 **Central Services**

2.41 The outturn for the Central Services was a £5.5m pressure, as reported in the December forecast to Cabinet in February 2023. This overspend related to pressures arising from the significant rise in energy prices, inflation and Local Government Pay Award.

2.42 This overspend in Central Services was maintained at £5.5m. However, due to further savings within Treasury Management as detailed below, the planned transfer to the Treasury Management Reserve was improved by £2.3m and has been processed as per the approvals within the Budget and Council Tax report 2023/24 to support the future MTFS position.

2.43 The improvement in the treasury outturn position is linked to:

- Slippage on the Capital Programme that has reduced the need to borrow during 2022/23.
- PWLB borrowing of £227m in 2021/22 has meant that the Council hasn't needed to borrow during 2022/23 when rates have been higher and as a result has had more liquid cash available for investments.
- The Council carrying cash balances due to above, has been able to invest them in a higher interest return market, increasing interest on investments.

2.44 **HOUSING REVENUE ACCOUNT (HRA) OUTTURN 2022/23**

2.45 The Housing Revenue Account is a statutory ring-fenced account that the Council has to maintain in respect of the income and expenditure incurred in relation to its council dwellings and associated assets. The HRA was £2.1m underspent at outturn.

2.46 Key variances include:

- £1.6m underspend on Repairs and Maintenance gainshare savings from contractors' profits.
- £1.3m overspend on energy costs. The significant increases in gas and electricity prices led to a large subsidy for the District Heating scheme.
- £492k reduction to the bad debt provision due to well-maintained rent collection rates.
- £870k additional interest receivable as interest rates increased in the year.
- £307k slippage on some planned works into 2023-24.
- £234k Ward Housing Hubs underspend.

2.47 There was a revenue contribution to capital outlay at the budgeted level of £2.9m.

2.48 As a result of the underspend the HRA was able to transfer to reserves the underspend value of £2.1m referred to above and the £1.4m already budgeted. This increase in reserves will help the HRA to mitigate the financial challenges presented by rising inflation and energy costs over the medium term.

2.49 **SCHOOLS OUTTURN 2022/23**

2.50 School balances at the end of 2022/23 for the Council's maintained schools was £2.992m. This is a £802k decrease compared to the previous year and takes account of one school that converted to an academy (£10k deficit) during 2022/22.

2.51 **RESERVES**

2.52 The Councils budget for 2022/23 included the use of the Children's and Young Peoples Services Social Care Reserve (£2m), Local Council Tax Support Grant Reserve (£1.6m) and Treasury Management Savings (£1.5m). The CYPS Social Care Reserve and Local Council Tax Support Reserve were used as planned. However due to the strong position on Treasury Management a transfer to the Treasury Management Savings Reserve has been processed at £6.8m, £2.3m more than had been assumed in the Budget and Council Tax Report 2023/24.

2.53 The Financial Monitoring Report 2022/23 submitted to Cabinet on 13 February 2023 was based on the financial monitoring position as at December 2022, which outlined that the Council anticipated an overspend of £8.4m. The overspend was to be funded from the Transformation Reserve (£4.1m) and Budget and Financial Strategy Reserve (£4.3m) as approved at Council as part of the Budget and Council Tax 2023/24 report though the report noted the Council's intention was to further improve that outturn position, if possible, which would see a lower value call on reserves.

2.54 During 2022/23 the Council has successfully delivered short term in-year savings to help mitigate some of the forecast cost pressures. As a result the final outturn was significantly improved at £7.3m. This improved position means that the final call on reserves to balance the Council's outturn position was funded from the

Transformation Reserve (£4.1m) and Budget and Financial Strategy Reserve (£3.2m).

2.55 The table below sets out the reserves position as at the outturn 2022/23 compared against the expected position per the Budget and Council Tax Report 2023/24.

2.56 The bullet points below explain the reasons for variation:

- Budget and Financial Strategy Reserve planned use reduced by £1.1m in line with the reduced outturn position from £8.4m to £7.3m.

- Corporate Grants Reserve planned use significantly reduced as the final inflationary impacts for Energy and Fuel costs that been challenging to project given the fluctuating markets were £800k less than anticipated and as such required less planned corporate support. In addition, the Council has received new burdens grants during 2023/24 for schemes delivered in year such as the Council Tax Rebate scheme. As these schemes were delivered in house with existing staff this grant benefit has been transferred to the grants reserve.

- Covid Recovery Fund reserves planned use has reduced as over half of the approved spend on the Energy Crisis Support Scheme has been funded through Household Support Fund for October 2022 to March 2023.

- Treasury Management Savings Reserve has increased as the Council has been able to continue to invest its cash balances at interest rates that continued to rise during quarter 4 2022/23 and due to slippage on the Capital Programme, reducing the need to borrowing during 2022/23 (in turn reducing the cost of borrowing).

2.57 In summary, this means that the total of Corporate Reserves balance at the Financial Outturn 2022/23 is £62.6m, which is £6.1m more than the £56.5m estimated balanced at the end of 2022/23 reported in the Budget and Council Tax 2023/24. The individual reserve balances are shown in the table below. The Budget and Council Tax Report 2023/24 also planned for £7.1m use of reserves during 2023/24. As such, based on the 2022/23 Outturn position, that will leave a total of £55.5m within Corporate Reserves at the end of the 2023/24 financial year (up from £49.4m estimated in the Budget and Council Tax report 2023/2)4.

2.58 In addition, the Councils Corporate Other Grants Reserve has reduced from £11.9m to £1.1m as the Council has delivered a wide variety of grant schemes during 2022/23, predominantly Covid grant support schemes for individuals and businesses along with utilising a number of new burdens funds to support the 2022/23 position. The breakdown of the funding remaining is shown below:

2.59 <u>General Fund Other Grants - £1.1m</u>

- £0.2m of COMF grant
- £0.9m of New Burdens funding in relation to Test and Trace Support payments and Business Support Grant schemes.

2.60 The Corporate Reserve balances are shown in the table below.

2.61 **Table 3 Total Corporate Earmarked Reserves as at 31 March 2023**

	Projected Balance at 31 March 2023 (per Budget Report 23/24)	Actual Balance as at 31 March 2023	Transfer to/(from) in the year
	£m	£m	£m
General Fund Reserves			
Budget and Financial Strategy	13.5	14.6	1.1
Transformation	0.0	0.0	0.0
Business Rates	4.0	4.0	0.0
Corporate Revenue Grants Reserve	1.3	3.6	2.3
Children's and Young Peoples Services Social Care Reserve	0.0	0.0	0.0
Covid Recovery Fund	0.8	1.1	0.3
Local Council Tax Support Grant	1.2	1.2	0.0
Collection Fund Income Guarantee Grant	0.7	0.7	0.0
Treasury Management Savings	10.1	12.4	2.3
Total	**31.5**	**37.6**	**6.1**
General Fund Minimum Balance	**25.0**	**25.0**	**0.0**
Total General Fund	**56.5**	**62.6**	**6.1**
	Balance B/fwd from 2022/23	**Balance C/fwd to 2023/24**	
Council Tax Rebate Grant	**17.0**	**0.2**	
Other Grants	**11.9**	**1.1**	

2.62 **Capital Reserves**

The total earmarked and un-earmarked capital reserve balances at the end of 2022/23 are shown in Table 4 below.

Table 4 Capital Reserves as at 31 March 2023

	Balance as at 31 March 2023	Committed Resources	Un-earmarked as at 31 March 2023
	£m	£m	£m
Capital Receipts Reserve			
General Fund	0.0	0.0	0.0
Housing (Corporately held)	15.7	0.4	15.3
HRA	11.7	11.7	0.0
Sub-Total	**27.4**	**12.1**	**15.3**
Capital Grants – Unapplied			
General Fund	42.5	42.5	0.0
HRA	1.5	1.5	0
Sub-Total	**44.0**	**44.0**	**0.0**
Major Repairs Reserve – HRA	**16.0**	**16.0**	**0**
Total	**87.4**	**72.1**	**15.3**

2.63 **CAPITAL OUTTURN 2022/23**

2.64 The outturn on the Capital Programme was £130.339m, an increase of £25.4m or 24% over 2021/22 (£104.9m). The final Capital Programme was £156.197m split between the General Fund £115.418m and HRA £40.779m with underspend and slippage of (£25.858m). The programme was ambitious, however, the impact and recovery from the Covid 19 pandemic along with rising inflation and an overloaded construction market has significantly impacted its delivery. This has been seen through restrictions to scheme delivery on contractors and the need to re-think, re-engineer schemes or find new funding solutions when inflationary based cost increases have been forecast.

2.65 The level of slippage on the Capital Programme is reflective of the delivery challenges that the Council faces due to built up demand in the supplier market following Covid restrictions, inflation and the Council's Capital Programme being the largest it has ever been. The outturn position shows that 83.4% of the planned expenditure has been delivered. The Council is on an improvement journey in terms of Capital delivery and management with work underway to review the delivery side of the Capital Programme in Regeneration and Environment, the biggest element of the programme, in order to identify areas for improvement.

2.66 **Table 4 Capital Outturn 2022/23**

Directorate	2022/23 Budget £m	2022/23 Outturn £m	2022/23 Variance £m
General Fund Capital			
Children and Young Peoples Services	8.513	7.069	-1.444
Assistant Chief Executive	0.481	0.280	-0.201
Adult Care & Housing	5.638	4.043	-1.595
Finance & Customer Services	5.448	4.260	-1.188
Regeneration & Environment	94.338	77.593	-16.745
Capitalisation Direction	1.000	0.000	0.000
Total General Fund Capital	**115.418**	**93.245**	**-22.173**
Total HRA Capital	40.779	37.094	-3.685
Total RMBC Capital Programme	**156.197**	**130.339**	**-25.858**

2.67 **Children and Young People's Services**

2.68 The CYPS Capital Programme outturn had a variance of £1.444m against the approved budget of £8.513m. The main items contributing to this position are:

- Aston Academy Classroom Replacement, £688k slippage, £560k of this is due to a forecast underspend which will be available to support other council priorities during 2023/24 onwards. The remaining amount is due to an estimated £120k contractor payment and accrued retentions.
- Children's Residential homes, £835k slippage. The purchase of these properties is now due in the summer of 2023/24 resulting in slippage of costs from 2022/23. The challenge has been in identifying suitable property types in suitable locations.
- Adaptations – Foster Care, £569k slippage. Progress in 2022/23 was slower than anticipated due to increased building costs resulting in the exploration of other options. For example, making contributions towards house purchases. There are 11 families identified to potentially care for looked after children as at the start of 2023/24.

2.69 As part of the outturn position the following key outputs have been delivered:

- Secondary schools: Completion of the Aston Academy replacement classrooms.

- Work has continued on the rebuild of Newman Special school lower building with completion of the project due for this summer ready for new school year.
- SEND Phase 2: Completed the final project within SEND phase 2, the creation of 22 places at Aston Academy.
- SEND Phase 3: Completed all works to the Dinnington College site creating 135 places in Block A, with a further 44 places in Blocks C & D which are now in use.
- Investment in 26 primary school's projects utilising the capital enhancement programme.
- 1 pathway to care grant awarded to facilitate an additional foster care placement.

2.70 **Adult Care & Housing**

2.71 The Adult Care & Housing capital programme outturn had £1.595m of slippage against the approved budget of £5.638m. The main variance contributing to this position are:

- Fair Access to All (Aids and Adaptations Privates – Disabled Facilities Grant's – DFG's), underspent by £742k. This is due to a reduction in the number of extensions that the contractor can complete in year.

2.72 As part of the outturn position the following key outputs have been delivered:

- 159 DFG's completed
- A further 45 DFG's started.

2.73 **Assistant Chief Executive**

2.74 The Assistant Chief Executive capital programme outturn had £201k of underspend and slippage against the approved budget of £401k.

2.75 As part of the outturn position the following key outputs have been delivered:

- The completion of the Neighbourhoods Hub at Badsley Moor Lane Primary school has now been completed. The Hub will provide a new space to educate pupils, support their parents and engage the wider community, including local partners. The Hub will have a focus on advice sessions around budgeting, debt advice, training to get back into work and drop in sessions to meet Ward Councillors, Housing officers and local partners.
- 88 projects supported across the borough through the ward allocations, broken down as follows:-
  - North – 22 projects
  - South – 46 projects
  - Central – 20 projects

2.76 **Finance & Customer Services**

2.77 The Finance & Customer Services Capital Programme outturn had £1.188m of underspend and slippage against the approved budget of £5.448m. The main variances contributing to this position are:

- Network Equipment Refresh Project, £817k slippage. Following an assessment of network requirements, it became clear that a new order for equipment was not required until 2023/24.

2.78 As part of the outturn position the following key outputs have been delivered:

- 196 laptop computers refreshed/upgraded
- Implemented the technical foundations for a modern software defined network, providing long-term sustainability, compliance and improved resilience.
- Upgraded wi-fi capability within Riverside House and Town Hall – improving availability, reliability, coverage and extending public access
- Piloted a number of process automations utilising new technology – developing a pipeline of processes for further use.
- Enhanced cyber security defences and maintained PSN accreditation.
- Developed a new Intranet, ready for launch in 1st quarter of 2023/24.
- Developed a digital inclusion strategy and action plan.
- Developed a new reporting capability for finance, reducing external supplier dependence and costs.
- Extended the use of 8x8 to reduce the impact of the closure of the public switched telephone network and to achieve savings.

2.79 **Regeneration & Environment**

2.80 The Regeneration & Environment Capital Programme outturn had £16.745m of slippage against the approved budget of £94.338m. The main variances contributing to this position were:

Planning, Regeneration & Transport

- Manvers Way, (£590k) slippage. This is slippage on the project due to the project not commencing until March 23. This will be rolled forward.

- Clean Air Zones Electric Charging Points (£442k) underspend. The underspend on this scheme will be transferred to the electric vehicle charging points capital scheme.

- Renewable Energy (£999k) slippage. This scheme can no longer take place at Kilnhurst due to the Coal Authority requiring the land. Alternative sites are being considered. If these are not suitable then another cabinet report will be required to consider alternative options.

- Building Decarbonisation, (£429k) slippage. In September 2022 £1.5m was reserved to match fund 3 Government Public Sector Decarbonisation Grant applications. Of the 3 only 1 application remains requiring £429k to be held for 12% match funding. This final application has secured £3.1m of central government funding so funding is carried forward to deliver this project.

- Forge Island Commercial Development has required £5.750m of the budget to be brought forward. This is due to the scheme progressing well and

development on site getting into the main construction as well as completion of the enabling works.

- Public Realm Frederick Street, (£539k) overspend. Unexpected groundworks, inclusion of PAS rated bollards, general market inflation on materials and delays have all factored into the increased cost of the project. The overspend will be covered from the Public Realm works programme.

- Parkway Widening, (£1.155m) underspend. There was a reduction in costs of the employer risk element of the contract as this risk budget wasn't ultimately required on this successfully delivered scheme.

- Riverside Gardens, (£1.270m) slippage. There was an extended design period for this scheme and the remaining budget has been slipped in to 2023/24 due to delay in project starting.

- Towns & Villages Fund (£0.994m) slippage. The slippage relates in the main to the planned delivery of a project at Maltby, that has a larger allocation from the fund and requires a clear plan prior to delivery. Delivery is expected to commence during 2023/24.

- Corporation St Public Realm, (£1.418m) slippage. There was an extended design period for this scheme This budget has slipped to 2023/24 due to a delay in the project starting.

- Water Lane Public realm, (£1.278m) slippage. There was an extended design period in order to finalise the correct design for this scheme. This has resulted in remaining budget to be rolled forward.

- Wentworth Woodhouse, (£1.130m) slippage. There was a delay in the final design due to value engineering. This resulted in budget slippage but the project has now commenced.

- Strategic Acquisitions Fund, (£420k) slippage. A number of acquisitions will complete in early 2023/24 and funding has been slipped to fund these.

Community Safety & Streetscene

- 2020-2024 Roads Programme. (£683k) slippage. This is underspend due to schemes scheduled to start until May/ June 23. This will be rolled forward to 2023/24.

- Pothole Funding, (£773k) slippage. An element of this funding is intended to be used for wider road maintenance capital schemes which are yet to be identified but are expected to commence in 2023/24.

2.81 As part of the outturn position the following key outputs have been delivered:

- The transfer of Thurcroft Library to the Gordon Bennett Memorial Hall site has progressed with legal documents between RMBC and the Parish

Council complete and the contract for the construction of the new library being awarded. The construction of the new library is planned to commence in June 2023.

- Completion of the refurbishment of Herringthorpe Athletics Stadium which includes new floodlights, track repairs and a hammer cage upgrade. The building has been fully refurbished with new lighting, PA system, decoration, flooring, wiring, heating, toilets and hand basins.

- Completed the restoration of the grade 11 listed Keppel's column which is now open to the public after more than 30 years of closure.

- Forge Island is now underway and Century II Business Centre nearing completion, while Council supported projects at Wentworth, Maltby and Magna are all on site and Grimm & Co nears completion. Significant progress has been made against land assembly with the Council taking ownership of a number of major long term vacant and derelict sites in and around the town centre.

- The Towns & Villages Fund now has 7 projects complete and a further 2 on site.

- Major progress has been made against Town Deal, Levelling Up and Future High Street Fund projects over the last 12 months with detailed design development and several first stage contracts let, leading to delivery over the next 2- 3 years.

- An additional £20m has been awarded to the Council for its 'Principal Areas of Growth' bid at the Spring budget. This will see targeted redevelopment in Dinnington town centre and a new library for Wath town centre.

- A630 Parkway Widening (£44.5m). In December 2022, the A630 Parkway officially opened, radically improving journey times between Sheffield and Rotherham, providing greater access to the Advanced Manufacturing Innovation District and supporting the operation of the M1 motorway. The scheme includes a reduced speed limit for air quality purposes, resurfacing and additional operational capacity, with added lanes and changes to the roundabout.

- A633 High Street Bellows Road (£2.3m). An improved signal facility on the A633, linked to the Clean Air Zone to improve traffic flow and rationalise traffic movements in the wider Rawmarsh area. The scheme included the removal of a subway, to provide a new crossing facility linking the community and improving access to bus stops.

- Greasbrough Coach Road (£3.1m). The scheme included the removal of a mini roundabout and the provision of a signalised junction with integrated pedestrian facilities.

- Major improvement plans are currently underway at the markets which will include; a modern and accessible central library, a new community hub, extensive public realm and improved links to the town centre and college. Works on the redevelopment have begun with the demolition of the RAIN Building on Eastwood Lane completed.

- Completed delivery of the third year of the £24million to 2024 Roads Programme and the first year of the Highways Capital Maintenance funding through SYMCA with a total investment of over £11m.

- The delivery of the flood alleviation project at Ickles lock is progressing well and is planned to be completed in July/August 2023.

- Completion of the crash barrier replacement programme.

- Replacement of 150 at risk street lighting columns.

2.82 **Transformation Programme (Capitalisation Direction)**

2.83 The expenditure that the Council can capitalise under this direction is limited to the level of new-year Capital Receipts. A budget estimate of £1m of receipts was included in the 2022/23 Capital Programme to fund revenue expenditure that meets the criteria of being transformational spend. The Council's policy allows the use of new-year capital receipts to fund transformational costs that would otherwise be held within revenue expenditure accounts, releasing pressure on the revenue budget. Although capital receipts were generated in this financial year they were utilised to fund the expenditure on short life asset's in order to reduce borrowing costs which is a more favourable overall outcome for the Council. The cost of transformational spend was minimal and kept within revenue as a result.

2.84 **Housing Revenue Account (HRA)**

2.85 The HRA capital programme outturn was a £3.685m underspend / slippage against the approved budget of £40.779m. The main variance contributing to this position was:

- Refurbishments, £430k underspend. This budget was not required in 2022/23 and will be carried forward to be used on projects in 2023/34.

- Wentworth View Strategic Acquisition £599k slippage. The 2 shared ownership and 2 rental property handovers have now been pushed back to May 2023. This is due to developer site slow down and slower rate of sales.

- Swinton Fitzwilliam Concrete Structure works, £481k slippage. This is due to additional asbestos found in spoil, which resulted in additional time and cost to project. The scheme has been profiled over 2 years and costs firmed up, £583k budget is requested for 23/24. A £43k overspend is forecast overall.

- Maltby Phase 1 Externals and External Wall Insultation, £1.437m slippage. An extension has been approved by grant provider to end of June 2023. It is expected that all eligible works will be complete by the deadline.

- Fire Doors Replacement, £781k slippage. Equans have experienced problems with access to install the remaining doors. The Mears scheme for 556 doors is currently at the development and pricing stage.

- Major Voids, £1.130m overspend. The programme of Voids had a budget of £3.0m and an actual out turn position of £4.13m, the responsive nature of the service lead to an increase in volume and increase in that works required in properties.

2.86 As part of the outturn position the following key outputs have been delivered:

- The Housing investment delivered £19.245m of investment in the Councils existing housing stock during 2022/23. The programme is split into multiple schemes for example, investing in external elements including window and roof renewals, fascias, and soffit along with internal upgrades to boilers, improving communal areas, improving major elements in properties when they become void, increasing the energy efficiency of homes, and upgrading the fire doors to flats.

- 132 new units delivered in the town centre comprising of, 104 for affordable rent, 8 for shared ownership and 20 for private sale.

- A further 37 new units have been purchased under the strategic acquisitions programme, 17 at Dinnington, 11 at Aston, 6 at Swallownest and 3 at Treeton. 29 of those properties are for Social Rent and 8 are for Shared Ownership.

- 307 major void works undertaken, where values of works exceeded £5k per void and includes works to kitchens, bathrooms, rewires, central heating upgrades, etc.

- 1685 A-rated energy efficient boilers were installed in 2022/23 with appropriate heating controls – each of which are future-proofed to accommodate a 20% hydrogen mix within the natural mains gas supply.

2.87 **Funding of the Capital Programme 2022/23**

2.88 The £130.339m of capital expenditure was funded as shown in the table below:

Table 5 Funding of the Capital Programme 2022/23

Funding Stream	Outturn
	£m
Grants and Contributions	55.908
Unsupported Borrowing	34.154

Capital Receipts	2.874
Revenue Contributions	0.309
Total Funding - General Fund	**93.245**
Grants and Contributions	1.315
Housing Major Repairs Allowance	29.926
Useable Capital Receipts	3.127
Revenue Contributions	2.726
Total Funding - HRA	**37.094**
Total	**130.339**

2.89 **Capital Receipts Outturn 2022/23**

2.90 The Council is continuing to undertake a comprehensive review of its assets and buildings portfolio with the aim of rationalising both its operational and non-operational asset holdings. This may contribute future capital receipts which are earmarked to support the revenue budget, using the capital receipts flexibilities in place until 2024/25 to fund expenditure relating to transforming Council services to generate future revenue efficiency savings.

2.91 In 2022/23 General Fund Capital receipts of £1.223m were generated as shown in the table below. Although, £0.053m of this was for loan repayments, these cannot be used to support the revenue budget as only those receipts by the disposal of property, plant and equipment can be used under the new capital receipts flexibilities introduced from the 1st April 2016.

Table 6 – General Fund Capital Receipts Received in 2022/23

Description	**Total as at 31st March 2023 £m**
Land Oaks Day Centre, 96 Oak Road	- 1.100
Arches Housing	- 0.040
Miscellaneous	- 0.030
Total Capital Receipts (Excluding loan repayments)	**- 1.170**
Repayment of Loans	- 0.053
Total Capital Receipts	**- 1.223**

2.92 Although capital receipts were generated in this financial year they were utilised to fund the expenditure on short life asset's in order to reduce borrowing costs which is a more favourable overall outcome for the Council. The cost of transformational spend was minimal and kept within revenue as result.

2.93 **Updated Capital Programme 2023/24 to 2025/26**

2.94 The Capital Programme 2023/24 has been reset at £266.764m split between the General Fund £215.300m and HRA £51.464m. The programmes for this year and last year (2022/23, 2023/24) are higher than previous programmes due in the main to the following;

- Significantly increased government and external funding to support Town Centre redevelopment and Infrastructure programmes. Such as the Town Centre Fund, Future High Streets Fund and Transforming Cities Fund. Whilst this is positive, these resources are heavily time restricted and present a significant challenge for the Council to deliver.
- Slippage into the 2023/24 financial year from 2022/23 due to delays caused by inflation impacts and challenges from demand on suppliers in the sector, adding greater pressure on delivery to 2023/24.
- The Housing Growth Programme within the HRA programme, presents the ambition of the Council to expand and improve housing supply but also represents a sizeable challenge for delivery.

2.95 The 2023/24 programme has increased overall by £14.749m from the position reported to Cabinet in February 2023. The movement is based on the latest profiles of expenditure against schemes, following the 2022/23 outturn position, factoring in slippage from 2022/23 and new grant funding. The total slippage from 2022/23 was £25.894m.

2.96 **Table 8: Updated Capital Programme 2023/24 to 2025/26**

Directorate	2023/24 Budget £m	2024/25 Budget £m	2025/26 Budget £m	Total Budget £m
General Fund Capital				
Children and Young People's Services	13.365	6.804	11.733	31.902
Regeneration and Environment	186.008	41.846	15.953	243.807
Adult Care & Housing	8.825	14.117	4.273	27.215
Assistant Chief Executive	0.405	0.210	0.210	0.825
Finance and Customer Services	6.695	3.425	24.269	34.389
Total General Fund Capital	**215.297**	**66.402**	**56.439**	**338.138**
Total HRA Capital	51.464	58.123	29.609	**139.196**
Total RMBC Capital Programme	**266.761**	**124.525**	**86.048**	**477.334**

2.97 **Forecast funding position of Capital Programme 2023/24 to 2025/26**

The £477.337m of capital expenditure is funded as shown in the table below;

Table 9: Funding of the approved Capital Programme

Funding Stream	2023/24 Budget £m	2024/25 Budget £m	2025/26 Budget £m	Total Budget £m
Grants and Contributions	92.974	38.036	15.07	146.080
Unsupported Borrowing	121.265	27.492	39.974	188.731
Capital Receipts	1.026	0.691	1.062	2.779
HRA Contribution	0.032	0.183	0.333	0.548
Total Funding - General Fund	**215.297**	**66.402**	**56.439**	**338.138**
Grants and Contributions	2.42	0	0	2.42
Unsupported Borrowing	1.603	23.815	0	25.418
Housing Major Repairs Allowance	30.234	25.998	24.309	80.541
Capital Receipts	7.243	3.596	0.586	11.425
Revenue Contribution	9.964	4.714	4.714	19.392
Total Funding - HRA	**51.464**	**58.123**	**29.609**	**139.196**
Total	**266.761**	**124.525**	**86.048**	**477.334**

3. Options considered and recommended proposal

3.1 This detail is set out in Section 2 above.

4. Consultation on proposal

4.1 None identified

5. Timetable and Accountability for Implementing this Decision

5.1 The Strategic Director - Finance and Customer Services is responsible for implementing any actions arising from the supported recommendations in this report.

5.2 These should be actioned at the earliest opportunity to aid the monitoring of the 2022/23 Revenue Budget and Capital Programme.

6. Financial and Procurement Advice and Implications

6.1 As set out in the sections above.

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

7. **Legal Advice and Implications**

7.1 None identified

8. **Human Resources Advice and Implications**

8.1 None identified

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

9.1 None identified

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

10.1 This is a finance update report, providing a review of the Council's outturn position for 2022/23. Any equalities and human rights impacts from service delivery have been or are detailed as service budgets, capital projects are pulled together for inclusion within the Council's revenue budget or capital programme.

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

11.1 No direct implications.

12. **Implications for Partners**

12.1 None identified

13. **Risks and Mitigation**

13.1 There are increasing cost pressures associated with the rising demand for social care services. The Council will continue to closely monitor its financial position throughout the year and if required management will implement appropriate mitigations.

13.2 There is funding uncertainty for the local government sector beyond 2023/24 as the Local Government financial settlement was only a one year allocation. The Council's Medium Term Financial Strategy will be revised and updated later in the year to reflect the estimated outcomes of economic pressures that are impacting the Council's costs such as inflation and energy prices along with revised resources as greater clarity is provided by Government.

14. Accountable Officers

Judith Badger, Strategic Director of Finance and Customer Services
Rob Mahon, Assistant Director – Financial Services

Approvals obtained on behalf of Statutory Officers:-

	Named Officer	**Date**
Chief Executive	Sharon Kemp	26/06/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	23/06/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	23/06/23

Report Author:

This report is published on the Council's website.

Capital Programme General Fund
2023/24 to 2027/28

Directorate	Current Year Budget	2024/25 Budget	2025/26 Budget	Total Project Budget
Adult Care & Housing	8,824,542	14,117,386	4,273,000	27,214,928
Assistant Chief Executive	404,756	210,040	210,040	824,836
Children & Young Peoples Serv	13,364,975	6,804,252	11,732,615	31,901,842
Finance & Customer Services	6,694,576	3,425,000	24,269,676	34,389,252
Regeneration & Environment	186,008,135	41,845,501	15,953,444	243,807,080
Total	**215,296,984**	**66,402,179**	**56,438,775**	**338,137,938**

Funding:

Funding Stream	Current Year Budget	2024/25 Budget	2025/26 Budget	Total Project Budget
Grants And Contributions	92,973,800	38,036,156	15,069,556	146,079,512
Prudential Borrowing	121,265,323	27,492,449	39,974,380	188,732,152
Revenue Contribution	32,000	183,000	333,000	548,000
Usable Capital Receipts	1,025,861	690,574	1,061,839	2,778,274
Total	**215,296,984**	**66,402,179**	**56,438,775**	**338,137,938**

Capital Programme
General Fund
2023/24 to 2027/28

Directorate	Service Code	Service	Service Area Code	Service Area	Sub Service Code	Sub Service	Project Code	Project	Current Year Budget	2024/25 Budget	2025/26 Budget	Total Project Budget
Adult Care & Housing	S35010	Adult Services	S45010	Adult Services	S55070	Adults Grants Unallocated	CUZBUN	Adults Grants Unallocated	0	1,844,386	0	1,844,386
							Sub-Service Total		**0**	**1,844,386**	**0**	**1,844,386**
					S55010	Assistive Technology	CU0700	Assistive Technology Equipment	930,000	680,000	680,000	2,290,000
							Sub-Service Total		**930,000**	**680,000**	**680,000**	**2,290,000**
					S55020	REWS Equipment	CU0701	REWS Capital	190,000	190,000	190,000	570,000
							Sub-Service Total		**190,000**	**190,000**	**190,000**	**570,000**
					Service Area Total				**1,120,000**	**2,714,386**	**870,000**	**4,704,386**
			Service Total						**1,120,000**	**2,714,386**	**870,000**	**4,704,386**
	S35020	Neighbourhood Capital Programm	S45030	Fair Access to All	S55550	Aids and Adaptations (Private	CNFBUN	Private Adaps Bud Unall	2,197,000	2,197,000	2,197,000	6,591,000
							Sub-Service Total		**2,197,000**	**2,197,000**	**2,197,000**	**6,591,000**
					Service Area Total				**2,197,000**	**2,197,000**	**2,197,000**	**6,591,000**
			S45040	Neighbourood Regeneration & Re	S55770	Affordable Housing	CPD001	Housing Delivery GF	345,812	0	0	345,812
							Sub-Service Total		**345,812**	**0**	**0**	**345,812**
					S55780	Extra Care Housing	CPZBUN	LD accommodation	2,000,000	8,000,000	0	10,000,000
							Sub-Service Total		**2,000,000**	**8,000,000**	**0**	**10,000,000**
					S55750	Monksbridge Demolition	CP0401	Monksbridge, Dinnington	71,800	0	0	71,800
							Sub-Service Total		**71,800**	**0**	**0**	**71,800**
					Service Area Total				**2,417,612**	**8,000,000**	**0**	**10,417,612**
			Service Total						**4,614,612**	**10,197,000**	**2,197,000**	**17,008,612**
	S35050	Neighbourhood Improvements - N	S45050	Neighbourhood Improvements Non	S55830	Furnished Homes CPTL	CPA001	Furnished Homes New CPTL	1,134,000	1,134,000	1,134,000	3,402,000
							CPA002	Furnished Homes Replace CPTL	72,000	72,000	72,000	216,000
							Sub-Service Total		**1,206,000**	**1,206,000**	**1,206,000**	**3,618,000**
					S55850	N'bourhood Grants Unallocated	CPXBUN	N'Hoods Grants Unallocated	1,883,930	0	0	1,883,930
							Sub-Service Total		**1,883,930**	**0**	**0**	**1,883,930**
					Service Area Total				**3,089,930**	**1,206,000**	**1,206,000**	**5,501,930**
			Service Total						**3,089,930**	**1,206,000**	**1,206,000**	**5,501,930**
	Directorate Total								**8,824,542**	**14,117,386**	**4,273,000**	**27,214,928**
Assistant Chief Executive	S36050	Assistant Chief Exec	S46050	Assistant Chief Exec	S56050	Assistant Chief Exec	CPC033	Aston & Todwick	21,360	7,120	7,120	35,600
							CPC032	Aughton & Swallownest	7,380	7,120	7,120	21,620
							CPC038	Bramley & Ravenfeild	12,123	7,120	7,120	26,363
							CPC034	Brinsworth	10,884	7,120	7,120	25,124
							CPC008	Capt'l Inv't Ward Anst wdsetts	20,848	10,680	10,680	42,208
							CPC017	Capt'l Inv't-Ward - Bostn Ctle	26,502	10,680	10,680	47,862
							CPC009	Capt'l Inv't-Ward - Dinnington	15,133	10,680	10,680	36,493
							CPC020	Capt'l Inv't-Ward - Hoober	21,783	10,680	10,680	43,143
							CPC014	Capt'l Inv't-Ward - Keppel	19,480	10,680	10,680	40,840
							CPC018	Capt'l Inv't-Ward - Roth East	21,535	10,680	10,680	42,895
							CPC015	Capt'l Inv't-Ward - Roth West	17,323	10,680	10,680	38,683
							CPC013	Capt'l Inv't-Ward - RotherVale	10,423	7,120	7,120	24,663
							CPC019	Capt'l Inv't-Ward - Sitwell	20,665	10,680	10,680	42,025
							CPC010	Capt'l Inv't-Ward - Wales	2,941	7,120	7,120	17,181
							CPC022	Capt'l Inv't-Ward - Wath	9,524	7,120	7,120	23,764
							CPC036	Dalton & Thrybergh	0	7,120	7,120	14,240
							CPC035	Greasborough	17,360	7,120	7,120	31,600
							CPC029	Hellaby & Maltby West	13,308	7,120	7,120	27,548
							CPC041	Kilnhurst & Swinton East	18,221	7,120	7,120	32,461
							CPC030	Maltby East	17,519	7,120	7,120	31,759
							CPC042	Rawmarsh East	10,529	7,120	7,120	24,769
							CPC040	Rawmarsh West	17,748	7,120	7,120	31,988
							CPC039	Swinton Rockingham	13,980	7,120	7,120	28,220
							CPC031	Thurcroft & Wickersley South	13,890	7,120	7,120	28,130
							CPC037	Wickersley North	27,915	10,680	10,680	49,275
							Sub-Service Total		**388,374**	**210,040**	**210,040**	**808,454**
					Service Area Total				**388,374**	**210,040**	**210,040**	**808,454**
			Service Total						**388,374**	**210,040**	**210,040**	**808,454**
	S36030	Democratic Services	S46030	Democratic Services	S56030	Democratic Services	CXB101	Badsley More Lane Pr Comm Hub	16,382	0	0	16,382
							Sub-Service Total		**16,382**	**0**	**0**	**16,382**
					Service Area Total				**16,382**	**0**	**0**	**16,382**
			Service Total						**16,382**	**0**	**0**	**16,382**
	Directorate Total								**404,756**	**210,040**	**210,040**	**824,836**
Children & Young Peoples Serv	S33000	CYPS - RMBC	S43600	Other CYPS	S53600	Children & Families	CED900	Adaptations - Foster Care	640,000	640,000	1,092,396	2,372,396
							CERBUN	CYPS Resi Home Unallocated	0	0	307,368	307,368
							CER003	CYPS RESI PH II Middle Lane	150,000	0	0	150,000
							CER006	CYPS RESI PH III - TBC1	528,000	0	0	528,000
							CER007	CYPS RESI PH III - TBC2	528,000	0	0	528,000
							CER008	In House Chld's Resi-vehicles	140,000	0	0	140,000
							CER009	In-House Resi 4th 2 bed	548,831	0	0	548,831
							CER010	In-House Resi 4th 2 bed II	557,000	0	0	557,000
							CER012	In-House Resi DFE(2) 1 * 2 bed	0	557,000	0	557,000
							CER011	In-House Resi Sitwell	227,997	0	0	227,997
							Sub-Service Total		**3,319,828**	**1,197,000**	**1,399,764**	**5,916,592**
					Service Area Total				**3,319,828**	**1,197,000**	**1,399,764**	**5,916,592**
			S43000	Schools	S53500	Schools - Capitalised Enh	C0182N	Aston Fence Primary School - B	2,351	0	0	2,351
							C0181N	Aston Fence Primary School - S	1,000	0	0	1,000
							C0193N	Bramley S'side Jnr Sch - Hall	3,286	0	0	3,286
							C0188N	Bramley Sunnyside Infant - Bou	1,647	0	0	1,647
							C0195N	Brinsworth Manor Inf - Annexe	1,642	0	0	1,642
							C0206N	Brinsworth Manot In Fire Alarm	2,533	0	0	2,533
							C0124N	Broom Valley Com P-Window&Vent	57,000	0	0	57,000
							CENBUN	Capitalised Enhancements Unall	570,681	400,000	324,208	1,294,889
							CENA01	CEN Asbestos removal works	28,855	0	0	28,855
							C0147N	Herringthorpe Inf - Roof Acc	154,254	0	0	154,254
							C0117N	Minor Works Less than £10,000	20,649	0	0	20,649
							C0209N	R'marshRyecroft c'tain wall	4,093	0	0	4,093
							C0201N	Todwick Pri Sch - Ext Door rep	81,000	0	0	81,000
							C0137N	Todwick Primary - Ceiling etc	62,507	0	0	62,507
							Sub-Service Total		**991,498**	**400,000**	**324,208**	**1,715,706**
					S53000	Schools - Prims - Major	CE1028	Waverley New Primary School	61,969	0	0	61,969
							Sub-Service Total		**61,969**	**0**	**0**	**61,969**
					S53200	Schools - Secs - Major	CE5004	Aston Acad replace classrooms	688,574	0	0	688,574
							CE5008	Brinsworth Acd- add places	846,958	850,000	0	1,696,958
							CE5BUN	Secondary BUDGET UNALLOC	721,559	207,252	2,279,253	3,208,064
							Sub-Service Total		**2,257,091**	**1,057,252**	**2,279,253**	**5,593,596**
					S53300	Schools - Spcls - Major	CE7021	SEND PH III Dinnington Adaptat	63,084	0	0	63,084
							CE7024	SEND Ph III Newman demo works	24,026	0	0	24,026
							CE7023	SNED Ph III Newman Upper Schoo	1,938,018	0	0	1,938,018
							CE7BUN	Special BUDGET UNALLOC	4,520,292	4,000,000	0	8,520,292
							CE7013	Thomes Rotherham College SEND	39,169	0	0	39,169
							Sub-Service Total		**6,584,589**	**4,000,000**	**0**	**10,584,589**
					S53550	Schools PFI Life Cycle Program	CES900	Schools PFI Life Cycle Program	0	0	7,067,039	7,067,039

Capital Programme
General Fund
2023/24 to 2027/28

Directorate	Service Code	Service	Service Area Code	Service Area	Sub Service Code	Sub Service	Project Code	Project	Current Year Budget	2024/25 Budget	2025/26 Budget	Total Project Budget
							Sub-Service Total		**0**	**0**	**7,067,039**	**7,067,039**
					Service Area Total				**9,895,147**	**5,457,252**	**9,670,500**	**25,022,899**
			Service Total						**13,214,975**	**6,654,252**	**11,070,264**	**30,939,491**
	S33800	DFC	S43800	DFC - RMBC	S53800	DFC - RMBC all	CEXBUN	DFCG Unallocated	150,000	150,000	662,351	962,351
							Sub-Service Total		**150,000**	**150,000**	**662,351**	**962,351**
					Service Area Total				**150,000**	**150,000**	**662,351**	**962,351**
			Service Total						**150,000**	**150,000**	**662,351**	**962,351**
	Directorate Total								**13,364,975**	**6,804,252**	**11,732,615**	**31,901,842**
Finance & Customer Services	S32700	Bereavement Services	S42700	Bereavement Services	S52700	Bereavement Services	CTR200	Bereavement Services Invest'nt	148,000	0	0	148,000
							Sub-Service Total		**148,000**	**0**	**0**	**148,000**
					Service Area Total				**148,000**	**0**	**0**	**148,000**
			Service Total						**148,000**	**0**	**0**	**148,000**
	S32800	F&CS (DUMMY)	S42800	F&CS	S52850	F&CS - REFCUS	CTR806	Capital Inflation Contingency	0	0	14,529,213	14,529,213
							Sub-Service Total		**0**	**0**	**14,529,213**	**14,529,213**
					Service Area Total				**0**	**0**	**14,529,213**	**14,529,213**
			Service Total						**0**	**0**	**14,529,213**	**14,529,213**
	S32000	ICT	S42100	ICT 2	S52100	ICT 2	CTT225	Fee Billing System Upgrade	40,000	0	0	40,000
							CTT208	Finl Systms Upgrdes-ICT2	241,814	0	0	241,814
							CTT288	Fleet of MFD printers	522,956	0	0	522,956
							CTT286	iken Upgrade	1,250	0	0	1,250
							CTT301	Legal Services - Ebundles	84,000	0	0	84,000
							CTT287	Planned print leased machines	2,660	0	0	2,660
							CTT291	Social Care IT System - CNTL C	77,625	0	0	77,625
							Sub-Service Total		**970,305**	**0**	**0**	**970,305**
					Service Area Total				**970,305**	**0**	**0**	**970,305**
			S42200	ICT Refresh	S52200	ICT Refresh	CTT219	Computer Refresh	1,309,465	1,260,000	1,254,312	3,823,777
							CTT109	EDRMS Roll Out	0	85,000	0	85,000
							CTT223	Hybrid Cloud Computing	1,808,951	0	0	1,808,951
							CTT218	ICT Digital Strategy	1,095,819	800,000	800,000	2,695,819
							CTT297	Libraries Network	178,106	0	0	178,106
							CTT224	Microsoft 365 Implementation	0	0	4,479,736	4,479,736
							CTT220	Network Equipment Refresh Proj	816,692	630,000	630,000	2,076,692
							CTT221	Replacement of server equip	367,238	650,000	650,000	1,667,238
							CTT222	Telephony System Replacement	0	0	1,926,415	1,926,415
							Sub-Service Total		**5,576,271**	**3,425,000**	**9,740,463**	**18,741,734**
					Service Area Total				**5,576,271**	**3,425,000**	**9,740,463**	**18,741,734**
			Service Total						**6,546,576**	**3,425,000**	**9,740,463**	**19,712,039**
	Directorate Total								**6,694,576**	**3,425,000**	**24,269,676**	**34,389,252**
Regeneration & Environment	S34020	Community Safety &Street Scene	S44660	Comm Safety Resilience & EP	S54620	Comm Safety Resilience & EP	CLC022	CCTV Upgrade&EnhanceCapabilty	192,474	0	0	192,474
							CLU030	Rural Fly Tipping measures	35,187	0	0	35,187
							Sub-Service Total		**227,661**	**0**	**0**	**227,661**
					Service Area Total				**227,661**	**0**	**0**	**227,661**
			S44620	Network Management	S54470	Drainage	CGF020	Catcliffe Pumping Station	528,729	0	0	528,729
							CGF022	Culverts Renewal Programme	91,463	0	0	91,463
							CGF014	Eel Mires Dike FAS	604	0	0	604
							CGF017		183,805	0	0	183,805
							CGF021	Parkgate & Rawmarsh FAS	1,495,193	0	0	1,495,193
							CGF018	Roth Ren. and Kilnhurst FAS	1,273,163	0	0	1,273,163
							CGF015	RRFAS 2A Ickles Lock (ERDF)	1,700,628	0	0	1,700,628
							CGFBUN	Unallocated Flood Alleviation	299,000	0	0	299,000
							CGF005	Wath Flood Alleviation	14,874	0	0	14,874
							CGF019	Whiston FAS	387,760	0	0	387,760
							Sub-Service Total		**5,975,219**	**0**	**0**	**5,975,219**
					S54480	Highways Delivery	CGR008	2020-2024 RoadsProgramme £24m	6,769,312	0	0	6,769,312
							CGR018	Additional Pothole Funding	772,993	0	0	772,993
							CGR013	Cap Rights of way	43,142	34,000	34,000	111,142
							CGR010	Capitalisation Carriageways	269,458	500,000	500,000	1,269,458
							CGR001	DfT LTP CarriagewayResurfacing	3,483,506	3,342,800	3,342,800	10,169,106
							CGR011	Multi Hog Works	299,840	300,000	300,000	899,840
							CGR019	Pothole Funding 21/22	243,850	0	0	243,850
							Sub-Service Total		**11,882,101**	**4,176,800**	**4,176,800**	**20,235,701**
					S54580	Parking Services	CGY016	Wellgate Cpark Ret. Wall	34,260	0	0	34,260
							Sub-Service Total		**34,260**	**0**	**0**	**34,260**
					S54460	Street Lighting	CGL008	Cap benches signs bollards	77,958	75,000	75,000	227,958
							CGL007	Capitalisation Lighting	145,911	150,000	150,000	445,911
							CGL009	Replace Obsolete Strt Lighting	40,630	40,000	40,000	120,630
							CGL005	St Lighting LTP 15/16 - 19/20	243,640	230,800	230,800	705,240
							Sub-Service Total		**508,139**	**495,800**	**495,800**	**1,499,739**
					Service Area Total				**18,399,719**	**4,672,600**	**4,672,600**	**27,744,919**
			S44650	Regulation & Enforcement	S54590	Regulation & Enforcement	CN0100	Carhill Landfill Site	45,000	0	0	45,000
							Sub-Service Total		**45,000**	**0**	**0**	**45,000**
					Service Area Total				**45,000**	**0**	**0**	**45,000**
			S44640	Street Scene Services	S54610	Community Delivery	CLC027	Addit'nal ZonalCleansingVehs	210,000	0	0	210,000
							CLC011	Cap damaged litter bins	24,000	8,000	8,000	40,000
							CLC012	Equipment & Bins	20,752	0	0	20,752
							CLC024	Handheld Equip Grounds M'ten	6,892	0	0	6,892
							CLC017	Litter Bin Strategic Review	117,074	0	0	117,074
							CLC019	Street Scene - Zonal Working	114,750	0	0	114,750
							CLC018	Street Scene Equip / Vehicles	53,698	0	0	53,698
							Sub-Service Total		**547,166**	**8,000**	**8,000**	**563,166**
					S54600	Corporate Transport	CGY014	Fleet Mgt Vehicle Purchase	8,799,678	0	0	8,799,678
							CGY017	Route Optimisation - ITS	66,600	11,700	11,700	90,000
							Sub-Service Total		**8,866,278**	**11,700**	**11,700**	**8,889,678**
					S54560	Waste Management	CGY004	Bins	198,888	0	0	198,888
							CN0106	H'hold Waste Rec Cents-Valves	13,686	0	0	13,686
							CN0107	HWRCs	2,447,000	0	0	2,447,000
							CGY027	Narrow Access Vehicles Waste	240,000	0	0	240,000
							Sub-Service Total		**2,899,574**	**0**	**0**	**2,899,574**
					Service Area Total				**12,313,018**	**19,700**	**19,700**	**12,352,418**
			Service Total						**30,985,398**	**4,692,300**	**4,692,300**	**40,369,998**
	S34010	Culture, Sport & Tourism	S44610	Creative Prog and Engagement	S54440	Green Spaces	CLA001	Allotments	21,758	0	0	21,758
							CLU018	Barkers Park Changing Rooms Re	9,779	0	0	9,779
							CLT001	BoroughWide Tree Planting Prog	287,529	0	0	287,529
							CLC014	Clifton Park Dalben Tower	1,610	0	0	1,610
							CLU021	CliftonPark GardenBldg Bar-ITS	25,000	0	0	25,000
							CLD002	Closed Church Yards	25,848	0	0	25,848
							CLU026	Greasborough Rec MUGA	1,138	0	0	1,138
							CLC021	GreenSpaces CarPark Surfaces	77,539	0	0	77,539
							CLU024	Manor Farm Rawsh Play Sec106	19,351	0	0	19,351
							CLU027	Play Equip Replacement Prog	56,797	0	0	56,797

Capital Programme
General Fund
2023/24 to 2027/28

Directorate	Service Code	Service	Service Area Code	Service Area	Sub Service Code	Sub Service	Project Code	Project	Current Year Budget	2024/25 Budget	2025/26 Budget	Total Project Budget
							CLU028	RM&Casework-Parks & Green Sp	101,837	55,000	0	156,837
							CLC015	RVCP Automated Parking	52,093	25,000	0	77,093
							CLC016	RVCP Safety Boats	2,930	0	0	2,930
							CLD001	Treeton St Helen Church Yard	368,283	0	0	368,283
							CLC028	Ulley CP - AutoCarParkBollards	460,000	794,000	0	1,254,000
							CLC023	Ulley CP - Club House	317,832	0	0	317,832
							Sub-Service Total		**1,829,324**	**874,000**	**0**	**2,703,324**
					S54130	Heritage Services	CLH005	Waterloo Kiln Preservation	243,235	0	0	243,235
							Sub-Service Total		**243,235**	**0**	**0**	**243,235**
					S54140	Theatre	CLK004	CivicTheatre- AnnexStudioSpace	45,000	0	0	45,000
							Sub-Service Total		**45,000**	**0**	**0**	**45,000**
					Service Area Total				**2,117,559**	**874,000**	**0**	**2,991,559**
			S44300	Ops and Business Transformatio	S54110	Libraries	CLL021	Lib&NeighHub- Signage	15,015	0	0	15,015
							CLL020	Lib&NeighHub-Brinsworth Open	17,460	0	0	17,460
							CLL015	Lib&NeighHub-Kiveton Park Lib	9,846	0	0	9,846
							CLL013	Lib&NeighHub-Mowbray Lib	1,035	0	0	1,035
							CLL016	Lib&NeighHub-Swinton Lib	29,000	0	0	29,000
							CLL018	Lib&NeighHub-ThorpeHesley Lib	0	104,415	0	104,415
							CLL017	Lib&NeighHub-Thurcroft Lib	340,938	0	0	340,938
							CLL014	Lib&NeighHub-Wath Lib&NeighHub	6,131	0	0	6,131
							Sub-Service Total		**419,425**	**104,415**	**0**	**523,840**
					Service Area Total				**419,425**	**104,415**	**0**	**523,840**
			S44320	Projects and Partnerships	S54210	Leisure and Sport	CLS005	Herringthorpe AthleticsStadium	27,137	0	0	27,137
							CLS004	Leisure PFI lifecycle	706,839	500,000	500,000	1,706,839
							Sub-Service Total		**733,976**	**500,000**	**500,000**	**1,733,976**
					Service Area Total				**733,976**	**500,000**	**500,000**	**1,733,976**
			Service Total						**3,270,960**	**1,478,415**	**500,000**	**5,249,375**
	S34000	Planning, Regen & Transport	S44340	Changing Places Fund	S54230	Changing Places Fund	CSP202	Clifton Park Museum CPF	57,000	0	0	57,000
							CSP204	Gullivers Valley CPF	27,715	0	0	27,715
							CSP205	RUFC CPF	8,160	0	0	8,160
							CSP203	RVCP CPF	57,650	0	0	57,650
							CSP201	Thrybergh CP CPF	57,635	0	0	57,635
							CSP206	WentworthW'house Camelia CPF	75,152	0	0	75,152
							Sub-Service Total		**283,312**	**0**	**0**	**283,312**
					Service Area Total				**283,312**	**0**	**0**	**283,312**
			S44010	Corp Property Unit	S54000	Corporate Property Cap Proj	CSR155	AllSaintsChurchPathways	49,949	0	0	49,949
							CSR143	Aston JSC - ERG Lighting	24,946	0	0	24,946
							CSR003	Bailey House Condition+	59,028	0	0	59,028
							CSR059	Bailey Hse Extnl Works &Lights	354,577	0	0	354,577
							CSR109	BarbotHallIndEst-Cliff face	99,550	0	0	99,550
							CSB008	Building Decarbonisation	3,100,000	1,600,000	1,700,000	6,400,000
							CSR139	C.Theatre - Flat Roof Repairs	100,000	0	0	100,000
							CSB004	Castle View	2,100,000	0	0	2,100,000
							CSR103	ChathamVillas1,2,3-W'dows/Roof	122,621	0	0	122,621
							CSR102	CliftonParkMuseum-BuildWork	30,000	0	0	30,000
							CSR101	CliftonParkMuseum-FireAlarm	80,000	0	0	80,000
							CSR138	CliftonParkMuseum-Replace Hsys	30,000	0	0	30,000
							CSY001	Commercial Property Cap	346,042	75,000	75,000	496,042
							CSR116	Conway Crescent (Canopy)	3,979	0	0	3,979
							CSR145	Corp Landlord Furn. Replacem.	100,000	0	0	100,000
							CSR069	Cranworth Hse Structural Works	49,311	0	0	49,311
							CSR132	Crowden - OutdoorStorageR'ment	99,487	0	0	99,487
							CSB002	Customer Digitalisation - AM	81,960	0	0	81,960
							CSR105	DaltonYC - CarParkExtension	32,454	0	0	32,454
							CSR142	Davies Court - ERG Lighting	70,000	0	0	70,000
							CSR120	Davies Court - Kitchenettes	76,656	0	0	76,656
							CSY003	Demo of units 86-102 Wellgate	400,000	0	0	400,000
							CSB009	ElecVeh ChargingInfraExpansion	423,812	158,000	163,000	744,812
							CSB006	Energy Saving Measure (B)	201,941	0	0	201,941
							CSR115	FurnitureR'ment Prog Var Sites	4,241	0	0	4,241
							CSR134	Hellaby depot floor décor &oil	60,000	0	0	60,000
							CSR130	Hellaby Depot Upgrade Works	19,502	0	0	19,502
							CGF007	Holmes Tail Goit Pumping Stn	154,427	0	0	154,427
							CSR093	Kim The Place - Windows	28,219	0	0	28,219
							CSR156	Kiveton Park CCTV	8,000	0	0	8,000
							CSB001	LA Energy Saving Measures-(A)	82,044	0	0	82,044
							CSR114	Liberty House-Boilers	983	0	0	983
							CSR118	LibertyHouse(StBedes)Bathrooms	1,782	0	0	1,782
							CSR141	Lord Hardy Court - ER Lighting	70,000	0	0	70,000
							CSR140	Lord Hardy Court - Windows	250,000	0	0	250,000
							CSR061	Miscellaneous Minor Works	250,000	0	0	250,000
							CSR147	Moorgate Crofts- Cladding	200,000	0	0	200,000
							CSR146	Moorgate Crofts- Roof Repairs	174,557	0	0	174,557
							CSR121	Munsbro DO - Fire Alarm/Roof	18,027	0	0	18,027
							CSR129	OaksLaneDepot-RepLightingtoLED	2,980	0	0	2,980
							CSRBUN	Ops Buildings Cap Inv	1,143,425	2,010,000	210,000	3,363,425
							CSB007	PSDS BEMS Grant Phase 1	3,260	0	0	3,260
							CSR144	Rawmarsh - ERG Lighting	50,000	0	0	50,000
							CSB005	Renewable Energy Proof of Conc	999,280	0	0	999,280
							CSR117	Riverside Replacement of UPS	22,760	0	0	22,760
							CSY002	RiversideHseRefurbishmentWorks	400,000	0	0	400,000
							CSR150	Rockingham J&I - new boiler	30,344	0	0	30,344
							CSR164	Rockingham PDC FireAlarm	24,904	0	0	24,904
							CSR136	Rother Valley - Toilet Upgrade	100,000	0	0	100,000
							CSR107	RsideHouse Furniture Replacemt	16,000	0	0	16,000
							CSR110	R'sideHouse-Fire Stopping	130,005	0	0	130,005
							CSR128	RsideHse-FM200GasSupCanisters	18,000	0	0	18,000
							CSR098	RVCP - CCTV Cameras	24,428	0	0	24,428
							CSR133	RVCP - Replacement Windows	110,478	0	0	110,478
							CSR091	Signage	13,899	0	0	13,899
							CSR122	SpringwellGdns CommCent-Refurb	89,865	0	0	89,865
							CSR131	St Helens Ch T'ton -Wall C PH1	243,000	0	0	243,000
							CSR095	StHelensChurchWath - Pavements	28,000	0	0	28,000
							CSR094	StHelensTreetonChurchyard-Path	34,000	0	0	34,000
							CSR100	StLeonardChurch Din-Bound Wall	24,373	0	0	24,373
							CSY004	Strategic Acquisitions Fund	1,420,079	0	0	1,420,079
							CSR096	Swinton Comm Centre - Roofing	25,000	0	0	25,000
							CSR154	TheWelcomeCentre - Windows	35,471	0	0	35,471
							CSR041	Vic Park-Drainage	50,000	0	0	50,000
							CSR124	VictoriaPark - New DigitalCCTV	4,710	0	0	4,710

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Directorate	Service Code	Service	Service Area Code	Service Area	Sub Service Code	Sub Service	Project Code	Project	Current Year Budget	2024/25 Budget	2025/26 Budget	Total Project Budget
							CSR137	Walesw'd C'vanPark ReplaceDoor	30,000	0	0	30,000
							CSR153	Walesw'd C'vanPitch Repairs	98,405	0	0	98,405
							CSR088	Waleswood - path to RVCP	35,518	0	0	35,518
							CSR097	WaleswoodCvanPark - subsidence	79,012	0	0	79,012
							CSR157	Wath Library CCTV	7,000	0	0	7,000
							CSB011	Waverley Medical Centre	0	0	3,720,780	3,720,780
							CSR135	Welcome Centre -Replace F.Roof	50,000	0	0	50,000
							CSR127	WIFICorpLandlordBldgs-wiring	12,889	0	0	12,889
							Sub-Service Total		**14,715,180**	**3,843,000**	**5,868,780**	**24,426,960**
					Service Area Total				**14,715,180**	**3,843,000**	**5,868,780**	**24,426,960**
			S44350	Planning, Regen & Transport	S54350	Planning, Regen & Transport	CSIBUN	Forge Island Comm Dev	38,858,817	0	0	38,858,817
							Sub-Service Total		**38,858,817**	**0**	**0**	**38,858,817**
			Service Area Total						**38,858,817**	**0**	**0**	**38,858,817**
			S44310	RIDO	S54160	Business Growth	CSE007	Century 1 - Roof Replacement	100,000	500,000	0	600,000
							Sub-Service Total		**100,000**	**500,000**	**0**	**600,000**
					S54150	Inv & Economic Initiatives	CSC006	Bassingthorpe Farm	336,493	0	0	336,493
							CSC010	Bassingthorpe Farm Land Acq	491,166	0	0	491,166
							CSC009	Century Phase II	758,733	0	0	758,733
							CSA013	Forge Island Flood Defence	595,470	0	0	595,470
							CSA016	HEHub&Rain - Aqu and Demo	89,009	0	0	89,009
							CSC007	Pithouse West Investigations	11,117	0	0	11,117
							CSP010	Public Realm Effingham Street	716,310	713,424	0	1,429,734
							CSP009	Public Realm Howard Street	304,394	0	0	304,394
							CSP012	Public Realm UpperMillgate Ph3	521,629	0	0	521,629
							CSA018	RhamMarkets Redev (incCommHub)	21,508,920	8,771,825	0	30,280,745
							CSA017	R'sidePrec't&Chantry Bldg Demo	4,173	0	0	4,173
							CSABUN	Town Centre Investment	1,160,220	0	0	1,160,220
							CSA012	Town Centre Masterplan Imp	8,010	0	0	8,010
							Sub-Service Total		**26,505,644**	**9,485,249**	**0**	**35,990,893**
					S54340	RIDO	CSU018	Corporation St Ph 2	447,311	1,508,600	4,035,964	5,991,875
							CSU008	Corporation St Public Realm	2,570,971	0	0	2,570,971
							CSU005	Corporation Street	1,027,023	556,902	0	1,583,925
							CSU017	Dinnington & Wath LUF	125,000	0	0	125,000
							CSU006	Eastwood	587,557	2,200,000	0	2,787,557
							CSU021	Gullivers Skills Village	1,000,000	0	0	1,000,000
							CSU020	Magna	835,716	0	0	835,716
							CSU014	Mainline Station	601,165	9,325,000	0	9,926,165
							CSU022	Matlby Academy	3,856,997	325,000	0	4,181,997
							CSU001	Osoldo	2,082,221	2,182,557	0	4,264,778
							CSU009	Riverside Acquisitions	1,146,868	0	0	1,146,868
							CSP011	Riverside Gardens	4,555,279	0	0	4,555,279
							CSU016	RotherValley CP	3,902,079	1,294,376	0	5,196,455
							CSU013	Sheffield Rd TCF/Upgrade	1,146,313	0	0	1,146,313
							CST001	Snail Yard	844,369	0	0	844,369
							CSU007	Strategic Aquistions	1,520,421	0	0	1,520,421
							CSU002	Templeborough	3,803,140	2,462,243	0	6,265,383
							CSU015	Thrybergh CP	2,252,556	29,659	0	2,282,215
							CSUBUN	Unallocated Levelling Up	3,373	0	0	3,373
							CSU010	Water Lane Public Realm	5,721,902	0	0	5,721,902
							CSU019	Wentworth Woodhouse	4,384,226	0	0	4,384,226
							Sub-Service Total		**42,414,487**	**19,884,337**	**4,035,964**	**66,334,788**
					Service Area Total				**69,020,131**	**29,869,586**	**4,035,964**	**102,925,681**
			S44330	Towns & Villages Fund	S54220	Towns & Villages Fund	CSP106	Masefield Road	21,397	0	0	21,397
							CSP113	Aughton & Swallownest	147,693	0	0	147,693
							CSP108	B'ley & R'field-R'field C/road	165,549	0	0	165,549
							CSP107	Boston Castle - Wellgate	152,418	0	0	152,418
							CSP110	Maltby East	163,199	0	0	163,199
							CSP114	Rawmarsh East	149,696	0	0	149,696
							CSP115	Rawmarsh West	147,043	0	0	147,043
							CSP116	Rotherham West	134,992	0	0	134,992
							CSP109	Sitwell -Whiston Village Green	163,549	0	0	163,549
							CSP111	Thurcroft& Wickersley West	163,199	0	0	163,199
							CSP100	Towns & Villages Fund Unall	3,576,502	0	0	3,576,502
							CSP112	Wickersley North	148,403	0	0	148,403
							Sub-Service Total		**5,133,640**	**0**	**0**	**5,133,640**
			Service Area Total						**5,133,640**	**0**	**0**	**5,133,640**
			S44630	Transportation & Highways	S54490	Bridges	CGB028	Centenary Viaduct Strenghening	1,519,925	0	0	1,519,925
							CGB024	Manvers Way Footbridge	435,979	0	0	435,979
							CGB005	Principal Inspections	668,174	426,400	426,400	1,520,974
							CGB026	Steadfolds Lane Retaining Wall	237,583	0	0	237,583
							CGB027	West Bawtry Road Embankment	286,579	0	0	286,579
							Sub-Service Total		**3,148,240**	**426,400**	**426,400**	**4,001,040**
					S54530	Bus Projects	CGUBUN	Unallocated Bus Projects	100,000	231,000	0	331,000
							Sub-Service Total		**100,000**	**231,000**	**0**	**331,000**
					S54500	Connectivity	CGC077	A629WrtlyRd Grt Prk Rd Pedxing	140,466	0	0	140,466
							CGC068	Morthen Rd Nrthfld Ln Ped xngs	134,896	0	0	134,896
							CGCBUN	Unallocated Connectivity	1,559	0	0	1,559
							Sub-Service Total		**276,921**	**0**	**0**	**276,921**
					S54630	CRSTS Local block funded	CGE001	Collision Investigation & Surv	100,399	100,000	100,000	300,399
							CGK001	LNRS1 - 009D GREASBROUGH	101,770	9,600	0	111,370
							CGK004	LNRS1 - BRAMLEY 022A	104,678	9,600	0	114,278
							CGK012	LNRS1 - BROOM VALLEY 023A	110,000	9,600	0	119,600
							CGK006	LNRS1 - CORTONWOOD 001B	106,066	9,600	0	115,666
							CGK010	LNRS1 - HARTHILL & T SALVIN 03	105,478	9,600	0	115,078
							CGK005	LNRS1 - HELLABY 018A	110,000	9,600	0	119,600
							CGK013	LNRS1 - HIGHTHORNE RD KILNHURS	107,778	9,600	0	117,378
							CGK007	LNRS1 - MALTBY CTR 020E	110,000	9,600	0	119,600
							CGK003	LNRS1 - SWINTON 003F	106,857	9,600	0	116,457
							CGK008	LNRS1 - WICKERSLEY WOOD 022B	109,610	9,600	0	119,210
							CGK002	LNRS1 - WOODSETTS 032F	110,000	9,600	0	119,600
							CGK011	LNRS1 -KILNHURST RD RMARSH 006	107,294	9,600	0	116,894
							CGK009	LNRS1 -MASBORO & BRADGATE 016C	110,000	9,600	0	119,600
							CGJ001	Minor Works - Signing	24,000	24,000	24,000	72,000
							CGJ002	Minor Worls - Lining	36,000	36,000	36,000	108,000
							CGHBUN	Operational Activity BUN	20,000	20,000	20,000	60,000
							CGQ001	Scheme Development	116,785	100,000	250,000	466,785
							Sub-Service Total		**1,696,715**	**404,800**	**430,000**	**2,531,515**
					S54640	Legacy Projects	CGA015	College Road NPIF	2,697	0	0	2,697
							CGC076	Fenton Rd Shared Cycle Footway	8,000	0	0	8,000
							CGW053	Green Arbour Rd Laughton Com R	20,000	0	0	20,000

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Directorate	Service Code	Service	Service Area Code	Service Area	Sub Service Code	Sub Service	Project Code	Project	Current Year Budget	2024/25 Budget	2025/26 Budget	Total Project Budget
							CGY021	Neighbourhoods Road Safety Mea	400,000	250,000	0	650,000
							Sub-Service Total		**430,697**	**250,000**	**0**	**680,697**
					S54520	Local Safety Schemes	CGLBUN	Unallocated Local Safety S	18,432	0	0	18,432
							Sub-Service Total		**18,432**	**0**	**0**	**18,432**
					S54540	LSTF & Smarter Choices	CGY001	Air Quality Modelling	259	0	0	259
							CGX013	SY Air Quality Monitoring	22,337	0	0	22,337
							Sub-Service Total		**22,596**	**0**	**0**	**22,596**
					S54550	Major Schemes	CGY023	CAZ - Bellows Road	48,043	0	0	48,043
							CGY024	CAZ - Wortley Rd	143,996	0	0	143,996
							CGY012	Clean Air Zones Elec Chrg Pts	1,104,342	0	0	1,104,342
							CGG002	Greasbrough The Whins	637,429	0	0	637,429
							CGY022	O0047 Broom Road AT	3,383,452	0	0	3,383,452
							CGA013	Parkway Widening ph2	2,535,623	0	0	2,535,623
							CGC073	T0004 A6178(PT) - Sheffield Rd	6,227,382	0	0	6,227,382
							CGD004	T0005 A631 aka Maltby Bus Corr	2,139,270	0	0	2,139,270
							CGD003	T0022 Manvers Way	1,079,083	0	0	1,079,083
							CGS006	Traff Signal renewal Prog	398,476	0	0	398,476
							Sub-Service Total		**17,697,096**	**0**	**0**	**17,697,096**
					S54510	Network Management	CGNBUN	Unallocated Network Man	350,000	650,000	0	1,000,000
							Sub-Service Total		**350,000**	**650,000**	**0**	**1,000,000**
					Service Area Total				**23,740,697**	**1,962,200**	**856,400**	**26,559,297**
			Service Total						**151,751,777**	**35,674,786**	**10,761,144**	**198,187,707**
	Directorate Total								**186,008,135**	**41,845,501**	**15,953,444**	**243,807,080**
General Fund Total									**215,296,984**	**66,402,179**	**56,438,775**	**338,137,938**

Capital Programme HRA
2023/24 to 2027/28

Directorate	Current Year Budget	2024/25 Budget	2025/26 Budget	Total Project Budget
HRA	51,463,552	58,123,109	29,609,691	139,196,352
Total	**51,463,552**	**58,123,109**	**29,609,691**	**139,196,352**

Funding:

Funding Stream	Current Year Budget	2024/25 Budget	2025/26 Budget	Total Project Budget
Grants And Contributions	2,420,000	0	0	2,420,000
Major Repairs Allowance	30,234,398	25,996,912	24,309,218	80,540,528
Prudential Borrowing	1,602,434	23,815,450	0	25,417,884
Revenue Contribution	9,963,687	4,714,440	4,714,440	19,392,567
Usable Capital Receipts	7,243,033	3,596,307	586,033	11,425,373
Total	**51,463,552**	**58,123,109**	**29,609,691**	**139,196,352**

Capital Programme HRA
2023/24 to 2027/28

Directorate	Service Code	Service	Service Area Code	Service Area	Sub Service Code	Sub Service	Project Code	Project	Current Year Budget	2024/25 Budget	2025/26 Budget	Total Project Budget
HRA	S35020	Neighbourhood Capital Programm	S45030	Fair Access to All	S55560	Aids and Adaptations (Public S	CJFBUN	Public Adaps Bud Unall	2,382,000	2,274,750	2,274,750	6,931,500
							Sub-Service Total		**2,382,000**	**2,274,750**	**2,274,750**	**6,931,500**
					Service Area Total				**2,382,000**	**2,274,750**	**2,274,750**	**6,931,500**
			S45020	Improving Council Housing & Ho	S55280	IHMS (IT System)	CJ1003	ICT Hardware & Software	429,036	0	0	429,036
							Sub-Service Total		**429,036**	**0**	**0**	**429,036**
					S55490	Improving Council Housing	CJZBUN	Improving Council Housing	21,566,848	26,299,958	26,299,958	74,166,764
							Sub-Service Total		**21,566,848**	**26,299,958**	**26,299,958**	**74,166,764**
					S55100	Refurbishments	CJA726	Communals	375,000	0	0	375,000
							CJA137	Maltby ph 1 externals and EWI	1,300,000	0	0	1,300,000
							CJABUN	Refurb Bud Unall	2,591,183	0	0	2,591,183
							Sub-Service Total		**4,266,183**	**0**	**0**	**4,266,183**
					Service Area Total				**26,262,067**	**26,299,958**	**26,299,958**	**78,861,983**
			S45060	New Housing Provision	S55360	MMC	CJP200	MMC Bungalows	1,952,014	0	0	1,952,014
							Sub-Service Total		**1,952,014**	**0**	**0**	**1,952,014**
					S55380	New Growth New Build	CJP013	Thrybergh Small Sites	670,721	0	0	670,721
							Sub-Service Total		**670,721**	**0**	**0**	**670,721**
					S55340	SOAHP delivery	CJP011	Arundel Ave Bungws SOAHP	18,143	0	0	18,143
							Sub-Service Total		**18,143**	**0**	**0**	**18,143**
					S55260	Strategic Acquisitions	CJ0127	Beaumont Grange SA	1,275,641	0	0	1,275,641
							CJ0132	East Crescent SA 1 Unit	156,200	0	0	156,200
							CJ0131	Eldertree Lodge SA 2 Units	260,559	0	0	260,559
							CJG004	HRA Growth New Build	8,808,601	12,416,631	0	21,225,232
							CJ0129	Kirkstead Gardens Strat Acq	515,000	0	0	515,000
							CJ0130	Laughton Gate 42 units	301,099	644,951	1,034,983	1,981,033
							CJ0135	Millstone Park SA 10 Units	458,474	0	0	458,474
							CJG002	Phase 2 Eastwood	0	5,088,000	0	5,088,000
							CJH002	Phase 3 Acquisitions	5,498,184	11,398,819	0	16,897,003
							CJ0134	Welling View SA 1 unit	186,496	0	0	186,496
							CJ0126	Wentworth View Strategic Acq	2,188,393	0	0	2,188,393
							Sub-Service Total		**19,648,647**	**29,548,401**	**1,034,983**	**50,232,031**
					S55350	Town Centre Development	CJP102	Henleys Site	44,452	0	0	44,452
							CJP100	Millfold Site	129,254	0	0	129,254
							CJP101	Sheffield Road Site	356,254	0	0	356,254
							Sub-Service Total		**529,960**	**0**	**0**	**529,960**
					Service Area Total				**22,819,485**	**29,548,401**	**1,034,983**	**53,402,869**
			Service Total						**51,463,552**	**58,123,109**	**29,609,691**	**139,196,352**
	Directorate Total								**51,463,552**	**58,123,109**	**29,609,691**	**139,196,352**
HRA Total									**51,463,552**	**58,123,109**	**29,609,691**	**139,196,352**

Appendix 5

Initial Equality Screening Assessment (Part A)

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title:

Is this a:

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

If other, please specify

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

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

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

A budget monitoring report, which includes an up-to-date outturn forecast,

information about significant variances from approved budgets and proposals for dealing with them, is submitted to Cabinet at least 6 times a year, culminating with the Councils Financial Outturn report.

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

The financial monitoring position report summarises the key variances for each directorate and considers the key financial pressures and risks.

This report is the final financial report in the financial year, it sets out the Councils full revenue outturn position. The report also covers off any other key items to be noted at the time.

Given that the revenue and capital budgets have been approved by Council in March each year, when equality assessments would have been considered at that time in respect of the budget proposals, there are no further issues in respect of equality and diversity.

None of the recommendations in the report have any direct impact on equalities provision.

3. Relevance to equality and diversity

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

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

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

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

employment practices?		

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

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

4. Considering the impact on equality and diversity
If you have not already done so, the impact on equality and diversity should be considered within your proposals prior to carrying out an **Equality Analysis.** Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation. Please provide specific details for all three areas below and use the prompts for guidance.
• **How have you considered equality and diversity?** *n/a*
• **Key findings** ***n/a***
• **Actions** ***n/a***

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

DRAFT

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

5. Governance, ownership and approval

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

Name	Job title	Date
Judith Badger	Strategic Director – Finance and Customer Services	21/6/23

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	21/6/22
If relates to a Key Delegated Decision, **Executive Board**, **Council** or a **Significant Operational Decision – report date and date sent for publication**	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

DRAFT

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?	*no impact on emissions*				
Emissions from transport?	*no impact on emissions*				
Emissions from waste, or the quantity of waste itself?	*no impact on emissions*				
Emissions from housing and domestic buildings?	*no impact on emissions*				
Emissions from construction and/or development?	*no impact on emissions*				

Carbon capture (e.g. through trees)?	*no impact*				
Identify any emission impacts associated with this decision that have not been covered by the above fields:					

Please provide a summary of all impacts and mitigation/monitoring measures: As this report is a financial update on previous events, updates on levels of funding moving forwards and doesn't approve anything directly to happen, it does not have any carbon implications.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Rob Mahon, AD Financial Services, Finance and Customer Services.
Please outline any research, data, or information used to complete this [form].	
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 10 July 2023

Report Title
Treasury Management Outturn 2022-23

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

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

Report Author(s)
Ian Bagshaw, Finance Manager - Financial Accounting
01709 249938 or ian.bagshaw@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary
The annual treasury management report is the final treasury report for 2022/23. It's purpose is to review the treasury activity for 2022/23 against the strategy agreed at the start of the year. The report also covers the actual Prudential Indicators for 2022/23 in accordance with the requirements of the Prudential Code.

The Council received an annual treasury strategy report in advance of the 2022/23 financial year at it's meeting on 2 March 2022 and Audit Committee received a mid-year report at it's meeting on 29 November 2022, representing a mid-year review of treasury activity during 2022/23.

The report meets the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities.

The Council is required to comply with both Codes through regulations issued under the Local Government Act 2003.

Recommendations

1. To note the Treasury Management Prudential Indicators outturn position as set out in Section 3 and Appendix 1.

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

List of Appendices Included
Appendix 1 – Summary Prudential Indicators for Rotherham MBC
Appendix 2 – Initial Equality Screening Assessment
Appendix 3 – Carbon Impact Assessment

Background Papers
Treasury Management Strategy and Prudential Indicators report to Council on 2 March 2022
Mid-Year Treasury Management and Prudential Indicators Monitoring report to Audit Committee on 29 November 2022
CIPFA – Code of Practice for Treasury Management in the Public Services Local Government Act 2003 (as updated)
CIPFA – Prudential Code (as updated)

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

Council Approval Required
No

Exempt from the Press and Public
No.

1. Background

1.1 The Council's treasury management activities are regulated by a variety of professional codes and statutes and guidance:

- The Local Government Act 2003 (the Act) provides the powers to borrow and invest as well as providing controls and limits on this activity;
- The Act permits the Secretary of State to set limits either on the Council or nationally on all local authorities restricting the amount of borrowing which may be undertaken (although no restrictions were made in 2022/23);
- Statutory Instrument (SI) 3146 2003, as amended, defines the controls and powers within the Act;
- The SI requires the Council to undertake any borrowing activity with regard to the CIPFA Prudential Code for Capital Finance in Local Authorities;
- The SI also requires the Council to operate the overall treasury function with regard to the CIPFA Code of Practice for Treasury Management in the Public Services;
- Under the Act the DLUHC has issued Investment Guidance to structure and regulate councils' investment activities; and
- Under section 238(2) of the Local Government and Public Involvement in Health Act 2007 (revised), the Secretary of State has taken powers to issue guidance on accounting practices. Guidance on Minimum Revenue Provision was issued under this section on 8th November 2007.

1.2 The Council complied with all of the above relevant statutory and regulatory requirements which limit the levels of risk associated with it's treasury management activities. In particular, the adoption and implementation of the Prudential Code and the Code of Practice for Treasury Management means that its capital expenditure is prudent, affordable and sustainable. Treasury investment practices are governed by the primary objectives of security ahead of liquidity and then yield.

1.3 The Council's treasury management functions have been operating within unprecedented times of uncertainty. This uncertainty impacts forecasts on borrowing and lending rates, availability of borrowing and investment options and capital programme projections. The impact of the conflict in Ukraine has been an additional driver of uncertainty in the financial markets, along with rising inflation and energy prices and the turmoil in the bond market following the Government's mini budget on 23 September 2022. This led to a significant rise in interest rates during 2022/23 as the Bank of England raised rates in an attempt to reduce inflation.

1.4 On a daily basis money flows into and out of the Council's bank accounts and this has to be managed carefully. The Council manages it's cashflow on a daily basis to take account of income received from grants, fees and charges, local taxation and borrowing alongside it's outgoings due to the expenditure the Council incurs, such as salaries and supplier payments. The cashflow process is about ensuring the Council has sufficient funds available in it's bank accounts to meet the payments that it plans to make each day. This process is separate from

the Council's financial monitoring that tracks planned and actual expenditure against planned budgets.

1.5 During 2022/23 the Council has held additional cash, as a result of taking out £227m of PWLB borrowing over a 48-50 year period in 2021/22 at historically low rates, less than 1.8%. This was to take advantage of low interest rates to replace short term borrowing and reduce the Council's interest rate risk. This cash has been invested during 2022/23 in short term investments up to 1 year enabling the Council to increase its return on investments and take advantage of the high interest rate market conditions. The overall investment return has been less than the current prevailing rate as the rate of return has increased significantly during the year and a number of investments were made during 2021/22 when investment returns were much lower.

1.6 The Bank Of England Base Rate increased from 0.75% to 4.25% during 2022/23 as the Bank of England increased interest rates to control inflation. As at 31 May 2023 the base rate was 4.5% with further increases forecast. This has resulted in a significant increase in investment returns during 2022/23. In addition, the Council's short term borrowing costs have significantly reduced during 2022/23 as the Council has not needed to borrow (due to PWB borrowing detailed above) and not needed to borrow in the high interest rate market.

1.7 This has had a beneficial outcome to the Council's treasury strategy and enabled significant interest savings to be generated during 2022/23. Taken together the additional return on investments, reduced borrowing need and further slippage on the Council's Capital programme have enabled the Council to transfer £8.3m into the Treasury Management Reserve to support the Council's Budget and to support the Council's Medium Term Financial Strategy to 2025/26 as approved within the Council's Budget and Council Tax Report 2023/24.

2. Key Issues

2.1 Indicators are set prior to the start of the financial year and reflect the known position at that time. Approved changes to the Capital Programme and it's funding throughout the financial year, together with variations in treasury management activity, mean that actual indicators for the year may vary from the projections made prior to the start of the financial year. However, through regular monitoring and reporting revised estimates of these indicators, the Council is able to ensure the impact is known and managed through the Medium Term Financial Strategy.

2.2 The actual prudential indicators for 2022/23 for Rotherham MBC, with comparators, are shown in the attached Appendix 1. Background to these is provided in the following paragraphs.

2.3 **Impact of the Council's Capital Expenditure and Financing 2022/23** - the Council expends capital expenditure on long term assets. This may either be:

- Financed immediately through capital receipts, capital grants etc.; or
- Financed over the life of the asset by use of Prudential Borrowing.

Part of the Council's Treasury activities is to address this borrowing need, either through borrowing from external bodies, or utilising temporary cash resources within the Council. The wider treasury activities also include managing the Council's cash flows, it's previous borrowing activities and the investment of surplus funds. These activities are structured to manage risk foremost, and then optimise performance. The primary objective is security ahead of liquidity and then yield or return.

2.4 The Council's underlying need to borrow is called the Capital Financing Requirement (CFR). This figure is a gauge for the Council's debt position. It represents 2022/23 and prior years' net capital expenditure which has not yet been paid for by revenue or other resources. In accordance with current accounting regulations, the CFR also includes other long term liabilities which have been brought on balance sheet, for example, PFI schemes and finance lease assets.

2.5 The Non-HRA element of the CFR (excluding PFI schemes and finance lease assets) is reduced each year by a statutory revenue charge (the Minimum Revenue Provision - MRP). The CFR can also be reduced by:

- the application of additional capital resources (such as unapplied capital receipts); or
- charging more than the statutory revenue charge (MRP) each year through a Voluntary Revenue Provision (VRP).

2.6 At the end of the financial year 2022/23 the closing CFR is £22.029m less than that approved in the revised indicator, via the Mid-Year report. The reduction is due to slippage on a number of capital schemes and additional grant funding gained, that in turn reduces the Council's need to borrow at this point in time and has the knock on effect of generating savings against the treasury budget for 2023/24 as planned interest payments and minimum revenue provision payments are reduced.

2.7 Treasury Position at 31 March 2023 - whilst the Council's gauge of it's underlying need to borrow is the CFR, the Treasury Management function as authorised by the Strategic Director of Finance and Customer Services can manage the Council's actual borrowing position by either:

- borrowing to the CFR (excluding the impact of PFI and similar contracts); or
- choosing to utilise some temporary internal cash flow funds instead of borrowing (under-borrowing); or
- borrowing for future increases in the CFR (borrowing in advance of need).

2.8 During 2022/23 investment balances have been used to pay off short term borrowing as it has matured but more significantly these balances have been used to push back the Council's need to borrow whilst interest rates are high. This has resulted in a significant increase in the net under borrowed position.

2.9 The borrowing of long term funds during 2021/22 has provided certainty of interest payments over a long period of time (48-50 years) and has removed

some of the risk of rising interest rates. Since these loans were taken out both short and long term borrowing rates have risen significantly and are forecast to rise further in the short term before falling during 2024/25. The Council will continue to monitor the interest position with a view to taking out further long term borrowing if there are dips in the long term borrowing rates, although the general movement of interest rates is forecast to be upwards over the short to medium term. As such this presents a longer term financial challenge for the Council, as the Council will eventually need to re-enter the borrowing market.

2.10 At 31 March 2023, the Council's borrowing (excluding PFI and similar schemes) and investments were as follows:

2.11 **Table 1 Council's Treasury Position 2022/2023**

Net Borrowing	**As At 31 March 2022 £m**	**As At 31 March 2023 £m**
Long Term Borrowing		
Public Works Loans Board (PWLB)	375.670	365.456
Market (e.g. Banks, Other Local Authorities) > 1 year	248.000	232.000
Short Term Borrowing		
Public Works Loans Board (PWLB)	13.071	10.214
Market (e.g. Banks, Other Local Authorities) < 1 year	130.500	46.000
	767.241	**653.670**
External Investments		
Debt Management Office	48.500	0.000
Other Local Authorities	137.000	40.000
Money Market Funds	39.350	30.300
	224.850	**70.300**
Net Borrowing	**542.391**	**583.370**
Net Borrowing - Excluding Short Term Borrowing	**411.891**	**537.370**
Capital Financing Requirement (exc Other Long Term Liabilities)	**736.433**	**765.790**
Net Under-Borrowed	**324.542**	**228.420**

2.12 Against the Council's Capital Financing Requirement of £765.790m (excluding PFI and similar arrangements totalling £116.883m), the Council's outstanding net borrowing of £583.370m (excluding short term borrowing) is lower than this requirement by £228.420m. Investments have matured in 2022/23 which have been used to repay borrowing as it has matured and £20m of long term borrowing

has been taken out. This has resulted in reduced balances of borrowing and investments compared with 2021/22.

2.13 Total savings in the Treasury Management budget for 2022/23, arising from all treasury activity including cash-flow management, were over £8.3m, as per the Council's Budget and Council Tax report 2023/24 these have been transferred to reserves. In addition, treasury management and capital financing decisions taken at the year end will also enable a re-profiling of MRP and interest forecasts to allow for further savings in 2023/24. These decisions generate in excess of £1.3m to be contributed towards the treasury management budget, although it should be noted that some of this saving is as a result of slippage in the Capital Programme. Given the current inflationary conditions this saving is anticipated to help support the Council's Treasury Management function operate to budget.

2.14 **PRUDENTIAL INDICATORS AND COMPLIANCE ISSUES**

Some of the prudential indicators provide either an overview or specific limits on Treasury activity:

2.15 **Net Borrowing and the CFR** - in order to ensure that borrowing levels are prudent over the medium term the Council's external borrowing net of investments must only be used for a capital purpose. Net borrowing should not therefore, except in the short term, have exceeded the CFR for 2022/23 plus the expected changes to the CFR for 2023/24 and 2024/25. The Council complied with this prudential indicator throughout 2022/23.

2.16 **The Authorised Limit** – the Authorised Limit is the "Affordable Borrowing Limit" required by S3 of the Local Government Act 2003. The Council does not have the power to borrow above this level. The Council maintained gross borrowing within it's Authorised Limit, both excluding and including the impact of bringing PFI and similar arrangements on to the Council's Balance Sheet.

2.17 **The Operational Boundary** – The Operational Boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the Boundary is acceptable subject to the Authorised Limit not being breached. The Council maintained it's borrowing position around it's Operational Boundary.

2.18 **Actual financing costs as a proportion of net revenue stream** – This indicator identifies the trend in the cost of capital (borrowing and the cost of other long term obligations but net of investment income) against the Council's Budget Requirement (net revenue stream) for the General Fund and budgeted income for the HRA.

2.19 The General Fund shows a reduction in the actual financing costs as a proportion of net revenue stream. The General Fund ratio decreased from 5.31% (original budget) to 4.52% (actual out-turn). This was mainly as a result of reduced borrowing costs for the year as no long term borrowing was taken during the year. The increased interest received on investments also contribute to this reduction. The HRA ratio decreased from 16.8% (original budget) to 15.52% (actual out-

turn). This decrease is due to the increased investment income due to the HRA during the year.

2.20 **TREASURY MANAGEMENT INDICATORS**

2.21 **Limits on Activity (as shown in Appendix 1)**

Upper limits on fixed and variable interest rates as at 31 March 2023. These indicators identify the maximum limits for fixed interest rate gross debt and for variable interest rates based upon the debt position, net of investments. The Council remained within the limits set throughout 2022/23.

2.22 Maturity structure of fixed rate borrowing during 2022/23. These gross limits are set in order to reduce the Council's exposure to large fixed rate sums falling due for refinancing and are required for upper and lower limits. During 2021/22 long term borrowing was taken to replace short term borrowing. This has reduced the level of funds maturing in the short term and the short term borrowing falls comfortably within the limits set. Short term borrowing will continue to mature and repayments funded by the Council's investment balance. Therefore, the Council will remain comfortably within the limits but still have the option to borrow short term if this is required.

2.23 Maximum funds invested for more than 365 days – This limit is set to reduce the need for early sale of an investment and is based on the availability of funds after each year end.

2.24 **Borrowing**

New and Replacement Borrowing – There has not been a need to borrow during the year as there were still funds available from the £227m of PWLB loans taken in 2021/22. These funds have been invested and used to repay short term borrowing as it has matured.

2.25 Despite this there has been one loan taken out during the year. This was taken at an advantageous interest rate from SYMCA to mitigate against increases in short and long term borrowing rates.

2.26 **Table 3 Borrowing taken in 2022/23**

Lender	Start Date	Principal	Type	Term	Interest Rate %
SYMCA	27/02/2023	£20,000,000	Temp	36 months	3.66

2.27 Debt Repayment – long term loans totalling £13.071m matured during the year as shown in the table below. Part repayments of principal (£0.206m) continued on the Annuity loans taken up in prior years.

2.28 **Table 3 Debt Repayments 2022/23**

Lender	Principal £m	Type	Interest Rate	Weighted Average rate of interest
PWLB	10.000	Fixed rate	3.37%	
PWLB	2.800	Fixed rate	3.22%	
PWLB EIP	0.065	Fixed rate	1.89%	
PWLB Annuity	0.206	Annual repayments	Various	
Total:	**£13.071**			**3.33%**

2.29 **Investments**

The Council's investment policy is governed by DLUHC Guidance, which was implemented in the annual investment strategy approved by Council on 2 March 2022. The investment activity during the year conformed to the approved strategy.

2.30 The Council maintained an average balance of £166.7m and received an average return of 1.33%. The Council continued to use Money Market Funds for short-term deposits, which are AAA rated securities and offer a slightly better rate of interest than the Debt Management Office. The Bank of England base rate increased from 0.75% to 4.25% during 2022/23. The average rate of return was reduced by investments placed at the low rates available when the PWLB borrowing was taken out in 2021/22. These investments have now matured and more recent investments have been placed at the higher rates now available.

3. Options considered and recommended proposal

3.1 No options considered as the report outlines actual Treasury Management activity during 2022/23.

4. Consultation on proposal

4.1 None required

5. Timetable and Accountability for Implementing this Decision

5.1 None required

6. Financial and Procurement Advice and Implications

6.1 Treasury Management forms an integral part of the Council's overall financial arrangements. This report provides an update on the performance of the treasury management functions for 2022/23 against the prudential indicators as outline in the Treasury Management Strategy for 2022/23. There were no breaches of prudential indicators to report and savings were generated from the Treasury

Management Strategy adopted that played a vital role in enabling the Council to operate a balanced budget.

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

7. Legal Advice and Implications

7.1 The relevant legislation and guidance is set out in the body of the report. This report described how the Council complies with the legislation and guidance, in particular the Code of Practice for Treasury Management in the Public Services Local Government Act 2003 (as updated) and the Prudential Code (as updated).

8. Human Resources Advice and Implications

8.1 No direct implications.

9. Implications for Children and Young People and Vulnerable Adults

9.1 No direct implications.

10. Equalities and Human Rights Advice and Implications

10.1 This is a finance update report, providing a review of the Council's Treasury Management outturn position for 2022/23. Any equalities and human rights impacts from service delivery have been or are detailed as capital projects are pulled together for inclusion within the Council's capital programme.

11. Implications for CO2 Emissions and Climate Change

11.1 No direct implications.

12. Implications for Partners

12.1 None identified.

13. Risks and Mitigation

13.1 Regular monitoring of treasury management activity throughout the financial year ensures that risks and uncertainties are addressed at an early stage and hence kept to a minimum.

14. Accountable Officers

Owen Campbell, Head of Corporate Finance

Approvals obtained on behalf of Statutory Officers:-

	Named Officer	**Date**
Chief Executive	Sharon Kemp	26/06/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	22/06/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	21/06/23

Report Author: *Ian BagshawIan Bagshaw, Finance Manager - Financial* Accounting

This report is published on the Council's website.

APPENDIX 1

Summary Prudential Indicators: Rotherham MBC

		Actual £m	Revised Estimate £m	Original Estimate £m
1	**Capital Expenditure (excluding PFI & Finance lease liabilities)**	**130.339**	**173.847**	**244.774**
2	**Capital Financing Requirement (CFR) including PFI & similar liabilities:**			
	General Fund	576.668	596.259	627.458
	HRA	306.005	308.447	320.876
	Total	**882.673**	**904.706**	**948.334**
3	**Net Borrowing compared to CFR excluding PFI & similar liabilities:**			
	Total Borrowing	653.670	753.945	798.676
	Total Investments	87.000	50.000	50.000
	Net Borrowing	566.670	703.945	748.676
	CFR (excluding PFI & Similar liabilities)	765.790	787.823	831.451
	Under-borrowing	**199.120**	**83.878**	**82.775**
4	**Net Borrowing compared to CFR including PFI & similar liabilities:**			
	Borrowing (from above)	653.670	753.945	798.676
	Borrowing (PFI etc.)	116.883	116.883	116.883
	Total Borrowing	770.553	870.828	915.559
	Total Investments	87.000	50.000	50.000
	Net Borrowing	683.553	820.828	865.559
	CFR	882.673	904.706	948.334
	Under-borrowing	**199.120**	**83.878**	**82.775**
5	**Authorised Limit for external debt**			
	Assumed Borrowing	807.823	807.823	851.451
	PFI & similar liabilities	119.221	119.221	119.221
	Authorised Limit	927.044	927.044	970.672
	Total Borrowing	770.553	870.828	915.559
	Borrowing Below Limit	**154.153**	**56.216**	**55.113**
6	**Operational boundary for external debt**			
	Assumed Borrowing	783.945	783.945	828.676
	PFI & similar liabilities	116.883	116.883	116.883
	Operational Boundary	900.828	900.828	945.559
	Total Borrowing	770.553	870.828	915.559
	Borrowing Below/(Above) Boundary	**130.275**	**30.000**	**30.000**
7	**Maximum Funds invested > 365 days**	**0.000**	**10.000**	**10.000**

		Actual	Revised Estimate	Original Estimate
		%	%	%
8	**Ratio of financing costs to net revenue stream – Non HRA**	4.52	6.04	5.31
9	**Ratio of financing costs to net revenue stream – HRA**	15.52	14.68	16.80

10	**Maturity Structure of Fixed Rate Borrowing**	**Actual** %	**Revised Upper Limit** %	**Original Upper Limit** %
	Under 12 months	7.83	60	60
	12 months to 2 years	4.62	35	35
	2 years to 5 years	3.17	45	45
	5 years to 10 years	0.98	45	45
	10 years to 20 years	5.32	45	45
	20 years to 30 years	3.90	50	50
	30 years to 40 years	13.13	50	50
	40 years to 50 years	45.75	55	55
	50 years and above	15.30	60	60

11	**Upper Limit on fixed interest rates based on fixed net debt**	**Actual** %	**Revised Upper Limit** %	**Original Upper Limit** %
		86	100	100

12	**Upper Limit on variable rates based on fixed net debt**	**Actual** %	**Revised Upper Limit** %	**Original Upper Limit** %
		14	50	50

Appendix 2

Initial Equality Screening Assessment (Part A)

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

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

Completed at the earliest opportunity it will help to determine:

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

Directorate: Finance and Customer Services	**Service area: Finance**
Lead person: Owen Campbell	**Contact number: 01709 822098**

1. Title:

Is this a:

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

If other, please specify

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

The Council has a framework of Treasury Management reporting. There are three key reports a year that set out:

The TM Strategy
The TM Mid year performance
The TM outturn and performance against prudential indicators

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

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The position reports summarise the key variances for the TM function and considers the key financial pressures and risks.

3. Relevance to equality and diversity

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

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

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

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

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

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

4. Considering the impact on equality and diversity

If you have not already done so, the impact on equality and diversity should be considered within your proposals prior to carrying out an **Equality Analysis.**

Considering equality and diversity will help to eliminate unlawful discrimination,

harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation. Please provide specific details for all three areas below and use the prompts for guidance.
• **How have you considered equality and diversity?** *n/a*
• **Key findings** ***n/a***
• **Actions** ***n/a***

Date to scope and plan your Equality Analysis:	n/a
Date to complete your Equality Analysis:	n/a
Lead person for your Equality Analysis (Include name and job title):	n/a

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5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**
Judith Badger	Strategic Director – Finance and Customer Services	16/6/23

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	16/6/23
If relates to a Key Delegated Decision, **Executive Board**, **Council** or a **Significant Operational Decision – report date and date sent for publication**	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

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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?	*no impact on emissions*				
Emissions from transport?	*no impact on emissions*				
Emissions from waste, or the quantity of waste itself?	*no impact on emissions*				
Emissions from housing and domestic buildings?	*no impact on emissions*				
Emissions from construction and/or development?	*no impact on emissions*				

Carbon capture (e.g. through trees)?	*no impact*				
Identify any emission impacts associated with this decision that have not been covered by the above fields:					

Please provide a summary of all impacts and mitigation/monitoring measures: As this report is a financial update on previous events related to the Councils Treasury Management Function, it doesn't approve anything directly to happen, it does not have any carbon implications.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Ian Bagshaw, Finance Manager Financial Accounting, Finance & Corporate Services
Please outline any research, data, or information used to complete this [form].	
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 10 July 2023

Report Title
May 2023-24 Financial Monitoring Report

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

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

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

Ward(s) Affected
Borough-Wide

Report Summary
The report sets out the financial position as at the end of May 2023 and forecast for the remainder of the financial year, based on actual costs and income for the first two months of 2023/24. Financial performance is a key element within the assessment of the Council's overall performance framework and is essential to achievement of the objectives within the Council's policy agenda. To that end, this is the first financial monitoring report of a series of reports for the current financial year which will continue to be brought forward to Cabinet on a regular basis.

As at May 2023, the Council currently estimates an overspend of £2.0m for the financial year 2023/24. This is largely due to demand led pressures on Children's residential placements and home to school transport as well as the impact of inflationary pressures in the economy, particularly on food prices, and the legacy impact of lockdown restrictions on some of the directorate's services.

The current economic climate remains turbulent, with challenges in projecting where inflation will move and the pace at which it moves. At present inflation is not reducing at the pace at which Government and the Office for Budget Responsibility predicted. However, energy prices are gradually starting to reduce which will help support the Council's Budget position for 2023/24, though it is too early in the financial year to be clear on its full benefit.

There remains funding uncertainty for the local government sector beyond 2023/24 as the Local Government Finance Settlement was only a one-year allocation and the Council's will continue to face significant challenges moving forwards in regard to the funding of social care.

Given the current uncertainty in terms of inflation and also the inevitable pressure on pay levels, it is not possible to be precise about the full financial impact at the present time. The next report to Cabinet in September will present a much clearer picture of the likely impact following a more detailed assessment of the Councils Directorate financial position and a review of the Council's Medium Term Financial Strategy.

Recommendations

That Cabinet

1. Note the current General Fund Revenue Budget forecast overspend of £2.0m.

2. Note that actions will be taken as necessary to reduce the overspend position during the course of the year but that it is possible that the Council will need to draw on its reserves to balance the 2023/24 financial position.

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

Background Papers
Budget and Council Tax 2023/24 Report to Council on 1st March 2023

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

Council Approval Required
No

Exempt from the Press and Public
No

May Financial Monitoring 2023/24

1. Background

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

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

1.3 This report is the first in a series of financial monitoring reports to Cabinet for 2023/24, setting out the projected year end revenue budget financial position in light of actual costs and income for the first two months of the financial year.

2. Key Issues

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

Table 1: Forecast Revenue Outturn 2023/24 as at May 2023

Directorate	Budget 2023/24	Forecast Outturn 2023/24	Forecast Variance over/under (-)
	£m	**£m**	**£m**
Children and Young People's Services	64.3	67.6	3.3
Adult Care, Housing & Public Health	119.9	119.9	0.0
Regeneration and Environment Services	49.3	53.2	3.9
Finance and Customer Services	20.5	20.5	0.0
Assistant Chief Executive	7.5	7.3	-0.2
Central Services	40.7	35.7	-5.0
Directorate Forecast Outturn	**302.2**	**304.2**	**2.0**
Dedicated Schools Grant			-3.2
Housing Revenue Account (HRA)			-0.7

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

- Placement pressures within Children and Young People's Services and Adults Social Care.
- Home to School Transport pressures within Regeneration and Environment and Children and Young People's Services.
- Pressures relating to the longer term recovery from Covid-19, on income generation within Regeneration and Environment.
- Inflationary costs impacting the cost of food in Schools Catering.
- The impact on CYPS of fostering allowances and skills payments that have been uplifted based on the national minimum allowance and the estimated impact that these uplifts may have on provider payments for Independent Fostering Agencies and external residential placements.
- Increased costs of homelessness due to increased demand.

2.2 As at May 2023, the Council currently estimates a directorate overspend of £2.0m for the financial year 2023/24. Whilst the core directorates services have a forecast year end overspend of £7.0m on the General Fund, there is a £5m forecast underspend within Central Services reflecting the corporate budget provision approved within the Council's Budget and Council Tax Report 2023/24 to support anticipated pressures within Home to School Transport and Children's placements.

2.3 However, there are expected to be pressures within Central Services as a result of inflation remaining high and the potential Local Government Association (LGA) Pay Award. However, this pressure is expected to be mitigated through the Council's Medium Term Financial Strategy as it does include reasonable cover for inflationary impacts. The Council's current forecast assumes an increase in pay award based on the current LGA pay offer. This is above the position built into the Council's Budget for 2023/24 and could increase further following national pay negotiations.

2.4 It is currently expected that the period of high inflation will last for a further 12-18 months before returning to a more normal level but the cost increases being experienced will raise the base cost of services on which future inflation is applied meaning a compounding impact. As such, the Council will face short term financial pressures that will need to be managed and mitigated through the Medium Term Financial Strategy and the Council's reserves.

2.5 The forecast position will continue to be monitored closely and mitigations identified to improve the position, though it is possible that the Council will need to call on reserves to achieve a balanced outturn. There remains significant volatility at present in the economy that makes projecting forwards the impact of inflation challenging, as such the Council will need to keep focus on assumptions based on these pressures. In addition, the Council will need to ensure that mitigating actions are taken to reduce the current directorate forecast outturns along with ensuring that savings plans are delivered on time to mitigate any knock on impact on future years Medium Term Financial Planning.

2.6 The Council is able to report early secured delivery of some of the planned savings for 2023/24 with Table 2 below providing an update on the totality of the £7.095m of planned savings that are profiled for delivery over the current and next financial year that were approved prior to the Budget and Council Tax Report 2023/24. To date £1.6m has been secured at the end of May from savings in CYPS management costs.

Table 2: Previously agreed savings

Saving	2023/24	2024/25 Total FYE	Secured as at 31st May 2023
	£000	£000	£000
CYPS	3713	6,385	1,594
R&E	388	410	0
R&E Customer & Digital	300	300	0
Total Savings	**4,401**	**7,095**	**1,594**

2.7 Table 3 below shows the progress against savings approved as part of the Budget and Council Tax Report 2023/24. These include a range of permanent and temporary savings with a total of £2.151m secured against 2023/24 total of £4.344m so far.

2.8 A summary of the savings RAG status is shown below. £149k of savings plans are deemed high risk. This is in respect of ACH&PH3 Housing Related Support due to service demand. It is expected that this will be mitigated via additional income in Adult Social Care.

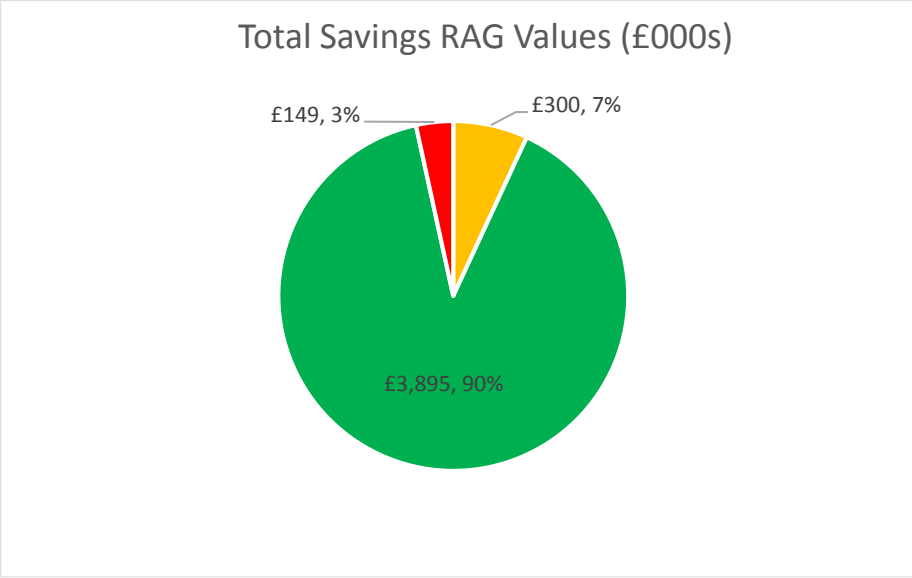


Table 3: New Savings agreed as part of the Budget and Council Tax 2023/24 report

Directorate	2023/24	2024/25 Total FYE	Secured as at 31st May 2023
Finance and Customer Services	308	238	201
Assistant Chief Executive	303	407	96
Children's and Young Peoples Services	1,348	1,059	1,348
Adult Care, Housing and Public Health	1,224	1,998	204
Regeneration and Environment	1,161	1,001	302
Total	**4,344**	**4,703**	**2,151**

2.9 ***Note these savings are a mix of permanent and temporary savings to be delivered, as such the planned delivery in 2024/25 in some Directorates is not as high as 2023/24.***

The following sections provide further information regarding the Council's forecast outturn of £2.0m, the key reasons for forecast under or overspends within directorates and the progress of savings delivery.

Children and Young People Services Directorate (£3.3m) forecast overspend)

2.10 Children & Young People Services has a budget pressure of £3.3m at the end of May primarily driven by pressures in Children's Social Care and Education. In the main the overall pressures in Children's Social Care relate to demands on residential placements (£2.2m) and home to school transport cost pressures (£1.1m).

2.11 The Looked After Children placement numbers at May 2023 are 522. This is 24 below the May 2023 budget profile (546).

2.12 However, the placement mix is showing higher than projected placements at May in external residential (5), Remand (2), Parent and Baby (2) and non placement (5) offset by in-house fostering (22), IFA (12), Supported Accommodation (2), and in house residential (2). The LAC number of 522 includes 35 Unaccompanied Asylum Seeker Children which has risen from 14 in March 2022.

2.13 The direct employee budget is £40.5m and is a combination of general fund, traded and grant funded services. The forecast underspend at the end of the May

2023 financial year is £223k which includes a small General Fund staffing underspend.

2.14 A significant element of the CYPS non-pay budgets relates to placements which has a net budget of £33.4m with an outturn projected spend of £35.6m and a projected overspend of £2.2m. Of the £2.2m placements overspend the main element relates to a £2.1m pressure in relation to residential placements.

2.15 The £2.1m residential pressures is due to a combination of a reduction in the estimated residential step downs (£1.6m) as well as increase in the unit costs (£500k) due to market pressures. Current placements numbers are 5 above May budget profile.

2.16 The Home to School transport pressures of £1.2m reflect demands on transporting children in care (£400k), those children in care placed out of borough with EHC plans (£350k) and post 19 transport costs (£450k). CYPS have operational groups set up to review transport costs to ensure the most appropriate method of transport is in place.

Dedicated Schools Grant (DSG)

2.17 The High Needs Block (HNB) is £57.8m (including the £3.5m transfer from the schools block) and demand remains high due to rising numbers of children supported in specialist provision and the rising costs of Education Health Care (EHC) plans. The High Needs Budget is based on the DSG recovery plan and includes anticipated growth of EHCs numbers and the implementation of new developments linked to the SEND Sufficiency Strategy.

2.18 The central DSG reserve now stands at £5.9m deficit following receipt of £6.0m safety valve funding during 2022/23 and a £913k underspend across all DSG elements. The Council will receive further payments to fully remove the DSG reserve along with additional capital funding to ensure the Council is placed in a more sustainable position moving forwards.

2.19 The High Needs Block (HNB) budget is set to provide a £2.068m contribution to reserves in line with the management plan, but only after agreement of the 1.5% School Block funding transfer (£3.459m) and would have been a £1.391m in-year deficit without this funding.

2.20 The Central DSG is forecast to underspend by £3.2m in 2023/24 when taking into account the planned underspend on the HNB (£2.0m), Safety Valve funding (£2.0m), offset by planned use of reserves in Early Years and Schools Block (£800k). The DSG reserve deficit is expected to reduce to £2.7m by March 31st 2024.

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

- A review of high cost, external education provision to reduce spend and move children back into Rotherham educational provision.

- Increase SEN resource provision in Rotherham linked to mainstream schools and academies, with further capacity becoming operational by the end of 2023/24.
- Implement the accessibility strategy
- Work with schools and academies to maintain pupils in mainstream settings wherever possible.

Adult Care, Housing and Public Health (balanced outturn position)

2.21 The overall directorate forecast is balanced, whilst there are pressures within the directorate forecast as detailed below, it is anticipated that these can be mitigated during 2023/24 to deliver a balanced outturn position.

2.22 There is a current potential overspend of £1.4m. £882k relates to Adult Social Care and £506k relates to Housing. Public Health is currently forecast to break even.

2.23

The cost of care packages is showing pressure of £1.2m over budget. This is due to increased numbers of people in older people's residential and nursing care and in mental health provision. This includes some high-cost packages. The forecast assumes all current placements remain for the rest of the year although they may reduce. Overall movements in numbers will be closely monitored as the year progresses and additional income from Continuing Health Care (CHC) may offset some of the costs. Transitions are forecast as underspent by £313k reflecting historic trends. Staffing budgets are forecast to be £54k underspent due to vacancies. These are offset in large part by agency placements that provide cover for the service.

2.24 Neighbourhood Services (Housing) is showing pressure of £506k over budget with Homelessness showing pressure of £543k after accounting for grant income. This is due to continued use of hotels as numbers of people seeking support remain high. Action will be taken to eliminate or reduce this overspend risk.

2.25 Public Health is forecast to budget at this stage.

Regeneration and Environment Directorate (£3.9m forecast overspend)

2.26 The first outturn projection for the directorate indicates a forecast pressure of £3.9m for this financial year. The forecast reflects the impact of ongoing demographic pressures in Home to School Transport, the impact of inflationary pressures in the economy, particularly on food prices, and the legacy impact of lockdown restrictions on some of the directorate's services. For example, the impact on waste tonnages resulting from changes in patterns of work life balance, and the impact on income generation, in particular, in Parking Services. The forecast outturn projection includes the following specific budget issues.

2.27 Community Safety and Street Scene (CSS) is forecasting an overall pressure of £2.2m. The most significant pressure continues to be in respect of Home to School Transport of £2.0m, due to ongoing demographic pressures leading to an increase in the number of new eligible passengers and fewer contractors in the market leading to increased prices. To address the increased costs and demand a range of solutions are being explored to influence demand and maximise savings opportunities, using improved cost data analysis to support plans to implement lower cost routes.

2.28 Parking Services is forecasting a pressure of £400k. The longer term recovery post pandemic, the ongoing economic impact on town centre footfall and the closure of the Forge Island car park for the cinema development, has led to a reduction in income from parking charges. The pressure in Parking Services is being mitigated by income over-recovery of £500k in Streetworks and Enforcement. Consideration will be given to realigning the budgets to remove this pressure in Parking Services.

2.29 Waste Management is currently forecasting a break-even position despite a slight worsening in recycling market prices and an increase in agency costs as a result of staff absence. Pressures in the service are being mitigated by a windfall payment from the Waste PFI contract, as a result of the high energy price.

2.30 Culture Sport and Tourism (CST) is forecasting an overall pressure of £110k. There is an ongoing pressure in the Theatre of £60k as a result of a forecast under-recovery of income. There is also a forecast overspend of £50k at the Waleswood Caravan Park as a result of flooding in April that impacted on pitch availability and therefore income generation. The forecast for the Trees and Woodlands Service is being reviewed, in light of a requirement to increase resources in the service to deal with a back-log of maintenance issues.

2.31 Planning, Regeneration and Transport (PRT) is forecasting an overall pressure of £1.6m. The major pressure is in Facilities Services of £1m, due to inflationary pressures on food prices in School Meals and pressures on income in the service. The forecast for food is being reviewed to take account of future inflation forecasts, though there is mitigation by an increase in fees and charges that commences from September 2023.

2.32 Asset Management is forecasting an overspend of £300k. The forecast assumes income under recovery in Estates as a result of staff vacancies impacting on income generation. Pressures in Facilities Management include rising property costs, including repairs and maintenance and fixtures and fittings. The timing of the achievement of property savings is under regular review and will be fed into future forecasts as key decisions are able to be taken.

2.33 A pressure of £200k is being reported in the RIDO service, largely due to a forecast shortfall on Markets income arising from the number of void stalls and the ongoing difficult trading conditions. However, grant income offsetting direct costs in other services in RIDO has helped to partially mitigate the Markets service pressure.

Finance and Customer Services (balanced outturn position)

2.34 The overall directorate is reporting a balanced outturn position. Whilst there are some financial pressures within the directorate, the service is projected to make savings on Legal disbursements and Bereavement Services income, which will help to mitigate these financial pressures and deliver a balanced budget.

2.35 Within Customer, Information and Digital Services, the service continues to generate cost reductions on the renewal or removal of ICT contracts, which has delivered a budget saving this year. Digital Services has also incurred difficulties with recruitment, creating further temporary cost reduction. This is offset by over-recruitment within Customer Services contact centre to help manage the difficulties caused by high staff turnover in this area, that impacts on call waiting times. This will be managed from underspends elsewhere within the Directorate and management of staffing levels.

2.36 Legal Services faces continued demand for legal support with child protection hearings and court case costs relating to Looked After Children. Reduced costs of legal disbursements and ongoing difficulties in recruiting to key posts, in particular within Adult Social Care legal support, are currently resulting in a forecast underspend. However, the number of cases during the year remains volatile and will continue to be monitored closely.

Assistant Chief Executive (£0.2m underspend)

2.37 The service is currently forecasting an underspend of £200k. This is due to increased income in HR of £102k (offset by increased costs of DBS checks) and additional funding in support of resettlement work. Staffing is also forecast to be underspent due to a small number of vacancies across the directorate.

Central Services (£5m forecast underspend)

2.38 Central Services has a forecast underspend of £5m reflecting the corporate budget provision approved within the Council's Budget and Council Tax Report 2023/24 to support anticipated pressures within Home to School Transport (£3m across R&E and CYPS) and Children's placements (£2m CYPS).

2.39 There continues to be significant financial challenges as a result of high inflation, energy prices and the potential impact of the 2023/24 Local Government Pay Award. Whilst energy prices are expected to continue to reduce they remain well in excess of levels prior to the war in Ukraine. Inflation continues to impact the renewal of Council contracts and payments to key service providers, as such it continues to present a financial challenge to the Council's approved Budget and MTFS. However, the Council was able to build into the Council's Budget and Council Tax Report 2023/24 greater levels of funding to manage the impact of inflation, energy and pay. As such it is currently anticipated that these impacts can be controlled within the existing budgetary provision. As stated within the Budget and Council Tax Report 2023/24 uncertainty in the global and UK

economy remains the most significant budget risk and as such will need to continue to be closely monitored.

2.40 The current economic climate remains turbulent, with challenges in projecting where inflation will move and the pace at which it moves. At present inflation is not reducing at the pace at which Government and the Office for Budget Responsibility predicted. However, energy prices are gradually starting to reduce which will help support the Council's Budget position for 2022/23, though it is too early in the financial year to be clear on its full benefit. These financial challenges are being regularly reviewed as part of the Council's ongoing Medium Term Financial Planning. It is currently expected that the period of high inflation will last for around for 12-18 months before returning to a more normal level. As such, the Council will face short term financial pressures that will need to be managed and mitigated through the Medium Term Financial Strategy and where required the Council's reserves. As such the Council's ability to build further capacity into those reserves as part of the 2022/23 outturn position is a significant benefit.

2.41 The Council's Treasury Management functions are expected to continue to perform well for the majority of 2023/24. The Council still holds significant cash balances and is able to invest them for a greater return given current high interest rates. In addition, slippage on the Capital programme in 2022/23 means that the level of financing costs for 2022/23 will be less than anticipated. The benefits from the Treasury Management function can be used to support wider inflationary pressures that the Council will face during 2023/24.

2.42 The Central Services budgets are made up of a number of corporate budgets for levies and charges such as the Integrated Transport Levy (ITA), PFI Financing, and Treasury Management. A list of the main budget areas within Central Services was provided as part of the Council's Budget and Council Tax Report 2023/24, approved at Council on 1st March 2023. The costs within this area are largely fixed costs, set out prior to the start of a financial year, not specific to a particular Directorate and are therefore not controllable by the directorates and thus held centrally. For example, the cost of levies for 2023/24 was set at £13.2m at the outset of 2023/24.

Housing Revenue Account (HRA)

2.43 The Housing Revenue Account is a statutory ring-fenced account that the Council has to maintain in respect of the income and expenditure incurred in relation to its council dwellings and associated assets. The HRA is currently forecast to underspend by £691k.

2.44 The underspend largely relates to increased stock numbers as developments have come on line more quickly and higher interest rates are anticipated to bring in more income.

2.45 Increases in energy costs were anticipated to have a big impact in this financial year. These have now decreased significantly. This saving has not yet been recognised in the forecast as Council decisions and Government support will have

an impact that is currently unknown. It is expected that there will be an increased underspend in this area during the year.

3. Options considered and recommended proposal

3.1 With regard to the current directorate forecast of an overspend of £2.0m, management actions will be identified where necessary with the clear aim of ensuring that a balanced budget position can be achieved. Whilst it is appropriate to recognise that to achieve a balanced outturn position there may be a need to utilise an element of the Council's reserves given the significant pressures that have come to light since the Council set it's 2023/24 budget, it is very early in the year to be certain of this. There are still financial implications that need to be fully understood and that may not be fully known until later in the financial year. It is nationally recognised best practice to monitor the performance against the agreed revenue budgets and the Capital Programme throughout the year.

4. Consultation on proposal

4.1 The Council consulted on the proposed budget for 2023/24, as part of producing the Budget and Council Tax Report 2023/24. Details of the consultation are set out in the Budget and Council Tax 2023/24 report approved by Council on 2nd March 2023.

5. Timetable and Accountability for Implementing this Decision

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

5.2 Financial Monitoring reports are taken to Cabinet meetings during the year. The Financial Outturn report for 2023/24 will be taken to Cabinet in July 2024.

6. Financial and Procurement Advice and Implications

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

6.2 An update on the Council's Medium Term Financial Strategy will be provided to Cabinet later in 2023. This will provide a more detailed update on the Council's Medium Term Financial Planning factoring in the impact of the current year financial pressures and the longer term impacts on the MTFS and reserves strategy.

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

7. Legal Advice and Implications

7.1 No direct legal implications.

8. Human Resources Advice and Implications

8.1 No direct implications.

9. Implications for Children and Young People and Vulnerable Adults

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

10. Equalities and Human Rights Advice and Implications

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

11 Implications for CO2 Emissions and Climate Change

11.1 No direct implications.

12. Implications for Partners

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

13. Accountable Officers
Rob Mahon, Assistant Director – Financial Services

Approvals obtained on behalf of Statutory Officers:-

	Named Officer	**Date**
Chief Executive	Sharon Kemp	26/06/2023
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	22/06/2023
Assistant Director, Legal Services (Monitoring Officer)	Phillip Horsfield	22/06/2023

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

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Appendix 1

Initial Equality Screening Assessment (Part A)

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title:

Is this a:

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

If other, please specify

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

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

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

A budget monitoring report, which includes an up-to-date outturn forecast,

information about significant variances from approved budgets and proposals for dealing with them, is submitted to Cabinet at least 6 times a year, culminating with the Councils Financial Outturn report.

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

The financial monitoring position report summarises the key variances for each directorate and considers the key financial pressures and risks.

This report is the final financial report in the financial year, it sets out the Councils full revenue outturn position. The report also covers off any other key items to be noted at the time.

Given that the revenue and capital budgets have been approved by Council in February each year, when equality assessments would have been considered at that time in respect of the budget proposals, there are no further issues in respect of equality and diversity.

3. Relevance to equality and diversity

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

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

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

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

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

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

4. Considering the impact on equality and diversity	
If you have not already done so, the impact on equality and diversity should be considered within your proposals prior to carrying out an **Equality Analysis.** Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation. Please provide specific details for all three areas below and use the prompts for guidance.	
• **How have you considered equality and diversity?** N/A	
• **Key findings** N/A	
• **Actions** N/A	
Date to scope and plan your Equality Analysis:	n/a
Date to complete your Equality Analysis:	n/a
Lead person for your Equality Analysis (Include name and job title):	n/a

5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**

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	
If relates to a Key Delegated Decision, **Executive Board**, **Council** or a **Significant Operational Decision – report date and date sent for publication**	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

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?	*no impact on emissions*				
Emissions from transport?	*no impact on emissions*				
Emissions from waste, or the quantity of waste itself?	*no impact on emissions*				
Emissions from housing and domestic buildings?	*no impact on emissions*				
Emissions from construction and/or development?	*no impact on emissions*				

Carbon capture (e.g. through trees)?	*no impact*				
Identify any emission impacts associated with this decision that have not been covered by the above fields:					

Please provide a summary of all impacts and mitigation/monitoring measures:
As this report is a financial update on previous events, updates on levels of funding moving forwards and doesn't approve anything directly to happen, it does not have any carbon implications.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Rob Mahon, Head of Corporate Finance, Finance and Customer Services.
Please outline any research, data, or information used to complete this [form].	
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 10 July 2023

Report Title
Equalities 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
Jo Brown, Assistant Chief Executive

Report Authors
Steve Eling
Policy and Equalities Manager
Assistant Chief Executive's Directorate
Steve.eling@rotherham.gov.uk

Levi Karigambe
Policy Officer
Assistant Chief Executive's Directorate
Levi.karigambe@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary
Publishing an annual equalities report is part of the Council's Public Sector Equality Duty. The purpose of the report is to highlight the progress made over the past year towards the equalities, diversity and inclusion agenda, as well as outlining next steps. The report covers key achievements and case studies from across the Council.

The 2023/24 action plan attached as Appendix 2 provides a forward look to the 2023/24 Year Ahead Delivery Plan commitments that will deliver Equality, Diversity and Inclusion outcomes. In addition, there are actions within the plan that will help our journey towards 'excellent' on the Equality Framework for Local Government.

Recommendations

1. That Cabinet:
    a) Note the progress made over the past 12 months towards the equalities agenda.
    b) Note the next steps outlined within the Equalities Annual Report and action plan for 2023/24.

List of Appendices Included
Appendix 1 Equalities Annual Report – 2022/23
Appendix 2 2023/24 Equalities Action Plan
Appendix 3 Equalities Annual Report – Initial Equality Screening Assessment
Appendix 4 Equalities Annual Report – Carbon Impact Assessment

Background Papers
Year Ahead Delivery Plan 2023/24

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Overview and Scrutiny Management Board – 05 July 2023

Council Approval Required
No

Exempt from the Press and Public
No

Equalities Annual Report

1. Background

1.1 Publishing an annual equalities report is part of the Council's Public Sector Equality Duty. The purpose of the report attached in Appendix 1 is to highlight the progress made over the past year towards the equalities agenda, as well as outlining some next steps. The report covers key achievements and case studies from across the Council.

1.2 Each year, as part of the Council's commitments under the Public Sector Equality Duty, an Equalities Annual Report is published. This takes account of the achievements over the last year, in the main from the Year Ahead Delivery Plan (YADP) and forward look to 2023/24 YADP commitments. The forward look also includes actions that will help our journey towards 'excellent on the Equality Framework for Local Government. This is the first annual report to be presented since the adoption of the current Equality, Diversity and Inclusion Strategy (EDI) in June 2022.

2. Key Issues

2.1 The Equalities Annual Report is structured around the four objectives and direction of the EDI Strategy as follows:

- Understanding, Listening to, and Working with Rotherham's Communities.
    - Listening to residents and service users through consultations and feedback to improve the evidence base that informs service delivery.
    - Enhancing the way that we engage with communities including those with protected characteristics, to ensure that all voices are heard and there is an opportunity to provide lived experience.
    - Sharing and presenting information in appropriate and accessible formats.
    - Developing joint partnership approaches and activity including the use of intelligence to tackle inequalities, promote equalities and good community relations that have a positive impact.
- Delivering Accessible and Responsive Services that Meet Diverse Needs.
    - Communicating and engaging with residents so that they feel informed about council services and how to access these.
    - Listening to service users through consultations and complaints to produce evidence-based analysis that informs service design and delivery.
    - Strengthening digital infrastructure and supporting skills' to enable access for all.
    - Working together in partnership and in collaboration to deliver the Council Plan commitments to tackle inequality and disadvantage.
    - Continuing to improve the use of Equality Assessments in service design and delivery, capturing challenges and

opportunities at the very beginning, ensuring barriers are considered and mitigated where possible.

- Providing Leadership and Organisational Commitment to Actively Promote Equalities.
    - Continuing to work with a range of partners, including statutory bodies, to address issues around community safety including addressing hate crime, whilst taking a zero-tolerance approach to prejudice and discrimination.
    - Working in partnership with services, partners and communities to promote equality and good community relations.
    - Supporting awareness and understanding across communities to promote good relations across the range of protected characteristics.
    - Celebrating diversity within our communities and marking events.
- Ensuring a diverse and engaged workforce.
    - Ensuring all of our policies are up to date and reflective of our diverse needs and situations.
    - Flexible, fair and transparent pay and benefits.
    - Removing barriers to flexible working wherever possible.
    - Supporting staff with caring responsibilities.
    - Staff development and career progression that reflects individuals' needs and learning styles.

2.2 The report highlights what the latest data reveals about equality and diversity in Rotherham building on the most recent information from the 2021 census, alongside other local intelligence. This helps to drive actions through the Council's leadership on EDI, working with partners and communities, and the Year Ahead Delivery Plan to embed addressing EDI into all that the Council is engaged in.

2.3 The report also highlights strategy development around:

- Thriving neighbourhoods.
- Developing the Rotherham Plan 2025.
- Safer Rotherham Partnership Plan 2022-2025.
- Inclusion and social value.
- The Workforce Plan 2022-2025.

2.4 Additional challenges have been presented to delivering equalities and inclusion over the past year resulting from the cost-of-living crisis. Tackling increased deprivation driven by high energy costs and price of basics including food have placed many households in hardship and this has been a major part of addressing inequalities. Local actions including energy and food support and along with advice and "warm welcome" access has helped the most vulnerable households.

2.5 Recognising real life experience and learning is an important aspect of producing the annual report. This is about capturing outcomes from actions set out in the action plan last year with case studies covering impacts from the actions taken. Sample studies are produced covering all four objectives

of the EDI strategy. This year the report includes learning from a range of activity including:

- Children's Capital of Culture.
- 'Exemplar' status for tenant engagement.
- Summer Reading Challenge.
- 'Places to Go and Things to Do' – a new universal youth offer for young people in Rotherham.
- Carers Week.
- Most improved council in the country.
- Employability sessions.
- 'Living my best life', the new Castle View facility.
- Intergenerational arts and health programme.
- Women's workforce group.
- Involvement In international women's day.

2.6 The action plan for 2023/24 provides a forward look to identify the 2023/24 YADP commitments that will deliver EDI outcomes. In addition, there are actions within the plan that will help our journey towards 'excellent on the Equality Framework for Local Government.

2.7 The report highlights major areas of work for the coming year that will help to drive the equalities agenda. These include actions under each of the strategy objectives. Examples include:

- Refresh ward profiles to update and improve ready availability of data at the local level.
- An action plan for digital inclusion.
- Work with partners in collaboration to deliver the Council Plan commitments to tackle inequality and disadvantage.
- Improve workplace equality and diversity through the delivery of the Workforce Plan 2022-2025.

3. Options considered and recommended proposal

3.1 This report is for information and reflects on progress made in the last year to deliver the Council's Equalities Strategy and actions to continue to deliver this in 2023/34. There are no other options at this point.

3.2 It is recommended that Cabinet:
a) Note the progress made over the past 12 months towards the equalities agenda.
b) Note the next steps outlined within the Equalities Annual Report and action plan for 2023/24.

4. Consultation on proposal

4.1 This report is for information and therefore, no decision is required, and no consultation needed.

5. Timetable and Accountability for Implementing this Decision

5.1 Not applicable. This report is for information and no decision is required.

6. Financial and Procurement Advice and Implications

6.1 This report is to highlight the progress made over the past 12 months towards the equalities agenda, as well as outlining some next steps. It is an update report and as such there are no direct financial implications as a result of the recommendations of this report.

6.2 Procurement will continue to support the work around equalities when undertaking procurement projects and through the activity being undertaken in line with the Council's Social Value Policy and commitments.

7. Legal Advice and Implications

7.1 The Council is required to comply with the Public Sector Equality Duty as set out within the Equality Act 2010 in carrying out their functions and must have regard to the need to achieve the objectives set out under Section 149 of the Equality Act 2010 to:

(a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
(b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
(c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

7.2 In accordance with Equality Act 2010 (Specific Duties) Regulations 2011, the Council is required to publish information to demonstrate their compliance with the public sector equality duty every 12 months. This report is drafted in compliance with that legal obligation.

8. Human Resources Advice and Implications

8.1 Significant progress has been made to further embed equalities into workforce and organisational development. During 2022, a revised Workforce Plan was launched, underpinned by equality and diversity activity.

8.2 Significant progress has been made to further embed equalities into workforce and organisational development. During 2022, a revised Workforce Plan was launched, underpinned by equality and diversity activity.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The report covers examples of key achievements where the Council has worked with children and young people and vulnerable adults to support the equalities agenda.

10. Equalities and Human Rights Advice and Implications

10.1 This report is focussed on how the Council has worked to progress the equalities agenda over the past year. As outlined, publishing an annual report forms part of the Council's compliance with the Public Sector Equality Duty.

10.2 The report also sets out some of the key next steps that will be taken to advance the equality agenda. Where required, full equality analyses will be undertaken.

11. Implications for CO2 Emissions and Climate Change

11.1 This report has no significant implications for CO2 emissions and climate change. However, certain protected characteristic groups, such as older or younger people or those with physical disabilities, are likely to be more vulnerable to the effects of climate change.

12. Implications for Partners

12.1. Engagement with partners is integral to tackling inequalities and deprivation. Several examples included within this report refer to partnership initiatives, where the Council has worked with local partners towards the equalities agenda.

12.2 Developing improved networking around equalities with partner organisations and communities is an important next step in equalities work.

13. Risks and Mitigation

13.1 No substantial risks have been identified in connection with this annual report.

14. Accountable Officers

Fiona Boden
Head of Policy, Performance and Intelligence
Assistant Chief Executive's Directorate
Fiona.boden@rotherham.gov.uk

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	26/06/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	22/06/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	22/06/23

Report Author:

Steve Eling
Policy and Equalities Manager
Assistant Chief Executive's Directorate
Steve.eling@rotherham.gov.uk

Levi Karigambe
Policy Officer
Assistant Chief Executive's Directorate
Levi.karigambe@rotherham.gov.uk

This report is published on the Council's website.

Appendix 1

EQUALITIES
ANNUAL REPORT 2022/23



www.rotherham.gov.uk

Rotherham
Metropolitan
Borough Council

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FOREWORD

Rotherham Council is committed to achieving equality for all and a cohesive society built on mutual respect, where no-one is left behind. The Council's approach to agreeing policy priorities is underpinned by this, with a focus on tackling inequalities running through everything that we do.

I am proud that equality considerations have continued to influence the Council's internal operations and processes. As reflected in this report, engagement with diverse communities has directly influenced co-produced service provisions. The Council has continued to work closely with local voluntary, community and faith sector organisations to provide valuable support to residents throughout the cost-of-living crisis.

The Council's Cabinet committed a support package of £24m, including awarding payments of up to £400 per household to 5,294 applicants to help them with their energy costs. In addition, our Employment Solutions team have provided holistic support to enable nearly 1,000 residents to secure sustainable employment or access accredited training. This demonstrates our pledge that no one will be left behind and that we will continue to help residents overcome barriers that prevent them from achieving their aspirations and fulfilling their potential.

In the last year several events celebrating and championing equality, diversity, and inclusion (EDI) were promoted by the Council and its local partners, including Holocaust Memorial Day, International Women's Day, Black History Month, Interfaith Week, The Rotherham Show and Disability Awareness Month. Last year, Rotherham hosted games for UEFA Women's Euros 2022. The success of this tournament has seen women's participation in football increase, and I hope the legacy of the Euros will lead to equal access and opportunities for women and girls across all sports in Rotherham.

Our corporate equality, diversity, and inclusion steering group continues to oversee and lead the delivery of equality priorities across the Council. The group supported the launch of our internal staff representation networks, which offer an opportunity for Council employees to come together to create positive change, influence policies and processes, and improve our working culture.

The Council continues to demonstrate success in working with a range of partners, ensuring local equality priorities are addressed. Launched in January 2023, The Rotherham Plan sets out an ambitious programme of activity through to 2025, describing how local partners will work together to deliver a better Rotherham for all. The plan focuses efforts on creating more connected neighbourhoods; making residents feel safer; preventing ill health; and enabling people to live happily and independently.

The commitment to achieve "Excellent" under the equality framework for local government remains a high priority, as the Council wants to be among the best in the country in our approach to equalities. This will be a major milestone for the Council and will help drive better outcomes for local people.

I invite everyone to join us in celebrating our successes to date and in our positive agenda for equalities, diversity and inclusion, as we continue to support people through cost-of-living pressures, now is a critical moment for us all to come together to work for the benefit of all communities.



Councillor Saghir Alam
Cabinet Member for Corporate Services,
Community Safety and Finance

INTRODUCTION

The Council wants to see a borough that is based on social justice, where all residents have a good quality of life and can achieve their potential. This is underpinned by the recognition that individuals, families, and communities do not all have the same starting point or access to the same opportunities.

Over the last 12 months, the Council has continued to adapt and respond to new challenges, such as the rising cost-of-living. This has exacerbated existing inequalities, with the most disadvantaged communities being hit the hardest, and has also uncovered latent vulnerability within our communities. Throughout our cost-of-living response, equalities have remained an important priority and this will continue as the borough moves into recovery.

Equalities, diversity and inclusion has remained an important Council priority. The purpose of this report is to highlight the progress made over the past twelve months on the equalities agenda, as well as outlining next steps. The report covers key achievements and case studies from across the Council, focusing on the four themes of the Equality Framework for Local Government (EFLG):

THEME 1: Understanding and working with our communities

THEME 2: Leadership, partnership, and organisational commitment

THEME 3: Responsive services and customer care

THEME 4: Diverse and engaged workforce

The "Looking ahead" section sets out priority work for the coming year under each of the new Equality, Diversity, and Inclusion Strategy objectives.



ROTHERHAM CONTEXT

Rotherham is one of four metropolitan boroughs in South Yorkshire. The borough is divided into 25 wards covering a wide diversity of urban, suburban, and rural areas. Rotherham developed as a major industrial centre of coal mining and steel making, which have shaped the borough's character. Following the decline of traditional industries, regeneration has brought new opportunities to the area, including advanced manufacturing.



Rotherham's population has grown from 257,600 in 2011 to **265,800** in 2020. Population growth has resulted from natural increase (more births than deaths), net inward migration and longer life expectancy.

General demographic and socio-economic trends have included a growing and increasingly diverse population, with significant international migration, from other EU countries. The population is ageing, which not only means more older people but also more disabled people. Inequalities persist for workless, disabled, and low paid people, who have been adversely affected by welfare reform since 2012. Health inequalities are also significant in Rotherham, where average healthy life expectancy in the borough is well below the national average.

The recently released Census 2021 data indicates the borough is becoming increasingly diverse and provides an up-to-date picture of the Rotherham population. This new data has been included in the report where relevant and allows the Council to see how Rotherham has changed between the 2011 and 2021 censuses.

Rotherham is a diverse borough, and the ethnic profile continues to change. Based on the 2021 census, the proportion of residents from black and minority ethnic (BME) communities increased from 8.1% in 2011 to 11.7% in 2021. Ethnic diversity is most evident amongst young people, as 20% of school age children were from a BME background (DfE 2021/22). The Pakistani community is the second largest ethnic group in Rotherham after white British. Rotherham's BME population is very concentrated in the inner areas of the town whilst the outer areas were 94% white British in 2021. 42% of BME residents live in areas that are amongst the 10% most deprived in the country and for some groups the figure is higher. This compares with the borough average of 19.5%. Rotherham has 52,228 people aged 65 years or over or 19.6% of the population, above the national average of 18.4% (2021 Census). The population aged over 65 is projected to increase to 58,978 people by 2027, with the largest increase being in the number of people aged over 75. Rotherham has a polarised geography of deprivation and affluence. The most deprived communities are concentrated in the central area whilst the most affluent areas are to the south, although the overall pattern is complex.

Rotherham is in the top 20% most deprived areas in England with 13,479 children living in "absolute poverty" in 2019/20 according to Department for Work and Pensions figures.

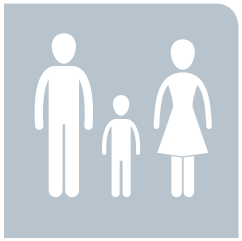
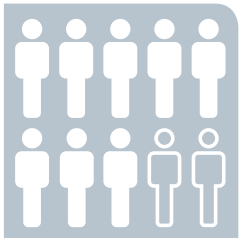
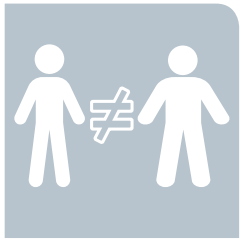
2.1% of residents in Rotherham identify as lesbian, gay, or bisexual (LGB) according to 2021 Census data. The Census also reveals 0.6% of Rotherham residents aged over 16 identify as transgender, non-binary or have a gender identity different from their sex registered at birth, compared to 0.5% nationally.

Within the borough of Rotherham there is a gender pay gap between men and women whereby the average male worker earns £10,583 more than the average female worker (2022 median gross annual pay). It is important to note the gender pay gap does not stem from paying men and women differently for the same roles; it is the result of the type of jobs occupied by men and women and the salaries these roles attract. Women in Rotherham are more likely than men to work part-time and in lower paying roles.

Rotherham has comparatively low skills, particularly at degree level, and struggles both to retain and attract graduates. Only 31.9% of working age people in Rotherham are educated to degree level or above, compared with 43.6% nationally (2021).

Rotherham had 56,177 people, or 21.1% of the population, with a limiting long term health problem or disability in 2021, with 9.8% saying this limits their activity a lot, compared with the average of 7.5% nationally. Although there have been health improvements, health inequalities remain and in some cases are widening.

People in the most deprived parts of Rotherham experience poorer health and a higher mortality rate than residents living in the least deprived areas. Life expectancy at birth in the borough is 77.6 years for males and 81.3 years for females, which is below the national averages (2016-2020). The gap between the most deprived 10% and least deprived 10% of Rotherham is 9.9 years for males and 9.5 years for females.

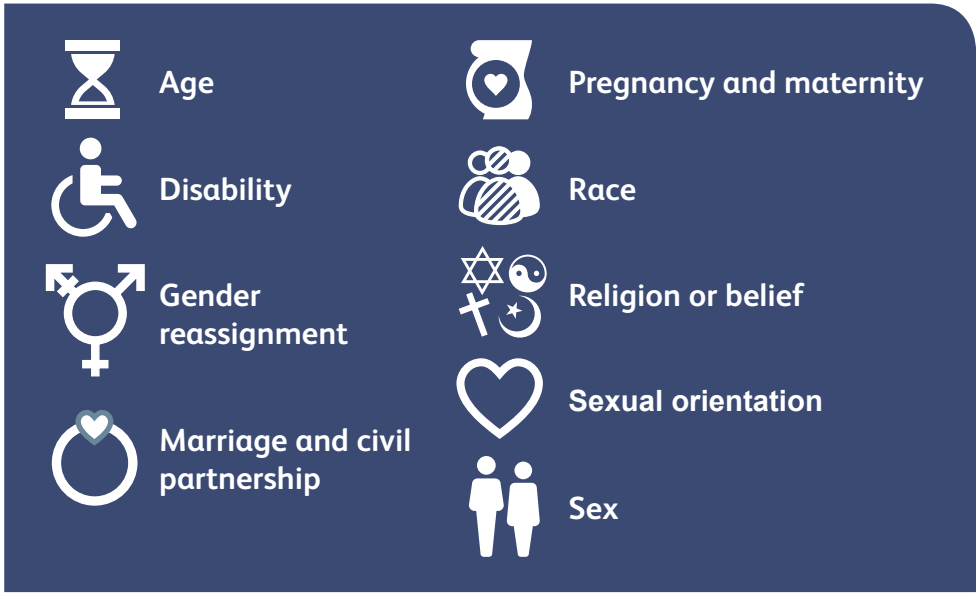


THE PUBLIC SECTOR EQUALITY DUTY

The Equality Act 2010 places a general duty on the Council and others carrying out public functions to have due regard to the need to:

- **Eliminate discrimination**, harassment, victimisation, and any other prohibited conduct.
- **Advance equality of opportunity** between people who share a relevant characteristic and those who do not.
- **Foster good relations** between people.

The act reminds us that there can be no fair society if some groups and communities remain disadvantaged because of their legally protected characteristic. The stated protected characteristics are:



The equality duty requires the Council to take a proactive approach to embedding equality into everything we do. The Council has a responsibility to ensure that suppliers also take a positive approach to equality. Furthermore, the duty encourages us to understand how different people will be affected by decisions.

In addition, the EFLG requires the Council to consider socio-economic inequalities. This means ensuring that, when making strategic decisions about how functions are carried out and services delivered, there is a focus on reducing the inequalities of outcome which result from socio-economic disadvantage.

EQUALITY, DIVERSITY AND INCLUSION STRATEGY 2022–2025

In 2021, the Council set out plans to refresh its equality objectives and take into account the impact of Covid 19 on local people. This has been achieved through the development of an Equality, Diversity and Inclusion Strategy, which has been informed by consultation with elected members, Council officers, partners and local communities.

The Council's Equality, Diversity and Inclusion Strategy (EDI) 2022–2025 is a supporting document to the Council Plan 2022-2025 which has equalities, diversity and inclusion woven through it. The EDI strategy looks at what the Council has already committed to through an equalities lens and effectively maps out how the Council aims to remove and reduce obstacles preventing some people from fully participating in the social, cultural, political, and economic life of the borough.

The strategy set out priority equality objectives with an alignment to the EFLG. The objectives inform an annual workplan set out in this annual report each year. As the strategy supports the Council Plan, many of the actions within the annual workplan are activities that the Council is already reporting on quarterly. The objectives are:

- Understanding, listening to and working with Rotherham's communities.
- Delivering accessible and responsive services that meet diverse needs.
- Providing leadership and organisation commitment to actively promote equalities.
- Ensuring a diverse, supported and engaged workforce.

THE AIM FOR "EXCELLENT"

Throughout the pandemic, equalities have remained high on the agenda and have been an integral part of both the Year Ahead Plan and in the new Council Plan 2022-25. In 2020, the rise of the Black Lives Matter movement led the Local Government Association (LGA) to further consult local authorities and officers nationwide to update the equality framework, making it more inclusive and relevant.

In late 2021, this consultation resulted in a revised equality framework with the LGA setting more challenging actions to reach "Excellent". The Council has embraced these changes and moved its target to reach "Excellent" to 2025, ensuring equality principles are not only embedded but that outcomes can be measured to reflect positive changes made. The Council's equality strategy aligns with the equality framework and supports our goal of reaching "Excellent".

EQUALITIES ANNUAL REPORT 2022/2023

The Equalities Annual Report, published in June 2022 set out "next steps" for actions over the coming year, aligned to the modules of the EFLG. This report gives an overview of achievements since then including achievements and case studies from long term projects and policies initiated in previous years.

THEME I: UNDERSTANDING AND WORKING WITH OUR COMMUNITIES

To reduce inequalities and challenge discrimination, it is essential that the Council understands the needs and priorities of communities. This includes collecting and analysing equalities data, as well as engaging with local people, fostering good relations within communities, and supporting local people to participate in public life.

Key achievements in 2022/23 have included:

Consultation and Engagement Framework and Toolkit

In 2022, the Council refreshed the Consultation and Engagement Framework and Toolkit setting out principles, standards, and guidance our services should follow to plan, design, and deliver robust and inclusive public consultations, placing local communities at the forefront of decision making.

The toolkit is an additional aid our officers can use to identify communities who may be impacted by their decisions and allowing affected groups to be part of the process from design stage to the consultation itself.

In parallel with the refreshed toolkit we will provide support to VCS groups through a new infrastructure contract currently being developed through a co-design exercise.

Implementing the refreshed toolkit alongside our existing processes for engagement will remove barriers to participation in consultation activities as officers use appropriate methods and forums to gather views from our diverse communities.

Looking forward, training and support will be provided to enable full and effective use of the toolkit to enhance outcomes.

Thriving Neighbourhoods Strategy

The refreshed Thriving Neighbourhoods Strategy was approved by Cabinet in November 2022. This strategy provides a high-level framework for how the Council will deliver its neighbourhood working model and enhance the role of local Councillors as community leaders, maximising their skills, expertise and knowledge. A key component to this strategy is asking and listening to communities, working with them rather than 'doing to' them.

A consultation exercise took place between February and May 2023 to help inform the delivery of the strategy and the supporting equalities assessment, both of which are due to be presented to the Improving Places Select Commission in July 2023. The feedback from the consultation is also being used to influence ward priorities, which will be updated in June 2023. The exercise included interactions with voluntary groups representing a diverse range of communities.

Rotherham's Carers Strategy

The Council recently launched 'The Borough That Cares Strategic Framework 2022-25'. More than 30,000 residents are providing unpaid care in Rotherham - often alongside work or education - for someone who could not manage without their help due to illness, disability, addiction or mental ill health. This care is often invisible. The framework will be achieved through strong partnership approaches that ensure carers in Rotherham stay mentally and physically healthy, and economically active, for longer. Ultimately, the purpose of the framework is to ensure carers can live well, be active and have fulfilled lives.





CASE STUDY:

Children's Capital of Culture

In February 2022, Rotherham was transformed into a playground, as the borough launched its Children's Capital of Culture initiative with an exciting skate and arts festival and 10 days of events.

Young people and children took to the town centre to watch demos by Team GB skaters and BMX pros, a giant spray-painting robot painting their selfies, live bands, and large-scale art installations. They also got to take part in a wide range of creative workshops and events, including spray painting, screen printing and storytelling.

The launch festival provided a taste of what 2025 will look like in Rotherham when it becomes the world's first Children's Capital of Culture.

Cllr Dave Sheppard, Cabinet Member for Social Inclusion, said:

"It has been fantastic to see Rotherham come to life over half term with an exciting programme of events and activities that children and young people have created in partnership with the Council's cultural services and partners such as Flux Rotherham and Grimm & Co.

The launch festival has so far provided a real insight into what becoming Children's Capital of Culture will mean for Rotherham and its young people, and it has been fantastic to see such a great turn out and get such a positive response from everybody who has attended."

Julie Dalton, Chair of the Children's Capital of Culture Programme Board, added:

"The launch festival has been many months in the making and marks the start of Rotherham's journey to becoming Children's Capital of Culture in 2025. The whole team behind the programme is looking forward to working with young people across the borough to design and deliver more fantastic events,



create more training opportunities, support their creative development, and increase access to employment and skills within the creative and cultural sector in the lead up to 2025 and beyond."

CASE STUDY:

Council receives ‘exemplar’ status for tenant engagement

The Council celebrated receiving ‘exemplar’ status for tenant engagement following a rigorous assessment process with national tenant engagement organisation Tenants Participation Advisory Service (Tpas). Tpas promote, support and champion tenant involvement and empowerment in social housing across England, with the Council receiving the accolade for its continued commitment to making sure tenant’s voices are heard.

Jenny Osbourne from Tpas presented the award to The Mayor of Rotherham, Councillor Tajamal Khan, at the annual Tenant’s Open Day, held 29 September 2022, at New York Stadium.

Cabinet Member for Housing, Councillor Amy Brookes said:

“This is excellent news for the Council and our tenants and residents. We will always listen to and involve our tenants and residents in how we can improve their homes, estates, and services.



“We take pride in our commitment to engagement, and we take every opportunity to involve residents in decision making.”

To receive the Tpas Exemplar Accreditation, the Council had to demonstrate a strong culture of involvement and an ability to drive business improvements for tenants.

The assessment panel were especially impressed by staff commitment to making tenant’s voice listened to, with the partnership between the Council and partner Rotherfed held up as good practice.

Chief Executive of Tpas, Jenny Osbourne, added:

“We are delighted that Rotherham Council has successfully been accredited with Tpas three times and completed a meticulous process to become an Exemplar Accredited housing organisation.

“Rotherham Council have demonstrated their continuing commitment to the values we share. Tpas believe that involving tenants in all aspects of service delivery in the housing sector is not only the right thing to do but also makes great business sense. We look forward to sharing the stories of how Rotherham have continuously used the accreditation process to achieve success by working together with tenants.”

THEME 2: LEADERSHIP, PARTNERSHIP AND ORGANISATIONAL COMMITMENT

The Council's leadership is positively promoting equality, diversity and inclusion across the borough. Right across the Council our leadershsip is working with partners, community groups and local organisations to achieve real impact for all residents.

Key achievements in 2022/23 have included:

Championing events supporting equality and inclusion

Throughout 2022, the Council and its local partner organisations have championed equalities by actively informing and involving local residents, including underrepresented groups, in opportunities for participation.

Rotherham is proud to have been a host city in delivering a record-breaking **UEFA Women's Euros 2022**. As one of nine host cities, Rotherham supported the continued growth of women and girls' football in England. During July, Rotherham's New York Stadium hosted three group games and a quarter final. Rotherham welcomed teams and fans from France, Belgium, Iceland, Italy and the Netherlands, selling 97% of available tickets with thousands of fans in attendance throughout the tournament.

The impact of the Euros is already being felt, with a significant increase in new girls' football teams being set up locally, more women going into coaching and at least 20 local women becoming referees.

The Council proudly partnered with Flux Rotherham and Children's Capital of Culture to host **Women of the World (WOW) Festival Rotherham**. WOW festival is a global movement where woman, girls and non-binary people come together for three days of life-changing conversations, incredible performances and interactive workshops. The festival created a safe space to discuss a range of topics, challenging societal norms and ideas that create barriers for women to succeed.



Rotherham marked **Holocaust Memorial Day** by holding an event on 27 January, at All Saints Square in the town centre. The event brought together faith leaders, dignitaries, Councillors, schools, and local residents to remember all those who lost their lives to genocides around the world. The theme of this year's event was 'ordinary people.' The theme aims to encourage people to think how ordinary people can play a bigger part in challenging prejudice today.

Other events supported:

- **Black History Month** (coordinated by the internal BME Workers Network).
- **'Dishes of Rotherham'** project.
- **The Rotherham Show.**
- **Ramadan Events.**
- **National Day for Disabled People.**
- **International Women's Day** (delivered in partnership with the internal Women's Workforce Network).

Involving local partner organisations in the development of the Rotherham Plan 2025

The Rotherham Plan sets out how the Council and local partner organisations will work together to deliver an ambitious programme of activity through to 2025.

To help inform this, a number of facilitated focus groups were held in April and May 2022: four groups aimed at members of thematic partnership boards and three for partner staff. These sessions informed the plan's themes and its core principles.

Additionally, a public consultation was carried out during September 2022. This involved face-to-face engagement with residents across a range of venues, including the Rotherham Show, as well as an online survey. Collectively these exercises achieved a total of 313 responses.

On 30 January 2023, the plan was launched at the University Centre Rotherham, where over 80 local partner organisations and businesses came together to celebrate Rotherham's achievements and hear about existing initiatives in the pipeline.

Rotherham's leaders pledge to work towards becoming a breastfeeding friendly borough

The Health and Wellbeing Board have agreed plans for Rotherham to work towards a breastfeeding friendly borough status. Local health partners and the Council's children and young people's services will work together to ensure parents make informed and supported choices when it comes to caring for their children.

The commitment to become a breastfeeding friendly borough includes supporting local businesses and public transport partners to provide environments where parents feel encouraged to breastfeed if they want to. Furthermore, partners will also work with leisure centres, restaurants and shopping centres to welcome breastfeeding parents, as well as encouraging the general public to be supportive in any of these environments.

Safer Rotherham Partnership Plan 2022-2025

The Safer Rotherham Partnership (SRF) is the borough's community safety partnership, bringing together organisations such as the Council, South Yorkshire Police, South Yorkshire Fire and Rescue, NHS South Yorkshire Integrated Care Board (ICB) and the Probation Service.

The plan outlines a number of commitments based around four key priorities, which the partnership will focus on over the next three years. This includes: protecting vulnerable children and adults; building safer and stronger communities; protecting people from violence; and tackling organised crime.

Specific outcomes include:

- Over 1,700 mental health support interventions delivered between April 2019 and March 2022, ensuring adults with mental health needs were provided with, or signposted to, the most appropriate support, reducing their vulnerability to becoming involved with the criminal justice system.

CASE STUDY:

Living my best life,' the new Castle View facility

Cabinet members at Rotherham Council approved plans for a new day centre in Canklow to provide day opportunities for people with high support needs. Under the banner of 'Living my best life,' the new Castle View facility on Warden Street will be supporting people with complex support needs, and acting as a hub for wider community activity, learning and skill development.

The modern, multifunctional building will be in easy reach of the local community, businesses and amenities that will enhance the day opportunities offer and support the service to integrate within the heart of the local community. The activities at Castle View will be complimented by community outreach across the borough to support access to local communities, ensuring people receive the right flexible support, in the right place, at the right time.

Plans for the new service came following a period of consultation with existing service users, their carers and families, which highlighted the importance of the right support, in the right environment with the opportunity to 'live my best life' through creating new experiences that maximises potential.

Councillor David Roche, Cabinet member for Adult Social Care and Health said:

"Empowering people to lead independent and fulfilling lives is at the heart of our learning disability transformation programme. These plans are a key pillar of that strategy, alongside providing support for people with disabilities to access employment and housing.

"We are looking forward to working with the people who currently use our services to design and develop the facilities at Castle View, and the programme of activities that we will run there.

The site offers so much potential for development including space to create allotment areas and sensory gardens, and because of its size, it will allow for more flexibility on how the space is used, which enables us to be creative and innovative with the services we offer."



CASE STUDY:

Rotherham Council named the most improved Council in the country at the Local Government Chronicle (LGC) Awards 2022

The prestigious annual event honoured local authorities and individuals from across the UK in 22 categories, culminating in a ceremony in London on 20 July 2022.

The prestigious annual event honoured local authorities and individuals from across the UK in 22 categories, culminating in a ceremony in London on 20 July 2022.

Rotherham Council was named Most Improved Council in recognition of the huge progress the authority has made over a number of years. The judges unanimously agreed that "from a rock bottom position it is possible to rebuild the trust of the community through understanding, courage and openness."

The Council was represented at the event by members of staff who had won the 'Big Hearts Big Changes' Employee Awards, which celebrate the achievements of employees from across the organisation.

Councillor Chris Read, Leader of Rotherham Council, said:

"This recognition from the wider local government community is testimony to all the work that has been undertaken by our staff, councillors, and partners. I am delighted for them."

"We've come a long way over the last eight years, under an unprecedented level of scrutiny and against a declining level of resource, and it is their commitment and dedication to our community that has driven the improvements we've seen and will continue to see in the future."

Sharon Kemp, Chief Executive of Rotherham Council, said: "It is pleasing that the fundamental changes and significant improvements that the Council has made have been recognised by our peers. This will inspire all of us to keep driving improvements for the communities we serve."



CASE STUDY:

The ‘Places to Go and Things to Do’– a new universal youth offer for young people in Rotherham

The Council is committed to having an inclusive universal youth offer so that all children and young people have fun things to do and safe places to go across Rotherham.

As part of this inclusive universal offer, the Council provides youth work provision across the borough, working in partnership with the voluntary sector. Activities are currently delivered by 17 voluntary sector agencies who have been commissioned to offer universal youth work sessions during 2022/2023. In conjunction with these commissioned sessions, the Council successfully launched the new universal youth offer website ‘Places to Go and Things to Do’ in November 2022. The ‘Places to Go and Things to Do’ website enables the Council to give details of what Universal Youth Work commissioned provision is available, as well as providing a ‘what’s on and when’ guide for young people, their parents, and carers. This allows for everyone to see the breadth of opportunities and activities that are available across Rotherham. Since the launch of the website, the landing page has been viewed 989 times.

The ‘Places to Go and Things to Do’ website was launched following consultation with partners, young people, and families at the Rotherham Show in September 2022 and is now updated termly to ensure that the information presented is as accurate and as accessible as possible.

The Council and is partners continue to widen the activities on offer across communities and create positive outcomes for children and young people in Rotherham. Activities on offer include biking, football, and cooking, with provision taking place across all areas of the borough. In 2022/23 over 1,000 additional youth sessions were delivered across Rotherham, providing a safe space for young people to enjoy a variety of activities. Through structured youth work, group leaders also offer support to young people to develop life skills, raise aspiration and encourage positive community engagement, which contributes to preventing anti-social and offending behaviour.



CASE STUDY:

Carers Week: 6 -12 June 2022

Carers Week is a national, annual campaign, supported by organisations including Carers Trust and Carers UK, during which events and activities are held to raise awareness of the challenges faced by unpaid carers and recognise the contribution that unpaid carers make to society.

During 6 -12 June 2022 Carers Week, the Council organised an event, in partnership with Crossroads Care Rotherham, to offer information, support and advice to Rotherham's unpaid carers. The event was advertised throughout the borough via social media, although its town centre location meant that it was highly visible on the day.

The following organisations took part in this event:

- **Rotherham Metropolitan Borough Council**
- **Crossroads Care Rotherham**
- **Rotherham Carers Forum**
- **Rotherham Barnardo's Young Carers**
- **Rotherham Sight & Sound**

The event took place on 7 June 2022, in an outside stall next to Crossroads Care, The Corner, in All Saints Square, Rotherham; information leaflets from the above agencies were on display, and staff were available to answer any questions or queries. For those who wished to make a one-to-one appointment with a member of staff, the Crossroads Care training room was made available throughout the day, and there was also the opportunity for carers to arrange telephone appointments for a later date.

Between all of the partners, over one hundred contacts with unpaid carers were recorded: twenty-one carers were seen by Crossroads Care, most of whom later received follow up calls that provided advice, information, and signposting to other services; and fourteen carers were provided with one to-one support at The Corner by other organisations, including information about the Carers UK grant, carers assessments, and carers support groups in Rotherham. This shows that a large number of carers were able to obtain accurate advice and information and / or were signposted to other organisations on the day. The individual organisations gave their own direct contact details to carers, to allow them to make contact at their own pace.



THEME 3: RESPONSIVE SERVICES AND CUSTOMER CARE

Through effective planning and service delivery the Council ensures services are accesible to all customers. We are using our commissioning and procurement processes to provide more employment and training opportunities to all residents no matter their protected characteristic.

Key achievements in 2022/23 have included:

Supporting our most vulnerable during the cost-of-living crisis

Cost-of-living pressures are having a detrimental impact nationwide, especially on the most vulnerable in our society. This year the Council's Cabinet committed £24m to support vulnerable residents with the rising cost of living. Some of the schemes and activities are set out below. In addition, our Employment Solutions team have provided holistic support to enable nearly 1,000 residents to secure sustainable employment or access accredited training.

Energy crisis support scheme: awarded payments of up to £400 per household to 5,294 applicants who struggled to meet the costs of their energy bills.

Council Tax support top up scheme: provides up to £117.60 of additional support to low-income households through reduced Council Tax bills.

Warm Welcome spaces: since the launch of the Warm Welcome spaces initiative in 2022, libraries have provided a warm welcome to over 2,400 people across the borough. 15 library sites have been involved in the scheme, opening for a combined total of 571 hours to enable people in the community to keep warm during the winter months.

Along with providing activities and hot drinks for users, libraries have also partnered with local voluntary and community groups to provide advice and support for residents.

RotherFed has delivered energy know how sessions at Greasbrough, Riverside and Mowbray Gardens libraries, while Maltby library has worked with Yorkshire Sport to enhance their "warm hub" project, which supports both the leisure centre and library as warm spaces for people to come and use facilities.

Winter food hampers: £44,000 was awarded to local voluntary groups to provide Christmas/New Year food hampers for around 500 vulnerable households.

Food vouchers: the Council has been funding the voucher scheme for families of local children entitled to benefits-related free school meals since October 2020.

12,000 families received lifeline supermarket vouchers to help them with the cost of food for their children during the Easter school holiday 2023. The value of the vouchers equated to £15 per week, the approximate amount it costs to provide a meal for each child when they are in school.

In March 2023, the Council's Cabinet agreed to allocate an extra £2.5m to extend the scheme by a further year, up to and including the Easter school holidays in 2024.



Equalities considerations are driving service planning

The Council has refreshed its service plan templates to integrate equality priorities into all actions. These changes enable equalities to be identified in all stages of service planning. In achieving this, service plans incorporate building a better understanding of our communities through engaging with residents; making services more accessible; advancing EDI considering the barriers some sections of our community may face; supporting teams to be more diverse; and effectively engaging with teams.

Inclusion and social value

Since launching in October 2019 our social value policy has helped vulnerable residents enter training and employment opportunities through contractual commitments from our suppliers.

Social & Local Economic Value Committed

£13.5 Million

£97.4 Million spent on local suppliers in 2021/2022

1,500 + weeks of skills and training opportunities committed

302 employees to be hired or retrained

2,671 tonnes CO2e savings on contracts

Social value commitments have enabled vulnerable residents to secure employment opportunities, including:

- **12** employees who are long term unemployed.
- **5** employees who are not in employment, education or employment.
- **3** employees aged 18 -25 who were rehabilitating young offenders.
- **4** disabled employees.

Other commitments comprise:

- **1,903 hours** of dedicated support for getting people back into work.
- **989 weeks** of training opportunities for local residents.
- **6,801 hours** dedicated to supporting young people into work.
- **310 weeks** to be spent on work placements or pre-employment courses.
- **238 work** placement weeks paying the minimum or national living wage.

The Council is an accredited Real Living Wage employer, directly benefitting over **3,000 employees**, with a requirement for all qualifying contracts to be Real Living Wage compliant. The approach to social value directly interrelates with equality objectives by helping to address socio-economic inequalities, aiming to build local economic resilience.



CASE STUDY:

Esh Construction delivering employability sessions

Between March 2021 and March 2022, Esh Construction Ltd delivered contracts for transportation infrastructure schemes for Rotherham Council.

As part of their social value commitments to Rotherham Council, Esh Construction provided training and employment opportunities to local residents with a focus on young people. 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 by hosting employability sessions, work experience preparation sessions, careers fairs, conducting site visits with students, delivering construction in the curriculum lessons, and donating a defibrillator to a local community centre. The examples below highlight the Social Value delivered on one project.

In total, Esh completed 282 hours of employability sessions with Better Learners Better Workers (BLBW) at Wath Academy. Megan Roberts, Social Value Manager and Hannah Skill, Social Value Coordinator delivered the session to a Year 9 assembly of approximately 280 students. This provided students with an insight into Esh's career and study pathway, the variety of roles within the construction sector, transferable employability skills and introductory guidance on the routes into construction. Students were also given the chance to learn how Megan progressed in her own career at Esh Construction.

Feedback from the Work Placement and Employability Coordinator: *"The learners in today's session were really engaged and asked lots of questions. They have 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."*



CASE STUDY:

Conway Crescent

Conway Crescent is a state-of-the-art respite service with assistive technology providing greater opportunities for those with caring responsibilities to access short breaks.

The four-bedroom detached houses, completed in Spring 2021, replaced older properties in East Herringthorpe which were not fully accessible and couldn't meet the needs of individuals with more complex needs. Both houses at Conway Crescent have lifts, one house is fitted with ceiling hoists and the other provides an autism-friendly environment.

Two years on from completion the service has gone from strength to strength, now offering a respite and short-stay service to over 50 customers, providing numerous benefits including increased social interaction, new experiences, and a change of scenery boosting health, wellbeing, and mood. For carers this provides the opportunity to attend events, take a holiday, or simply enjoy a few days to rest. Recently a carer got in touch to say they'd had a "wonderful holiday", enabling them to fully "re-charge their batteries" whilst their daughter had a lovely respite stay at Conway.

In addition to the above, respite breaks are enjoyed on a frequent basis giving people the chance to get to know other service users and make long-lasting friendships.

The progression over the past 2 years has led to Conway recently receiving an encouraging evaluation following inspection from CQC. Moreover it increasingly garners consistently positive feedback from carers who have praised the service - in particular the staff that make it.

The CQC Conway evaluation stated that customers, *"…appeared to be comfortable in the company of staff, and staff spoke to them with respect and warmth". The report also quoted relatives who told the inspectors that Conway is, "…*a great place. He (the customer) sees it as his holiday and loves to go there. He enjoys making friends, likes his room, does activities, and joins in with the karaoke." *The report finally went on to say that, "The support people received was tailored to them personally, respecting their equality and diversity rights".*

It is fantastic to see Conway receiving a 'Good' rating following inspection, with Registered Manager Joanne Ratcliffe motivated to go one step further and achieve an 'Outstanding' rating in the future.

Joanne said that, "Conways vision is to work in partnership with customers, relatives, carers, and others to provide a range of services which recognise and respond to individual social, cultural, spiritual and emotional needs. Conway aims to assist and encourage customers to exercise their rights to privacy, dignity, independence, security, choice, and to preserve their rights as citizens of Rotherham."

Conway is also a flexible and versatile service, supporting emergency admissions wherever possible. Conway recently supported a customer until his permanent Supported Living placement was finalised. The staff received a delightful card from the customer and his family, thanking the team for everything they had done during his time at Conway.



CASE STUDY:

Sparking Wonder, Making Connections'

Rotherham Museums, Arts and Heritage was successful with an Arts Council England project grant to redesign its intergenerational early years programme with partners and families.

Officers worked with partners such as Early Help and BME Young Carers to consult and identify priorities, issues that may impact on their lives, relevant stories and spaces that matter to communities.

The 'Sparking Wonder, Making Connections' project sought to using the Museum's collections, spaces, and stories to address key social outcomes around improving accessibility, health and wellbeing and equality and inclusion. The project aimed to reach families with young children who came from a variety of geographical, ethnic, and cultural backgrounds across Rotherham and enabled these families to create their own unique programmes of activity, whilst embedding long-term connections to the museum. This was done by co-producing collections-based experiences and activities with the families, local and national artists, and early years practitioners, supported by training from health and wellbeing experts and advisors in anti-racist practice.

The project worked with families from some of the most economically deprived wards in Rotherham and those most impacted by social isolation as a result of the Covid-19 pandemic. Many of the families engaged with contained children with diverse needs and adults with English as a second language who required interpreters and additional support. The project worked with a wide range of family groups and organisations, including BME Young Carers, Ferham Primary School, a Rotherham Early Help toddler group, and young mothers from YWCA Yorkshire.

The service made connections with families who had not previously engaged with them before, developing a better understanding of their social and cultural experiences, as well as the challenges and barriers they face in their communities. As a result, the service has created new programmes that strengthen family connections based on their priorities, individual needs, personal interests, and cultural heritage. Through the programme, the service has also embedded health and wellbeing, inclusion, and sensory approaches in all of its activities – creating fun and positive experiences for families to share together.



THEME 4: DIVERSE & ENGAGED WORKFORCE

The Council will continue to improve workplace equality and diversity through the delivery of the Workforce Plan 2022-2025. This includes a commitment to supporting the workforce with inclusive working practices, health and wellbeing support and learning and development.

The Workforce Plan outlines the key priorities that will help to support the delivery of the Council Plan through developing the capacity and skills of the workforce. We want to ensure, as an employer, we demonstrate how we provide a good work life balance and the range of benefits available which mean that individuals want to work for us; and when they do work for us that they feel developed, valued and supported. These things combined will support our aim of both attracting and retaining a talented workforce so that we serve our borough well.

Key Workforce Plan achievements in 2022/23 include:

- Creating eight EDI staff networks to drive activity forward.
- Improving the recruitment, applicant and manager experience.
- Employability initiatives including Kickstart, development of the work experience pathway, internships, and the National Graduate Development Programme (NGDP).
- Refreshing our corporate induction programme.
- Launching an improved approach to exit interviews.
- Ongoing rolling programme of HR policy refresh.
- Launching the Management Development Programme.
- Delivering Employee Opinion Survey action plans in each service.

More detail on key achievements are noted below.

Recruitment

Following the launch of the Council's updated Workforce Plan, a range of activity has been undertaken to ensure the Council draws from the widest possible talent pool when attracting new recruits. By engaging with existing staff, managers, new recruits and those on Kickstart placements, the Council has updated its recruitment marketing material with a particular focus on using videos to support recruitment campaigns. This is in addition to a new recruitment brochure that includes key information on the Council, employee benefits and the borough.

In addition, the online recruitment has been simplified using a shortened application form. For frontline services, we have trialled alternative, accessible recruitment methods including offline application forms,



recruitment days, working alongside Jobcentre Plus to ensure jobseekers are aware of opportunities in the Council.

Further action will be undertaken during 2023 to engage directly with community groups to raise the profile of career opportunities available with the Council and to seek further feedback on how we can adapt recruitment and selection processes that are accessible to all. The Council will also continue engaging with schools, colleges, universities and DWP to widen the talent pool of potential candidates and expand the number of opportunities available through apprenticeships, T Level and university placements aligned to career pathways that are aligned to critical roles.

Staff Networks

Eight staff networks based on the protected characteristics were launched in September 2022. The networks offer an opportunity for Council employees to come together to discuss and debate topics of interest. The networks are led by people at different levels across the organisation, enabling more diverse voices to influence change. There is a direct connection from staff networks into the organisation's Equalities Steering Group, to ensure that the delivery of the EDI Strategy runs through everything we do. Feedback from these networks will be used to improve internal communications, consultations, employee experience and engagement mechanisms.

Networks formed include:

- Black and Minority Ethnic Workers (BME) Network.
- Carers Support Network.
- Disability and Long-Term Health Conditions (LTHC) Network.
- United Faith Network.
- LGBTQ+ Network.
- Neurodivergent Network.
- Women's Workforce Network.
- Young Employees Network.

Kickstart scheme

The Council is committed to delivering the Workforce Plan aim to become an Employer of Choice, which includes increasing our reputation in Rotherham's communities and appealing to young people. The Council has employed 64 young people under the scheme, which aimed to reduce the risk of long-term unemployment by providing six-month paid job opportunities to 16–24-year-olds claiming Universal Credit. A range of young people with a wide variety of skills were employed to help deliver services across the Council, from HR and IT to cultural services and social care. The Council received an award from the Department for Work and Pensions for being the biggest single Kickstart employer in South Yorkshire.

The Council worked in partnership with RNN College Group on the scheme, with the college providing three days of training and support to the Kickstart employees. Since the scheme ended in September 2022, at least 75% of the

young people who were taken on by the Council have secured longer-term paid jobs, moved into self-employment, or gone back to education. That number includes 25 young people who have secured jobs at the Council.

Work Placements

As an organisation we are actively engaged in initiatives to encourage and support young people in gaining valuable work experience and skills within the workplace to give them a great start to their career. We work with teams who connect into schools and colleges across Rotherham's communities to ensure that the placements are targeted.

We have recently finalised a new process for students to request work experience which makes it easy for anyone to request a work placement.. Since this was launched in November 2022, 24 work placements have been completed or confirmed. We also facilitate various internships throughout Council services, including University placements and working with our local colleges to provide supported internships.

We are working with Rotherham College as they develop their T Level offer and will be taking placement students in a number of areas. This helps us to show young people the work the Council does in order for them to consider RMBC as a longer-term employer.

Apprenticeships

The Workforce Plan outlines the Council's commitment to developing the workforce through apprenticeships and our 'apprenticeship first' approach. As part of our aim to become an Employer of Choice, offering apprenticeships is a great way of appealing to young people who want to earn whilst they learn, and can be more accessible for those who are unable or do not want to go down the traditional qualification routes. As an organisation, we can develop apprentices into the workers we want as a huge part of our succession plans, whilst they bring new ideas and skills to the table as part of their learning.

The Council currently have 142 apprenticeship learners within our workforce (as of March 2023); this is a mixture of both current members of staff wanting to develop their skills and knowledge in their area of work, and new starters to the Council who are learning and training in a profession from scratch. The apprenticeships undertaken are at level 2 to level 7 and are varied, from business administration to civil engineering, finance management to highways maintenance, housing to children's residential practitioners.

Graduate Scheme

The Council has participated in the LGA's National Graduate Development Scheme since 2017. Graduates are recruited each autumn on a two-year contract and complete a programme of 3 placements across the Council in that time - example areas are Housing, Commissioning (both Adults and Children's), Community Safety and Street Scene.

Feedback received from participants and managers has always been positive, with graduates making a real impact on services and priorities by working on key projects. A total of 23 graduates have been employed through the scheme so far. There are currently 7 graduates remaining as National Management Trainees on the two active scheme cohorts, with recruitment underway for the next cohort to begin in autumn 2023.

Retention of talent from the scheme has also been a success for the Council: 4 out of 5 graduates from the 2021 cohort have already secured permanent jobs within the Council, and from the previous cohorts overall (12 graduates in total), 7 of those individuals are still working for the Council now.

Workforce engagement

The Council is committed to enhancing the employee experience for all staff by listening and responding to staff feedback. The regular Employee Opinion Survey is the way in which the organisation measures employee engagement. The survey also allows us to breakdown engagement scores using equalities information, which helps further target EDI activity. Following the last survey in 2021, services have developed targeted action plans to make progress and highlight where progress is being made.



Key commitments for 23-24:

- Develop staff networks further to make an impact on cross-cutting issues across the EDI Strategy and Action Plan.
- Establish a Reverse Mentoring Scheme between Staff Networks and EDI Steering Group Leads to ensure voices of underrepresented groups are heard.
- Refresh the Performance Development Review approach to strengthen conversations between managers and staff around wellbeing, development, objectives, and performance.
- Engage groups in a review of Rotherham's values and embed values into employee lifecycle and experience.
- Equip the organisation with equalities workforce data to continually inform approaches taken throughout all levels of RMBC.
- Increase knowledge and awareness of EDI in the workforce, by reviewing and improving the training offer for officersMaking Rotherham Council an employer of choice.

CASE STUDY:

Women's Workforce Network Creating Positive Change

The Women's Workforce Network (WWN) was launched in 2022 to positively help the Council's commitment to seeing a borough based on equality and social justice.

The network meets on a monthly basis and aims to represent women of all protected characteristics working in the Council. The network also provides a friendly, supportive, safe space for women to share their experiences, ask questions and discuss topics that affect women in the workplace.

Other aims include:

- Creating a safe environment where people from across the Council can come together and discuss issues of importance to them.
- Connecting other people who share the same passion for raising the voice of women across the workforce.
- Supporting women to challenge practices and policies that affect them in the workplace.

The Women's Workforce Network contributed towards the successful delivery of an International Women's Day event, which was held at the Town Hall on 8th March 2023. The network created promotional material e.g., posters and leaflets to advertise the event to internal employees and inform how they can be involved in future meetings.

The theme for International Women's Day 2023 was 'Embrace Equity'. The event reflected on how we can all embrace equity in Rotherham, focusing particularly on sport participation and employment.

During the event, employees heard from a range of inspirational female speakers and Rotherham role models. This included Val Hoyle, Rotherham United Women's Football Club, Glennis Leathwood, Rotherham Council, Deborah Bullivant, Grimm and Co, Sharon Kemp, Rotherham Council.

The event left employees feeling empowered and optimistic whilst increasing both the awareness and membership of WWN. The network continues to drive forward women's issues in the workplace, the networks chair discussed with other members the issue of women's toilet facilities at Riverside House needing emergency sanitary products as currently they weren't available.

Through conversations with the network, facilities team, and senior leadership the matter was dealt with, and rectified and emergency sanitary products are now being trialled at Riverside House. This was not only an achievement for the network but for all women working at this venue.



LOOKING AHEAD

This section provides a sample of actions linked to the annual equality, diversity, and inclusion plan for 2023/2024, working towards the medium-term priorities set out in the Equality, Diversity, and Inclusion Strategy. The action plan draws primarily from the Council's Year Ahead Delivery Plan to identify where equality outcomes are embedded in Council Plan priorities. Other actions are drawn from themes across the EFLG.

THEME I: UNDERSTANDING, LISTENING TO AND WORKING WITH ROTHERHAM'S COMMUNITIES

The Council will listen to residents and service users through consultations and feedback to improve service delivery

Involving communities in Council decision-making processes is key to ensuring residents' interests are represented. In 2023/24, the community reference group will be refreshed. This group is made up of community and faith leaders who advise and discuss issues on behalf of the communities and people they support.

The Council has invested in a new post to lead 3 projects ensuring hard to reach communities and underrepresented groups' voices are heard. This will support the Council's goal of creating a new model for consultation and engagement with a specific focus on building stronger networks around EDI. This new model will make it easier for the Council and partner organisations to understand the impact of cost-of-living pressures on those with protected characteristics, including additional or tailored support that may be required for diverse groups. It will also enable excluded groups to influence and access service provision.

Implementing effective consultation toolkit training

Training to implement the new Consultation and Engagement Framework and Toolkit is underway. The training will empower officers to engage and work confidently with the public, groups, organisations, and partners in a co-ordinated way. Training will be delivered through virtual workshops and an online course produced by Virtual College.

Using census data and online resources

Following release of the 2021 census data, ward profiles will accurately be updated to reflect the new communities the Council serves. Ward profiles show economic and social data about all of Rotherham's 25 wards. The data covers: language, employment, education, health, and housing.

The Council will launch an online resource in 2024 for families to access support in relation to their emotional health and wellbeing. An equality and needs analysis has been undertaken for the online resource, which considers accessibility across all communities in Rotherham and will introduce programmes and practice that are tailored to all communities in Rotherham.



THEME 2: LEADERSHIP, PARTNERSHIP AND ORGANISATIONAL COMMITMENT

The Council will continue championing and celebrating diversity

The Council will continue to celebrate the diversity of its communities by proactively promoting recognised dates through the Council's website and social media channels, including:

- Black History Month.
- International Women's Day.
- Ramadan.
- LGBTQ+ Pride.
- Holocaust Memorial Day.
- Rotherham Show.
- National Day for Disabled People.
- South Asian Heritage Month.

The Council will work with children and young people across the borough to co-design the Children's Capital of Culture programme and deliver a series of events:

- UPLIFT: Rotherham Skate and Arts Festival 2025.
- Teenager market Quarter 1.
- WOW festival.

Member development activities

In 2023 we will continue to support equality, diversity and inclusion training as part of member induction and development activities. Our members play an important and active role in reducing inequality, fostering good relations across communities. Activities will include member sessions around specific equality, diversity and inclusion issues.

Tackling health inequalities and community safety

The Council will launch a new prevention campaign that will provide advice on all areas of health, such as smoking, tobacco control, food, and physical activity. Furthermore, the Council will collaborate with local partners to design a new delivery model for mental health services to improve the needs of those in crisis.

The Council will continue to work with a range of partners, including statutory bodies to address issues around community safety, including addressing hate crime, whilst taking a zero-tolerance approach to prejudice and discrimination.



THEME 3: DELIVERING ACCESSIBLE AND RESPONSIVE SERVICES THAT MEET DIVERSE NEEDS

The Council will continue to conduct equality training and address issues around community safety.

Following the successful delivery of the equality analysis training for OSMB and cabinet members in 2022, the Council will continue to deliver similar training to the newly formed equality, diversity, and inclusion operational group alongside equality champions. Equality champions and operational group members based within directorates will function as key points of contact for equality-related enquiries and guidance.

The Council will progress phase 1 of the local neighbourhood road safety programme to design and implement new road safety measures in 13 wards. Additionally, the Council will complete delivery of the second phase of CCTV investment using safer streets funding. The Council will collaborate with local partners to deliver a communications campaign, promoting access to enforcement services.



THEME 4: ENSURING A DIVERSE, SUPPORTED AND ENGAGED WORKFORCE

The Council will continue to improve workplace equality and diversity through the delivery of the Workforce Plan 2022-2025.

Using the workforce plan 2022-25, the Council will have a refreshed focus on apprenticeships and entry level roles to develop a talent pool of young employees across the Council. The Council will implement the management development programme, ensuring all managers have a clear understanding of how to effectively lead teams and respond to employee health and wellbeing issues.

The Council will create a forward plan of learning and development opportunities based on feedback and intelligence from employee opinion surveys and other forms of consultation, including seeking views from staff representation networks.

The Council will continue to work with the internal staff representation networks to create positive change. Staff networks will be embedded into governance structures, such as the equality, diversity, and inclusion strategic and operational group, allowing suggestions and concerns from networks to be consider and acted upon more quickly.



Understanding, listening to and working with Rotherham's communities				
How we will get there	Activity	Key milestone dates	Service lead	Council Plan/ YADP activity?
Two of the high-level actions under this objective are delivered through a range of linked activities: Listening to residents and service users through consultations and feedback to improve the evidence base that informs service delivery. Enhancing the way that we engage with communities including those with protected characteristics, to ensure that all voices are heard and there is an opportunity to provide lived experience.	Implementing a new model of equalities engagement, including a new dedicated post and three key consultation projects to build stronger networks and connections with our communities. Employ an officer to drive community engagement work Identification of three key consultation projects	Qtr 4	Head of Policy, Performance and Intelligence ACX	✓
	Review of Community Reference Group's Terms of Reference and focus	Qtr 2		
	Training to implement community engagement and guidance toolkit	Qtr 2		
	Progress phase 1 of the Local Neighbourhood Road Safety programme to design and implement new neighbourhood road safety measures in 13 Wards.	Qtr 4	Assistant Director, Planning, Regeneration and Transport R & E	✓
	Implement the findings from the Local Government Association (LGA) Customer Services Peer Review.	Qtr 4 (March 2024)	Assistant Director Customer, Information and Digital F & CS	✓
Developing joint partnership approaches	Produce ward plans with ward priorities informed by local communities.	Qtr 1	Head of Neighbourhoods ACX	✓

and activity including the use of intelligence to tackle inequalities, promote equalities and good community relations that have a positive impact.	Deliver a learning and development programme that will help embed a strength based-working approach (Neighbourhoods) across the Council's workforce	Qtr 2		✓
	Provide support to voluntary and community groups through a new infrastructure contract, developed through a co-design exercise.	Qtr 4	Head of Policy, Performance and Intelligence ACX	✓
	Work with children and young people across the borough to co-design the Children's Capital of Culture (CCOC) 2025 programme and deliver a series of events, including: a) UPLIFT: Rotherham Skate and Arts Festival 2025 b) Teenager market Quarter 1 c) Wow festival	Ongoing to Qtr 4 Qtr 1	Assistant Director, Culture, Sport and Tourism R & E	✓

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Delivering accessible and responsive services that meet diverse needs				
How we will get there	Activity	Key milestone dates	Service lead	Council Plan/ YADP activity?
Two of the high-level actions in this objective are delivered through a range of linked activities: Communicating and engaging with residents so that they feel informed about council services and how to access these. Listening to service users through consultations and complaints to produce evidence-based analysis that informs service design and delivery.	Complete the new library at Thurcroft.	Qtr 3	Assistant Director, Culture, Sport and Tourism R & E	✓
	Complete delivery of the £100k Play Equipment replacement programme.	Qtr 1	Assistant Director, Culture, Sport and Tourism R & E	✓
	To adopt a coherent approach to local 20 mph speed limits, ensuring that children and older people alike feel safe on small residential roads	Qtr 3	Assistant Director, Planning, Regeneration and Transport R & E	✓
	Complete delivery of the second phase of CCTV investment, including additional safer streets funding.	Qtr 3	Assistant Director Community Safety and Street Scene R & E	✓
	Deliver a full review of Taxi Licensing Policy, ensuring policy changes are swiftly adopted. (includes issues about accessibility of taxis etc)	Qtr 4	Assistant Director Community Safety and Street Scene R & E	✓
	Lead the Rotherham Combatting Drugs Partnership in the expansion of drug treatment and recovery services to increase the number of people successfully supported to 1,555.	Qtr 4	Director of Public Health ACH&PH	✓
	Work with partners to design a new delivery model for mental health services to better meet the needs of those in crisis.	Qtr 4	Assistant Director of Adult Care and Integration ACH&PH	✓
	Develop a Flexible Purchasing System (FPS) specifically for Mental Health to procure a range of services for people living will mental ill-health to be supported to live in their community	Qtr 2	Assistant Director Strategic Commissioning ACH&PH	✓

	Co-produce with people with a learning disability, and their carers, the priorities for learning disability services transformation over the next three years.	Qtr 3	Assistant Director of Adult Care and Integration ACH&PH	✓
	Commence the building groundwork for Castle View which will provide new day opportunities for people with high support needs.	Qtr 3		✓
	Implement new assistive technology to expand the community alarm offer (currently Rothercare), to enable people to live independently at home.	Qtr 4		✓
	Build on service improvements by developing a new Adult Social Care Strategy which enables residents to understand how services will work with them to build on their strengths, resilience and maximise their independence.	Qtr 4		✓
	Through co-production with carers and other stakeholders, develop a detailed action plan to facilitate delivery of the ambitions within the Borough that Cares Strategy	Qtr 3	Assistant Director Strategic Commissioning ACH&PH	✓
	Launch a new public health improvement and prevention campaign to provide advice on areas such as smoking, tobacco control, food and physical activity.	Qtr 1	Director of Public Health ACH&PH	✓
	To agree a policy on the localised use of traffic powers to manage pavement parking and to progress an initial scheme under this policy.	Qtr 4	Assistant Director, Planning, Regeneration and Transport R & E	✓
	Restructure the homelessness service to focus more resources on prevention and early intervention activity.	Qtr 2	Assistant Director Housing ACH&PH	✓
	Develop a range of accessible free information, advice and guidance resources and improve communications/engagement with private landlords, to support those at risk of homelessness at the earliest opportunity.	Qtr 4		✓
	Provide food vouchers to children eligible for free school meals, through the household support fund, for school holidays through to February Half Term 2024.	Qtr 4	Assistant Director Education and Skills CYPS	✓
	Delivery of the Council's Local Council Tax Support Top Up scheme, providing up to £117.60 to working	Qtr 4	Assistant Director Financial Services	✓

	households in receipt of council tax support.		F&CS	
	Complete an annual review of Rothercard.	Qtr 4	Assistant Director Customer, Information and Digital Services F&CS	✓
	Obtain sign off of our Written Statement of Action which has been developed to address the findings from the Special Educational Needs and Disabilities (SEND) inspection undertaken in 2021. This includes actions to address the variability of Education, Health and Care Plans.	Qtr 4	Assistant Director Education and Skills CYPS	✓
	Launch an online resource for families to access support in relation to their emotional health and wellbeing.	Qtr 4	Assistant Director Early Help and Family Engagement CYPS	✓
	Launch the multi-agency Rotherham Relationships Charter designed to engage agencies in thinking about parental conflict in day-to-day practice.	Qtr 4	Assistant Director Early Help and Family Engagement CYPS	✓
	Deliver the year 1 and 2 objectives of the national nationally funded Family Hubs programme (22-25), which is a national initiative aimed at making support and services more easily accessible to children and families.	Qtr 4		✓
	Provide new homes to make sure looked-after children and young people in Rotherham can stay in the borough	Qtrs 2, 3 & 4	Assistant Director Safeguarding CYPS	✓
	Complete the actions set out in our Youth Justice Action Plan which has been developed to address the findings from a peer review of the Youth Justice Service in March 2022.	Qtr 2	Assistant Director Early Help and Family Engagement CYPS	✓
	Develop and launch the refreshed Early Help Strategy and ensure future revisions are informed by the start for life and family hubs developments.	Qtr 4		✓
	Develop an independent travel training offer to support children with special educational needs or disabilities, so that they have the confidence and skills to travel independently and achieve their full potential	Qtr 4	Assistant Director Community Safety and Street Scene R&E	✓

	As part of 'Rotherham loves reading' project: • Undertake monthly themed promotions to implement the take 10 campaign. • Train a second cohort of primary schools to implement the reading fluency project into schools.	Qtr 4	Assistant Director Education and Skills CYPS	✓
	Support teachers and school leaders to enhance learning opportunities for disadvantaged pupils by launching a Disadvantaged Pupils Toolkit.	Qtr 4		✓
	Continue to deliver 'Pathways to Success' and 'Inspire' support programmes ensuring at least a further 88 residents secure employment or training.	Qtr 3 (December 23)	Assistant Director Housing ACH&PH	✓
	Agree a local labour policy to encourage and/or enable local people to access job opportunities arising from major development sites.	Qtr 3	Assistant Director, Planning, Regeneration and Transport R&E	✓
	Commence construction works for the Markets and Library redevelopment. (Access to new provision etc)	Qtr 3		✓
	Acting as accountable body, monitor and support partners to deliver projects across Rotherham with funding secured by the Council through Town Deal, Levelling Up Fund and Future High Street Fund including: • Wentworth Woodhouse • Maltby Skills Academy • Grimm and Co • Gulliver's Skills Academy • Magna.	Ongoing to Qtr 4		✓
	Support residents to apply for energy efficiency grants through the Energy Company Obligation (ECO4) programme and the Council's Community Energy Support Scheme (CESS) with at least: a) 600 ECO4 projects signed off b) 300 CESS household support projects completed.	Qtr 4		✓

Strengthening digital infrastructure and supporting skills' development to enable access for all.	Develop a Digital Inclusion Strategy.	Qtr 2	Assistant Director Customer, Information and Digital F & CS	✓
	Develop action plan for Digital Inclusion Strategy	Qtr 3		
	Work with partners to develop a 12-month plan to collectively drive the social value agenda and determine governance arrangements to support delivery.	Qtr 2	Assistant Director Financial Services	✓
	Deliver the Advance Project, assisting 50 residents to improve their qualifications and enhance their career prospects.	Qtr 4	Assistant Director, Planning, Regeneration and Transport R&E	✓
	Procure a programme of activity (Multiply) that engages adults (with numeracy levels below level 2) in informal learning to boost their maths skills.	Qtr 3		✓
	Agree a new model for crisis food provision for the borough.	Qtr 3	Head of Policy, Performance and Intelligence ACX	✓
Continuing to improve the use of Equality Impact Assessments in service design and delivery, capturing challenges and opportunities at the very beginning, ensuring barriers are considered and mitigated where possible.	Review and update current equality impact assessment (EIA) process and guidance, with examples of best practice identified and showcased, to aid learning and development.	Qtr 4		
	Conduct Equality impact assessment training for scrutiny members to support more evidence-based decision-making. (Links to member development)	As required		

Providing leadership and organisation commitment to actively promote equalities				
How we will get there	Activity	Key milestone dates	Service lead	Council Plan/ YADP activity?
Supporting awareness and understanding across communities to promote good relations across the range of protected characteristics.	LGA Corporate Peer Challenge to review the capacity, governance, leadership, and finances to deliver on the Council's ambition.	Qtr 2	Head of Policy, Performance and Intelligence ACX	✓
	Refresh the member development process using the member development survey and member personal development plans.	Qtr 3	Head of Democratic Services ACX	✓
Celebrating diversity within our communities and marking events.	Proactively promote recognised dates that celebrate diversity and support inclusion through the Council's website and social media such as: • Black History Month. • International Women's Day. • Pride. • Holocaust Memorial Day. • Rotherham Show. • National Day for Disabled People. • South Asian Heritage Month.	Qtr 4	Head of Communications and Marketing ACX	
	Deliver cultural events in varied locations and venues throughout the Borough, building on events such as: • Rotherham Show • Yorkshire Day • Town Centre Events e.g., • UPLIFT.	Qtr 4	Assistant Director, Culture, Sport and Tourism R&E	✓

Ensuring a diverse, supported and engaged workforce				
How we will get there	Activity	Key milestones dates	Service lead	Council Plan/ YADP activity?
Ensuring all of our policies are up to date and reflective our diverse needs and situations. Being an Employer of Choice so that we attract and retain talented individuals. Progressing with our Ways of Working post-Covid, ensuring that we are innovative and agile, that our workforce policies are accessible and inclusive and that we have refreshed values and behaviours to underpin what we do. Driving forward our workforce engagement to include support for establishing stronger networks for underrepresented groups and facilitating new approaches to engagement that are accessible and	Equip the organisation with equalities workforce data to continually inform approaches taken throughout all levels of RMBC	Qtr 4	Assistant Director Human Resources & OD ACX	
	Establish a Reverse Mentoring Scheme between Staff Networks and EDI Steering Group Leads to ensure voices of underrepresented groups are heard.	Qtr 4		
	Increase knowledge and awareness of EDI in the workforce, by reviewing and improving the training offer for officers	Qtr 4		
	Refreshed focus on apprenticeships, entry route roles and developing a talent pipeline across the Council	Qtr 3		
	Deliver the Employee Opinion survey for 2023.	Qtr 4		
	Develop a forward plan of L&D based on workforce feedback and intelligence	Qtr 4		✓
	Work with staff networks to: Embed the network into governance structures Empower the workforce to contribute constructively in improve employee experiences	Qtr 3		
	Engage groups in a review of Rotherham's values and embed values into employee lifecycle and experience.	Qtr 4		
	Undertake targeted events and campaigns to engage with residents to remove barriers to recruitment and ensure employment opportunities are maximised.	Qtr 4		

inclusive. Developing our workforce development programme that takes account of different needs and also promotes equalities, diversity and inclusion as being at the heart of what we do. Building on our workforce Health and Wellbeing programme offer based on workforce feedback and national good practice.				
Providing staff development and career progression that reflects individuals' needs and learning styles.	Detailed Equality Impact Assessment training for EDI Operational Group members	Qtr 4		
	Refresh the Performance Development Review approach to strengthen conversations between managers and staff around wellbeing, development, objectives, and performance.	Qtr 4		
Removing barriers to flexible working wherever possible.	Review of Hybrid Working policy	Qtr 4		

Appendix 3

PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
Title: Equalities Annual Report – 2022/2023	
Directorate: Assistant Chief Executive's	**Service area:** Policy, Performance and Intelligence
Lead person: Steve Eling	**Contact:** steve.eling@rotherham.gov.uk
Is this a: ☐ **Strategy / Policy** ☐ **Service / Function** ☒ **Other** **If other, please specify** Update report	

2. Please provide a brief description of what you are screening
The purpose of the Equalities Annual Report 2022/2023 is to highlight the progress made over the past year towards the priorities set out in the Council's Equality, Diversity and Inclusion Strategy and action plan. It also sets out next steps including actions for the coming year and the journey to "excellent" under the Equality

Framework for Local Government. The report covers key achievements and case studies from across the Council. Publishing an annual equalities report is part of the Council's Public Sector Equality Duty.

3. Relevance to equality and diversity

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

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

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

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

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

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?** The report is explicitly focussed on equality and diversity and the progress made to deliver the EDI Strategy priorities. The entire report includes a consideration of equality and diversity, and the way that the Council is meeting the needs of protected characteristic groups. Publishing the report is also part of the Council's Public Sector Equality Duty.
• **Key findings** The 'Rotherham context' section outlines relevant equalities data in Rotherham. The four themed sections and the case studies also include detail of how the Council has worked towards the equalities agenda in 2022/2023.
• **Actions** Whilst this is not a decision report, there are number of proposed next steps, some of which will be subject to Cabinet decisions. The action plan section also captures action in the Year Ahead Delivery Plan that will deliver positive equalities outcomes that has been agreed by Cabinet. For these decisions and next steps, full equality analyses are completed where appropriate, to ensure that the impact on all protected characteristic groups has been considered in detail.

Date to scope and plan your Equality Analysis:	N/A – full EAs will be conducted for individual schemes and initiatives where appropriate
Date to complete your Equality Analysis:	N/A
Lead person for your Equality Analysis (Include name and job title):	Steve Eling Policy & 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	03/05/2023
Fiona Boden	Head of Policy, Performance and Intelligence	03/05/2023
Steve Eling	Policy and Equalities Manager	03/05/2023

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	4th May 2023
Report title and date	Equalities Annual Report – Cabinet – 10th July 2021
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 – 10th July 2023
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

Appendix 4

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	No impact on emissions	N/A	N/A	N/A	N/A
Emissions from transport?	No impact on emissions	N/A	N/A	N/A	N/A
Emissions from waste, or the quantity of waste itself?	No impact on emissions	N/A	N/A	N/A	N/A
Emissions from housing and domestic buildings?	No impact on emissions	N/A	N/A	N/A	N/A
Emissions from construction and/or development?	No impact on emissions	N/A	N/A	N/A	N/A

Carbon capture (e.g. through trees)?	No impact on emissions	N/A	N/A	N/A	N/A
Identify any emission impacts associated with this decision that have not been covered by the above fields: None identified.					

Please provide a summary of all impacts and mitigation/monitoring measures:
The equalities annual report is a report on progress, not a decision report. Therefore, there are no significant implications for emissions. As well as reflecting on progress, there are a number of next steps and actions proposed within the report. Whilst at this stage, no emissions impacts have been identified, where appropriate, these next steps and actions will be presented to Cabinet for approval. At this stage, further CIAs will be completed to assess any emissions impacts.

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].	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]	

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 10 July 2023

Report Title
Local Plan: Adoption of Supplementary Planning Documents

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)
Winsze Lam, Assistant Planning Policy Manager
01709 822874 or winsze.lam@rotherham.gov.uk

Helen Sleigh, Assistant Planning Policy Manager
01709 823831 or helen.sleigh@rotherham.gov.uk

Ward(s) Affected
All wards

Report Summary
Cabinet approval is sought to adopt the following Supplementary Planning Documents (SPD):

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

Rotherham's Local Plan provides the framework for determining planning applications. Supplementary Planning Documents provide additional detail and guidance to support policies in the Local Plan. Once adopted, they are a material consideration to be taken into account when determining planning applications.

Supplementary Planning Documents help improve planning applications, which in turn can speed up the planning process and produce better outcomes for the community.

Recommendations

1. That Cabinet approves the adoption of the Supplementary Planning Documents at Appendices 1 to 5.
2. That Cabinet approves delegation to the Strategic Director for Regeneration and Environment, in consultation with the Cabinet Member for Jobs and the Local Economy, to amend and republish the Biodiversity Net Gain SPD if so required, to ensure conformity with the anticipated publication of Government regulations and guidance (paragraph 5.2 refers).

List of Appendices Included

Appendix 1 Developer Contributions SPD
Appendix 2 Biodiversity Net Gain SPD
Appendix 3 Trees SPD
Appendix 4 Preparing a Soils Strategy SPD
Appendix 5 Development in the Green Belt SPD (Revised)
Appendix 6 Consultation Statement
Appendix 7 Equality Part A – Screening
Appendix 8 Carbon Impact Assessment

Background Papers

National Planning Policy Framework
https://www.gov.uk/guidance/national-planning-policy-framework

Rotherham Local Plan 2013 – 2028
https://www.rotherham.gov.uk/planning-development/guide-local-plan/1

Adopted Statement of Community Involvement
https://www.rotherham.gov.uk/downloads/download/80/statement-of-community-involvement

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

Council Approval Required
No

Exempt from the Press and Public
No

Local Plan: Adoption of Supplementary Planning Documents

1. Background

1.1 Rotherham's Local Plan provides the framework for determining planning applications. Supplementary Planning Documents (SPD) provide additional detail and guidance to support Local Plan policies. Once adopted, they are a material consideration to be taken into account when determining planning applications. The documents also offer further assistance and clarification to applicants when preparing planning applications. SPDs provide detailed guidance to landowners, planning agents and developers to help improve the quality of submitted planning applications, which in turn can speed up the planning process and produce better outcomes for the community.

1.2 Following adoption of the Local Plan Core Strategy (2014) and Sites and Policies documents (2018), the Council is preparing new planning guidance documents. Following Cabinet approval (Cabinet 11 July 2022, minute 32 refers), public consultation was undertaken on the following draft Supplementary Planning Documents between 12 September and 17 October 2022:

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

2. Key Issues

2.1 Consultation on the draft SPDs was undertaken in line with The Town and Country Planning (Local Planning) (England) Regulations 2012 and the Council's adopted Statement of Community Involvement. In response to the consultation the Council received 50 representations, broken down as follows:

Document	Number of representations received
Developer Contributions SPD	8
Biodiversity Net Gain SPD	13
Trees SPD	9
Preparing a Soils Strategy SPD	7
Development in the Green Belt SPD (revised)	11
Non-specified	2
Total	**50 representations**

2.1.1 All representations received have been considered and the Consultation Statement at **Appendix 6** provides details of the issues raised, the Council's response and how the SPDs have been amended as a result.

2.2 A summary of the key elements of each document and the changes made following consultation is provided below:

2.3 **Developer Contributions SPD**

2.3.1 Sets out the process through which the Council will seek contributions from developers towards mitigating the impacts of development. Specifically:

- Education provision (e.g. school places)
- Library provision and library space
- Biodiversity Net Gain plus 10%
- The value of amenity trees
- Green Infrastructure, green spaces, outdoor sport and recreational provision
- Transport and related infrastructure
- Community Access Plans and other management or operational plans
- Local primary health care provision (e.g. medical centres)

2.3.2 Provides clear guidance to mitigate the impacts of future development proposals and to ensure that any gaps in provision of social and community facilities arising from new housing (for instance) are provided for by the developer; unless there are clearly substantiated and justified reasons as to why a developer could not viably fund such planning contributions.

2.3.3 Establishes the requirements for on-site or off-site contributions, or financial contributions in lieu, provided via S106 planning obligations to mitigate impacts arising from the development.

2.3.4 Seeks to ensure that new development accords with adopted planning policies and is socially, economically and environmentally sustainable.

2.3.5 S106 planning contributions are in addition to the payment of the Community Infrastructure Levy (CIL). They can be sought alongside CIL for the same development but must meet the tests set out in legislation.

2.3.6 <u>Changes to the Developer Contributions SPD following consultation</u>

2.3.6.1 Representations received to the draft SPD have been carefully considered, and in the light of the representations also received to the draft Trees SPD and Biodiversity Net Gain SPD, appropriate amendments have also been made to the Developer Contributions SPD where this is considered necessary.

2.3.6.2 Comments were received on viability, costings and thresholds where contributions will apply. Whilst illustrative examples of costs have been provided within this emerging SPD, these are not necessarily the up-to-date costs that will be used to determine all contributions via S106 planning obligation but are illustrative of the methodology presented for seeking appropriate contributions. It is considered the methodology presented in the SPD is sound and appropriate up-to-date costings will be sought at the time of application submission.

2.3.6.3 In addition, comments were received on natural environment, sports facilities, active travel and transport. These have been reviewed and changes, if necessary, have been made to the draft SPD.

2.3.6.4 The Council through its Transportation Team will also consider any potential enhancements to network rail infrastructure in the light of its commitment to Active Travel.

2.3.6.5 Issues raised regarding the viability of delivering planning obligations have been carefully considered by the Council in drafting the SPD. It is considered that the methodology and approach set out in the SPD provides a robust basis for negotiating S106 planning obligations in accordance with the National Planning Policy Framework and accompanying National Planning Policy Guidance.

2.4 **Biodiversity Net Gain SPD**

2.4.1 Sets out the Council's approach to seeking Biodiversity Net Gain (BNG) in line with the requirements introduced by the Environment Act (2021). This reflects Objective 10 of the Core Strategy which aims to manage the Borough's biodiversity through planning policies and supports the Council's Climate Change Action Plan.

- Introduces the BNG Metric – a habitat-based approach designed to provide ecologists, developers, planners and other interested parties with a means of assessing changes in biodiversity value (losses or gains) brought about by development or changes in land management.
- Sets out how to assess the biodiversity value of a site and the potential impacts arising from new development on the natural environment.
- Sets out how to apply the mitigation hierarchy and clarifies that where irreplaceable habitats cannot be offset, then planning permission should be refused, in accordance with national and local planning policy.
- Sets out how to calculate Biodiversity Net Gain.
- Provides a biodiversity checklist for applicants.

2.4.2 <u>Changes to the Biodiversity Net Gain SPD following consultation</u>

Representations were received to this draft SPD from a variety of organisations. All representations have been read and fully considered and subsequent changes made to the draft SPD. This is a new field of work and from November 2023, each developer (with only a few exceptions for householder and other minor development schemes) will need to demonstrate that their proposals deliver biodiversity net gain plus 10% (BNG+10%). Some of this net gain may be able to be delivered on site but there will also be a need to off-set biodiversity enhancements to other land that is not proposed to be developed.

2.4.3 Given the complexity and newness of these BNG+10% proposals, the draft SPD is based on best practice guidance from Defra and did attract substantial comment and representation. Following on from the consultation, a number of further learning opportunities have presented themselves:

- Training has been offered by the Planning Advisory Service (on behalf of Defra and Natural England).
- Through this training the work of other Councils involved in pilot projects over the last ten years was presented and shared with the network of other local authorities; this has clarified how other local government colleagues are approaching these issues and matters.

2.4.4 In the light of these learning opportunities, the Council's ecologist along with Planning officers, has worked through all representations received being mindful of emerging national guidance and secondary legislation. The draft SPD has been amended to better reflect all current known requirements of the legislation and to clarify and expand on areas and issues of concern raised through the consultation.

2.5 **Trees SPD**

2.5.1 Sets out guidance on the protection of existing trees on-site, and provision of replacement and new trees, with a view to protecting, enhancing and increasing tree cover within Rotherham. This reflects Objective 13 of the Core Strategy which aims to reduce the Borough's carbon emissions over the plan period and supports the Council's Climate Change Action Plan.

- Summarises the issues that can arise on development sites with existing trees, and what needs to be considered when planting replacement trees.
- Introduces the methodology to formalise current practice in negotiating replacement trees with developers.
- Addresses the approach to be taken to trees: from the initial design stage, through to their consideration in the planning application and future development on-site, and subsequently ongoing management and maintenance of trees.
- Briefly reviews the legislation supporting tree protection.

2.5.2 <u>Changes to the Trees SPD following consultation</u>

The representations received have made some helpful recommendations to ensure the SPD is comprehensive on all aspects in relations to trees in development.

2.5.3 The references to policies and legislation have been strengthened and clarified. This will help applicants and officers to consider not only the effects on the trees but the associated impacts and mitigations on blue and green infrastructure, habitat, nature recovery and historic assets.

2.5.4 The Council also acknowledges the need for the SPD to emphasise the importance of general tree planting in development and careful management, as it will contribute to the enhancement of the natural environment and mitigate the impact of climate change.

2.5.5 In addition to changes as a result of representations received, the Council has made changes to the layout and sections of the SPD for clarity.

2.6 **Preparing a Soils Strategy SPD**

2.6.1 Sets out detailed guidance on the required assessments of soils to be undertaken on-site, when these are required, and how to undertake them. It also summarises best practice in dealing with soils on development sites and supports the Council's Climate Change Action Plan through the protection of biodiversity of soils.

- Sets out the importance of soils within the Borough and the ecosystem services they provide, including providing support for plants and animals. Also stresses the fragility of soils.
- Provides a summary of the issues that may arise when dealing with soils on a development site.
- Provides a summary of DEFRA and British Standards in dealing with soils.
- Sets out the requirements before and during development occurring on-site, and the replacement of soils where needed.

2.6.2 Changes to the Preparing a Soils Strategy SPD following consultation

2.6.2.1 The representations received have been carefully considered. Clarifications have been made to the SPD to include additional references acknowledging the requirement for statutory consultation with Natural England and to reflect available national guidance.

2.6.2.2 One respondent raised issues with the wording provided in the Policy Guidance Notes. These issues have been carefully considered alongside the representations from the Environment Agency and Natural England.

2.6.2.3 The guidance within the SPD is specifically concerned with protecting the ecological quality of the soils and subsoil for the wider benefit of biodiversity. The purpose of the SPD is not to provide guidance on contaminated and unstable land as this is already covered by Local Plan policies CS27 'Community Health and Safety' and SP54 'Contaminated and Unstable Land'. In considering planning applications with respect to this issue, the views and guidance from the Council's Environmental Health Team will be sought.

2.7 **Development in the Green Belt SPD**

2.7.1 Sets out amendments to adopted SPD No. 3 Development in the Green Belt.

2.7.2 Following the adoption of the SPD in June 2020 and its implementation, several amendments were identified that will clarify application of the SPD to buildings and previously developed land within the Green Belt:

- Extensions to existing buildings (para 18).
- Replacement buildings (para 31).
- Change of use of land (Green Belt guidance 6 second para).
- Appendix 1 of the SPD (paras 91, 92, 97, 98 & 100).

2.7.3 Changes to the Development in the Green Belt SPD following consultation

The SPD has been prepared in line with the policies in the Core Strategy and Sites & Policies Documents and the proposed revision to the SPD is to clarify the definition of secondary buildings.

2.7.3.1 The recent High Court decision in Warwick District Council v Secretary of State is significant to the interpretation of para.149(c) of the NPPF, confirming that "an extension for the purposes of that provision can include structures which are physically detached from the building of which they are an extension". The Council has revised the SPD to reflect this decision.

2.7.3.2 Some representations related to specific issues regarding Green Belt allocations and policy, however the Council is not currently reviewing the Green Belt boundary or policies in the Sites and Policy Documents. These representations are not relevant to the proposed changes to the guidance in the SPD and therefore no changes have been made to the document.

2.7.3.3 In addition to changes as a result of representations received, the Council has updated the paragraph numbers referring to the NPPF to reflect the latest 2021 publication. The contents of the relevant paragraphs remain unchanged.

2.8 Once adopted, these documents will become an essential part of the decision-making process when determining planning applications.

3. Options considered and recommended proposal

3.1 Option 1: Adopt the SPDs with the amendments

3.1.1 Adopting the documents as SPD will provide clear guidance to applicants, helping speed up the planning process by minimising time-consuming amendments or negotiations often necessary following submission of planning applications. Adoption of the documents will ensure they have more weight in planning decision-making and provide support for the Council to refuse non-compliant planning applications. This will give greater certainty to the community and prospective developers on the Council's preferred approach to the subjects covered by SPDs.

3.1.2 The amendments detailed in the Consultation Statement at **Appendix 6** are considered necessary to ensure the guidance contained in each document is robust, clear, relevant, and appropriate.

3.1.3 Obtaining delegation to the Strategic Director for Regeneration and Environment, in consultation with the Cabinet Member for Jobs and the Local Economy, to amend and republish the Biodiversity Net Gain SPD if so required, would ensure conformity with the anticipated publication of Government regulations and guidance (paragraph 5.2 refers) in an efficient and timely manner.

3.2 Option 2: Adopt the SPDs without amendments

3.2.1 The amendments detailed in the Consultation Statement at **Appendix 6** are considered necessary to ensure the guidance contained in each document is robust, clear, relevant, and appropriate. Not incorporating these amendments into the final Supplementary Planning Documents will make the guidance less robust and reduce the ability of the Council to withstand challenge (for example at planning appeal); it may result in the need to revise the SPDs in the near future.

3.3 **Option 3: Decline to take forward the adoption of SPDs**

3.3.1 There is no requirement that the Council prepares adoptable Supplementary Planning Documents. However, they provide valuable additional guidance to applicants by providing clarity on Local Plan policy requirements and enable the Council to refuse non-compliant planning applications.

3.3.2 Should the Council decide not to adopt the documents they will have limited weight in the future when determining planning applications. The weight to be given to the documents as "good practice guidance" will be considerably less than if they were adopted as SPD.

3.4 **Option 1 is the recommended option,** to ensure that the documents are robust and have appropriate weight when making planning decisions.

4. Consultation on proposal

4.1 Consultation was undertaken via the Council's planning consultation website between 12 September and 17 October 2022. This notifies interested parties (including statutory consultees, members of the public and other stakeholders) on the Local Plan consultation database and allows and encourages comments to be submitted online, in accordance with the Council's adopted Statement of Community Involvement. A notice was also placed in the local press. Copies of the SPDs were posted to consultees on request, with a small charge to cover printing and postage. A Members seminar, including a presentation and Q&A session on the draft SPDs, was held on 4 October 2022 at the Town Hall and 11 Councillors attended.

4.2 Preparation of the final SPDs was undertaken by Planning Policy officers, or in conjunction and consultation with, other relevant services:

- The Developers Contribution SPD and Biodiversity Net Gain SPD were prepared by a specialist consultant in liaison with Council officers (Affordable Housing officer, Green Spaces team, Landscape officers, and Ecologist).
- The Green Spaces Team has prepared the Trees SPD and supported the review of the final version.
- The Ecologist within the Green Spaces Team has prepared the Soils Strategy SPD and supported the review of the final version.
- The Development Management Service within the Planning Service has reviewed all the SPDs.

5. Timetable and Accountability for Implementing this Decision

5.1 Subject to approval by Cabinet, the final SPDs and the accompanying consultation statement will be published on the Council's website and be used for pre-application advice and decision making on planning applications. All those who provided comments on the draft documents will be notified.

5.2 The Biodiversity Net Gain SPD is subject to some uncertainty due to emerging Government guidance on the implementation requirements on local planning authorities. The requirements of the Environment Act 2021 relating to BNG+10% come into force in November 2023, however at the time of writing the secondary legislation and guidance is still to be published by Government. It is possible that the Biodiversity Net Gain SPD may need minor amendments to ensure conformity with Government regulations and guidance when published. As this would be to align with secondary legislation, further consultation would not be required, and the Council would amend and republish the SPD. Recommendation 2 to the report reflects this position and seeks a pragmatic approach to dealing with this uncertainty.

5.3 To achieve consistency with the Council's document style, minor changes to numbering, formatting and images may be made prior to publication of the documents.

6. Financial and Procurement Advice and Implications

6.1 This consultation was carried out via the Council's planning consultation website and therefore the costs associated with this consultation were limited to minimal printing and advertising costs. These costs have been managed within the Service's existing approved revenue budget.

6.2 There are no direct procurement implications associated with the recommendations detailed in this report.

7. Legal Advice and Implications

7.1 The Supplementary Planning Documents (SPDs) and Appendices 1 to 5 of this report provide detail and guidance to support policies in the Rotherham Local Plan. The adoption of these SPDs strengthens the position and application of the Local Plan. The drafting and consultation in relation to the SPDs is in compliance with the requirements of the Council's adopted Statement of Community Involvement and the Town and Country Planning (Local Planning) (England) Regulations 2012 and the Town and Country Planning Act 1990 as amended.

8. Human Resources Advice and Implications

8.1 There are no direct human resources implications arising from the recommendations in this report.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The SPDs will assist in delivering the Council's strategy and policies set out in the Local Plan. These include promoting and delivering sustainable patterns of

development, the creation of mixed and sustainable communities, reducing pollution, providing and protecting community resources and facilities, and conserving and enhancing the quality of the built and natural environment.

10. Equalities and Human Rights Advice and Implications

10.1 The Supplementary Planning Documents (SPDs) will assist in delivering the Council's strategy and policies as set out in the adopted Local Plan. These policies include promoting and delivering sustainable patterns of development, the creation of mixed and sustainable communities, protecting community resources and facilities, and conserving and enhancing the quality of the built and natural environment. An Integrated Impact Assessment (which included Equalities Impact Assessment) was prepared to support the adoption of the Core Strategy (2014) and Sites and Policies Document (2018). These two documents, along with the Barnsley, Doncaster Rotherham Joint Waste Plan (2012), make up the Rotherham Local Plan.

10.2 The SPDs will be used by applicants submitting planning applications across the borough. The outcome will be planning decisions which comply with relevant planning policies. SPDs aid understanding of Local Plan policies and provide additional guidance to aid their implementation, but they do not create new planning policy.

10.3 The SPDs have been subject to public consultation and comments received have been considered in preparing the final documents.

11. Implications for CO_2 Emissions and Climate Change

11.1 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 carbon neutral as an organisation by 2030, and for Rotherham as a whole to achieve the same position by 2040.

11.2 The Supplementary Planning Documents provide further guidance and clarity to developers in bringing forward planning applications for development; reducing the carbon footprint of development; promoting higher sustainable construction standards; building climate resilient dwellings; minimising impacts of carbon emissions harmful to local air quality, the natural environment and health.

11.3 The Biodiversity Net Gain, Trees and Soils SPDs, will assist in the mitigation of CO2 emissions. They aim to further protect the natural environment and limit the impacts of new development on the natural environment and to seek compensation off site for new development proposals where on-site mitigation and enhancement is not possible. The SPDs will provide guidance and clarity to developers to:

- Reduce the carbon footprint of their development.
- Provide improvements and enhancements to the natural environment that will lead to improved health of local communities.

11.4 The willingness of developers to work towards zero carbon developments is a key driver to change. Future government legislation will effectively regulate development on site to be zero carbon. Without legislation, the Council can promote best practice through its Development Plan Documents and guidance but cannot insist on carbon-neutral development.

11.5 There is a significant demand for new homes and amenities in the Borough. The Council is committed to determining planning applications in accordance with Local Plan policy and SPDs, and in doing so is seeking to reduce, mitigate and adapt to climate change.

12. Implications for Partners

12.1 The implications for partners or other directorates are mainly associated with the additional guidance provided within the SPDs, regarding the implementation of Local Plan policies.

13. Risks and Mitigation

13.1 The Council may be open to legal challenge should the SPDs not be produced in accordance with The Town and Country Planning (Local Planning) (England) Regulations 2012. Legal advice will be sought, as necessary.

14. Accountable Officers

Simon Moss, Assistant Director – Planning, Regeneration and Transport
Nigel Hancock, Head of Planning and Building Control

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	26/06/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	21/06/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	23/06/23

Report Author: Winsze Lam, Assistant Planning Policy Manager
01709 822874 or winsze.lam@rotherham.gov.uk

Helen Sleigh, Assistant Planning Policy Manager
01709 823831 or helen.sleigh@rotherham.gov.uk

This report is published on the Council's website.

Appendix 1

Rotherham local plan

Developer Contributions Supplementary Planning Document













July 2023

Developer Contributions

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Introduction

Status

1 This Supplementary Planning Document (SPD) is prepared by Professor Stephen Walker in liaison with RMBC officers. This sets out the over-arching principles for securing development contributions through planning obligations to mitigate impacts arising from new development in Rotherham Metropolitan Borough Council**.**

All costs included in this SPD are illustrative and are subject to change over time. They are provided as example costings at the time of preparation of the SPD and have not been updated. Please contact the Council for clarification and up to date costs at the time of submission of the planning application.

2 This SPD has been prepared in line with national planning policy and relevant legislation and regulations. The National Planning Policy Framework (NPPF) identifies that SPDs add further detail and guidance to the policies in the development plan. They are capable of being a material consideration in planning decisions.

3 As required by The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) consultation on a draft of this SPD took place between 12 September and 17 October 2022. The accompanying Consultation Statement sets out further detail on this consultation, including who was consulted, a summary of the main issues raised and how these have been addressed in the SPD. It also contains an adoption statement, confirming that this SPD was adopted by Rotherham Council.

Foreword

4 The Council is keen to ensure the delivery of new development as set out in its spatial plan for the borough, specifically the Core Strategy (2014) and Sites and Policies Local Plan Document (2018). However, this objective must be supported by measures to ensure that development is sustainable.

5 This Supplementary Planning Document (SPD) specifically covers the following policy and service areas:

- Education Provision (i.e. School Places);
- Library Provision and Library Space;
- Biodiversity Net Gain;
- The Value of Amenity Trees;
- Green Infrastructure, Green Spaces, Outdoor Sport and Recreational Provision;
- Transport and Related Infrastructure;
- Community Access Plans and other Management or Operational Plans; and
- Local Primary Health Care Provision (e.g. medical centres and other equipment and supporting services and facilities necessary).

6 Planning obligations are used as part of the planning application process to address specific planning issues and impacts arising from a development proposal. They are normally agreed between the Council, landowners and developers in a legal agreement called a Section 106 (S106) agreement and are intended to make acceptable a development that would otherwise be unacceptable in planning terms.

7 Planning obligations can be used to regulate the nature of development, to address the impacts of development, and to contribute towards needs associated with a proposal. They help to ensure that new development is sustainable and assists in meeting the objectives of the Council's policies and strategies, including Rotherham's Core Strategy (2014) and its Sites and Policies Local Plan Document (2018).

This Supplementary Planning Document provides further detail and explanation of the Council's policies on planning obligations and of the procedure for agreeing planning obligations following the adoption of Rotherham's Community Infrastructure Levy (CIL). Please note that this document does not establish new policy but provides guidance relating to policies in Rotherham's statutory Local Plan (Rotherham's Core Strategy and its Sites & Policies Document). This SPD does not form part of Rotherham's Local Plan rather it is a material consideration dependent on the circumstances of individual applications.

8 The Hearing for the Rotherham's Community Infrastructure Levy Charging Schedule Examination in Public took place in early 2016 and was effective 3rd July 2017. CIL is a non-negotiable charge for funding local infrastructure to support the development of an area through a tariff system applied to new developments, based on infrastructure needs and development viability. In line with policy changes announced by central Government in September 2019, the Council's CIL123 List of targeted infrastructure or types of projects intended to be funded by CIL was rescinded.

9 Since its adoption, Rotherham's CIL has been applied in tandem with the Borough's planning obligations' requirements which had been scaled back in accordance with relevant legislation and national guidance.

10 As such, the Council's S106 policy requirements have been focused on dealing with matters[1] that are both directly related to the specific sites, and that are not addressed by CIL. In the future, with greater discretion there may be situations where the pooling of resources is needed with developer contributions being made from both S106 and CIL receipts, as well as other funding sources if and when these become available.

Planning Law and National Guidance

11 Changes in national guidance and its incorporation into planning law[2] means that securing developer contributions using S106 obligations demands three specific tests **must be met** in the decision to grant planning permission. Such obligations must be:

a. Necessary to make the development acceptable in planning terms;
b. Directly related to the development; and
c. Fairly and reasonably related in scale and kind to the development.

12 In this regard, the purpose of this SPD is to set out the methodology and the evidence base supporting the Council's approach in seeking and securing developer contributions, whether for sport and recreation or the other policy areas that are included in this SPD.

Tailored to Local Circumstances

13 The planning obligations necessary for each development will vary depending on the specific requirements arising from the individual scheme. A set of "standard" S106 planning obligations are generally used as a starting point, to provide certainty and to speed-up the planning and decision-making process. Different obligations are "standard" for different sizes and types of development, with obligations added to or taken away from the list, as necessitated by the nature or location of the development.

14 Most obligations described as "standard" apply to the majority of major developments (1,000m^2 of commercial or mixed-use space or a residential-led development for which the site is capable of delivering an uplift of 10 residential units or more, or sites no smaller than 0.5 hectares). The contribution amount or in-kind provision required for each obligation is calculated using the methodologies shown in this SPD. These methodologies/ formulas are applied to proposed residential unit or employee uplift. If the uplift in employees is not known, the proposed floor-space for each use class shall be applied in combination with average employment densities. Standard Heads of Terms document is presently being prepared; applicants shall need to contact the Planning Policy Team, who will provide a file or a relevant internet link.

1 The provision of affordable housing is not based on mitigating development impacts but is sought on the basis that it is a positive planning goal as set out in National guidance and the Council's statutory Local Plan.
2 See CIL Regulation 122, MHCLG, 2018

15 Members of the public and interested parties have the opportunity to make comments on any particular planning proposal during the consultation period of an application. Comments may relate to particular impacts or other issues arising from a development that could be addressed through planning obligations. Specific planning applications may be searched and commented on through the Council's website: https://planning.rotherham.gov.uk/fastweblive/welcome.asp

16 The Council also undertakes consultations on documents which help to inform the use of planning obligations as well as on specific projects funded through S106 voluntary legal agreements. In this regard, the Council is aware of recently published guidance from The Planning Inspectorate.[3]

Developer Contributions and Viability

17 The planning and housing policies in a Council's adopted local plans must not render new development unviable; such a position is in accordance with national guidance. The evidence recently presented as part of the Council's evidence base serves to refresh and satisfy this principle that the policies in its Adopted local plans do not render new development unviable.

18 A key element in carrying out the Refresh Appraisal study is to anticipate the likely costs arising from developer contributions comprising:

- **Community Infrastructure Levy** (CIL) – which was effective from 3rd July 2017, and whose rates are annually updated in accordance with national guidance; and
- **Planning Obligations** (S106 legal agreements) – which can only be sought and secured from new development growth if it can be shown to be necessary to "make an otherwise, unacceptable planning application. acceptable in planning terms" (NPPF, 2021).

19 Of course, it is also important to stress that the provision and delivery of affordable housing is typically sought and secured using a planning obligation. But this is done on the principle that it is a positive planning objective as set out in NPPF and can only be sought and secured in accordance with the Council's statutory local plan Core Strategy CS7 Housing Mix and Affordability[4].

20 The initial sum allotted for these two policy costs was set at £8,890/dwelling unit. This was based on a previous sum of £7,000/dwelling unit (which had been applied in an earlier study in 2012) but rebased to take account of the rise in all-tender price index published by the Building Cost Information Service (BCIS, RICS, 2018) over the intervening period. Of the above sum of £8,890/dwelling unit[5], a sum of £3,000/dwelling unit was specifically reserved for the CIL by PBA consultants in their whole plan viability assessment that underpinned the formally adopted CIL rates in July 2017.

21 Such an approach was justified on the basis that it was prudent to allow for mitigation, even though in practice such requirements shall only be sought based on site-specific conditions and that these must be tailored to local circumstances, in accordance with the nexus policy tests expressed in national guidance and secured through policies in the Council's statutory local plan.

3 See Planning Inspectorate's newly released guidance: Planning Obligations: New Practice Guidance, 21st April 2022.
4 See Rotherham local plan, Core Strategy 2013-2028, Adopted September 2014, p.76-79.
5 Please be aware that this sum shall be uprated to current prices (i.e. 2022) in the forthcoming Affordable Housing Refresh Study 2022: Updating Development Appraisals: Testing for Viability.

22 It is important to stress, that by allowing for the above costs, these do not "crowd-out" the developer's profit in a development appraisal, since a developer's profit is a key input in carrying out a residual land value, which is the appropriate appraisal methodology in judging if a site is viable against the site's benchmark land value.

23 To stress the importance of the last paragraph, applicants need to be aware that other programmed, systemic changes shall need to be explicitly taken into account in their development appraisals. For example, the changes to Part L of the Building Regulations[6], e introduced in June 2022, are explicitly recognised in development appraisals, so that such costs are amortised in a site's land value, and, thus do not crowd-out a developer's assumed level of profit. Paying a too high a price for a site is not a tenable and acceptable defence in a claim that a site's development is unviable.

24 The costs allotted to S106 and CIL were judged to be reasonable and not excessive relative to the overall outturn value (i.e. gross development value) and other costs arising from building out the sites as appraised and published in the Refresh Appraisal study report by the Council in 2019.

25 Since that date, national guidance has changed, particularly affecting the appraisal methodology regarding the setting of the benchmark land value. In addition, since that date the base sales' prices for residential development has outpaced their underlying build costs. Overall, this has improved viability as well as coinciding with housebuilders booking growing levels of profits which have, in many cases, exceeded the input rates of profits used in carrying out viability appraisals. Further evidence on this key matter is located in the section of 'What is the Position of Viability in 2022?' on p.19 of this SPD.

Planning obligations, S106 agreements and unilateral undertakings

26 Planning obligations are specific requirements to be fulfilled by developers to ensure that impacts arising from a new development are addressed. For example, where a road is damaged in the process of development or a community facility is lost as a result of a new development, S106 planning obligations can be used to offset these negative effects through requiring provision of or funds towards repairs or re-provision of facilities. Planning obligations are also used to ensure that a development accords with adopted planning policies and is socially, economically and environmentally sustainable, for example by ensuring that local residents have appropriate provision of school places or at local doctors' surgeries.

27 Planning obligations may be contained in a S106 agreement (where the Council is a principal party to the deed document) or in a unilateral undertaking (where the Council is not). Planning obligations of either type are individual, scheme-specific, legal documents used to address issues directly arising from development proposals to ensure that an otherwise unacceptable planning proposal is acceptable in planning terms. An agreement or a unilateral undertaking can contain a number of planning covenants or obligations.

6 The Department for Levelling Up, Housing and Communities (DLUHC) has announced some significant changes to the Building Regulations in England. Such changes relate to Part L – Conservation of Fuel and Power and Part F - Ventilation of the Building Regulations, along with the introduction of the new Part O – Overheating and Part S – Infrastructure for charging electric vehicles.

Obligations required in Rotherham

28 Planning obligations are always drawn up and negotiated based on the attributes of the individual site and development proposed. Obligations can include either direct provision of a service or facility, contributions towards a provision made by the Council, or both. Obligations reflect the priorities and objectives set out in Rotherham's Core Strategy, Sites & Policies Document Local Plan and its Supplementary Planning Documents, although other matters may be considered if they are directly relevant to the proposal.

29 Applicants for development proposals will usually be expected to enter into a S106 agreement with the Council on all schemes including one or more of the following:

- Residential schemes comprising ten or more dwellings and/or where the site is larger than 0.5 hectares;
- Hotels, hostels & student housing of 1,000m^2 gross external floor-space or more;
- Commercial/employment developments (defined by the Sites & Policy Document Local Plan as any activities or uses that generate employment) of 1,000m^2 gross external floor-space or more;
- Mixed use developments of 1,000m^2 gross external floor-space or more (this can include residential developments of less than 10 units, combined with an office, retail or other mixed-use element); and
- Other developments where necessary to ensure they are acceptable in planning terms.

30 This comprises all types of development meeting these thresholds[7], so long as it requires planning permission, including:

- New development (on vacant land or involving demolition);
- Increases in usable floor-space on an existing permitted development (as part of refurbishment, demolition and rebuild or extension);
- Intensification of use;
- Bringing back into use of a long term vacant or significantly underused building; and
- Changes of use with and without a change in floor-space.

31 Contributions charged will be calculated based on proposed uplifts in residential units, their gross floor areas (m^2) and/or employees[8].

32 Applicants are encouraged to contact the Planning Policy Team regarding this Supplementary Planning Document.

7 The Council is aware that Vacant Building Credit as well as permitted development rights can change how S106 policy requirements are assessed.

8 Applicants shall need to refer to HCA (known as Homes England) Employment Density Guide, 3rd Edition, November 2015 (and subsequent updated editions); especially see Chapter 4 which displays employment density metrics for different Use Classes (p.29).

Principles of Seeking and Securing Developer Contributions

Preamble

33 The aims of this SPD on Developer Contributions are to:

- Provide a clear framework which clarifies the Council's strategic approach to negotiations and mitigating development impacts arising from new development;
- Provide a systematic basis for officers negotiating Section 106 Planning obligations.
- Give specific advice to developers when contributions shall be required and how they shall be calculated.
- Ensure that the true and full costs of development are internalised so that spill-over costs are not imposed on others that are not party to the decisions regarding new development.

34 The objectives of this SPD are to provide:

- **Transparency**: By setting out the circumstances where the Council may impose planning obligations and, where possible, how it should calculate its requests.
- **Consistency**: By ensuring that negative effects of development are mitigated or minimised in a way that is fair and reasonable.
- **Speed**: By the SPD -

  1. Providing a high level of clarity for everyone involved;

  2. Reducing unnecessary negotiation; and

  3. Increasing the speed of planning decisions.

- **Certainty**: The SPD shall make clear what is expected of all applicants (e.g. developers and landowners), the Council and third parties.

National and Local Planning Policies and Legislative Context

35 A good starting point for applicants, officers and others is to consult relevant national guidance[9] especially:

- National Planning Policy Framework (NPPF, MHCLG, 2021);
- National Planning Practice Guidance for Viability (NPPGV, MHCLG, 2019);
- Planning Obligations: New Practice Guidance (The Planning Inspectorate, 2022);
- Department for Education guidance securing developer contributions for education (DfE, April 2019);
- Two excellent and recent publications from The Planning Advisory Service setting out best practice guidance on developer contributions (PAS, February 2020); and Sport England's Advice Note on CIL and Planning Obligations (Sport England, November 2018 version); and
- With respect to Biodiversity Net Gain, it is recommended that applicants directly consult Biodiversity Net Gain, Good Practice Principles for Development: A practical guide (2019) prepared by members and a consortium of ecological experts of CIEEM, IEMA, and CIRIA and further updates from Defra and Natural England regarding the introduction of Biodiversity Net Gain+10%.

Legal Basis

36 The legal basis for concluding planning obligations is contained in Section 106 of the Town and Country Planning Act, 1990 (and subsequent amendments). This permits a planning obligation to restrict the development or use of land; requires specified operations or activities to be carried out on land; and requires specified sums to be paid to the local planning authority. Planning obligations "run with the land" and are enforceable against the original covenantor and successors in title.

37 Obligations can be positive, asking the developer to provide a benefit, or can prevent the developer harming or removing a valued asset. Additionally, Section 106(2) allows inter alia for payments of money to be made, either of a specific amount or by reference to a formula, and for periodic payments to be made indefinitely or for a specified period, unlike planning conditions.

9 These are regularly updated by central government; so, there is a need to regularly consult the relevant government department for such announcements.

Current Local Policy Context

Rotherham's Core Strategy **Policy CS32: Infrastructure Delivery and Developer Contributions** provides the overarching infrastructure delivery policy. It states inter alia:

"*...Development will be required to contribute to funding all or part of the items of infrastructure listed in the Infrastructure Delivery Schedule, through a combination of mechanisms such as a Community Infrastructure Levy (CIL) and* ***S106 Planning obligations****. The Infrastructure Delivery Schedule is indicative and final requirements will be assessed based on the specific requirements stemming from each development, taking account of capacity and legislation concerning developer contributions.*

It is acknowledged that in some instances there may be a need for negotiation and prioritisation of the overall ***developer contribution requirements*** *(based on what is needed to* ***make the development acceptable*** *and what the development can afford to contribute). Any negotiation will need to take account of all policy requirements stemming from this plan, including requirements such as affordable housing and renewable energy generation.*"

38 Importantly, there are an array of other important policies in the Core Strategy that specifically cite the need for developers to mitigate for site-specific enabling infrastructure (and for other site-specific impacts stemming from development). The policy areas that this over-arching SPD on Developer Contributions covers are as follows:

- Educational provision (school places)
- Green Infrastructure, Green Spaces, Outdoor Sport and Recreational Provision
- Transport and related infrastructure
- Biodiversity Net Gain
- The Value of Amenity Trees
- Libraries' Provision and Library Space
- Community Access Plans and Other Management or Operational Plans
- Local Primary Health Care Facilities

Objectives

39 Over the years, national guidance has made the use of Section 106 legal agreements more permissive[10] embracing a wider range of policy areas. This more supportive policy environment has enabled more planning authorities to use planning obligations in a broader array of policy areas, which not only covers physical infrastructure, but to provide compensation for the loss of, or impact on, any amenity or resource present on a site prior to development, which can embrace such things as the provision of open space, woodlands, structural landscaping, on-site and off-site nearby.

10 This is demonstrated by making a simple comparison of the changes in the "tone in policy" as exemplified in Circular 1/1997, Circular 05/2005 and NPPF 2021 and NPPG on Planning Obligations (2020).

40 At the heart of the planning obligation system is the notion of reasonableness and that developer contributions can only be sought to deal with planning matters that must be in scale and in kind. In this respect, current guidance embraces the principle of a nexus between the needs arising from development and what is sought by the planning authority. Specifically, the terms of a planning obligation must pass all these five policy tests such that planning obligations should be:

1. Necessary to make the development acceptable in planning terms;
2. Directly related to the development;
3. Fairly and reasonably related in scale and kind to the development;
4. Reasonable in all other respects; and
5. Relevant to planning.

41 Since the planning authority has adopted a Community Infrastructure Levy, then the **last two policy tests (i.e. 4 and 5) do not apply** in respect of judging the appropriateness of seeking and securing mitigation measures arising from new (housing) growth using planning obligations in Rotherham.

Seeking Reasonable Benefits

42 National guidance stresses that obligations have a positive role in the planning system, remedying genuine planning problems and enhancing the quality of development. Where new development shall generate a need for measures to safeguard the environment, it may be reasonable for developers to meet or contribute towards the cost of providing such measures. The planning authority recognises that establishing the relationship between a particular planning benefit and an individual development is a matter of planning judgement, always exercised in the light of local circumstances. In this regard, the planning authority has an adopted Local Plan containing a raft of policies with the objective of achieving such outcomes in all development situations.

43 The planning authority recognises that it shall always seek to use planning conditions wherever possible, but there are circumstances where planning obligations can and shall be used. Thus, where a development, if implemented:

- Generates a need for particular facilities;
- Have a damaging or deleterious impact on the environment or local amenity; or
- Would adversely affect the delivery of national and local policies,

and these matters cannot be resolved through planning conditions, it is reasonable for planning obligations to be sought.

44 Importantly, though a planning authority can only seek requirements if it has appropriate policies in its adopted Local Plan, this limitation is not applicable to developers. As developers are not constrained in this manner, the key test involves assessing the extent to which what they might be offering is material to the planning situation. Issues of validity and materiality have been tested in the courts, and judgements reveal that the connectivity between what is being offered in mitigating impacts is low. Thus, the planning authority is keenly aware that a measured assessment must be conducted to ensure that such a nexus or connection exists to ensure fairness and reasonableness in the making of planning decisions for all applicants.

The relationship between Community Infrastructure Levy and Planning Obligations

45 The planning authority is also aware that the relationship between the way it seeks and administers the use of planning obligations in the presence of the Council's Community Infrastructure Levy has recently changed as a result of changes in national guidance regarding both fiscal instruments. Specifically, for CIL, the CIL 123 Regulation has been abolished; while for S106 agreements, the restriction on the pooling of up to 5 agreements relating to the provision of off-site requirements was also rescinded in September 2019 (NPPF, MHCLG, September 2019).

46 In respect of both instruments, permitted development rights and vacant building credit may reduce the requirements to pay CIL and seek contributions in the form of affordable housing provision secured through planning obligations. The Council shall require that applicants provide fully referenced evidence in respect of any claims for such relief whether in respect of permitted development rights, vacant building credit or both.

47 These changes to the operation of CIL and planning obligations have potentially generated a degree of overlap, which previously had been largely avoided or at least minimised. The Council is therefore aware that it needs to clarify the role to be played by both of these fiscal instruments. For CIL the Council, along with its Infrastructure Delivery Plan (June 2021) and Infrastructure Funding Statement (January 2023)[11], intends to identify and prioritise those projects that are to be funded in whole or in part by CIL. The Council intends to identify a hierarchy where projects are listed in priority and once delivered be replaced by the next in the priority list. The policy areas to be identified will embrace largely, but not exclusively:

- Transport/active travel/ highway improvements;
- Blue infrastructure projects;
- Green infrastructure projects;
- Educational provision;
- Health and other community facilities contributions.

48 The Council has generated a spending protocol regarding the income received from its Community Infrastructure Levy fee rates. This is located at:

https://moderngov.rotherham.gov.uk/ieListDocuments.aspx?CId=1103&MId=15358&Ver=4

49 As expected, **CIL** shall be **primarily used** on projects to **unlock existing deficiencies**. Whereas S106 contributions shall be targeted to meet the needs arising from new demands stemming from new residential and/or commercial development. It is permissible for a number of developers to contribute jointly to a new or improved facility, which will be of benefit for the local community at large. Necessarily, there are more restrictions on how S106 contributions are typically used based on the nexus principle which ties the developers' contributions either directly physically, but increasingly in terms of functionality. The latter could involve the provision of park and ride schemes that are at a distance from the sites that have contributed to its provision. Equally, this same principle can justify, for example, greenways, access to cycle and pedestrian tracks linking a new development to the immediate as well as wider surroundings and countryside.

11 See https://www.gov.uk/guidance/community-infrastructure-levy#monitoring-and-reporting-on-cil-and-planning-obligations

50 The Council is conscious of the fact that CIL receipts can be spent with greater discretion and freedom than S106 contributions. However, there will be situations where it is logical to collaborate and pool such receipts to ensure full and early provision. These occasions will be discussed at an early stage in the application decision-making process so that all opportunities can be explored in an open dialogue with all interested parties, which could also include organisations with special focus or expertise (e.g. Rotherham Commissioning Clinical Group; The Woodland Trust; The Community Forest; Rotherham Library Services; Canal and Waterways Trust).

Table 1: Policy Areas and Developer Contributions

Core Strategy, Sites & Policies Local Plan References	Policy areas	Potential Funding Sources					
		CIL (CS32)		S106 (CS32)		Other Sources (e.g. S278, grants, bids, loans, private finance)	
		Scale of Development[12]					
		Major	Minor	Major	Minor	Major	Minor
CS7 & CS2	Affordable Housing[1]	No	No	Yes	Yes	Yes	Yes
CS29	Education[2]	Yes	No	Yes	No	Yes	Yes
CS15 & CS16	Highways[3]	Yes	No	Yes	Yes	Yes	Yes
CS19	Green Infrastructure[4]	No	No	Yes	No	Yes	No
CS22	Green Open Space[5]	No	No	Yes	No	Yes	No
CS14	Accessible Places & Managing Travel Demand[6]	No	No	Yes	Yes	No	No
CS29	Community and Social Facilities[7]	No	No	Yes	No	Yes	No
CS25	Inland Waterways & Flood Risk[8]	Yes	Yes	Yes	Yes	Yes	No
CS20	Biodiversity & Geodiversity[9]	No	No	Yes	Yes	Yes	Yes
CS10	Improving Skills & Employment Opportunities[10]	No	No	Yes	No	Yes	No

12 Definition of Major/Minor Development: https://www.legislation.gov.uk/uksi/2015/595/pdfs/uksi_20150595_en.pdf

Table 1 Notes

1. **Affordable Housing** is typically delivered on site for developments of **10 or more dwellings and/or where the site is larger than 0.5 hectares**. In some circumstances a commuted sum is agreed to provide AH units off-site within the borough with the agreement of both parties.

2. **School places** are sought from developments with 1 **or more units.** Large, strategic allocations are likely to require a new school to be provided, including land, construction, and equipment to specified standards prescribed by Department for Education.

3. **Highways** cover a range of requirements. Offsite requirements triggered by new development will be provided via S106 contributions, S278 or S38 agreements. More strategic highway projects will be funded from CIL contributions and other funding sources. These latter projects shall be identified in the Council's Infrastructure Delivery Plan.

4. This shall significantly alter the status quo regarding provision, enhancement and maintenance of both **green infrastructure and green spaces (**see note 5).

5. On-site **open space** is prescribed for sites with 36 or more dwellings as specified by SP37

6. **Sustainable travel and improvement measures and contributions** in association with South Yorkshire Mayoral Combined Authority. Historically this had been set at a discounted price of £500/dwelling; presently it is £1,200. Currently, the planning authority seeks to support an array of **active and sustainable travel** opportunities within the borough and links to access amenities in the wider locale.

7. These largely relate to the provision of space and resources required in **libraries, community or parish/town council halls.**

8. This relates to improvement and management of key **inland waterways and canals**, as well as measures to reduce **strategic flood risk** in association with the relevant water and other utility companies.

9. All new development shall be required to deliver **BNG plus 10%** in accordance with the Environment Act. 2021, once secondary legislation enacted. Mandatory Net Gain is anticipated from November 2023 for major development sites, from April 2024 for small sites and from 2025 for Nationally strategic Infrastructure Projects

10. Major and/strategic new development can contribute to **local training and employment initiatives** in association with Council and other trade and education providers.

Developer Contributions and Viability

51 It is prescient to stress that the Planning Authority's position on seeking and securing developer contributions is in accordance with current national guidance which, amongst other things, states:

> *"Where up-to-date policies have set out the contributions expected from development, planning applications that comply with them should be assumed to be viable. It is up to the applicant to demonstrate whether particular circumstances justify the need for a viability assessment at the application stage. The weight to be given to a viability assessment is a matter for the decision maker, having regard to all the circumstances in the case, including whether the plan and the viability evidence underpinning it is up to date, and any change in site circumstances since the plan was brought into force. All viability assessments, including any undertaken at the plan-making stage, should reflect the recommended approach in national planning guidance, including standardised inputs, and should be made publicly available."*
>
> (Paragraph 57, p.16, NPPF, MHCLG, February 2019)

52 A key focus for the Planning Authority is to ensure that viability is being maintained over the property cycle and with respect to changes in local market conditions (i.e. local house prices and build costs) and critical changes in any of the relevant national guidance.

53 To this end, Rotherham commissioned and published a Refresh Appraisal Study in 2019 to support the Planning Authority's extant planning and housing policies in its adopted Local Plans.

54 A key element in carrying out the Refresh Appraisal Study was to anticipate the likely costs arising from developer contributions comprising:

- **Community Infrastructure Levy** – which was originally effective from July 2017, and whose rates are annually updated in accordance with national guidance; and
- **Planning Obligations** (S106 legal agreements) – which can only be sought and secured from new housing growth if it can be shown to be necessary to "*make an otherwise unacceptable planning application acceptable in planning terms*" (NPPF, 2021).

55 Of course, it is also important to stress that the provision and delivery of affordable housing is typically sought and secured using a planning obligation. But this is done on the principle that it is a positive planning objective as set out in NPPF and can only be sought and secured in accordance with the Council's statutory local plan Core Strategy CS7 Housing Mix and Affordability[13].

56 The initial sum allotted for these two policy costs was set at £8,890/dwelling unit. This was based on a previous sum of £7,000/dwelling unit (which had been applied in an earlier study in 2012) but rebased to take account of the rise in all-tender price index published by the Building Cost Information Service (BCIS, RICS, 2018) over the intervening period. Of the above sum of £8,890/dwelling unit, a sum of £3,000/dwelling unit was reserved for the Community Infrastructure Levy by PBA consultants in their whole plan viability assessment that informed the setting of CIL rates in July 2017.

13 See Rotherham local plan, Core Strategy 2013-2028, Adopted September 2014, p.76-79

57 Such an approach was justified on the basis that it was **prudent to allow for mitigation**, even though in practice such requirements can only be sought based on site-specific conditions and that these must be tailored to local circumstances, in accordance with the nexus policy test expressed in national guidance and reinforced by policies in the Council's statutory local plan.

58 It is important to stress, that by allowing for the above **developer contribution costs**, these **do not "crowd-out" the developer's profit** in a development appraisal, since a developer's profit is a key input in carrying out a residual land value, which is the appropriate appraisal methodology in judging if a site is viable against the site's benchmark land value.

59 In assessing if sites in the Council's adopted local plan continue to be viable, the Refresh Appraisal Study, comprising 27 sites that were a representative cross section of allocated housing sites in the local plan, tested **full policy compliant schemes** that included the equivalent of **£8,890/dwelling unit for developer contributions** as well as the **full provision and delivery of affordable housing** in accordance with the Council's policy of 25% of a site's total capacity (in both numbers and gross floorspace (m^2) terms).

60 Tables 2a and 2b, below, present a summary of the amounts allotted for both CIL and S106 across the 27 Refresh study sites.

Table 2a Refresh Study - Number of sites and the capacity of the 27 sites, including developer contributions (£/unit)

Number of Sites	Total Site Area (hectares)	Total Site Capacity (number of dwellings)	Total Floorspace (m^2)	Developer Contributions (S106+CIL)(£/unit)
27	115	3,294	313,196	8,890

Table 2b Refresh Study - Costs allotted to S106 and CIL across the 27 study sites

Average CIL rate (£/m^2)	Average S106 (£/m^2)	Average S106 cost (£/hectare)	Average CIL costs (£/hectare)	Total CIL (£)	Total S106 (£)	Total CIL + S106 (£)
28.33	75.84	216,995.49	60,793.4	7,720,976	21,562,684	29,283,660
NB The above relates to full policy compliant schemes where the AH dwellings are exempt from CIL.						

61 The figures in Tables 2a and 2b reveal that around £0.278m per hectare had been included in the appraisals to cover CIL fees and mitigation measures secured using planning obligations (S106). If the latter are not required, then in accordance with the appraisal methodology the residual land value estimates shall be higher (and vice versa).

62 Tables 3a and 3b, below, present the same information for a sample of the sites in the Refresh Appraisal Study (RMBC, 2019).

Table 3a Refresh Study - Sample of Sites: site capacity metrics & S106 and CIL rates (£/m2)

Local Plan Site Label	Site Typology	Total Site Area (hectares)	Site Capacity (number of dwellings)	Total Floorspace (m^2)	CIL Rate (£/m^2)	S106 (£/m^2)
H34	Greenfield (GF)	20.02	450	45,450	55	46.8
H16	GF	10.494	291	28,227	30	69.1
H88	GF	6.44	175	16,975	15	80.4
H04	GF	2.96	90	8,370	15	84.3
H64	GF	0.91	22	2,398	55	40.3
H87	GF	0.59	19	1,843	15	80.4
H75	Brownfield (BF)	7.96	271	26,287	30	69.1
H30	BF	3.04	97	9,409	30	69.1
H83	BF	1.04	30	2,910	30	69.1
H25	BF	0.63	38	2,660	30	104.5

Table 3b Refresh Study - Sample of Sites: overall costs allotted to S106, CIL and % of GDV

Local Plan Site Label	Total CIL (£)	Total S106 (£)	Total CIL & S106 (£)	Total CIL & S106 (£/unit)	GDV of the Scheme (£)	CIL + S106 as a % of GDV of Scheme
H34	1,874,812.5	2,125,687.5	4,000,500	8,890	119,710,887	3.34%
H16	635,107.5	1,951,882.5	2,586,990	8,890	58,644,923	4.41%
H88	190,968.8	1,364,781.3	1,555,750	8,890	41,114,037	3.78%
H04	94,162.5	705,937.5	800,100	8,890	20,463,463	3.91%
H64	98,917.5	96,662.5	195,580	8,890	6,281,138	3.11%
H87	20,733.8	148,176.3	168,910	8,890	4,463,810	3.78%
H75	591,457.5	1,817,732.5	2,409,190	8,890	58,054,516	4.15%
H30	211,702.5	650,627.5	862,330	8,890	24,015,283	3.59%
H83	65,475	201,225	266,700	8,890	6,460,040	4.13%
H25	59,850	277,970	337,820	8,890	4,840,906	6.98%

63 The figures in Tables 3a and 3b provide site-specific metrics and sums allotted to CIL and S106 costs that had been included in separate site-based viability appraisals. In respect of CIL fee rates, zonal rates are shown dependent on the sites' location varying from £15/m^2 to £55/m^2; the higher CIL rates reduce the amounts available for mitigation measures through S106, holding the unit costs constant at £8,890/dwelling unit.

64 The last two columns in Table 3b reveal the overall gross development value of the schemes, which is inclusive of providing 25% affordable housing. Crucially the final column displays the proportion of the GDV being allotted to developer contributions (S106 and CIL), for which, apart from one site (H25), the proportion varies between 3.34% and 4.41% of GDV.

65 The costs allotted to S106 and CIL are clearly reasonable and not viewed as being excessive relative to the GDV and other costs arising from building out the sites as appraised and published in the Refresh Appraisal Study report by RMBC in 2019.

What is the Position of Viability in 2022?

66 Since the publication of Rotherham's Refresh Appraisal Study (in 2019), national guidance has changed, particularly affecting the appraisal methodology regarding the setting of the benchmark land value. In addition, since that date changes in new build house prices have outpaced build costs. Overall, this has improved viability as well as coinciding with housebuilders booking growing levels of profits which have, in many cases, exceeded the input rates of capital profits assumed in carrying out development viability appraisals.

Updating the Viability Appraisal Inputs to current prices (i.e. 2nd Quarter 2022 prices)

67 The methodology for rebasing the original viability appraisals shall involve updating the following variable inputs:

- New Build House Prices;
- Build Prices (i.e. Costs);
- Developer Contributions' Allowance; and
- Benchmark Land Value.

68 A priori, **New House Prices** and **Build Prices**[14] are the two most powerful variables in affecting the residual land value estimate, for which the latter is used in assessing whether a site's development is viable by comparing that sum against the site's benchmark land value.

69 Preliminary research shows the following pattern of changes affecting viability in Rotherham as of January 2022. Such changes embrace the following:

1. **Rotherham New Build House Prices**: The key variable in the viability appraisal has risen substantially since the Refresh Appraisal study, which drew on data for December 2018. Office for National Statistics (ONS) reveals that **average new build prices** in Rotherham have risen by **over 32%** to close to £264,000 from just over £199,000 (see Table 4a).

Table 4a Rotherham – Average New Build House Prices

Updated - Datum Point	Average New Build Prices	£
1st December 2018	Accessed 11th December 2018	199,0752.51
1st September 2021	Accessed 28th January 2022	263,817.80
% Growth in Average New Build House Prices		**32.52%**

Source: ONS, New House Price Index, January 2022

14 See Ratcliffe et al (2009), p.422.

2. **Rotherham: Build Prices (Costs)[15]**: The original inputs for build prices were drawn from BCIS covering the datum point December 2018. These shall be adjusted upwards to reflect the current build prices sourced from BCIS for 1st or 2nd Quarter 2022. The growth in build prices for Rotherham is set out in Table 4b, which show that **median prices** have **grown** by nearly **12% points**, while the **lower quartile prices** have **grown** by over **13% points** over a 40month period to mid-January 2022.

Table 4b Rotherham - BCIS Average Build Prices

Updated - Datum Point	Mixed Housing	Median (£/m^2)	Lower Quartile (LQ) (£/m^2)	% Difference between LQ and Median Prices
1st September 2018	Accessed 11th December 2018	1,059	942	12.42%
15th January 2022	Accessed 28th January 2022	1,182	1,066	10.88%
% Growth in Average Build Prices		**11.61%**	**13.16%**	
Notes: Median New Build Prices are applied to sites with a capacity of **up to** 50 dwelling units; while **Lower Quartile New Build Prices** are applied to sites with a capacity of **more than** 50 dwelling units. This is based on the understanding that the larger housebuilders can achieve significant economies of scale over small and medium-sized housebuilders.				

Source: Building Cost Information Service, RICS, accessed 28th January 2022

3. **Developer Contributions' Allowance**: To maintain consistency with earlier Viability Appraisal studies, specific provision was made for developer contributions (i.e. CIL and S106 agreements). This was felt to be prudent and fair in that new housing growth often triggers the need to mitigate impacts directly arising on-site and off-site with regard to the proper functioning of local neighbourhoods, particularly in terms of school places, local library provision, capacity of local health surgeries, provision of green open spaces, sporting and recreational facilities, and active transport support, and commuted sums necessary to cover ongoing management and maintenance of the infrastructure to be provided, including the need to consider a dowry to fund initial establishment associated management and maintenance in the early stage of delivery.

- In the 2012 study, £7,000 per unit was allotted to support and deliver such requirements that arise and that which can be sought and secured in accordance with the Council's local plan policies. As this is an explicit cost to be borne along with other legitimate "costs", **these do not crowd-out the developer's profit**, but are amortised in the site's land valuation estimate (i.e. it lowers a site's worth).
- In July 2017, the Council introduced its CIL fee rates. As a result, in the 2019 Refresh Appraisal Study, a slice of the developer contributions was explicitly reserved for CIL with the residual sum being made exclusively available to support planning obligations (S106 agreements). The Refresh Appraisal Study rebased the **£7,000 unit** to reflect underlying changes in build costs, resulting in it being raised in real terms to **£8,890/unit** (December 2018).

15 Though described as Build Costs, the data is in fact Build Prices. The latter represents the price tendered by the contractor to their client. The build price includes preliminaries and the contractor's rate of profit. Once these two elements are extracted from the build price, the resultant sum is the base build cost

- Over the last 4 financial years, the CIL fee rates have been uprated by the Council in accordance with the BCIS CIL Indexation. The initial rates were set at an index of 283. This was uprated in July 2018 by applying the index of 320. The most recent uprating took place in January 2022 when the index applied was 332. The **overall rise** in the CIL fee rates across the Borough's residential zones and applicable use classes is **17.3% points**. Accordingly, as of January 2022, the amount **allotted to developer contributions** as a whole is now equivalent to **£10,429.26 per dwelling unit** (up from £8,890/unit back in 2018).

Table 5 Rotherham MBC CIL Base Charge Rates and Indexation

Rotherham MBC	**BCIS Index**	283	332	
CIL Rate (£/m²)	**Charge Area**	**CIL Base Charge (April 2017)**	**CIL Rates for 2022**	**% Change from Base Year to 2022**
Residential Zone 1 (High)	Broom, Moorgate, Whiston, Wickersley, Bramley & Ravenfield Common	£55.00	£64.52	17.3%
Residential Zone 2 (Medium)	Rural North West, the Dearne and South Rotherham	£30.00	£35.19	17.3%
Residential Zone 3 (Low)	Rest of Rotherham Urban Area (part)	£15.00	£17.60	17.3%
Residential Zone 4	Bassingthorpe Farm Strategic Allocation	£15.00	£17.60	17.3%
Retirement Living[1]	Borough-wide	£20.00	£23.46	17.3%
Supermarkets[2]	Borough-wide	£60.00	£70.39	17.3%
Retail Warehouses/ Retail Parks[3]	Borough-wide	£30.00	£35.19	17.3%
All Other Uses	Borough-wide	£0.00	£0.00	0.0%

Notes:

(1) **Retirement Living** are residential units which are sold with an age restriction typically over 50s/55s with design features and support services available to enable self-care and independent living. For the purposes of the CIL charge, this type of development has been excluded from the residential use category.

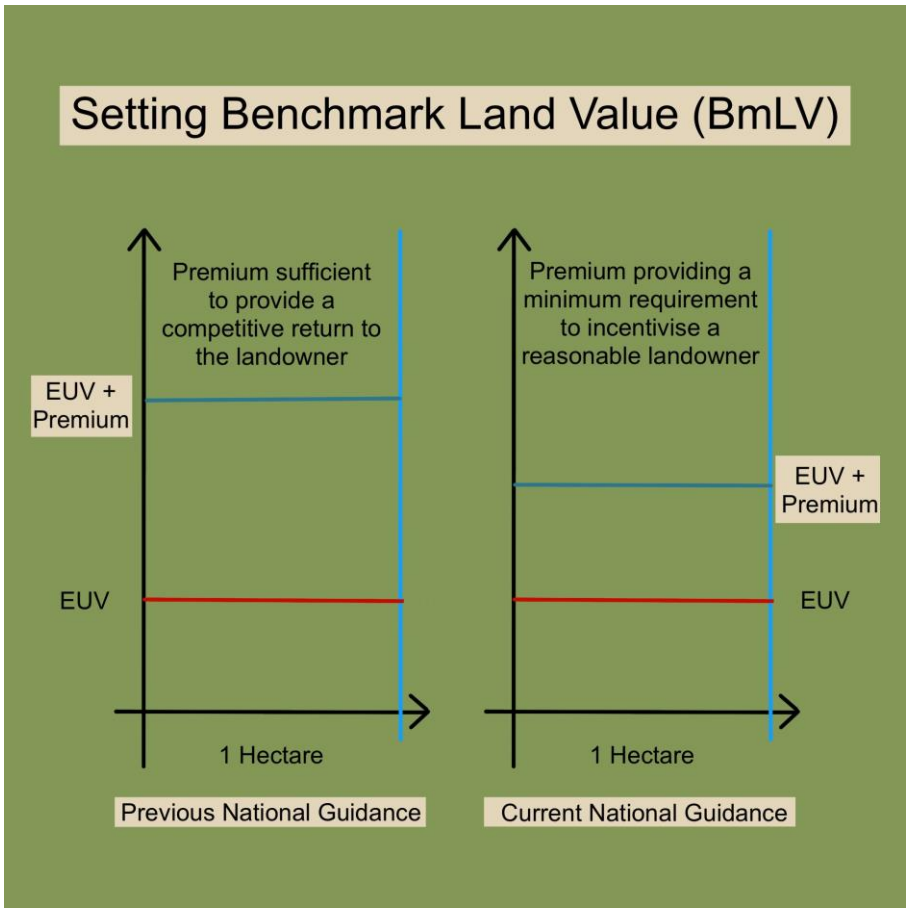
(2) **Supermarkets** are shops above 370 square metres gross internal floorspace where weekly and daily food shopping needs are met, and which can also include non-food floorspace as part of the overall mix of the unit.

(3) **Retail Warehouses/Retail Parks** are stores above 1,100 square metres gross internal floorspace (this includes any mezzanine floorspace) selling comparison goods such as bulky goods, furniture, other household and gardening products, clothing, footwear, and recreational goods.

- It must be stressed that the CIL fees, as non-negotiable charges, shall be paid against the relevant content and mix of housing types. However, in respect of the sums for the S106 costs, these shall only be triggered if these are found to be necessary to make an otherwise unacceptable application acceptable in planning terms; additionally, such requirements shall always be tailored to local circumstances in respect of the site and the planning policies in the Council's adopted local plans
- Of course, there could be situations where the policy requirements are found to be higher than allowed in the appraisals. In this situation, such extra costs shall be amortised on a lower residual land value and in some circumstances, this can prejudice a site's viability.[16]

4. **Changes in National Guidance: Benchmark Land Value (BmLV)**: A site's BmLV is based on its Existing Use Value plus a premium as prescribed in national guidance. In September 2019 (some months after the start, completion, and publication of the Refresh Appraisal Study), national guidance changed the basis of determining a site's BmLV from a competitive return to a minimum requirement (MHCLG, 2019).

Chart 1 Benchmark Land Value (BmLV) Determination



16 If the land has not been purchased, then the residual land value shall be higher; if the land has been bought, then such savings will be recorded in a higher level of capital profit for the developer.

- This change has a material impact on the assessment of a site's viability position particularly as it lowers the premium and hence the BmLV. In our view, the premium on the EUV is likely to be significantly lower relative to those allowed in the 2019 Refresh Appraisal Study.
- Existing Use Value plus a premium approach to determining a site's BmLV reflects the need to ensure that development is sustainable by taking into account site-specific circumstances and complying with policy requirement, and should reflect the value of the landowners' existing interest (**excluding any "hope value" arising from a grant of consent**) and the need to provide a relevant incentive for the landowner to forgo future benefits and release the land for alternative development.
- In all cases, land or site value should reflect a site's characteristics, conditions, and planning status designation. A site's future use (as determined by a calculation of its residual land value) should embrace relevant planning policy requirements, including affordable housing, planning obligations and the appropriate CIL rates. Such an approach significantly reduces inflated land values arising from the granting of planning permission, based on assumptions which do not adequately reflect planning policy and would likely make these unviable. This approach is in accordance with the internal logic of the appraisal methodology used in conducting development viability as well as current national guidance.

Summary

70 The balance of changes in the above variable inputs used in calculating a site's worth and judging whether it is viable can only be confirmed by re-running all twenty-seven development appraisals for the sites included in the Refresh Appraisal Study where these sites do not have any grant of planning permission. Where these sites have been built out careful consideration has been given to selecting replacement sites for review.

71 This research shall be conducted over the following months.

72 Based upon our understanding of the internal logic of the appraisal methodology, **the results are expected to demonstrate an improvement in the position of viability in Rotherham**. If this is found to be the case, then the resultant (emerging) evidence shall serve and provide a strong base for the Council's adopted Local Plans and its array of planning and housing policies.

73 Additionally, it is expected to provide further confidence to planning officers in their dealings with prospective applicants, especially if or when viability concerns are raised.[17]

17 Indeed, Rotherham has recently adopted Supplementary Planning Document 9 covering Development Viability in July 2021. Applicants need to be aware of the viability review mechanisms that are triggered in contesting a scheme's viability.

Underlying Principles for Securing Developer Contributions

74 National guidance provides definitive confirmation of the legitimacy of using planning obligations to help deliver sustainable, resilient, and high-quality development. In this respect individual local planning authorities are at the forefront of attempts to secure a range of benefits (e.g. affordable housing; countryside benefits; open space; play spaces and equipment; up-cycling and biodiversity; energy efficiency; woodlands; cycling and pedestrian paths; highways and sustainable transport mechanisms etc.) linked to the development of new residential and mixed-use developments in their localities.

75 The crucial ingredients in a successful pursuit of these policy initiatives are as follows:

- **Approved policies in the Local Plan** which set out the basic objectives and principles for negotiation for different land uses covering the provision/delivery, management, maintenance and protection of facilities, amenities and assets secured by planning obligations (and other mechanisms);
- **The presence of materially relevant policy framework**, such as a Supplementary Planning Document[18], which is a document that simply seeks to amplify and clarify a planning authority's approaches in particular policy areas such as affordable housing, or greenway strategies or broader nature conservation strategies;
- **The ability to secure and manage the benefits** arising from developer contributions, especially over the long term, and where appropriate involving other responsible third parties (e.g. parish and town councils; charitable bodies); and
- **A clear structure for the negotiation process**, which also brings together a range of relevant skills and other professionals (other than planning officers), for example affordable housing, design, ecology, transport, conservation expertise, at an early stage in the planning process.

76 In respect of all items listed in Table 6 below, Rotherham Metropolitan Borough Council is very well placed to seek developer contributions across a wide area of policies that are expressly covered in its adopted Core Strategy Local Plan (June 2014) and its Sites and Policies Local Plan (June 2018). As an illustration, the information displayed in Table 6, below, shows the kinds of benefits that have been sought and secured through planning obligations voluntarily entered into with developers in Rotherham over the last decade.

18 It is important that these have the status of being of a material consideration in the decision-making process of granting planning permission (i.e. that it has undergone public scrutiny and been adopted by the planning authority).

Table 6 Recent Examples of Infrastructure Types secured through Developer Contributions (i.e. S106) in Rotherham Metropolitan Borough Council in the last 10 Years

Specific Types of Infrastructure	Strategic (Off-site)	Local (On-site & Off-site)	Examples
Highways	Link road	Off-site Improvements	Junctions and roundabouts
		Off-site traffic management measures	Safety signage measures; Provision of new bus stops; Provision and financing of new bus services for a specified period of time.
Transport / Travel		Sustainable Travel and Transport Contributions	Travel card at £500 per household in association with SYPTE
Air Quality Corridors & other measures		Off-site financial contributions	Financial contribution of £2k/pa for 20 years (equivalent to £40k)
Education	New schools (e.g. at Waverley new community)	Off-site financial contributions for additional school places/classrooms	Development and site-specific
Libraries	New library	Off-site contributions to existing provision	Development and site-specific
Social and Community	New community hall (e.g. at Waverley new community)	Off-site contributions to existing provision	Development and site-specific
Public Art		On-site and Off-site contributions	Development and site-specific
Health	New health care centre (e.g. at Waverley new community)	Off-site contributions to existing facilities	Development and site-specific
Flood risk and defences		On-site flood defence measures; Off-site contributions	Provision of flood detention basin and maintenance bond (with a specified financial sum).
Public Open		On-site provision; Off-site financial contributions	- On-site provision in accordance with planning policy (SP37) unless there are sound planning reasons for off-site provision to be provided. - Off-site provisions based on specified cost formula.
		Management & maintenance mechanisms	Financial contributions: in the form of a commuted sum
Sport and Recreation		On-site provision; Off-site provision	Contributions for provision of land and facilities
Green Infrastructure	Trans-Pennine Trail		Financial contributions or on-site provision as appropriate
		Habitat Management	Financial contributions or on-site provision as appropriate
		Habitat Survey	Financial contributions
		Tree Planting	Financial contributions or on-site provision as appropriate
Affordable Housing		On-site direct provision; Off-site provision	Largely on-site direct provision; otherwise in-lieu financial commuted sums for off-site provision.

77 The production of an over-arching SPD on Developer Contributions shall augment and complement other SPDs[19], in particular SPD 8 Affordable Housing (RMBC, 2021a) and SPD 9 Development Viability (RMBC, 2021b).

78 It is important that applicants understand that the Council shall normally adopt a strategic or integrated approach, proposing planning obligations for types of development or sites in the Local Plan area. As such, the presence of an approved policy in the Local plan is an important pre-requisite for successful delivery of its objectives. Securing developer contributions, apart from affordable housing, are sought to mitigate impacts arising from new development based on objective triggers or thresholds, such as site capacity, capacity levels in service areas such as education, doctors' surgeries, and library provision; play and open spaces; highways and traffic movements or measures to protect and maintain existing facilities.

79 Finally, having a clear and up-to-date policy framework is essential and allows developers to ascertain the relevant priorities and specific requirements for a particular site or area prior to submitting a planning application.

Benefits of Master Planning and Master Plans

80 On some occasions, the use of site level development briefs or "master plans", strengthens the hand of a planning authority in negotiations. These can be prepared by planning authorities or jointly with developers and may also usefully involve third parties such as the Wildlife and Woodland Trusts, other responsible bodies and local groups. Such "master plans/development briefs" can usefully identify the existing assets of value/ importance/status and can be incorporated in schemes to enhance the final scheme to the satisfaction of all participating parties. In its Sites and Policies Local Plan Rotherham has prescribed a clear approach and framework in the use and requirements for master planning for many of its major allocated housing sites (see for example Appendix 2 of the Sites and Policies Local Plan, June 2018).

19 See Annex 1 for a list of these documents

Mechanisms for Seeking and Securing Developer Contributions using Planning Obligations

81 Securing benefits involve not only their initial provision, but for many policy areas there is a need to secure longer-term management too. Indeed, there is little value in securing the provision of benefits (e.g. woodlands, greenways) if, through the lack of resources for future management, the benefit is reduced. Continuing constraints on local authority finance make it difficult, indeed impossible, for local authorities to take on extra long-term management costs. As a result, planning authorities are legitimately seeking financial contributions from developers to cover a range of management costs (over and above the costs of establishing the benefit), which can take a number of forms, for example:

- **To establish the benefit**, such as planting trees, providing play equipment, early management works for a nature reserve, or travel passes; in such circumstances the commuted payment might provide for up to five years of management or support.
- **Short to medium-term management** on a similar basis to that established for open spaces in housing developments in urban areas; this may commonly be for 10 to 15 years.
- **Longer -term management**, where a commuted sum is contributed which is capable of yielding sufficient annual interest to pay management costs in perpetuity, but which may last between 20 to 40 years[20].
- **For management in perpetuity**, the contribution of a sum which, when invested, yields sufficient interest to pay for managements costs; this is equivalent to a full endowment, however, this option is an exception rather than typical.

82 It is important for planning authorities to understand how **third-party partners** such as a trust, a community interest company or a local organisation have specific priorities and have set ways and terms in which they operate. For example, **the Woodland Trust's** approach is that projects and acquisitions should be of national or of local significance, under threat of damage or degradation, and be able to demonstrate clear public benefit by allowing open access. For the Woodland Trust to be involved in potential schemes arising from new development, involving them at the design stage, in conjunction with developers and the planning authority, leads to providing optimum results, for example from planting schemes. In some cases, it prefers land to be given as a gift in perpetuity, or at least a long-term lease of 199 years or more. To support and deliver long-term management, a commuted sum is normally sought and secured.

83 This new SPD shall provide clarity in respect of the policies set out in the Local Plan and to ensure that the site development guidelines are met with regard to the specific on-site and off-site planning and housing policy requirements by securing the means through legal agreements (e.g. S106, S278, S38). These will complement the Council's CIL payments' regime operating across the planning authority in Rotherham to ensure that the cumulative impacts arising from development are satisfactorily delivered while ensuring that these requirements do not render development unviable.

84 The next sections set out the specific approaches for individual policy areas.

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20 The Woodland Trust typically requires this kind of mechanism if they are to become party to a planning obligation

Specific Policy Areas

1. Educational Provision (School Places)

Policy Signpost	NPPF / National Guidance	RMBC Core Strategy 2014	RMBC Sites & Policies Document 2018
Educational Provision	NPPG Developer Contributions required to support School Provision[21]	CS29	SP11, SP64

Preamble

85 It is important that the impacts of new development on the provision of school education in Rotherham are adequately mitigated. The Council believes there is great value in explaining its methodology to all stakeholders particularly focusing on the process and reasons for the collection of developer contributions for educational provision in Rotherham. In this regard the Council has a good appreciation for and understanding of:

1. The education needs arising from new development, based on an **up-to-date pupil product yield factor**;
2. The **capacity of existing schools** that will serve new developments, taking account of pupil migration across planning areas and local authority boundaries; and
3. The **extent to which developer contributions are required** and the degree of certainty that these shall be secured at the appropriate time.

Current Provision of Educational Provision [22]

86 Rotherham is served by a mix of types of school, including Local Authority Maintained, Academies and Free Schools, and RMBC retains the statutory responsibility for ensuring sufficiency of places at any of these. There are currently 95 primary schools, 15 secondary schools, 1 through school (primary to secondary), 6 special schools and 2 pupil referral units (supporting pupils with social, emotional and mental health needs) in the Borough.

87 Since 2012, to meet growth, Rotherham has provided 2,633 additional school places in its infants, junior, primary and secondary schools, as well as rebuilding two schools (i.e. at Oakwood High School and Wath Victoria Primary School).

21 See also Department for Education, Securing Developer Contributions for Education, April 2019.

22 See in particular paragraph 3.4, pp.30-35 in Rotherham's Infrastructure Delivery Study Update 2020, a report Prepared by HYAS, Richard Wood Associates & FORE, published March 2021.

88 The 2020 Infrastructure Delivery Study (RMBC, 2021d) has recently identified capacity issues across Rotherham schools' estate in the following catchment areas and schools:

> *"additional **primary school places** are likely to be required through extensions to the following schools: Greasbrough Academy/Thornhill Primary; Listerdale Junior Academy; Treeton Primary; Wales Primary; Wath Victoria; Whiston Worrygoose Infant & Junior/Whiston Infant & Junior or neighbouring primary school; Whiston Infant & Junior / Sitwell Infant & Junior; Thorpe Hesley Primary; and Ravenfield Primary; as well as a need for additional places in the broad areas of Dinnington, Anston and Laughton Common, Aston, Aughton and Swallownest, and Maltby"*
>
> (ibid, p.31-32, RMBC, 2021d)
>
> *"There are some highly popular **secondary schools** that are stretched at present, and any future requirement will need to be carefully planned in advance of the requirement, these include locations around Bramley/Wickersley, Wales and Brampton. It is clear to see that the majority of locations move into a deficit position once the growth envisaged within the current Local Plan are factored in, with specific future needs identified as extensions to: Wingfield; Wickersley Academy; Maltby Academy; Aston Academy; Wales High School; Brinsworth Academy; Rawmarsh Community; Oakwood High; Thrybergh Academy; and St Pius X".*
>
> (ibid, p.34-35, RMBC, 2021d)

89 It is evidently clear that future new housing growth shall trigger the need for such new housing schemes to mitigate the needs arising in respect of additional school places in the locations cited above.

The Council has ongoing procedures that monitor the schools' capacities and where existing deficiencies are identified shall seek funding[23] to increase capacity, including drawing on income from the Community Infrastructure Levy if available.

Current Approach to Seeking and Securing Developer Contributions: Principles

90 In seeking developer contributions towards educational provision, the Council's approach is transparent in setting out the principles it applies in assessing the needs arising from new development. These include the following:

- Developer contributions are **sought on all new** housing developments.
- **Dwellings with 3 bedrooms** are assessed on a **standard baseline cost per pupil** provided by Department for Education (DfE) assessment of costs sourced through the Building Cost Information Service (BCIS). Developer contributions shall be based on current costs at the time of the application.

23 Funding from the Department for Education as well as the Council's own mainstream funding

- **Dwellings with 2 bedrooms** qualify for a **25% discount** from the standard baseline cost per pupil.
- **Flats, Apartments, Bungalows** qualify for a **50% discount** from the standard baseline cost per pupil
- **Dwellings with 4 or more bedrooms** attract a **25% uplift** on the standard baseline cost per pupil.
- The **pupil product yield (PPY)** is **updated** on a **regular basis**, drawing evidence from local surveys of new local housing developments. Currently the Council applies a **PPY of 0.03** for **both primary and secondary schools** in Rotherham. The planning authority shall be guided by DfE pupil yield guidance[24]
- Educational developer contributions from new developments will be **allotted to the nearest schools** within local catchment areas established by the Council.[25] Such catchment areas are used by DfE for School Capacity Annual Returns that are prepared by RMBC (Children & Young People's Services).
- Developer Contributions shall be allotted to the **nearest schools** with the proviso that preference shall be given to **expand only good and outstanding schools** wherever possible. This is in line with DfE requirements to add capacity to successful and popular schools. However, **flexibility** may be required if **Heads/Governing Bodies decline to expand** or that the **DfE instruct RMBC** to look at alternative options that might lead to directing the S106 contributions to the next nearest qualifying school(s).
- The Council utilises it School Organisation Plan to assess the **minimum surplus capacity** of schools. Currently, the **capacity threshold is set at 95%**, which **allows for fluctuations in local demand and parental choice**. As such, applicants will be informed by the Council if developer contributions for educational provision will be required.
- The **Council draws on DfE benchmarking costs** for the provision of primary and secondary schools, including places for pupils with Education Health and Care Plans[26], as the cost base input for the provision of school places, locally adjusted[27].
- The Council annually assesses the **minimum surplus capacity** of schools. Currently, the **capacity threshold is set at 95%**, which **allows for fluctuations in local demand and parental choice**. As such, applicants will be informed by the Council if developer contributions for educational provision will be required.
- Since the national change from Statements of Education Need to Education Health and Care Plans (EHCP) there has been a considerable rise in the number of pupils who are now the subject of an EHCP. Rotherham has projected this profile to continue to increase in future years, again in line with the national trend. Rotherham's SEN strategy is based on a model of providing SEN places within mainstream education. There is, however, direct SEN provision provided in this Borough by the Council and other private educational institutions seek to also provide places for particular groups of people.

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24 The authority is aware that new guidance is currently being prepared by DfE (January 2022).

25 See the catchment area map located in the Appendices to this SPD.

26 Rotherham's strategy is based on a model of provision involving both mainstream schools and where appropriate separate special schools (SEN) e.g. at SEN schools at Newman School the former Rother Valley College in Dinnington and at Hellaby Industrial Estate.

27 The source for the base build costs per pupil is from National School Delivery Cost Benchmarking, Primary, Secondary & SEN Schools, Infrastructure & Projects Authority, June 2019. These shall be subject to review on a regular basis.

- In situations where **additional school places arise**, developers shall be required to **make a financial contribution**. Such payments **may be paid in tranches** dependent on the scale of the development and the rate of delivery of new homes.
- In situations where an **entirely new school** is required, developer contributions **"in kind"** are typical, which includes **land and/or constructing the school**, including **appropriate equipment to meet standard provision as specified by DfE**.
- The Council shall provide **advice and guidance**, including drawing on **national guidance** with regard to the size and suitability of school sites, including checklists, exemplar layouts and facility specifications.
- The Council shall require that such developer contributions are secured through a **planning obligation**, which not only includes the required contributions, but a **number of standard clauses** covering such matters as design, issues regarding the suitability of land to support the development and long-stop clause in the event on non-delivery. (Please see additional commentary in the section below.)

91 As a matter of good practice, the Council's guidance, and approaches towards securing developer contributions for education are regularly reviewed, taking into account updates to National Planning Policy Framework and National Planning Practice Guidance, specific guidance provided by the Department for Education, and the DfE's emerging national methodology for the calculation of pupil yields from new housing development.

Additional requisite clauses in planning obligations

92 In the delivery of new schools, the Council shall require developers to commit to a high-quality design and performance which will be achieved through the Council's planning and building control procedures, ensuring compliance with national standards which includes the Department for Education's building bulletins, output specification and other relevant national design standards and local guidance.[28]

93 As an integral part of the delivery process of new schools, the Council shall include a clause in any planning obligation with developers that requires all design disputes to be referred to an independent expert or design panel, or appraised by the Council in accordance with national planning policy and accepted Good Practice. The Council shall always attempt to embrace a collaborative approach with respective parties to the obligation that embraces good practice and demonstrates transparency in its approach.

94 Additionally, the Council shall include a mechanism to intervene in situations where delivery of new schools falls through by including longstop clauses to ensure that the land for schools is transferred early enough for it to intervene and provide the school at the right time. In these situations, the planning obligation shall require financial contributions to be made in lieu of the "in kind" provision of the school by the developer, making use of review mechanisms[29] where necessary to respond to changing circumstances.

28 See Department for Education's latest School Design and Construction Guidance
29 These shall be explicitly set out as an obligation in the legal agreement

An illustration of Educational Developer Contributions

95 This section provides an illustration of developer contributions where there is a need to provide:

a. Additional school places in the local Primary and Secondary schools; and
b. A new Primary school.

a. Additional school places

96 The following information (see Tables 7 & 8 overleaf) is presented to illustrate the Council's methodology in specifying the developer's educational contributions arising. Importantly, all the key variables and their inputs are revealed so as to understand the costs of providing individual school places in Primary and Secondary Schools in Rotherham. Applicants are advised to contact planning officers at the earliest opportunity.

97 The cost per pupil for each category of dwelling is a product of:

Cost per Pupil = Base Costs x RMBC LCA Factor x PPY x No of Year Groups.

- Cost per Pupil = The cost (£/pupil) of the area of space prescribed by Department for Education
- Base Costs = sourced from Department for Education provided by Build Cost Information Service (BCIS)
- RMBC LCA Factor = this is the local cost adjustment factor for Rotherham applied by BCIS data sets
- PPY = Pupil Product Yield
- Number of Year Groups = typically 7 in Primary Schools and 5 in Secondary Schools.

98 Importantly, the Cost per Pupil is adjusted by applying a discount, an uprate, or an exemption according to dwelling size. Overleaf, there are examples of the requisite developer contributions for three quite differently sized schemes based on standard baseline costs for 2019. These shall be adjusted by applying changes reported in the BCIS Tender Price Index.

Table 7 RMBC Educational Contributions arising from New Development - Primary School

Primary School	Cost per pupil (£)	
	New School	Re-build & Extension
Department for Education Base Costs[30] per Pupil (2019) (£)	16,874	11,855
Rotherham Local Cost Adjustment Factor	0.91	0.91
Pupil Product Yield	0.03	0.03
Number of Year Groups	7	7
3-bedroom Houses (£/unit)	**3,224.62**	**2,265.49**
2-bedroom Houses (£/unit): discounted by 25%	**2,418.47**	**1,699.12**
Flats, Apartments and Bungalows (£/unit): discounted by 50%	**1,612.31**	**1,132.75**
Homes with 4 or more bedrooms (£/unit): up-rated by 25%	**4,030.78**	**2,831.86**
Exempt Dwellings: 1-bedroom units and specialist homes for older people or the disabled (£/unit): discounted by 100%	**0.00**	**0.00**

Table 8 RMBC Educational Contributions arising from New Development - Secondary School

Secondary School	Cost per pupil (£)	
	New School	Re-build & Extension
Department for Education Base Costs per Pupil (2019) (£)	17,818	15,239
Rotherham Local Cost Adjustment Factor	0.91	0.91
Pupil Product Yield	0.03	0.03
Number of Year Groups	5	5
3-bedroom Houses (£/unit)	**2,432.16**	**2,080.12**
2-bedroom Houses (£/unit): discounted by 25%	**1,824.12**	**1,560.09**
Flats, Apartments and Bungalows (£/unit): discounted by 50%	**1,216.08**	**1,040.06**
Homes with 4 or more bedrooms (£/unit): up-rated by 25%	**3,040.20**	**2,600.15**
Exempt Dwellings: 1-bedroom units and specialist homes for older people or the disabled (£/unit): discounted by 100%	**0.00**	**0.00**

30 The base costs per pupil represent the cost of providing an area per place, which includes allowances for external works, furniture and equipment and professional fees. These, however, exclude ICT equipment, site abnormal costs, site acquisition costs, VAT, and the effect of regional variation in build prices. A local cost adjustment factor is applied for Rotherham.

i. **For a scheme comprising 9 dwellings**, and a housing mix of 2 x 2-bedroom houses, 4 x 3-bedroom houses, 1 x 4-bedroom house and 2 flats, but this scheme is exempt from providing any affordable housing, the developer contributions are set out in Table 9 below.

Table 9 Developer Contributions arising from a 9 dwellings' scheme (illustrative only)

	Re-build & Extension		
	Number of Dwellings	**Secondary**	**Primary**
Whole Scheme	**9**	**£16,352.67**	**£17,372.18**
2-bedroom houses	2	£3,120.19	£3,398.24
3-bedroom houses	4	£8,320.49	£9,061.96
4-bedroom houses	1	£2,831.86	£2,831.86
Flats	2	£2,080.12	£2,080.12

99 The figures in Table 9 reveals that for a 9 dwellings' scheme additional places in a local Secondary school triggers a contribution of just under £16,500 is required; the equivalent sum for the additional places in a Local Primary school is just under £17,500.

ii. **For a scheme comprising 16 dwellings** (with 25% of these being affordable housing), with a housing mix of 4 x 2-bedroom houses, 4 x 3-bedroom houses, 4 x 4-bedroom house and 4 flats, the developer contributions are set out in Table 10 below.

Table 10 Developer Contributions arising from a 16 dwellings' scheme (illustrative only)

	Re-build & Extension		
	Number of Dwellings	**Secondary**	**Primary**
Whole Scheme	**16**	**£30,881.90**	**£31,716.87**
2-bedroom houses	4	£6,240.37	£6,796.47
3-bedroom houses	4	£8,320.49	£9,061.96
4-bedroom houses	4	£12,160.79	£11,327.45
Flats	4	£4,160.25	£4,530.98

100 The figures in Table 10 reveals that for a 16 dwellings' scheme additional places in a local Secondary school triggers a contribution of just under £31,000; the equivalent sum for the additional places in a Local Primary school is just under £32,000.

iii. **For a scheme comprising 100 dwellings** (with 25% of these being affordable housing), the housing mix of the whole scheme comprising 35 x 3-bedroom houses; 20 x 2-bedroom houses; 25 x 4-bedroom houses, and 20 flats, the developer contributions are set out in Table 11 below.

Table 11 Developer Contributions arising from a 100 dwellings' scheme (illustrative only)

	Re-build & Extension		
	Number of Dwellings	**Secondary**	**Primary**
Whole Scheme	**100**	**£189,811.27**	**£206,726.01**
2-bedroom houses	20	£31,201.85	£33,982.36
3-bedroom houses	35	£72,804.32	£79,292.17
4-bedroom houses	25	£65,003.86	£70,796.58
Flats	20	£20,801.24	£22,654.91

101 The figures in Table 11 reveals that for a 100 dwellings' scheme additional places in a local Secondary school triggers a contribution of just under £190,000; the equivalent sum for the additional places in a Local Primary school is just under £207,000.

102 In specific circumstances the planning authority, with the agreement of the applicants, shall pool developer contributions from a number of developments, in order that additional school places can be delivered in local schools in accordance with the standard size of new classrooms[31].

b. A New Primary School

103 In situations where the scale of new housing development triggers the need for an entirely new school, the size and scale of it must deliver a viable facility that is in accordance with both local and national guidance.

As an illustration a new Primary School with a capacity of seven-year groups with two forms per year group, and each form comprising 30 pupils the developer contribution is the product of the baseline costs per pupil (DfE).

£16,874 x 7 x 2 x 30 = £7,087,080

31 DfE (2019) Securing Developer Contributions for Education, Department for Education, November. DfE (2015) Advice on standards for school premises for local authorities, proprietors, school leaders, school staff and governing bodies, Department for Education, March. DfE (2014) Area guidelines for mainstream schools Building Bulletin 103, Department for Education, June.

104 Crucially, the base cost per pupil simply represents the cost of providing an area per place, which **includes** allowances for external works, furniture and equipment and professional fees. These, however, **exclude** ICT equipment, site abnormal costs, site acquisition costs, VAT. At the time of release of funding the baseline cost will increase/decrease by the BCIS (inflation factor). The calculation is also adjusted for regional variations in build prices; for Rotherham this adjustment factor is currently equivalent to 0.91 (2022).[32]

105 In these situations, it is expected that the land required for the new school is gifted by the developer, and that other requisite costs are scrutinised by the Council's advisers in order that the school delivered provides a viable and important facility that fully meets the needs arising from the new development.

32 The local cost adjustment factor shall be annually adjusted in accordance with guidance.

2. Library Provision and Library Space

Policy Signpost	NPPF / National Guidance	RMBC Core Strategy 2014	RMBC Sites & Policies Document 2018
Sustainable Development & Communities Facilities	NPPF (2021) Para.8a, p.5	CS29, CS32	SP62, SP64

Preamble

106 As recommended by the International Federation of Library Associations and Institutions, the Council has adopted standards that relate library service provision to population numbers. This approach emulates other planning policy areas, especially in the provision of new school places or additional capacity to accommodate new housing growth in local primary health centres and doctors' surgeries.

Current Library Service Provision[33]

107 The Library Service in Rotherham is delivered through its existing library buildings in fifteen locations across the borough (see the list below). The scope of this provision means that around 98% of the borough's population has access to a library within a perimeter of 3.2 kilometres (or 2 miles) of their home.

1. Riverside Library and Neighbourhood Hub
2. Rawmarsh Library and Neighbourhood Hub
3. Mowbray Gardens Library and Neighbourhood Hub
4. Maltby Library and Neighbourhood Hub
5. Kiveton Park Library and Neighbourhood Hub
6. Kimberworth Library and Neighbourhood Hub
7. Greasbrough Library and Neighbourhood Hub
8. Dinnington Library and Neighbourhood Hub
9. Brinsworth Community Library[34] and Neighbourhood Hub
10. Aston Library and Neighbourhood Hub
11. Swinton Library and Neighbourhood Hub
12. Thorpe Hesley Library and Neighbourhood Hub
13. Thurcroft Library and Neighbourhood Hub
14. Wath Library and Neighbourhood Hub
15. Wickersley Library and Neighbourhood Hub

33 See especially RMBC (2021d) Infrastructure Delivery Study Update 2020, a report Prepared by HYAS, Richard Wood Associates & FORE, Published March 2021. https://www.rotherham.gov.uk/downloads/file/2396/rotherham-2020-infrastructuredelivery-study-march-2021

34 The library at Brinsworth is community managed through Brinsworth Parish Council with support from Rotherham Metropolitan Borough Council

108 In addition to the above provision, the Council has a mobile library service involving:

- **Book Link** which is a small mobile library which makes regular visits to sheltered accommodation units, residential and nursing homes, across the Borough of Rotherham; and
- **Home Library Service** which is a free service catering for those residents who cannot get to a local branch library due to ill health or disability.

109 In **November 2020**, the Council adopted a **new Library Strategy** covering the period 2021-2026. This newly adopted strategy is focused on delivering improvements to public IT and self-service facilities, café and toilet facilities, and improved décor, furniture and signage. Other planned improvements include:

- Co-location of Kiveton Park Library with Children and Young People's Services;
- Relocation of Thurcroft Library to Gordon Bennett Memorial Hall; and
- Relocation of Swinton Library to the former customer service centre as part of the wider redevelopment of Swinton centre.

110 Crucially, and to support the growth envisaged by the Local Plan, the following projects and interventions have been identified:

- Relocation of the Central Library from Riverside House to within Rotherham Town Centre as part of the Market's redevelopment.
- Redevelopment of Greasbrough Library;
- Extension/Improvements to Dinnington Library;
- Redevelopment of Wath Library;
- Relocation of Thorpe Hesley to a larger more central site; and
- New library provision to serve Waverley New Community.

111 To deliver the above, the Library Service in Rotherham currently has an active capital programme

112 amounting to £1.8million budget (2021-2022) which is supporting refurbishment and upgrading of a number of its local libraries. The following **six projects (as of March 2022)** have been recently delivered:

113 **Wath Library** has undergone extensive refurbishment, including upgraded IT facilities;

114 **Kimberworth** and **Mowbray Garden Libraries** are being decorated, updated shelving and furniture, including improved welcoming outside space;

115 **Dinnington, Greasbrough** and **Wickersley Libraries** have undergone internal redecoration, with all three libraries receiving upgraded IT facilities.

Need Arising from New Housing Growth: Principles

116 Where appropriate the delivery of additional library services' capacity arising from new housing growth, residential developers shall be required to make fair and proportionate contributions towards the costs of providing and stocking a new or improved permanent building, including any necessary land acquisition.

117 Where the best means for the delivery of library services to a new development is a **mobile library**, residential developers shall be required to provide a suitable parking area with good links to the local transportation network and access to a power supply. Consideration will also need to be given to proximity of appropriate rest facilities and/or a proportionate financial contribution towards the costs of providing and stocking an extra vehicle and existing services.

Standard Provision

118 The applied average standard is 32m^2 per 1,000 population, varying from 30m^2 to 35m^2. Where a library is unable to meet these standards due to new residential development, a reasonable contribution will be requested towards the service based on the adopted floorspace standards, the library building cost per square metre (£/m^2) and the additional population arising from the proposed residential development.

119 Where the existing capacity of a library is unable to serve new development, the contribution shall be calculated as follows:

Additional Population x Cost per Head of Improvements to Library Services

120 The needs of the library service shall have to be assessed individually and in context. Occasionally, more than one feasible way of meeting those needs within our standards will be identified. For example, improvement of the mobile library service in combination with an enhancement of facilities at the major library in the nearest settlement (which is based on the Council's settlement hierarchy, see Core Strategy CS1: Delivering Rotherham's Spatial Strategy, RMBC, September 2014, especially Table 3 and Map 2) could be an acceptable alternative to development of a neighbourhood library, on-site or nearby, for about the same overall cost. Therefore, where the library needs of a particular development proposal may be satisfied equally well by one or more alternatives, residential developers shall be required to contribute towards the most appropriate solution identified by the Council's Library Services in the Department of Culture and Leisure.

Calculating Developer Contributions

121 Two methodologies are used for calculating library infrastructure contributions. These have been locally tailored on the basis of required contributions and the nature of the library in the locality.

122 Library infrastructure contributions are determined by the population adjustment resulting in a square-metre demand for library services. The square-metre (SQM) demand is multiplied by a cost multiplier which determines the total contributions:

Developer Contributions = extra library space required x Cost Multiplier.

123 The **extra library space** is the space in square metres per 1,000 population.

124 The square-metre demand for library floorspace varies across the Borough and parishes based on available library infrastructure and the settlement population in each particular locality.

125 The **local floorspace demand (LFD)** figure varies between 30 and 35 square metres per 1,000 people and is generated with each individual calculation relating to a proposed residential development:

Square Metre Demand = (Adjusted Population x LFD) / 1,000

126 The **adjusted population** is the sum of the occupancy for the net dwelling increase for all dwellings i**rrespective of tenure** or **mix**.

127 The basis of the cost multiplier shall comprise four separate elements as displayed in Table 12 below:

Table 12: Explanation of the components comprising the Standard Charge Figures for Public Libraries

A	B	C	D	SUM
Median cost of building public libraries as of March 2022, with local cost adjustment factor, inclusive of preliminaries and contractor's overheads and profit	15% added for external works, including car and cycle parking, hardstanding, landscaping, security, and signage.	15% of A and B added for design costs	88% of A +B for fitting-out costs, including initial book stock etc and IT	Total Sum (£/m^2)
Exclusions: Any land costs or exceptional site-factors are additional to this calculation of £/m^2.				

128 The figures in Table 13 reveal the basis of the costs of delivering additional Library space triggered by new residential development in Rotherham; the figures for its neighbouring Councils, the region and nationally are supplied for comparative and illustrative purposes only.

Table 13: Regionally Adjusted Standard Charge Figures for New Build Public Libraries: Cost Multipliers per Person

	BCIS, 2nd Quarter 2022	A	B	C	D	TOTAL SUM	
Area/ Region/ Authority	Cost Adjustment Factor	Base Line Building Prices (Median) (£/m²)	Plus 15% of A for External Works (£/m²)	Design Costs at 15% of A+B (£/m²)	Fit-out Costs at 88% of A+B (£/m²)	Total Building Costs and Fit-out Costs (£/m²)	Costs /Person (£) in New Housing assuming 30m²/per 1000 persons
National	1.00	2,756	413.40	475.41	2,789.07	6,433.88	193.02
Yorkshire & Humber	0.93	2,563	384.45	442.12	2,593.76	5,983.32	179.50
South Yorkshire	0.93	2,563	384.45	442.12	2,593.76	5,983.32	179.50
Barnsley	0.89	2,453	367.95	423.14	2,482.44	5,726.53	171.80
Doncaster	1.00	2,756	413.40	475.41	2,789.07	6,433.88	193.02
Sheffield	0.97	2,673	400.95	461.09	2,705.08	6,240.12	187.20
Rotherham	***0.89***	***2,453***	***367.95***	***423.14***	***2,482.44***	***5,726.53***	***171.80***
Exclusions: Any land costs or exceptional site-factors are additional to this calculation of £/m².							

Source: Adapted and updated to 2022 figures from *Public Libraries, Archives and New Development: A Standard Charge Approach* (published May 2010).

129 For **Rotherham**, the **Cost Multiplier** for providing additional floorspace in **new build public libraries** is currently **£5,726.53/m² or £171.80 per additional person** living in new housing.

130 Of course, most new housing growth is accommodated carrying out modifications and upgrading of existing public libraries, in this respect the figures in Table 14 displays the Cost Multipliers to be applied for a variety of project types covering horizontal and vertical extensions as well as rehabilitation/conversion schemes.

Table 14 Public Library Cost Multipliers per Person: All types of schemes in Rotherham

BCIS Cost Adjustment Factor (Rotherham = 0.89)	A	B	C	D	TOTAL SUM	BCIS, 2nd Quarter 2022
Public Libraries	Build Prices (£/m^2)	Plus 15% of A for External Works (£/m^2)	Design Costs at 15% of A+B (£/m^2)	Fit-out Costs* at 88% of A+B (£/m^2)	Total BC and Fit-out Costs (£/m^2)	Costs /Person (£) in New Housing assuming 30m^2/per 1000 persons
New Build	2,452.84	367.93	423.11	2,482.27	5,726.15	***171.78***
Horizontal Extension	2,999.30	449.90	517.38	3,035.29	7,001.87	***210.06***
Vertical Extension	719.12	107.87	124.05	727.75	1,678.79	***50.36***
Rehabilitation/ Conversion	1,243.33	186.50	214.47	1,258.25	2,902.55	***87.08***
Exclusions: Any land costs or exceptional site-factors are additional to this calculation of £/m^2.						
* This includes IT facilities and additional Book Stocks						

131 The above figures shall be **annually updated** by reference to **median average building prices** sourced from Royal Institute of Chartered Surveyors' Building Cost Information Service having applied the local cost adjustment factor for Rotherham.

132 In all of the above circumstances, all financial contributions shall be paid to the local planning authority who shall arrange to release such funds in liaison with the Council's Library Service, in order that the financial contributions can be co-ordinated, and in some cases pooled with other developers' financial contributions, so that the needs arising from new housing growth locally can be delivered at the appropriate scale and with maximum effect.

133 Such developer contributions shall contribute towards expansion, increased opening hours, stock acquisition and improved facilities to mitigate the impacts of increasing numbers of users of the library services and facilities directly arising from new development in Rotherham.

134 The **Local Planning Authority shall require the Library Service to provide an audit trail and written reports of the funds received from developer contributions** as part of the Council's regular (i.e. annually) monitoring and review procedures covering developer contributions.

3. Biodiversity Net Gain

Guidance for the Delivery of Biodiversity Net Gain(35)

Policy Signpost	NPPF / National Guidance	RMBC Core Strategy 2014	RMBC Sites & Policies Document 2018
Biodiversity Net Gain	NPPF (2021) Para.137; 174-175 & 179-180.	CS20	SP31-SP46

Preamble

135 This guidance should be followed by planning applicants and their ecological consultants who are working on new development projects within Rotherham in order to ensure that biodiversity net gain (BNG) is delivered. This guidance has been prepared to ensure that evidence submitted to support planning applications is consistent.

136 This guidance emulates similar documents prepared by Wakefield Metropolitan Borough and Leeds City Councils. This guidance does not provide guidance on how to use the biodiversity metric.

137 The metric calculations and associated evidence must be prepared by a professional or suitably qualified/experienced ecologist. Basic guidance on how to use the most up to date Defra biodiversity metric is available at the Natural England publications website. Further advice and support are also available by accessing *Biodiversity Net Gain, Good Practice Principles for Development – A practical guide* (2019) published by CIEEM, IEMA, and CIRIA.

138 The use of the metric and the provision of BNG are additional to the legal obligations and planning policies to properly assess and mitigate/compensate impacts on protected/priority species as part of development management. It is also separate from other considerations such as open space standards and green infrastructure, although it may be inherently linked.

Local Context

139 In Rotherham, Core Strategy Policy CS20 (Biodiversity and Geodiversity) of the Local Plan requires all major and minor development to demonstrate BNG where possible. Once all the Regulations and a national prescribed framework are in place, policy will require all (major and minor new development) applications to demonstrate BNG in a quantifiable way through the use of a bio-diversity impact assessment calculator, this is the Biodiversity Metric issued by Defra.

140 The Council's approach to securing Biodiversity Net Gain is based on existing planning policy set out in the National Planning Policy Framework (NPPF, July 2021) and policies held in the adopted Local Plan. The guidance in the emerging SPD sets out how applicants can demonstrate compliance with existing policy requirements.) A Biodiversity Net Gain+10% SPD has been prepared that sets out in greater detail the Council's approach to dealing with Biodiversity Net Gain. This emerging SPD has been consulted on at the same time as the Developer Contributions SPD; and a summary is presented here, given the use of S106 Planning Obligations to ensure the delivery of Biodiversity Net Gain in most planning applications, excluding householder extensions and community build applications.

35 The Council is presently preparing a separate SPD on BNG plus 10% which shall coincide and mirror the transitional period for the formal introduction of national guidance undergoing testing and consultation prior to mandatory requirement November 2023

141 The key sections of the NPPF that are relevant to biodiversity are:

a. **Section 8**: Promoting Healthy and Safe Communities;
b. **Section 15**: Conserving and Enhancing the Natural Environment.

142 These sections contain important policy requirements; the following paragraphs are notable:

a. **Paragraph 8c** sets out that sustainable development has an environmental objective – to contribute to protecting and enhancing our natural, built, and historic environment; including making effective use of land, helping to improve biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy.
b. **Paragraph 137** provides advice on how Green Belts may be used to enhance landscapes, visual amenity, and biodiversity; or to improve damaged and derelict land.
c. **Paragraph 174** states that through planning policy and planning decisions, the natural environment should be enhanced by 'minimising impacts on and providing net gains for biodiversity' (criterion d).
d. **Paragraph 175** advises that development plans should 'plan for the enhancement of natural capital'.
e. **Paragraph 179** provides specific advice on habitats and biodiversity. In particular criterion b states that development plans should 'identify and pursue opportunities for securing measurable net gains for biodiversity'.
f. **Paragraph 180** establishes the principles that Local Authorities should use to determine planning applications where biodiversity and geodiversity are material considerations. This policy establishes the mitigation hierarchy and, at criterion d, encourages securing measurable net gains for biodiversity in development proposals.

143 Defra consulted on BNG in December 2018 and released a beta version of their Biodiversity Metric 2.0 at the end of July 2019. On the basis of these consultations and testing revised versions of the Biodiversity Metric (including a separate, truncated version for small-scale developments) have been prepared. All planning applications should therefore use the most UpToDate Biodiversity Metric currently BM4, to measure their level of BNG to ensure a consistent approach and all applicants are treated transparently and fairly.

144 The BNG process embeds the mitigation hierarchy. All methods of avoidance and on-site mitigation must be fully explored and proven to the Council that they cannot be satisfactorily achieved on-site before any off-site compensation will be considered. It must also be recognised that not all habitats can be re-created, such as ancient woodland, which are considered to be irreplaceable.

145 Development proposals must clearly demonstrate that a Net Gain in biodiversity will be achieved. The level of net gain shall be, (at least) 10% in line with the requirements set out in the Environment Act (November 2021) and any forthcoming Regulations to implement the requirements of the Act.

146 During the first months of 2022, consultation on the wording and format of the Regulations was consulted on.

Evidence Requirements

147 For all major and minor scale planning applications, a Biodiversity Net Gain report and an excel version of the most recent biodiversity calculator, must be submitted to provide full details of the assessment process, the assumptions and professional judgements made and the following specific evidence:

1. Habitat Baseline Plan;
2. Proposed Habitats Plan;
3. Completion of the most UpToDate Biodiversity Metric;
4. Demonstration of use of the embedded mitigation hierarchy and good practice principles of BNG;
5. Project Implementation and Construction; and
6. Management and ongoing Monitoring for thirty years post completion.

1. Habitat Baseline Plan

148 Produced using the information from completion of the Biodiversity Metric, clearly showing the areas covered by each of the existing habitat types and the area in hectares of each habitat type (or for each habitat parcel, as some habitats may be scattered throughout the site). A label for each habitat parcel shall be needed for more complex sites. A separate plan for linear habitats and riparian features shall also be provided where these are present on site.

2. Proposed Habitats Plan

149 Taken from the site layout plan, illustrative masterplan, green infrastructure plan or landscape plans (if they are available) and completion of the Biodiversity Metric; clearly showing habitat types being retained, enhanced, and created, and the area of each habitat type (in hectares) and length (km) for linear and riverine habitats; it must be colour-coded so that each habitat type is easily identifiable. Other proposed biodiversity enhancements (including for priority species) and protected species mitigation areas should also be shown on this plan.

3. Bio-diversity Metric

150 The information in the metric shall inform the Habitat Baseline Plan and the Proposed Habitats Plan. A completed and accessible Excel spreadsheet must be submitted (i.e. not a reproduced copy). Detailed justifications for the choice of habitat types, distinctiveness and condition should be added to the comments column or provided separately in the report. All assumptions made in the calculations should be clearly identifiable. Different habitat parcels should be individually referenced and identifiable on the relevant drawing so that these can be cross-referenced with the metric. A minimum level of 10% BNG for each of the features present on site: habitats, linear features and riparian features shall be expected.

151 A detailed justification of how the Biodiversity Net Gain, is to be achieved on site shall be submitted. It is recommended that the developer/ applicant embraces the Good Practice Principles for Development – A practical guide, prepared by CIEEM, CIRIA, IEMA, 2019. In preparing this SPD, the principles contained in this Guide have been embraced and applied.

4. Project Implementation and Construction

152 Information about how the design concept will be delivered on the ground, including drawings, detailed landscape planting schedules, management proposals and/or a construction handover checklist or timetable are recommended to be submitted. This is particularly relevant where the developer is implementing BNG delivery on-site and/or off-site by themselves (e.g. on their own land or in partnership or collaboration with another landowner through a Conservation Covenant).

5. Management and Monitoring

153 Information about the required aftercare maintenance and long-term habitat management of created and enhanced features, how management will be implemented for a minimum period of 30 years and what monitoring will be implemented during and after construction to ensure that all on and/or off-site BNG is delivered to the required condition. The roles, professional competencies and responsibilities of the people involved in implementing and monitoring the delivery of BNG will need to be outlined alongside evidence of the necessary resources to deliver the BNG plan.

Outline applications

154 Outline applications often do not have a fixed layout, but usually include some form of parameters plan or illustrative masterplan, which can be used as a basis for the proposed habitats plan alongside completion of the most UpToDate Metric. At the outline stage we are trying to determine if, in principle, the application has the capacity to comply with the Local Plan Policy CS20 (Biodiversity and Geodiversity) and SP33 Conserving and Enhancing the Natural Environment, or if there are issues that need to be addressed. Landscape plans for outline applications are often not developed in any detail until the reserved matters stage; however, the project team (e.g. applicant, agent, ecological consultant, and landscape architect) will need to work together to determine what areas are available for biodiversity enhancements and agree a package of enhancements, which could realistically be delivered within the site framework. It is also important that other land uses within the development are considered at this stage (e.g. the requirement for allotments, sports pitches, play areas etc.), which will have implications for land use budgets. The provision of biodiversity features within the built environment (e.g. green roofs, living walls) should also be fully considered although these may be insufficient to satisfy the requirements of the Biodiversity Metric.

155 At outline stage, it may be necessary to make some assumptions in order to fulfil the requirements of the Metric. For example, the Metric could be based on a worst-case scenario (e.g. assume all on-site habitats are in good condition or the built development areas could be categorised as "Urban – Suburban/ mosaic of developed/ natural surfaces") in order to ensure that subsequent reserved matters applications can also apply the Metric, once the details of the scheme are available. Where a development is taking place over a series of phases, it may be possible for later phases to set the baseline at a higher level of habitat condition to discount the need for the multipliers if the habitat has already been created and has met the target condition. Off-site measures may be required to meet mandatory Net Gain requirements.

Biodiversity metric information

156 All data submitted with major and minor planning applications shall be in accordance with Rotherham's data standards (i.e. appropriate standards to be shared with the applicant at pre-application stage). This shall include the submission of GIS vector data (e.g. Mapinfo, Shape or Tab files) and specific information regarding habitat condition data to ensure the Metric calculations can be reproduced and independently assessed by the local planning

authority.

157 The Biological Records Centre shall be contacted for all appropriate locality data:

https://www.rotherham.gov.uk/environment-waste/rotherham-biological-records-centre/1

158 The Rotherham Biodiversity Action Plan is available from Evidence Base downloads pages in support of the Rotherham Local Plan:

https://www.rotherham.gov.uk/downloads/download/79/evidence-base-downloads

Existing Habitats

159 The Metric should relate directly to the information presented on the Biodiversity Impact Plan. The same habitat descriptions and areas must be used.

160 The Defra Biodiversity Metric uses the UK Habitats Classification System and therefore habitat data must be classified according to this system. Notes should be added to the comments' column of the Metric for each entry to explain the choice of habitat where necessary. If the quality or status of the habitat is in anyway unclear (e.g. due to time of year of surveys or the need for further phase 2
surveys) then the precautionary principle should be applied, and notes added to the relevant entry.

Proposed Habitats

161 The key issue here is to be realistic about what habitats it might be possible to create and maintain on the site once the development is complete. It is vital that decisions about habitat creation within a development site are based on the following issues:

- Former land use – i.e. arable land is likely to be high in Nitrogen, Phosphorus and Potassium (with consequent high levels of soil fertility) and it will take a longer time to create a habitat and for it to reach its target condition;
- Long-term maintenance – it may be difficult and/or expensive to maintain certain types of habitats and this often leads to the failure of landscaping schemes in the longer term;
- Viability – for example, the cost and operational logistics of maintaining small areas of complicated habitats may be higher/more difficult; and
- Location – for example, it may be unrealistic to include small areas of isolated wildflower grassland within an urban or sub-urban environment when they are subject to significant levels of disturbance and nutrient enrichment from dog fouling.

Recommendations for Habitat Creation

162 On-site in most situations only relatively simple low-maintenance habitats should be targeted within the development site in order to ensure that the proposed habitats are delivered and managed properly to achieve the intended biodiversity value in the long-term. There are several simple and robust habitat types that are relatively easy to create and maintain in the longer term, which will deliver good biodiversity value with relatively low maintenance requirements. The choice of habitat types will depend on the soils, drainage, and aspect of the site, and will need to be informed by professional judgement (i.e. a qualified ecologist).

Types of Habitats

163 Examples of habitat types likely to be deliverable on most development sites include:

- Deciduous plantation woodland;
- Ponds (but these shall depend on geology and drainage);
- Scrub;
- Hedgerows;
- Medium distinctiveness grasslands can be established and managed on some sites, but this is very dependent on the availability of appropriate management skills, the size of the area (and degree of isolation) and the likely levels of disturbance. Using a simple species mix, including robust species such as oxeye daisy, black knapweed, sorrel, and yarrow is most likely to result in success (e.g. tussocky grassland with low-maintenance requirements and flowering lawns containing plants that respond well to regular cutting);
- Scattered native trees; and
- Orchards.

Target Condition

164 The target condition for the habitats to be created or restored should in most cases be moderate. It is very unlikely that grassland habitats, in particular in suburban environments, would reach anything more than moderate condition. We will not accept schemes that target high distinctiveness habitats such as lowland meadows and limestone grasslands unless there is a very sound justification and a strong chance of success in the long-term. This is only likely to be possible where there are existing good quality habitats that can be improved through sympathetic management or where soil conditions are appropriate. Even if the conditions are suitable, these habitats would only be acceptable where appropriate management expertise is demonstrably available to the developers and can be secured in the long-term.

Other Biodiversity Enhancements

165 Other biodiversity enhancements, particularly those for priority or locally important species, which are not taken into account as part of the metric, must also be incorporated into development proposals in order to comply with Policy CS20, including wildlife boxes (e.g. bird, bat, insect), hedgehog highways (i.e. gaps under fences and holes through walls), habitat piles and sensitive lighting strategies.

When the Calculations Show a BNG Net Loss or that BNG cannot be achieved on-site

If this is the case, then the following options must be considered:

a. Re-design the proposed scheme to avoid a net loss of biodiversity

166 The mitigation hierarchy must be adequately demonstrated within the Biodiversity Net Gain Plan It may be possible to re-design a proposed development to avoid a net loss of biodiversity. Any re-design would need to take account of the guidance provided above.

167 It is highly likely that biodiversity net gain will be achieved through a mix of on-site improvements to the natural ecology on-site and off-site provision. On-site biodiversity enhancements will need to be clearly established at the grant of planning permission and will require monitoring over thirty years to ensure the agreed enhancements are achieved on site. Enforcement action may be required if the agreed enhancement on site is not achieved. Planning conditions attached to the grant of planning permission will need to clearly establish the parameters to be applied to achieve the net gain on site and to rectify any failure to achieve the required target condition over thirty years. Biodiversity net gain on site is not required to be registered on the Biodiversity Net Gain Register.

b. Provision of compensation on land owned or controlled by the applicant

168 If the applicant owns or controls land that could be used to provide off-site measures, then this might be sufficient to compensate the losses caused by a development (with a full justification of the mitigation hierarchy and as long as this approach accords with planning policies in the NPPF and Local Plan) and to provide BNG. In this case the receptor site would also need to be subject to ecological surveys and an assessment using the Metric to prove that the land can deliver the required number of bio-diversity units to achieve a net gain overall. The receptor site would then be legally linked to the application through a planning obligation in a Section 106 agreement or through a Conservation Covenant – whichever is most appropriate.

c. Off-site BNG secured by Conservation Covenant or S106 Planning Obligation

169 A Conservation Covenant can be used to ensure that the developer enters into an agreement with a delivery provider (a third-party organisation who will create and manage habitats) for off-site BNG (e.g. to achieve the expected target of 10%). The Council intends to provide off-setting opportunities on its own land, once BNG becomes a mandatory requirement. All off-setting enhancements are required to be registered on the National Biodiversity Gain Site Register.

170 The developer will need to provide sufficient evidence to ~~a certificate from a BNG delivery provider to~~ demonstrate that they have secured the required level of biodiversity habitat units.

171 A Section 106 agreement can also be used to secure the delivery of off-site BNG. Particularly on larger schemes where there are more significant off-site requirements that will need to be delivered in phases over a number of years, this may be the most appropriate way to ensure delivery management and monitoring of the net gain improvements over thirty years, with a number of trigger points in the creation of the net gain habitat or habitats. In this way the delivery of off-site BNG can be timed to coincide with the impacts on multi-phase schemes. A delivery provider will still need to be confirmed with the LPA and the site registered on the National Biodiversity Gain Site Register.

Purpose and Location of Off-site BNG

172 The main priority for any off-site BNG must be the conservation, restoration and re-creation of priority habitats and ecological networks, particularly as part of the emerging Nature Recovery Network and forthcoming Local Nature Recovery Strategies, and/or in order to meet the aims and objectives of Nature Improvement Areas (NIA) or those specific areas identified within the emerging local nature recovery strategy. All off-site BNG projects must be delivered as close to the development site as possible or at least within the Borough.

Off-site BNG delivery providers

173 There are currently 2 organisations that can deliver off-site BNG in Rotherham/ South Yorkshire; the identification of further appropriate and suitable bodies shall be confirmed at a future date:

a. **The Council**, as major landowner of natural areas and more formal parks within the Borough can perform this role.
b. **A Local Environment Trust (LET)**: a registered charity who can administer funds on behalf of developers required to invest in biodiversity offsets to achieve net gain in Rotherham/South Yorkshire, usually to implement conservation covenants or obligations. When a developer deposits offsetting funds with a LET, they confer responsibility to them, and the responsibility rests with the LET to achieve the enhancements required to achieve off-site biodiversity net gain. A local environment trust has the local knowledge and connections necessary to find suitable receptor sites and projects capable of generating the biodiversity units required by offsetting funds. They also work with local planning authorities to ensure they meet their requirements and the discharge of all planning requirements relating to biodiversity net gain. The, Woodland Trust, Canal and Rivers Trust, RSPB, all active within Rotherham Borough, along with the Sheffield & Rotherham Wildlife Trust and the Yorkshire Wildlife Trust are potentially suitable bodies that may, in the future, be able to carry out this role. Each of these organisations who propose undertake this role, will be required to register as a Responsible Body under the emerging secondary legislation.
c. **A private company**: can set themselves up to specifically to deliver biodiversity offsetting throughout the UK. Such bodies are not specific to Rotherham Borough.

Who else can help?

174 Our Officers responsible for biodiversity can offer further advice at pre-application stage to ensure that developments comply with the relevant biodiversity policies and minimise delays during the application process. Approved independent Ecologists and Members of the Chartered Institute of Ecology and Environmental Management (CIEEM) can undertake Metric calculations and provide other data services for development projects at a cost and an enquiry should be made to them direct by the applicant.

4. The Value of Amenity Trees

Policy Signpost	NPPF / National Guidance	RMBC Core Strategy 2014	RMBC Sites & Policies Document 2018
Green Infrastructure	NPPF (2021) Habitat & Biodiversity, Para.179-182, p.51-52	CS2, CS19, CS20, CS21, CS22, CS23, CS32	SP1, SP32, SP33, SP34, SP35, SP37, SP38, SP39, SP44

Preamble

175 Rotherham's Local Plan specifies site development guidelines for those sites allocated for new residential and commercial development. An integral aspect of these is to recognise the innate value and benefit arising from existing tree cover and other green infrastructure assets on sites[(36)]. New development should not only maintain a site's biodiversity attributes, but there is also a desire to improve it in terms of seeking and securing what are now termed biodiversity net gains (BNG) (see NPPF, 2021). In this regard, a key focus are amenity trees[(37)]. A Trees SPD has been prepared that sets out in greater detail how to value amenity trees in development proposals. This emerging SPD has been consulted on at the same time as the Developer Contributions SPD; and a summary is presented here to clarify the use of S106 Planning Obligations to ensure the financial value and benefits of amenity trees is captured during the consideration of all planning applications. The Developer Contributions SPD presents a consistent methodology for seeking financial developer contributions and ensures consistency between this Developer Contributions SPD and the more detailed Trees SPD that provide fuller guidance on all aspects of valuing trees in the determination of planning applications.

176 Amenity trees are defined as any that are not grown for their value as a timber or other crop and that provide other benefits or values (Cullen, 2007). Examples of what constitutes amenity trees include:

- Trees found in parks and other open spaces; and
- Trees lining the sides of streets, railways, rivers, and canals and in gardens.

177 There are many reasons for wanting and needing to value amenity trees. The focus of this brief section is to consider how to carry out an assessment of valuation of amenity trees triggered by planning and decision-making with regard to permitting new development and the need to calculate any loss of amenity and replacement value arising directly from allowing new development to occur.

178 One of the accepted methods of calculating the value and benefits of amenity trees[(38)] is to utilise the Capital Asset Valuation for Amenity Trees.

36 To this end Rotherham Planning Authority is in the process of preparing a separate Supplementary Planning Document on Trees and Woodlands.
37 See the forthcoming Supplementary Planning Document on Trees, in preparation, 2022
38 Other methods include: The Helliwell System; The Tree suite of tools; The Council of Tree and Landscape Appraisers' Methods.

Capital Asset Valuation of Amenity Trees (CAVAT)

178 Section 198 of The Town and Country Planning Act (TCPA) (1990) establishes trees as an amenity[39].

179 As such it is accepted that amenity trees provide a wide range of **tangible and intangible benefits** to society: these include the "regulating ecosystem services" of cooling local air temperatures, intercepting rainfall and reducing air and water pollution and the socio-cultural ecosystem benefits of helping to make cities safer, more diverse and attractive, and wealthier to its citizens and visitors (see for example FAO, 2016; Rogers et al., 2015).

180 The ownership of our natural resources such as trees are either being in public ownership (e.g. a local authority tree) or are regulated by various means (e.g. privately owned trees under a Tree Preservation Order). The inference that can be drawn is that single or multiple beneficiaries can be distinguished in that such benefits accrue to both individuals and society more broadly.

181 The challenge for amenity tree valuation is that neither the intangible amenity of trees, nor the tangible benefits or services they provide, are market goods; that is, they are not exchanged or traded and there are no market prices that would allow the application of an income or sales-based approach to valuation.

182 Cullen (2007) argues that each benefit has value. In this regard value can be understood as:

a. the monetary relationship between different properties that can be derived from trees (i.e. interests, benefits, and rights) and those that buy, sell, or use them; or
b. the present worth of future benefits.

183 It is the latter of these two definitions that is usually referred to when considering the benefits and services provided by amenity trees. Thus, value can be ascribed to amenity trees because "someone" anticipates or expects them to provide current and future benefits, to have utility (satisfy desires, needs, wants), or to make a beneficial difference.

184 At the base of this concept lies utility which can be considered to either generate:

- a sum of money (£) to compensate for amenity tree loss (i.e. the willingness to accept principle); or
- a sum of money (£) to be paid to prevent a loss of amenity trees (i.e. the willingness to pay principle).

39 S198 of TCPA 1990 creates the power for local planning authorities to protect trees by legal order; subsequent sections create a legal framework for enforcement at Crown Court, including a potentially unlimited fine for serious offences. Local planning authorities are under no obligation to show that trees are an amenity or that the monetary value of that amenity is potentially substantial, but they are obliged to consider how relevant aspects of the location and characteristics of particular trees influence the level of that potential value. Neither does TCPA reference a methodology for such considerations.

185 In this respect, the CAVAT methodology explicitly reveals those factors that are taken into account in arriving at an appropriate sum, which both parties (i.e. an applicant and the planning authority) shall accept to be paid/ received as part of informing the decision-making process and the granting of planning permission.

186 The anticipated cost arising from a calculation of the monetary value of amenity trees which would be secured using a planning obligation (as it involves a financial payment) shall also inform the promoters of new development as to whether these sums should be paid or that these could be avoided if the current proposal is changed to ensure that such mitigation measures are unnecessary.

187 Any accepted costs derived from the CAVAT methodology will affect the development site's true worth (i.e. it will lower it) and thus it is essential that applicants engage suitable and qualified consultants (e.g. arboriculturists) in advance of purchasing the development site, to ensure that they do not overpay for the site or that viability is not compromised.

188 CAVAT has been successfully used[40] to defend trees from loss due to development as well as secure adequate and appropriate compensation for their removal through private development by application of the CAVAT methodology (either the Full or the Quick Methods). CAVAT has also been used to trigger alterations to infrastructure development plans allowing for the conservation of mature street trees. As such, CAVAT has been used on a consistent basis by a large number of UK local authorities for urban amenity tree valuation and this methodology provides a satisfactory indication of a "market" price.

40 In the London Boroughs (Barnet and Ealing), The Midlands and in Bristol by the planning authorities.

189 A summary of the methodology underpinning CAVAT is set out below. Applicants shall be required to embrace the appropriate CAVAT method tailored to the specific details of the proposed new development.

The **Full CAVAT Method** has seven steps: the first establishes a base value, whilst the further six steps modify this base value to achieve a final valuation.

The steps of the **Full CAVAT Method** are:

- Step 1: Determining the "base" value (size multiplied by a unit value factor (UVF)).
- Step 2: Adjustment to determine the "community tree index (CTI)" value (a value adjustment based on location, in terms of population density).
- Step 3: Adjustment to determine the "location factor (LF)" value (a value adjustment made for the relative accessibility of the tree to the general public).
- Step 4: Adjustment to determine the "functional crown value (part 1): structural framework" (an adjustment of the value according to crown size).
- Step 5: Adjustment to determine the "functional crown value (part 2): Leaf cover completeness and condition" (an adjustment of the value according to the functional status (condition) of the present canopy).
- Step 6: Adjustment to determine the "amenity and appropriateness" value (a value adjustment for how well the particular tree species characteristics is suited to its location).
- Step 7: Adjustment to determine the "Full" value (a value adjustment for life expectancy (LE) and leading to the final value for the tree).

The **Quick CAVAT Method** comprises four steps as follows:

- Step 1: Determining the "Base" value (size multiplied by the UVF)
- Step 2: Adjustment to determine the "CTI" value (adjustment based on location, in terms of population)
- Step 3: Adjustment to determine the "functional crown" value: a step with two considerations leading to a single adjustment of the value according to crown size and crown condition.
- Step 4: Life Expectancy adjustment to determine the final Quick Method value for the stock as a whole.

190 The **main differences** in the Quick Method compared to the Full Method are that:

- in Step 1, size is required as in the Full Method, but this is then converted into one of 16 size-bands;
- Community accessibility (the LF value adjustment carried out in the Full Method's Step 3) is not considered, as this detail is not collected during routine health and safety inspections of trees.
- in Step 3 (equivalent to the Full Method's Steps 4 and 5), functional crown value is considered in 25% gradations, rather than 10%, to aid the speed of assessment; and to ensure that Step 6 of the Full Method: amenity value adjustment, is not excluded.

191 The CAVAT method will be used to assess trees protected by a TPO, or those within Council ownership. Other trees will be assessed using the Rotherham Tree Replacement Standard as set out In the Council's Trees SPD. A table demonstrating how trees will be valued under the Rotherham Tree Replacement Standard can be found below:

Removed Tree Diameter at Breast Height (DBH, cm@1.5m)	Replacement Trees Number	Notes
0 - 7	0	As per Conservation Area legislation, no replacement trees are required for 7DBH and below
8 - 14.9	1	
15 - 19.9	2	
20 - 29.9	4	
30 - 39.9	5	
40 - 49.9	6	
50 - 59.9	8	
60 - 69.9	10	
70 - 79.9	12	
80 - 99.9	15	
100+	20	

192 Additionally, the following table provides an example of landscaping costs (see overleaf):

Section	Trees to be Removed	Value (£ or DBH)	Replacement Trees as required by sections 1 & 2	Total Number of Trees Required
Section 1 (CAVAT valued)	1 x TPO Tree	£10,000	10000/396 = 25 trees	25
Section 2 (RTRS)	4 Other Trees	18 DBH	2	2
		24 DBH	4	4
		25 DBH	4	4
		41 DBH	6	6
Total				**41**

	Replacement Trees as required by sections 1 & 2	Total Number of Trees Required and/or cost
Trees that Can be Planted on site		10
Developer Contribution for Off-Site Tree Planting	31 x £396	£12,976

193 Applicants shall be required to liaise and agree with the planning authority the most appropriate method to be employed in carrying out the amenity valuation exercise. For more information on the role of trees in development, please see the Council's Trees SPD which has been produced concurrently with this SPD.

For Trees and Woodlands queries please contact the Trees and Woodlands Team:

Email:	treesandwoodlands.enquiries@rotherham.gov.uk
Website:	https://www.rotherham.gov.uk/conservation-regeneration
Post:	Trees and Woodlands Service, Culture, Sport and Tourism, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

5. Outdoor Sports & Recreational Provision, Green Space & Green Infrastructure

Policy Signpost	NPPF / National Guidance	RMBC Core Strategy 2014	RMBC Sites & Policies Document 2018
Outdoor Sport & Recreation	NPPF (2021) Para.98-103, p.28-29	CS1, CS2, CS22	SP10, SP37, SP38, SP39
Green Infrastructure		CS1, CS2, CS19	SP32, SP33
Green Spaces		CS1, CS2, CS22	SP37, SP38, SP39

The Local Plan Context

194 The Council is aware that future growth stemming from the sites allocated in its adopted Local Plan documents (RMBC, 2014 and RMBC, 2018); and any subsequent windfall development proposals, will trigger the need for additional provision in an array of infrastructure including green spaces, green infrastructure and outdoor sport and recreational provision. With respect to outdoor sport and recreational provision, the requirement for such provisions have been based on the generation of sports facility strategies, incorporating for example the creation of playing pitch strategies, estimates for the need for Multi-Use Games Areas (MUGA) and need for new or improvements to Local Areas for Play (LAP) located in Rotherham.

195 The Council also recognises the importance that any obligations sought must be based on a tailored approach to each proposed new development, underpinned by a robust evidence base that justifies the requirement to mitigate the needs arising and how to determine how these are to be met through developer contributions.

Methodology to seek and secure developer contributions

196 To secure developer contributions the Council shall base its assessment of the needs arising from new development on the following methodology, which incorporates:

197 A robust evidence base/audit for sporting and recreation and recreation provision, in the planning authority's area which is utilised to:

1. Estimate the nature and level of needs for sporting and recreational provision arising from proposed new developments; and the provision of sufficient resources for the long-term management, maintenance of the facilities and for a sink fund or dowry, to be provided so that communities have continued access to facilities that provides them the opportunities to be, and remain, physically active.

2. Establish a plan of action and delivery that incorporates a variety of financing options for sporting and recreational provision, including developer contributions secured through the following mechanisms:

- S106 planning obligations; and
- Community Infrastructure Levy receipts.

198 In certain circumstances, the Council may draw on its own revenue budgets as well as exploring and securing funding from external sources, including from central government, regional bodies, Sport England. Applicants need to be aware that their proposals will be assessed objectively; a transparent approach is required to aid in determining the scale of contributions arising from specific development schemes[41].

199 Maintaining an up-to-date evidence base requires significant resources, therefore in these circumstances the Council will rely on its own local knowledge supplemented by developer studies, prepared in accordance with national and local planning policy guidance and best practice. Prior to preparing a robust evidence base, the developer will scope out the work required to be undertaken with appropriate officers of the Council through its pre-application process. Work to prepare an up to date Playing Pitch strategy is commencing in the near future but it will take some time to complete this Strategy.

200 The Council's contention is that additional sporting and recreational provision shall be primarily secured through negotiated planning obligations. The Council holds the view that future CIL receipts will be prioritised to contribute to the funding of providing additional capacity in service areas where there are extant deficiencies (e.g. in doctors' surgeries; highways; library or school places, and appropriate green space infrastructure to meet identified requirements). However, CIL funds are limited and may be insufficient to meet all demands upon these CIL receipts.

Tailored to local circumstance and needs arising

201 The scale of new development will dictate how and where additional green spaces, outdoor sporting and recreational provision are to be located. The Council is clearly aware that deliverability of additional sporting and recreational provision shall be tailored to the needs arising from a proposed development. These typically relate to Local Areas for Play that can embrace **Neighbourhood Equipped Area for Play (NEAP)** and **Local Equipped Area for Play (LEAP)**. Equally, this may embrace the provision of new or improved sports pitches which shall be informed by the Council's audit of playing provision for outdoor sports, and any further up to date information provided in support of planning applications.

202 The Council have been able to invest heavily in these kinds of facilities (especially Local Areas for Play) in the last number years (especially helped by The Big Lottery funding and other national initiatives). Despite new provision and improvements to existing facilities, there are many local facilities and play areas requiring additional maintenance and further improvements to modernise them and in order for them to be literally "fit-for-purpose". The Council shall assess how such facilities and provision in the vicinity of the new residential developments can be supported by developer contributions, particularly if these offer a better opportunity than on-site provision normally provided directly and integral to new development.

203 The Council's Playing Pitch Strategy, and any further audits undertaken in support of planning applications, underpinned by evidence assessing quality and use, shall be used by the Council to determine the appropriateness of new developments making a contribution to the provision of either new pitches and facilities or improvements to existing assets. The Council shall seek developer contributions that also include provision for ongoing maintenance, management and life-cycle costing based on standard guidance and advice[42].

41 That is: these are tailored to the merits of each particular application.
42 Especially from Sport England's Facility Costs and Design Guidance (current edition)

204 Planning obligations shall also be included and sought to specify the arrangements for public access, opening hours and pricing policies, if these are applicable. (See the section on planning obligations sought to secure Community Access, Management and Operation Plans for further details, which is located in a separate section of this SPD).

205 The Council's Playing Pitch Strategy has identified where demand exceeds available provision or where there is potential to expand provision to meet growing demand from participants (e.g. from young boys' and girls' football and young boys' rugby). Whilst in preparing future planning applications, the applicants will need to verify this information and incorporate this in the guiding principles of all proposals.

206 In considering the need to secure off-site developer contributions arising from new development, the following factors shall be taken into account:

- **Accessibility** e.g. public and private transport, walking distance, car parking;
- **Size** i.e. focus on sites capable of accommodating a number of pitches, changing facilities;
- **Quality of the pitches** measured against national standard for provision; and
- **Availability** of other pitches locally.

207 Where there is existing provision in the vicinity of proposed scheme, the Council shall seek off-site developer contributions to improve provision, however if the scale of development is such that entirely new provision is required this is normally sought to be delivered on-site, otherwise an equivalent in-lieu financial contribution shall be agreed with the developer for off-site provision.

208 In some circumstances, it may be necessary to pool contributions from different schemes in order to finance the scale of facilities, especially relating to provision of or improvements to, built facilities such as swimming pools, multi-use games' areas, pavilions, changing rooms and public toilets. In these circumstances, it may also be appropriate for some CIL receipts to contribute to the overall funding requirement.

Green Space & Outdoor Sport & Recreation

209 As part of preparing its Local Plan, Rotherham has drawn on surveys and studies that carefully assessed the current provision and quality of green space and how new development shall be required to mitigate any needs arising either by providing on-site capacity or at off-site locations that have been prioritised by the council in its adopted Local Plans. Such evidence base, inter alia, includes:

- Green Space Audit (2005);
- Playing Pitch Strategy (2009);
- Green Space Strategy (2010);
- Yorkshire & Humber Green Infrastructure Mapping Project (2010).
- South Yorkshire Green Infrastructure Strategy (2011);
- Landscape & Visual Impact Assessment (2015);
- Green Space Review (2017);
- Natural Capital Mapping (2022).

The Council[43] anticipates a refresh of its Playing Pitch Strategy based on an appropriate evidence base and prepared in accordance with the most up-to-date guidance. The forthcoming Playing Pitch Strategy will identify the current supply and demand issues for sport and recreation facilities in Rotherham area based on quality, quantity and accessibility and will enable the identification of practical proposals for securing investment into sport and open space and develop a means of calculating developer contributions to fund schemes to meet local needs.

210

211 The Council also takes guidance from responsible bodies (e.g. Sport England, The Woodland Trust, The local Wildlife Trust) with a special interest in the provision of built as well as green infrastructure and space whether for active or passive enjoyment that covers sport, recreation, cycling and walking; as well as providing access to local natural habitats, copses and woodlands, and parks and historic monuments.

Sites and Policies Policy SP37 specifically sets out the trigger mechanism for the provision of new and improvements to existing green space.

*"Residential development schemes of **36 dwellings or more** shall provide 55 square metres of Green Space per dwelling on site to ensure that all new homes are:*

i. Within 280 metres of a Green Space; and
ii. Ideally within 840 metres of a Neighbourhood Green Space (as defined in the Rotherham Green Space Strategy 2010); and
iii. Within 400 metres of an equipped play area.

The exception to this will be where the characteristics of the site and the nature of the proposals are likely to impact on the delivery of the Green Space or the overall development scheme. In these circumstances, then evidence shall be provided with the planning application to justify any lower level of Green Space provision on-site or off-site contributions. This shall take into account the nature of the proposed development, and the particular characteristics of the site and the wider local area."

(RMBC, Sites and Policies Local Plan, June 2018, p.101)

212 Ordinarily, these shall be secured through a planning condition, however all off-site requirements or in lieu provision shall be, by necessity, secured through a planning obligation.

213 **Sites and Policies Policy SP37** sets out the trigger mechanisms for the **provision of outdoor sport and recreation** that draws heavily on authoritative Sport England and other guidance, design, and costing advice.

43 At the time of preparing this SPD in April 2022

214 It is important to note that the Council is currently preparing the Green Space Supplementary Planning Document. This particular SPD will be made available for consultation purposes in due course and its preparation may lead to further refinements to the content of Table 15 'Expected quantity and age range requirements per number of residential units'.

The Council shall rely on agreed **standards of provision** based on a variety of well-respected guidance including:

- **Sport England** facilities modelling and cost estimates regarding the provision of sporting and recreational facilities, especially direct provision, management, maintenance, and life-cycle costing.
- **Planning and Design for Outdoor Sport and Play (PAD)** produced by Fields in Trust[(44)]. This guidance has been used by the Council in conducting its audit of its existing provision which is then employed to calculate the type of facilities and off-site contributions arising from new developments.
- **Neighbourhood Equipped Areas for Play (NEAP)**: require the provision of a minimum area of 1.000m^2, with 465m^2 of the area laid out for kick-about area; such provision shall include a minimum of nine play experiences.
- **Local Equipped Areas for Play (LEAP)**: require the provision of a minimum area of 400m^2 of outdoor play area, with a buffer zone to be provided of at least 20m in depth that should contain varied planting, giving an overall area of 3,600m^2; such provision shall include a minimum of six play experiences.
- **Access to Natural Green Space Standards:** In January 2023 Natural England updated their access to natural green space standards. These Standards can be used to:
  - Plan green infrastructure as part of new development or for new or retrofitting of Green Infrastructure in existing places.
  - Understand current green infrastructure provision based on a set of common standards.
  - Set local green infrastructure targets to meet standards.
  - Monitor and evaluate green infrastructure provision against standards

Additional information is presented in Table 15.

Play Spaces General Guidance

215 The following criteria shall apply in the siting and provision of play spaces:

- Play spaces need to be provided at a scale that mirrors the scale of the development i.e. larger numbers of new properties demand larger numbers of equipped and informal play opportunities.
- All play equipment and fall attenuation (safer surfacing) must be designed and installed to meet the requirements of BS: EN1176 and BS: EN1177
- The safety of places where children play is improved by natural surveillance from residential properties and should not be placed out of sight.

44 This replaced the Six Acre standard, which served as the standard set by The National Playing Field Association & Play England.

Equipped Play and Play Spaces

216 **Equipment and play space** can be provided in a cluster or spread throughout the site but if spread must include an equivalent play value

217 The provision of play spaces and its equipment is tailored to the age range of the local population it is intended to serve. The Council adopts three main age groups as follows:

- Children that play under adult supervision or 'Toddler Play'
- Children who have started to play independently or 'Junior Play'
- Children or teenagers who play with others or 'Teen Play'

218 **Play Value** is a numerical and therefor comparative figure based on various play elements such as swinging, balancing, rotating, climbing, sliding, co-operative play (e.g. see-saw or voice tubes).

219 **Buffer distances** should be considered within designs with increased buffers for larger play spaces or older children.

220 **Capacity** of provision is a function of size and the number of pieces of equipment proportionate to the size of new developments; these are set out in the Table 15.

Table 15 Expected quantity and age range requirements per number of residential units

	Minimum requirement[45]	26 to 36 units	36 to 50 units	51 to 99 units	100 to 199 units	200 to 349 units	350 to 499 units	500+ units
LAP Play Space	- Positioned near a well-used pedestrian route. - Well-drained, reasonably flat site surface with grass or a hard surface - Recommended minimum activity zone: 100m^2 - Buffer zone of 5m minimum depth separates activity zone and nearest dwelling - May have a 600mm guard rail to indicate the perimeter - Requires a sign indicating the area is for children's play and dogs are not welcome - No minimum level of play equipment	x			x	x	x	x
Small Toddler Play	To be confirmed in the forthcoming Green Spaces SPD		x	x	x			
Large Toddler Play	To be confirmed in the forthcoming Green Spaces SPD					x	x	x
Small Junior Play	To be confirmed in the forthcoming Green Spaces SPD			x				
Medium Junior Play (LEAP)	- Positioned by pedestrian route that is well-used; well-drained, reasonably flat site surfaced with grass or a hard surface, along with appropriate surfacing for play equipment or structures. - Recommended minimum activity zone is 400m^2 - Play equipment is an integral part of the LEAP - Buffer zone of 10m minimum depth separates activity zone and the boundary of nearest property, 20m minimum separates activity zone and habitable room facade of nearest dwelling - Stimulating, challenging play experience with provision for a minimum number of six play experiences is recommended. - Adequate space for active play; boundaries should be recognisable by landscaping; fencing may be necessary if the site adjoins one or more roads - Seating and litter bins provided. Requires a sign indicating the area is for children's play and dogs are not welcome, contact details of facility operator. - Expect to provide 6 pieces of equipment which provide differing play experiences.				x	x		

45 See for example: A Guide to the Design, Specification & Construction of Multi-Use Games Areas, prepared by Sport England

Large Junior Play (NEAP)	- Positioned by a pedestrian route that is well used, well-drained, reasonably flat site surfaced with grass or a hard surface, along with appropriate surfacing for play equipment or structures - Recommended minimum activity zone is 1000m^2, comprising an area for play equipment and a hard-surfaced area of at least 465m^2 - Buffer zone of 30m minimum depth separates activity zone and the boundary of the nearest property - Stimulating, challenging play experience with provision for a minimum number of nine play experiences is recommended - Adequate space for active play - Boundaries should be recognisable by landscaping, fencing, may be necessary if the site adjoins one or more roads - Seating and litter bins provided - Requires a sign indicating the area is for children's play and dogs are not welcome, contact details of facility operator and location of the nearest telephone - Convenient and secure parking facilities for bicycles should be provided - Expect to provide 9 pieces of equipment which prove differing play experiences						x	x
Teen Play -MUGA	- At least 684.5m^2 (18.5m x 37m) - Marked out for at least pitch or court 3 sports - At least 2 entrances/exits						x	x
Teen Play- Skate Park	- Bowl or precast block type construction - At least 300m^2							x
Teen Shelter	- Minimum capacity 8 teens						x	x

Public Open Space (POS)

221 Policy SP37 requires 55m^2 of POS per residential unit for sites of 36 dwellings or more.

222 It is expected for the POS to be counted towards this total it must be capable of being used for formal or informal recreation. As a general rule areas below 0.2 hectares are not large enough to provide a recreational function and should be discounted especially where they are adjacent to roads.

223 Engineering infrastructure such as Sustainable Drainage Systems (SuDS) should not be considered to be public open space although they can provide a visual amenity if well designed. In this case 20% of the space would be considered to count towards the open space requirement.

224 Buffer zones that have no formal access and areas of predominantly amenity landscaping and grass verges **shall not be included** in the public open space calculation. However, linear green spaces which form recreational links between areas **shall normally be counted** as part of the POS.

225 In all cases there must be at least one POS within a development which can be used for active or informal recreation which is over 0.2 hectares and does not form a linear feature.

Sport

226 Existing open space, sports and recreational buildings and land, including playing fields, should not be built on unless the loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location. Where a sports pitch or other outdoor sports playing surface is lost through new development a contribution for off-site replacement or betterment of alternative sports facilities within the local area will be expected to be provided at the value for providing the specific play surface type published by Sport England plus 20% for contingencies and fees where demand exists. The Sport England playing pitch calculator takes into account the ongoing need for maintenance of all new facilities provided.

227 Demand for sports could be either existing, latent, or driven by the new development itself. This demand may be shown through a borough wide Playing Pitch Strategy (PPS) or through a more localised pitch strategy provided by a suitably experienced consultancy provided by the developer where the Local authority cannot provide a suitable PPS.

Allotments

228 The Allotments Act 1908 and its amendments provides for the needs of the public wishing to rent allotment gardens. Allotments by their nature are not publicly accessible, as plots are allotted to individuals. Allotments cannot therefore be included in the POS requirements but may be required in developments over 500 homes or where a number of developments within a locale are in excess of this where current demand already outstrips supply or is likely to do so within 10 years.

229 It is expected that 200m^2 of allotment land be made available per 50 residential units and this land should form a block with secure fencing and at least 0.5m of good quality uncontaminated soil for growing crops.

Provision of Outdoor Sport and Recreational Facilities: An illustration

230 To illustrate the design and cost base in the provision of play, sport, and recreational facilities the following examples (see Table 16 are drawn from Sport England's *Cost and Design Guidance*)

Table 16: Sport England: Facility Costs (based at 2Q, 2020 as of 27th May for England)

Sport England has now published costings for 3Q, 2022. At the time of preparation of the draft SPD, these figures were the most up to date available. In determining planning applications, the most up to date costings shall be used at that time.

The data presented below is for information/illustrative purposes only and relates to a limited selection of sports pitches etc.

Facility Type/ Detail	Area (m^2)	Capital Costs (£) (updated to 3Q, 2022)
Artificial Grass Pitches		
U9/U10 Football/Training (23mm Sand Filled, Fenced, Sports Lighting) (61 x 43)	2,623	425,000
U9/U10 Football/Training (40-50mm 3G, Fenced, Sports Lighting) (61 x 43)	2,623	470,000
U9/U10 Football /Training (60-65mm 3G, Fenced, Sports Lighting) (61 x 43)	2,363	490,000
Rugby League (65mm 3G, Fenced, Sports Lighting) (122 x 74)	9,028	1,385,000
Macadam Outdoor Surfaces		
Multi-Use Games Area: Macadam, Fenced, Sports Lighting (36.60 x 21.35)	782	175,000
Natural Turf Surfaces		
Cricket Natural Turf Pitch, with 8 pitch square and 2 winter sport pitches (125.6 x 164.4)	20,649	330,000
Note The local cost adjustment factor for Rotherham derived from BCIS shall apply at 0.91 of England base.		

Source: Extracts from Sport England, Facility Costs, 2Q, 2020; the Planning Authority shall apply current prices at the time of applications.

231 These costs also include provision for external costs and specific fees. Importantly, these same costs exclude costs triggered by abnormal site conditions, extraordinary long service connections, site acquisition, drainage attenuations costs in relation to natural turf pitches, local cost adjustment factor, VAT and inflation arising in the future (updated to 3Q, 2022).

232 Additionally, to ensure that the provision of facilities secured through developer contributions is properly maintained so as to provide continuing provision over the life of the assets, the Council shall also draw on Sport England's assessment of life-cycle cost methodology (for example, *Life Cycle Costings: Natural Turf Pitches, Sport England, 2012*; and *Life Cycle Costings: Sports Halls; Swimming Pools & Changing Rooms, Sport England, 2012*).

Green Infrastructure

233 These particular policies areas necessarily overlap. The extant Local Plans for Rotherham have identified the importance of green infrastructure corridors[46] and their associated assets and that the growth of Rotherham expounded in these plans stress the need for new development to support, provide and improve the existing assets, which can embrace a variety of provision and facilities for both active and passive enjoyment of the borough for its citizens.

234 The policy status is signposted in both the Core Strategy and the Sites and Policies Local Plans (dated 2014 and 2018 respectively). These recognise national guidance which has been tailored to local circumstance and priorities prescribed in Rotherham's local plan documents. In this respect:

> *"The multi-functional nature of Green Infrastructure means that a number of development plan policies can support its implementation."*
>
> (para.5.6.5, Core Strategy, RMBC 2014)

235 The delivery of these objectives will depend upon the pace and delivery of new housing growth and other developments. However, the plans are clear in that developer contribution shall be sought and secured in order to mitigate any needs arising so that the overall quality and capacity is at least commensurate.

236 The Council has drawn on a variety of authoritative sources of evidence, studies and surveys which provides a suitable basis and assessment upon which individual sites can be evaluated in terms of their impact on the provision, management, maintenance, and improvement to the current stock of assets that comprise Rotherham's green spaces, green infrastructure, including active and passive facilities for residents and visitors to use and enjoy. The Council is an active partner in sub-regional partnerships which link Rotherham to its immediate neighbours; and it collaborates with the private sector, other public bodies, responsible agencies (e.g. Woodland Trust; Wildlife Trust, Canal and Waterways Trust and Ramblers) and of course national, regional, and city-region agencies and government departments whenever possible to enhance the experience of its residents and visitors. The recent publication of Natural England guidance (January 2023): Introduction to the Green Infrastructure Framework - Principles and Standards for England should be used in in integrating and designing new development proposals within a green infrastructure framework, and in the creation of green infrastructure corridors for the benefits of biodiversity and tackling climate change impacts and providing access to green and natural spaces and developing healthy and active communities.

237 In particular CS19 and CS22 stress that green space provision and green infrastructure shall be:

> *"...designed as an integral part of new development to create a safe and accessible environment that softens the impact of development on the landscape, provides linkages between assets and other facilities (such as schools and residential areas), buffering and protecting sensitive sites (including SSSIs) and addressing deficiencies in the network".*
>
> (para.5.16.3, Core Strategy, RMBC 2014)

46 See in particular Table 9: Strategic and Local Green Infrastructure Corridors, para.5.6.8, p.116, RMBC Core Strategy, Adopted June 2014.

238 Green Infrastructure can cover a wide range of assets and local benefits. The Core Strategy Local Plan specifically states the following:

> *"Managed and natural green spaces (including woodlands, gardens, allotments, recreational space (e.g. playing pitches), formal parks and amenity areas)*
>
> - *Green corridors and assets (including footpaths, bridleways and cycle paths, disused railway*
> - *lines, cycle lanes within the road network, greenways, waterways, street trees and other features that enhance links between habitats, places, and tourist activities)*
> - *Nature conservation sites, habitat creation schemes, heritage assets including veteran trees and ecosystems*
> - *Individual or distinctive features of the landscape from green/ brown roofs to ancient woodland*
> - *Flood risk management measures (such as storage that compensates for loss of flood plain,*
> - *landscape intervention which slows the flow of water and sustainable urban drainage systems)*
> - *Managed landscapes of trees and associated habitats (which help to regulate temperatures, fix carbon, provide places for recreation close to urban centres, and may enhance landscape character)*
> - *Designated and non-designated landscape"*
>
> (para.5.6.3, p.115, Core Strategy, RMBC 2014)

239 Ordinarily, these shall be secured through a planning condition, however all off-site requirements or in lieu provision shall be secured through a planning obligation. The latter shall be negotiated in accordance Local Plan policies and the tailored to the specific needs arising from all sites identified in the Council's Sites and Policies Local Plan (RMBC, 2018).

For Green Spaces queries please contact the Green Space Team:

Email:	urbanparks@rotherham.gov.uk
Website:	https://www.rotherham.gov.uk/parks-open-spaces
Post:	Green Spaces Service, Culture, Sport and Tourism, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

6. Transport and related infrastructure

6.1 Transport Contributions

Policy Signpost	NPPF / National Guidance	RMBC Core Strategy 2014	RMBC Sites & Policies Document 2018
Transport and Related Service Provision	NPPF (2021) Promoting Sustainable Transport & Travel (para.104-109, p.30-31)	CS14, CS15, CS16, CS17, CS18	SP26, SP27, SP28, SP29, SP56

Preamble

240 The requirements for transport are based on periodic assessment of the capacity and future growth impacts of the Local Plan on the authority's transport and related infrastructures. These are informed and shaped by the Council's local plan transport policies, and in the following sections the justification, methodology, scale and type of contributions are set out below.

241 Parts of the Rotherham's transport network are congested and in some locations are subject to poor performance. Development projected in the RMBC will generate additional traffic, cumulatively causing unacceptable network performance deterioration, as shown by assessments relating to its Local Plan growth strategies reflected in its Core Strategy and Sites & Policies Local Plans (2014 & 2018) and the recently adopted Supplementary Planning Document 12: Transport Assessments, Travel Plans and Parking Standards (2021).

242 Rotherham's Transport Infrastructure Spending Programme is annually reviewed and updated, especially in response to external funding opportunities and successful bidding rounds. As such these will directly support the Council's adopted Local Plan by improving network performance and mitigating development impacts where they arise.

243 Traffic emanating from local plan developments will travel to areas of Rotherham's transport network already suffering from congestion. New developments shall be required to ensure that measures are included within their development to encourage travel by sustainable modes, including walking, cycling and wheeling, and public transport opportunities and where appropriate provide an effective Travel Plan to mitigate their impact on the transport network and to provide sustainable travel opportunities. Appropriate mitigation through planning obligations will be required where necessary in order to make development acceptable in planning terms.

244 Traffic generated from new developments in Rotherham including cumulative impacts, will be reduced by projects contained within the Council's Infrastructure delivery programme via dedicated improvements using planning obligations and other developer contributions.

245 Such developer contributions are assessed as being proportionate to the amount of development traffic routing to areas and schemes comprising Rotherham's network and its surroundings, and as such, are reasonably related in scale. These developer contributions shall typically be allocated to fund schemes along network routes most used by development generated traffic.

Rotherham's Core Strategy and Infrastructure Delivery Plan - Transport

246 Rotherham's Transport Package[47] of schemes is focused on addressing issues relating to the performance of the transport and accessibility network by investment in the following deliverable packages:

- Improvements to infrastructure;
- Information systems;
- Active travel; and
- All services across all modes of transport.

247 The phased delivery of the Council's Transport Strategy is not only a key priority, it is also an important factor in supporting the economic growth within Rotherham and its sub-region, and is thus fully supported by the:

- South Yorkshire Mayoral Combined Authority;
- South Yorkshire Local Enterprise Partnership (LEP);
- Chamber of Commerce; and
- Members of Parliament.

248 Subject to funding availability and the capacity to develop and construct the packages of schemes, the Council's Transport Strategy will be delivered over a number of years linked with the development growth set out in the Council's Core Strategy, Sites & Policies Documents and its Infrastructure Delivery Strategy. This will also include consideration of improvements and the necessary infrastructure to support public transport, walking and cycling opportunities.

249 The Council's strategic approach focuses, in particular, on the role differing modes of transport have in addressing problems with performance of a transport network. Explicitly, the Council's approach is predicated on a combined and integrated approach, which if delivered will generate increased benefits over schemes that are simply considered on a stand-alone basis (i.e. the sum of the parts is greater than the whole or simply synergistic benefits). In this regard, pooling different developer contributions and other streams of funding shall always be considered if assessments reveal that greater benefits result. It is important to note that the policies of the Local Plan support a 'predict and decide' approach, whereby developer contributions are for agreed mitigations for increase demand, which may not / often shouldn't mean that additional capacity is provided on the road network.

250 Failure to deliver appropriate strategies including the promotion of active travel options, may critically undermine the ability of Rotherham's movement network to accommodate the planned growth set out in the Councils' adopted Local Plan. As such the implementation of the Council's Transport Strategy will:

a. Support the growth of Rotherham's and its neighbouring authorities' economy by reducing travel times and costs imposed on businesses, transport operators and other network users by the current and forecast traffic congestion on South Yorkshire's transport network. Including a robust review and promotion of active travel and public transport opportunities.

47 Rotherham Transport Strategy can be accessed at https://www.rotherham.gov.uk/downloads/download/363/rotherham-transport-strategy

b. Improve the transport performance for users of the key highways network, especially to Rotherham Town Centre, industrial and employment estates, and retail centres, thereby helping to better manage traffic conditions; and through the provision and improvement to safe, well-lit walking and cycling routes; and access to public transport opportunities
c. Improve access to the Strategic Road Network from areas to the north and west of Rotherham (i.e. M1) and from east and south of M18.
d. Improve access to national and international hubs, including to Doncaster Robin Hood International Airport (currently closed), Sheffield Railway Station and regional train stations and internal freight hubs for instance at Doncaster (Thorne) and the former Tinsley Marshalling Yard.
e. Contribute to environmental objectives, particularly through encouraging use of walking, cycling, and public transport modes – known as active travel.

Policies and Objectives

251 Key to achieving the Transport Strategy goals is the need to have a transport network in place that will be able to accommodate the future level of growth without imposing unacceptable costs on businesses and other transport users and operators arising from increasing traffic congestion and variable and increasing journey times.

252 It is apparent that without investment in Rotherham's transport infrastructure, services, including for walking, cycling and public transport and the promotion of community EV charging hubs, Rotherham's and the wider area's ability to grow, accommodate planned development, and remain a key centre in South Yorkshire and the wider sub-region will be significantly constrained. There are forecast to be *'severe impacts'* in terms of traffic congestion and access to key services with consequent negative impact on the environment due to reduced air quality, resulting in a decline in the quality of life for residents and a reduction in the overall attractiveness of Rotherham and its environs for residents, businesses, and visitors. Further work in updating forecasts is ongoing to identify what such sever impacts might be. The outcomes from these forecasts will influence the Transport Assessments and Travel Plans prepared at the time of submission of future planning applications.

253 The recently completed 2020 Rotherham Infrastructure Delivery Study (2021) identifies recent projects and improvements made in a wide range of policy areas. Further transport modelling work is currently being undertaken that will support a refresh of the Rotherham Infrastructure Delivery Study. For Transport, Highways, Public Transport and Active Travel these are set out on p.13-20 on the above report. Importantly it identifies a variety of locations and situations where existing provision and capacity is deficient and under strain. Specifically,

"There are local areas of delay and congestion, particularly in Rotherham town centre where the network is constrained by the railway bridges, which pose real obstacles to increasing road capacity even by a modest amount. The routes and junctions that experience the greatest delay during parts of the day compared to free flow conditions include:

- *the **A57 around South Anston** (with the growth of employment and housing in the Worksop area further increasing the impact on the existing pinch points),*
- ***A6123 Aldwarke Lane, Inner Ring Road** (particularly Ickles Roundabout),*
- ***A631 West Bawtry Road towards Rotherway,***
  ***Manvers Way** (with existing congestion impacting on the growth potential of the*
- *employment and housing in the Dearne Valley), the **A633 corridor** and the **A6178 towards Sheffield**."*

(2020 Rotherham Infrastructure Delivery Study, p.14-15, RMBC, 2021)

254 Critically, it also identifies locations and aspects of the infrastructure capacity will need to be enhanced as a direct result of the scale of new housing and commercial growth as set out in Rotherham's adopted local plan(s). To exemplify:

> *"..other locations where improvements are likely to be needed to support future growth include:*
>
> - ***A6123 Stag Roundabout**;*
> - ***St Annes Roundabout**;*
> - ***A631 junction improvements and route treatments** (Worrygoose, Brecks and Wickersley); and*
> - ***Coach Road** and **The Whins** on the Greasborough corridor*
>
> *All of these are located on the initial KRN described above. Improvements may also be needed in the future on the **A57 around South Anston** and at the **Red Lion Roundabout**, although these are primarily a result of housing growth outside the Borough. Issues to be addressed have also been identified in specific locations such as **Swinton**, **Kiveton Park** and **Dinnington**, as well as the need for localised improvements associated with the **Bassingthorpe Farm** strategic site."*
>
> (ibid, p.16, RMBC, 2021)

255 Following the development by the Council of a draft Local Cycling and Walking Infrastructure Plan (LCWIP), this Plan has now been superseded by the SYMCA Active Travel Implementation Plan and will be refreshed following the outputs from the Local Transport Plan Review; investment in active travel modes has been given increasing importance across Rotherham. A key focus has been on the locations where significant areas of new growth are planned, including a clear steer regarding internal site layouts that encourage and promote active modes, and with connections enhanced to existing facilities. Priorities for cycling infrastructure improvements are contained within the Rotherham Cycling Strategy.

256 With the promotion of Active Travel, there is significant synergy to Sport England's Active Design guidance which establishes a set of principles for designing and developing healthy and active communities and is relevant for both new and existing developments.

257 Rotherham's Rights of Way Improvement Plan[48](ROWIP) covers the period 2019 – 2024 and sets out how RMBC will develop, promote and protect a Borough-wide network of rights of way that meet the present and likely future needs of the public for the purposes of open-air recreation, exercise and access to local services.

258 RMBC is looking to develop further packages[49] of active travel improvements on holistic corridor-wide basis as growth takes place, in particular covering:

- Rotherham to Wickersley;
- Rotherham to Whiston;
- Rotherham to Thrybergh;
- Rotherham to Thorpe Hesley;
- Rotherham to Greasborough;
- Rotherham to AMID (Advanced Manufacturing

Industrial Development, strategic area as Catcliffe);
- Dearne Valley;

48 https://www.rotherham.gov.uk/downloads/file/380/rights-of-way-improvement-plan 20
49 Recent projects have been funded through the Transforming Cities Fund (TCF) programme.

- Maltby to Hellaby; and
- There is also an identified need to develop further cycle connections to, from and within, the Bassingthorpe Farm strategic site.

6.2 Approach to S106 Developer Contributions for Transport and Related Services

Preamble

258 All development proposals must be in accordance with the requirements and policies set out in its Core Strategy, and in particular the following Core Strategy Policies: CS14, CS15, CS16, CS17, CS18 and CS32.

259 All mitigation measures shall be underpinned by the results of transport assessments and a clear assessment of active travel needs and opportunities for improvements and/or new provision. The results of the assessments will provide the basis for identifying the appropriate planning obligations, and thus developer contributions, towards the transport infrastructure delivery projects.

260 In addition to bespoke transport infrastructure costs towards the Council's infrastructure delivery projects, developer contributions will be sought to reduce the impact of developments through "smarter choices" measures or to support and monitor measures of the developments' Travel Plan and South Yorkshire Mayoral Combined Authority (SYMCA) local bus annual season tickets.

261 Where provision for on-site facilities is required, the Council has a number of mechanisms that they shall consider (i.e. tailored to the specific requirements of each development) in the form of:

- Planning conditions;
- A Section 38 or Section 278 Agreement under the Highways Act 1980; and
- Through a Section 106 legal agreement.

General Approach

262 The level of development proposed for Rotherham in its adopted Local Plan will have an impact on the immediate, local, and wider transport networks. The nature of the existing transport network means that a development site(s) can cause a significant impact by adding to problems which occur at pinch points. Such congestion is caused by trips with trip origins and/or destinations across Rotherham's network and beyond.

Contributions Methodology

The approach contained in seeking and securing transport related developer contributions allows for:

a. Calculation of the numbers of trips that each proposed development site will generate.
b. Assessment of the way in which those trips will route on the network and identifying the proportion of development-generated trips with origins or destinations within the South Yorkshire Transport Network Area.
c. Assessment of the way in which those trips with origins and destinations within Rotherham Transport Network Area will route.
d. Schemes will be identified based on the impact development will generate within South Yorkshire Transport Network Area and Rotherham's Transport Network.
e. Apportionment of the costs of mitigating infrastructure requirements against each development allocation.
f. Delivery of a transparent method for financially contributing toward the mitigation of the impacts of planned development on the performance of Rotherham's Transport Network.

In summary, the above approach quantifies the number of trips generated by planned development.

The model applies a distribution factor based on census data which is bespoke to each site to quantify the proportion of trips which will use South Yorkshire's Transport Network and a distribution factor for Rotherham's Transport Network on a site-by-site basis. This allows the costs of the strategy schemes to be fairly and reasonably apportioned against each of the planned development sites based on their proportional impact.

In concluding this section, the methodology is as follows:

a. Confirm the total costs of Rotherham's core Transport Strategy measures, excluding any committed funding, including any Local Enterprise Partnership Strategic Economic Plan funding.
b. The Council development management process will quantify the developer contributions toward a specific programme or projects on a case-by-case basis.

Community Infrastructure Levy and other Developer Contributions

263 With the rescinding of Regulation 123 of CIL Regulations 2010 (as amended) in September 2019, the charging authority for Rotherham is able to seek planning obligations which can be pooled with a variety of funding streams including, for example, the Housing Infrastructure Fund, the Transforming Cities Fund (TCF) programme (for active travel and public transport improvements), or CIL receipts to fund a range of local funding infrastructure, including transport. Importantly, the Council is clearly aware that it has greater discretion in the way that it can allocate and spend CIL receipts compared to developer contributions. The latter is based on a nexus that ties the funding stream with mitigating actions that stem directly from the needs arising from new developments.

Necessary to make the development acceptable in planning terms

264 In order to deliver sustainable housing and economic, commercial growth, it is necessary to maintain a transport network that is capable of minimising adverse impacts upon the economy and environment, which in particular seeks to deal with issues of accessibility, traffic congestion, journey times, journey time reliability and transport related costs imposed upon businesses and other network users. If these issues are not addressed, then they could adversely impact on the performance of the local economy and the local environment, in terms of air quality, noise, severance etc.

265 Encouragement of sustainable travel will be achieved by seeking developer contributions from new housing growth to fund a variety of actions. The Council shall use S106 legal agreements to seek and secure mitigating measures arising from new growth, for example, in the form of Travel Plans, which are currently priced at £1,200 per dwelling, (subject to inflation) and shall fund a range of measures, but not limited to:

- Provision of a subsidised public transport ticket; A discount voucher for a pedal cycle;
- Cycle hire scheme;
- Regular Dr Bike visits to the site or convenient nearby location; Individual or family cycle training;
- Provision of an enhanced bus service (particularly for larger development); Membership of a car club (where available);
- Provision of a car-share group;
- Mechanisms to deliver real time public transport information; Personal journey planning;
- Improvements to local transport infrastructure off the highway and therefore not funded through Section 278 Agreements, which, when provided, will improve pedestrian accessibility, in particular to services and facilities.

266 Appropriate measures to mitigate risks to rail safety and the operational rail environment, will be considered, if new development proposals demonstrate an essential need for such measures that are proportionate to the scale of new development proposed and clear benefits for promoting sustainable travel can be identified.

267 Contributions towards level crossing improvement works such as warning lights, upgrades to barriers, additional signage and improvements to crossing decks and/or identifying opportunities for diverting public rights of way which cross over a level crossing to enable closure of the crossing will be considered for larger schemes. In certain circumstances it may be appropriate for

contributions to be made towards funding the provision of footbridge(s) to enable level crossing closures.

268 Such mitigation measures shall only be considered if, they are appropriate in scale and kind; and such proposals do not render the development scheme unviable. Network Rail will need to robustly demonstrate the measures proposed are appropriate and only applicable to mitigate the impacts of the new development itself. It is considered that whilst works to improve the safety of the rail network may currently be required, these are most appropriately dealt with by the statutory undertaker and not through the limited pot of S106 planning obligations which is necessarily restricted.

269 Enhancements to station facilities, to accommodate additional passengers arising from new development proposals, will be considered in response to promoting Active Travel and incorporating the principles of sustainable development. However only where the impact from new development proposals on the following transport hubs at Rotherham Station, Swinton Station, Kiveton Bridge Station or Kiveton Park Station is demonstrated, will such requests be considered. Such enhancements could include cycle facilities and waiting facilities.

270 The Council is mindful that S106 Planning Contributions do not render a development scheme unviable and adversely affect the delivery and implementation of the development scheme. All mitigation measures will only be considered where they are appropriate in scale and kind.

271 The Council's 2020 Infrastructure Delivery programme has set out a comprehensive approach to mitigate the severe adverse impacts on transport network performance of Rotherham Local Plan's planned growth, support for its economy, reducing the impact of transport on sensitive environments and improvement in the quality of life for its residents, businesses, and visitors. Further transport modelling work is currently being undertaken that will support a refresh of the Rotherham Infrastructure Delivery Study.

272 In order to make development acceptable it is considered necessary and appropriate that developers should contribute towards those elements of the Council's transport and other related infrastructure projects/programmes made necessary by their development, in accordance with policies set out in the Council's Core Strategy (RMBC, 2014) and articulated for specific sites in its Sites and Policies document (RMBC, 2018).

Directly related to the development

273 It has been identified that traffic generated by development proposals has a direct impact on the area covered by the Council's transport and related infrastructure delivery programme. The methodology on which the contribution is calculated is directly related to the level of impact, therefore it is considered that the monies sought as a contribution towards the Council's infrastructure delivery programme are directly related to the development in terms of the site proposals being the generator of trips.

Fairly and reasonable related in scale and kind to the development

274 Based upon development sites likely to come forward, which are allocated within the Council's Sites & Policies Document (2018), the impact of new trips on the transport network has been assessed. It is important to note the current work programme to update transport forecasts, to reflect changes in respect of policy and travel behaviours. Once available these transport forecasts will direct future investments in transport and active travel infrastructure and will guide the refresh of the Infrastructure Delivery Study (2020) and Programme.

275 This methodology forms the basis on which other future site contributions towards the infrastructure delivery programme and schemes will be calculated.

276 It is the Council's intention to apply this methodology for calculating the cost that the impact of all future developments will have on the infrastructure delivery programme of schemes within the authority's area unless:

a. The impact of the development is not directly related to the Council's Infrastructure Delivery programme; or
b. Is mitigated by site-specific measures; or
c. The developer can demonstrate that the contribution cannot be made on viability grounds. Contesting viability requires applicants to follow the procedures set out in the Council's recently adopted Supplementary Planning Document on Contesting Viability (RMBC, 2021).

277 It is therefore considered that this consistent approach now and, in the future, when seeking transport contributions from developers is fairly and reasonably related in scale and kind to specific development proposals.

7. Community Access Plans, Other Management or Operational Plans

Policy Signpost	NPPF / National Guidance	RMBC Core Strategy 2014	RMBC Sites & Policies Document 2018
Accessing & Protecting Community Facilities	NPPF (2021) Achieving Well-designed Places (Section 12, p.38-40), Promoting Healthy & Safe Communities (Section 8, p.27-28)	CS29	SP62, SP64

Preamble

278 The purpose of a management or operational plan is to set out arrangements for:

- How, after a development is built and occupied, a provision made as part of a development will be managed, accessed, or used; and
- How arrangements agreed as part of a planning permission[50] will be upheld and continued.

279 Applicants are also advised to consult the Council's Supplementary Planning Document 10: Community Facilities (2021) as it sets out guidance on how the Council will implement policies seeking to secure new community facility provision as part of new developments and protect against the loss of community facilities. Importantly, it sets out the Council's approach and the information or evidence that an applicant is expected to provide.

Objectives

280 This is to ensure that the original purpose of a provision or arrangement made during the planning process of a development is preserved. Management plans covering different provisions and arrangements can be prepared and provided separately, or in one overarching management plan for ease of reference.

281 Management and operation plans are most commonly required and secured through planning obligations either in relation to:

- Community access and/or management of open space, community facilities, play space or other publicly accessible provisions made as part of a development; or
- Construction, delivery and/or servicing of a development.

282 Community access and management plans are required where a publicly accessible facility is included as part of a development. This will have to be:

- Formulated in consultation with local residents; and
- Submitted to and approved in writing by the Council, prior to the occupation of the development.

50 The Council shall seek to use planning conditions, however, there are situations and circumstances when planning obligations are necessary and most appropriate.

The **access and management plan** should set out the following arrangements (including details and justifications where necessary, such as on pricing/access):

- Arrangements for ongoing consultation with residents and other local stakeholders (should normally include at least one public meeting per annum following the occupation of the new development);
- Date by which the facility has to/is allowed to be completed, opened, or made available to the public (usually upon occupation of the development);
- Proposed arrangements for liaison between the facility, the development, residents and/or the Council;
- Times at which the facility will be open to the public if there is a gate or door which can prevent public access;
- Arrangements for times when the facility is closed;
- Other community access arrangements (e.g. location of entrances etc);
- Pricing policy (e.g. rents at which a community meeting room which can be hired is made available);
- How and by whom a facility will be managed (including making arrangements for cleaning, hiring etc.);
- Where (on what websites, publications etc. e.g. Council website) and how a facility will be advertised (e.g. length of advertisement period);
- How it is anticipated that a facility will be occupied (e.g. target local community groups) and what types of activities will be likely to take place (including implications for noise, transport etc.);
- How a facility will complement existing services or activity in the locality;
- How a facility will be staffed (on-site/off-site, by whom, at what times etc.);
- Arrangements for how any changes in the above arrangements will be managed; and
- Arrangements for the regular review of the plan at certain intervals (usually 6 months, 3 years, 5 years, and 7 years after inception).

278 There should be some flexibility provided within the plan to allow for changes to be made to it in response to the plan reviews and consultation arrangements mentioned above, to ensure that it continues to be delivered against agreed provisions.

279 Management plans relating to construction logistics, delivery or servicing may be required for developments where there may be an impact on roads, to demonstrate how any potential impacts will be mitigated. These plans should be secured in line with Council guidance and be co-ordinated with travel plans.

Details discussed could include:

- Delivery hours;
- Delivery frequency;
- Service bay location;
- Service bay operation (including swept path analysis); and
- Type/size of servicing vehicles.

280 For major developments, delivery and servicing plans should contain details for refuse and recycling, indicating locations for collection vehicles to wait and locations of refuse and recycling bin stores.

281 Applications for larger residential developments must demonstrate that delivery and servicing would not impact negatively on refuse collection arrangements.

282 Other types of management and operation plans not related to community access or management of a publicly accessible facility can cover:

- Restrictions on the use of land;
- Waste;
- Flood management; or
- Accessibility and inclusion.

Other community obligations

283 Beside the more common above-mentioned types of community obligations, other areas for which contributions or provisions may be required, depending on the nature of the individual proposal, could relate to community safety, health impact assessments or public art.

284 Planning obligations relating to **community safety** can be sought to implement measures which can help to minimise potential crime and the fear of crime. This could be achieved with the help of direct, physical measures, such as improved street lighting or streetscape works which design out crime. Alternatively, community safety could be improved with the help of more indirect measures to improve community cohesion and integration, such as planning decisions around landscape and streetscape. Improved community cohesion helps to reduce some crimes such as hate crimes, graffiti, and criminal damage.

285 The impacts on the health and wellbeing of communities of major development proposals must be assessed through a **Health Impact Assessment** (see Policy SP55 and SPD p.7).

Policy SP55 states that this will be required for developments over 50 units, or 1,000m^2 and developments where potential health issues are identified.

The purpose of such an assessment is to promote health, reduce health inequalities and mitigate any identified impacts of the development on the wider determinants of health, which include their relationship with housing, employment, etc. and what can be done to improve these. These assessments can be required through planning obligations.

286 Rotherham Council may seek the provision of **public art** as a part of new development where this can be appropriately provided, in accordance with Policy SP55 criterion(d) and paragraph 4.3.23, stating that opportunities for the integration of high-quality public art into the public realm should be considered when making planning decisions.

Art provided as part of a development should be:

- Accessible to the public;
- Integrated within public open space where this is being provided (using features such as decorative lighting, water features or paving);
- Discussed with the Council at an early stage, before subsequent submission to the Council for approval; and
- Where possible, involve artists, local residents and other groups at an early stage in the design process.

287 Provision of art on construction hoardings is also strongly encouraged. It provides visual interest, softens the impact of a development site on the local area, deters fly-posting and presents a further opportunity to engage with the community, young people and involve local artists.

8. Local Primary Health Care Provision

Policy Signpost	NPPF / National Guidance	RMBC Core Strategy 2014	RMBC Sites & Policies Document 2018
Local Primary Health Care Provision	NPPF(2021) Section 8 (para.92-97, 8b, 20c, 34)	CS29 (para.5.7.31), CS32 (para.5.8.1)	SP64, SP55 SPD05 Equal & Healthy Communities SPD10 Community Facilities

Preamble and Local Context

288 Drawing directly on Rotherham's *2020 Infrastructure Delivery Study,* prepared by a consortium of consultants (HYAS, Richard Wood Associates & FORE) and published in March 2021 and Rotherham Clinical Commissioning Group's *Primary Care Estates Strategy*, prepared in November 2018 and Amended in November 2020, these two reports provide an excellent explanation of the current provision of local primary health care capacity in Rotherham Metropolitan Borough Council area.

289 In particular it cites that:

*"(a)cross the area covered by Rotherham CCG, there are **29 general practices** sited **in over 50 premises** ranging from rural branch surgeries, to large single or multiple practices in fully maintained buildings. The practices provide primary healthcare services to around **265,000 registered patients**.*

*More people are now living with long term conditions such as diabetes and heart disease or suffer with mental health issues and may **need to access their local health services more often**. To meet these needs, practices have begun working together and with community, mental health, social care, pharmacy, hospital and voluntary services in their local areas in primary care networks.*

*Primary care networks build on the core of current primary care services and enable greater provision of proactive, personalised, coordinated and more integrated health and social care. Clinicians describe this as a change from reactively providing appointments, to care more proactively for the people and communities they serve. **Primary care networks are based on GP registered lists**, typically serving natural **communities of around 30,000 to 50,000**.*

*The creation of these networks has resulted in many more additional roles in general practice, and a greater number of services being delivered in the community as opposed to hospital-based care. This is a very positive step for patients as it allows care to be delivered closer to home, and by clinicians they know and trust. Conversely, it has **compounded the existing issue of capacity within primary care**. The CCG Estates Strategy commissioned in 2018 indicated that **only 7 of the 29 practices technically have sufficient floor space to meet the needs of their patient list size**, however in **reality that floor space may not be practically usable**, and **only two practices are deemed to have adequate space within which to operate**. The primary care estate is a mix of NHS owned and leased property, privately owned and leased property, and privately*

owned property. As a commissioning organisation, ***the CCG has indicated that it does not have the power or capital funds to expand or improve the primary care estate without outside funding support.***

Any increase in patient population creates further pressure on existing services. As primary care funding is provided per capita at the point of patient registration, the CCG has identified that it will not be possible to plan to meet the increasing demand created by developments without external funding contributions to infrastructure costs.*"*

(2020 Rotherham Infrastructure Delivery Study, March 2021, p.35-37, Section 3.4: Health)

Local Primary Health Care Services' Capacity: needs arising from New Housing Growth

290 Where new development creates a need for new or improved infrastructure, contributions from developers shall be sought to make the development acceptable in planning terms[51]. New development should also make best use of infrastructure demand management. In some cases, the cumulative impact of individual applications may be considered when assessing infrastructure requirements, taking account of other planning obligations such as the provision of affordable housing as required by the planning authority's adopted local plan policies.

291 Developer contributions from a particular development shall be fairly and reasonably related in scale and kind to mitigate the cumulative impact from the relevant scheme; and, if necessary, address any immediate unacceptable short-term problems.

292 It is clear from Local Plan policy that health care is identified as a legitimate contribution from developers in accordance with the policy tests of seeking and securing planning obligations (i.e. S106 legal agreements).

51 This is in accordance with NPPF, 2021.

Local Plan Context

Policy CS 29 Community & Social Facilities

"The Council will support the retention, provision and enhancement of a range of community and social facilities in locations accessible by public transport, cycling or on foot which enhance the quality of life, improve health and well-being and serve the changing needs of all of Rotherham's communities; particularly in areas of housing growth or identified deficiency. The Council will seek to enable provision through a variety of local authority, private sector and local community partnerships, wherever appropriate, and support the co-location of community and social facilities wherever feasible."

(Core Strategy, Adopted September 2014, p.162)

293 There is a need for the provision of a wide range of community facilities[52], the demand for which will vary in response to the demographic and economic changes in society and the needs of different groups in the community. These facilities are a vital element in the creation of growing, sustainable and attractive communities.

294 Planned housing growth and resulting population growth shall need to be supported by adequate infrastructure provision, including community and social facilities. It is also recognised that some existing facilities are in need of upgrading and that some parts of the borough may already be deficient in provision.

295 Policy CS29 supports the retention and enhancement of existing facilities, as well as the provision of new facilities which enhance quality of life and serve the needs of Rotherham's communities. In particular the provision of community facilities is supported in areas of housing growth where existing facilities may not meet the needs of the new population, and in locations where there is an identified deficit of community and social facilities.

296 The Council recognises that it is only one of a number of agencies involved in the provision and operation of community facilities and services. In this regard, the Council shall promote co-operation and partnership between the public, private and voluntary sectors, and in particular support the co-location of community and social facilities wherever possible. This can help ensure the efficient use of land whilst also addressing one of the constraints of development viability.

New Housing: Future Growth

297 The planning authority's Sites & Policies Local Plan has allocated sites to accommodate future housing growth of over 10,700 new dwellings over the plan period. These are distributed across the borough in the following urban centres and other principal settlements as displayed in Table 17.

52 These includes public services, community centres and public halls, arts and cultural facilities, policing, fire and ambulance services, health and education facilities, public houses, public toilets, youth centres, nurseries, libraries, leisure centres, social care facilities including day centres, places of worship and services provided by the community and voluntary sector (e.g. scout and guide premises are important to the local community and provide a focus for a range of social, cultural and other activities).

Table 17 Location of planned new housing growth over the Local Plan period

Settlements	Number of sites	Indicative dwelling capacities
Rotherham Urban Area	35	2,953
Dinnington, Anston & Laughton Common	8	1,026
Wath-upon-Dearne, Brampton Bierlow & West Melton	5	776
Bramley, Wickersley & Ravenfield Common	5	571
Waverley New Community	1	2,500(1)
Maltby & Hellaby	6	757
Aston, Aughton & Swallownest	6	553
Swinton & Kilnhurst	5	451
Wales & Kiveton Park	3	382
Catcliffe, Treeton & Orgreave	3	228
Thorpe Hesley	3	216
Thurcroft	3	244
Harthill	2	87
Total	**85**	**10,744**

Note (1) This is to be delivered in the plan period. The total planned is c. 3,900 dwellings.

298 Given the scale and spatial distribution of such planned new housing growth, the Council recognises that the needs arising from this new housing shall be sought and secured using developer contributions to deliver the provision of additional local primary health care services. This is in accordance with both national guidance and the policies in the Council's adopted statutory local plan (i.e. Core Strategy Policy CS29).

299 As a result of evidence cited in the Council's recently updated *Infrastructure Delivery Study*[53](2021), the Council recognises that in some settlements local surgeries/medical centres[54] are already operating above capacity, citing the following in particular:

- Dinnington & Anston;
- Bramley & Wickersley; and
- Maltby & Hellaby.

53 See in particular Section 3.4: Health, p.35-37 and Section 4.1.4, p.53

54 For further information, see in particular Section 6 of RCCG's, *Primary Care Estates Strategy*, November 2018, Amended November 2020.

300 It also cited the need for **new** local health centres in the Waverley New Community and at Bassingthorpe Farm[55], the latter being a strategic housing allocation in the adopted local plan.

301 In the settlements cited above, **such existing deficiencies cannot be sought or secured through the use of S106 planning obligations**, and alternative funding mechanisms are required. In this regard the Council, with its partners, is already striving to secure funding for two capital projects (via HM Treasury) for a new doctors' practice in Waverley and to support the expansion of the Medical Centre in Broom Lane, which is located on the edge of Rotherham town centre.

302 However, it remains the case **that only the needs arising from any new housing growth can be sought and secured using a S106 planning obligation.** For example, in Dinnington & Anston, it estimated that a new health centre to accommodate doctors' surgeries is around £3.5miillion, of which the new housing growth of 1,026 dwellings, housing about 2,436 persons, shall be required to make a contribution, but other income and funding sources shall have to be sought to cover the shortfall associated with existing deficiencies.

303 In summary, developer contributions in scale and kind can be supported without rendering development unviable. Potential contributions to primary health care shall be assessed in the same way as other policy requirements on a scheme-by-scheme basis applying a transparent and standardised methodology. The next section shall set this in detail and with illustrative examples.

Local Primary Health Care Provision: activities to be accommodated

304 As the mix and range of services to be delivered from primary and community care buildings can change over time, it is important that the accommodation is flexible and adaptable. Strategies to promote flexibility and adaptability include:

- use generic patient/client contact spaces;
- limit the number of specialist spaces;
- standardise room sizes and position of built-in equipment;
- consider future engineering service requirements at the outset;
- consider flexible and adaptable forms of construction;
- develop a modular approach to planning and construction;
- provide space for future expansion, if relevant.

305 Most primary and community care services involve one or more of the following activities:

- counselling;
- consultation;
- examination;
- diagnosis;
- treatment; and
- physical therapy.

55 At Waverley, over 1500 dwellings have already been built. While at Bassingthorpe Farm, no new housing has yet started.

306 These activities can be delivered from the following generic patient/client contact spaces:

- interview room;
- consulting/examination room;
- treatment room (that is, with mechanical ventilation);
- examination/physical therapy room;
- group room.

307 The Council and its partners, particularly the Rotherham Clinical Commissioning Group, shall draw on the expert advice and guidance provided by the NHS, especially their Health Building Notes (HBN) and associated technical standards in determining the specification of new and expanded facilities.

308 The HBN 11-01 also prescribes the **sizes and spaces needed to provide complementary and support services** typically required in providing and delivering primary health in local surgeries and health centres. Such additional space requirements typically accommodate space for Staff, Support and Public and Facilities Management spaces. Chapter Seven of HBN 11-01 demonstrates a range of ways in terms of designs and layouts to accommodate all activities. It is recommended that applicants consult the guidance as well as liaising with both the CCG and the planning authority in terms of their preferences and requirements for local provision.

Standardise room sizes and position of built-in equipment

It is recommended that room sizes and dimensions should be standardised wherever possible. This may mean sizing-up to some extent, but this results in rooms that can be adapted (for alternative use) more easily.

Ergonomic analysis suggests the following room sizes provide a good fit for most generic rooms in primary and community care buildings comprising a mix of floorspace areas of $8m^2$; $12m^2$; $16m^2$; and $32m^2$.

309 HBN 11-01 presents a variety of floor layouts and room configurations to illustrate options for the provision or new, expanded or refurbished primary health care centres.

Standardised Methodology

310 Specifically, Health Building Notes, HBN 11-01[56], sets out the methodology to determine the size and types of facilities and space required to deliver a standard provision of primary care (i.e. in a health centre or a doctors' surgery). HBN 11-01, in chapter 4, explains in some detail the sizing of development required to deliver primary health care locally.

56 Primary and community care. Health Building Note 11-01: *Facilities for primary and community care services*, HMSO, September 2009.

Operational Assumptions

To enable patient/client contact spaces to be quantified, assumptions about the following operational issues are required:

- number of weeks the building will be open per year;
- opening hours per week;
- average duration of each appointment by service and room type; and
- average room utilisation rate.

311 The room utilisation rate allows for non-attendees, unplanned activity and the complexity of scheduling a variety of staff. A utilisation rate of at least 60% is typically expected. Also, the impact on room requirements of using a higher utilisation rate should be investigated and is always recommended; thus, liaison with both the local CCG and the planning authority is advised.

312 The figures below illustrate how a notional catchment population of 10,000 persons generates a specific number of consulting and/or examination (in Table 18), and treatment rooms (in Table 19) applying the criteria tied to NHS operational standards.

Table 18 Calculating the number of Consulting/Examination rooms required for general medical services

Catchment population	**10,000**
Access rate	5,260 per 1000 population
Anticipated annual contacts	10 × 5,260 = 52,600
Assume 100% patients use C/E room, patients accessing a C/E room	52,600
Patients per week	52,600/50 = 1052
Appointment duration	15 minutes
Patient appointment time per week	1,052 × 15/60 = 263 hours per week
Assume building operational	60 hours per week
Assumes room utilisation	60%
Rooms available	36 hours per week
Number of Consulting/Examination rooms required	**263/36 = 7.3, say 8**

Table 19 Calculating the number of treatment rooms required for general medical services

Catchment population	**10,000**
Access rate	5,260 per 1000 population
Anticipated annual contacts	10 × 5,260 = 52,600
Assume 20% patients use a treatment room, patients accessing a treatment room	52,600 × 0.2 = 10,520
Assume open 50 weeks a year, patients per week	10,520/50 = 210
Appointment duration	20 minutes
Patient appointment time per week	210 × 20/60 = 70 hours per week
Assume building operational	60 hours per week
Assumes room utilisation	60%
Rooms available	36 hours per week
Number of Treatment rooms required	**70/36 = say 2**

313 In addition to Consulting/Examination/Treatment room space, there is also a requirement to provide other space for interviews, examination/physical therapy; and group work, as well as for facilities management and public/welcoming/reception areas.

314 Rotherham Clinical Commissioning Group (RCCG), in its recently amended *Primary Care Estates Strategy* (RCCG, November 2020) document, specifies the space requirements based on patients' list sizes, which directly draws on the Health Building Notes, HBN 11-01 specification as illustrated in Tables 18 and 19 above. Based on these metrics, Table 20 provides the space requirements required per patient (m^2) for differently-sized surgeries (i.e. 2,000 to 20,000 patients).

Table 20 Space requirements per patient (m2)

Premises for 1 to 10,000 Registered Patient List size					
Number of Patients	**2000**	**4000**	**6000**	**8000**	**10000**
Type of Premises (i) and (ii)	A	A	B	B	B
Gross Internal Area (GIA) Allowance (m^2)	199	333	500	667	833
m^2/person	0.100	0.083	0.083	0.083	0.083
Premises for 10,001 to 20,000 Registered Patient List size					
Number of Patients	**12000**	**14000**	**16000**	**18000**	**20000**
Type of Premises (i) and (ii)	B	B	B	B	B
Gross Internal Area (GIA) Allowance (m^2)	916	1000	1083	1167	1250
m^2/person	0.076	0.071	0.068	0.065	0.063

(i) Type A: Single storey premises; Type B: 2 storey premises with 1 staircase and 1 lift; Where staircase or lift is not built the GIA allowance should be reduced accordingly

(ii) Exceptionally, where 400m^2 contractor premises need to be built on 2 storeys; NHS CD may add 35m^2 for 1 staircase and 1 lift

Source: NHS Rotherham Clinical Commissioning Group, *Rotherham Primary Care Estates Strategy*, November 2018, Amended November 2020.

315 Applying the appropriate space requirement metric of m^2/person, the figures in Table 21 simply illustrate the space requirements generated by new housing developments (from 10 to 3,000 dwellings) and the new population living in such residential schemes, where figures from OPCS covering average household size in Rotherham of 2.3741 persons per household generates the additional number of persons arising from such new housing growth.

316 Importantly, for the **larger schemes**, outside space to accommodate car parking for patient, staff and emergency vehicles **may need to be added** to the above floorspace specifications.

Table 21 Provision of New and Expanded Local Primary Health Care Facilities

Illustrative	Site Capacity: New Housing Growth						
Additional Number of Dwellings	**10**	**25**	**50**	**150**	**400**	**1000**	**3000**
Average Household Size[(1)]	2.3741	2.3741	2.3741	2.3741	2.3741	2.3741	2.3741
Additional Population	**23.74**	**59.35**	**118.71**	**356.12**	**949.64**	**2374.10**	**7122.30**
Total Space (m^2)	**2.36**	**5.91**	**11.81**	**35.43**	**94.49**	**197.05**	**591.15**
(1) Source: Office of Population, Census and Surveys (OPCS, 2019) for Rotherham							

317 The needs arising from providing additional local primary health care shall be tailored to the scale and location of new housing growth in Rotherham. As a result, it is strongly advised that applicants liaise closely with both the RCCG and Rotherham Local Planning Authority regarding the needs arising from their particular housing scheme.

Drawing on case examples sourced from BCIS, and whose data is summarised in Annex 2, shows that the **overall costs** of providing new facilities and the expansion in the provision of existing local primary health care centres comprise the following elements:

- **Baseline build prices** relating to shell and core costs (i.e. median prices);
- **Design fees** and **external costs** (15% of A).
- **Fixtures, fittings and digital services** (30% of the sum of A + B).

318 Figures in Table 22 present the baseline build prices sourced from BCIS showing the median prices (£/m^2) nationally which are then rebased by applying Rotherham's local cost adjustment factor of 0.89[(57)].

Table 22 Health Centres, Clinics, Group Practice Surgeries

	National	Rotherham
Local Cost Adjustment Factor	1	0.89
BCIS, Build Prices*, 1st Quarter 2022**	**Median Build Prices (£/m^2)**	**Median Build Prices (£/m^2)**
Generally: New Build	2,318	2,063.02
Public: New Build	2,843	2,530.27
Private: New Build	1,983	1,764.87
Horizontal extension	2,005	1,784.45

57 This means that outturn costs for providing local primary health care space in Rotherham is 11% points lower than national levels.

Vertical extension	3,200	2,848
Fitting-out new building	490	436.10
Rehabilitation/Conversion	1,344	1,196.16

*These **include** preliminaries and the contractor's Overheads and Profit. Importantly, these **exclude** External Costs, Professional Fees, Doctors' IT systems and Land Costs

** Updated on 29th March 2022

Source: Building Cost Information Services, RICS.

319 The figures in Table 23 present the overall costs (£/m^2) when provision for design fees and fitting-out costs and digital services are taken into account for new surgeries as well as expanding or refurbishing existing facilities. **Annex 2** presents a summary of the overall costs of delivering new local primary health care, which is sourced from the Analysis section of BCIS, covering the period 2010 to 2020, with data being rebased to 1st Quarter, 2022. It also reveals the typical size of new building accommodating local primary health care services.

320 Where relevant, land plot costs shall need to be added.

Table 23 Provision of Health Centres, Clinics, Group Practice Surgeries

Rotherham	**A**	**B**	**C**	**A + B + C**
BCIS, Build Prices, 1st Quarter 2022**	**Median Build Prices* (£/m^2)**	**Design Fees (15% of A)(£)**	**Fixtures, fittings & Digital Services (30% of A+B) (£) *****	**Total (£/m^2)**
Generally: New Build	2,063.02	309.45	711.74	**3,084.21**
Public: New Build	2,530.27	379.54	872.94	**3,782.75**
Private: New Build	1,764.87	264.73	608.88	**2,638.48**
Horizontal extension	1,784.45	267.67	615.64	**2,667.75**
Vertical extension	2,848.00	427.20	982.56	**4,257.76**
Rehabilitation/Conversion	1,196.16	179.42	412.68	**1,788.26**

*These **include** preliminaries and the contractor's Overheads and Profit. Importantly, these **exclude** External Costs, Professional Fees, Doctors' IT systems and Land Costs

** Updated on 29th March 2022

*** See Annex 2 for this % uplift.

Source: Building Cost Information Services, RICS.

321 As a matter of good practice, the Council's guidance and approaches towards securing developer contributions for local primary health care are regularly reviewed, taking into account updates to National Planning Policy Framework, National Planning Practice Guidance, and specific guidance provided by the National Health Service.

322 The planning authority shall rebase the above data with reference to BCIS Tender Price index on an annual basis.

323 Finally, combining the figures in Table 21 covering the additional space requirements with the overall costs (£/m^2) in Table 23, highlights the kinds of schemes involved in providing and expanding local primary health care space. The sums regarding developer contributions are displayed in Table 24 below.

Table 24 Overall Costs Arising from New Housing Growth: Local Primary Health Care Provision

		From Table 21						
Rotherham (rebased)	**Dwellings**	**10**	**25**	**50**	**100**	**400**	**1,000**	**3,000**
Scheme Type (£/m^2)	**Additional Space (m^2)**	**2.36**	**5.91**	**11.81**	**35.43**	**94.49**	**197.05**	**591.15**
Generally: New Build	**£3,084.21**	£7,286	£18,214	£36,428	£109,284	£291,424	£607,745	£1,823,234
Public: New Build	**£3,782.75**	£8,936	£22,339	£44,679	£134,036	£357,429	£745,392	£2,236,176
Private: New Build	**£2,638.48**	£6,233	£15,582	£31,163	£93,490	£249,308	£519,913	£1,559,740
Horizontal extension	**£2,667.75**	£6,302	£15,755	£31,509	£94,528	£252,074	525,681	1,577,043
Vertical extension	**£4,257.76**	£10,058	£25,145	£50,289	£150,867	£402,312	£838,993	£2,516,979
Rehabilitation /Conversion	**£1,788.26**	£4,224	£10,561	£21,121	£63,364	£168,971	£352,377	£1,057,132
	From Table 23							

Source: Building Cost Information Services, RICS; such data shall be updated on a regular basis.

324 Applying the above metrics (as presented in Tables 20 to 23) the developer contributions triggered by new housing growth is illustrated in Table 24. It is clear that small-scale new housing schemes shall only be accruing relatively limited lines of revenue. Of course, the larger schemes shall accrue substantial sums if it is confirmed that this scale of new housing growth cannot be accommodated by extant local primary health care provision.

325 The above sums shall be sought and secured in accordance with current guidance and in partnership with the local CCG. The planning authority shall release funds to the CCG in accordance with the terms of the S106 legal agreements entered into with applicants. Such funds shall be released to the local CCG for schemes and that the CCG shall provide an audit trail relating to its delivery and spending, normally on an annual basis until such funds have been exhausted in accordance with the legal agreement.

326 The local planning authority shall work with local partners, especially the local CCG, to develop a strategic framework so that such developer contributions shall be:

- Sought and secured by the local planning authority on behalf of the local CCG;
- Pooled and held by the local planning authority;
- Released to the CCG to support the expansion of provision in Rotherham's settlement
- groups (as identified in its adopted local plan);
- Targeted to existing facilities nearest to the location where new housing growth occurs.

Additional Requisite Clauses in Planning Obligations

327 In the delivery of new local primary health care facilities, the Council shall require developers to commit to a high-quality design and performance which will be achieved through the Council's planning and building control procedures, ensuring compliance with national standards which includes the NHS's building bulletins, output specification and other relevant national design standards and local guidance.[58]

328 As an integral part of the delivery process of new and expanded surgeries, the Council shall include a clause in any planning obligation with developers that requires all design disputes to be referred to an independent expert or design panel or appraised by the Council in accordance with national planning policy and accepted Good Practice. The Council shall always attempt to embrace a collaborative approach with respective parties to the obligation that embraces good practice and demonstrates transparency in its approach.

329 Additionally, the Council shall include a mechanism to intervene in situations where delivery of new surgeries falls through by including longstop clauses to ensure that the land for surgery practices is transferred early enough for it to intervene and provide the surgeries at the right time. In these situations, the planning obligation shall require financial contributions to be made in lieu of the "in kind" provision of the new surgery by the developer, making use of review mechanisms[59] where necessary to respond to changing circumstances.

Regular Reviews and Updates

330 As a matter of good practice, the Council's guidance and approaches towards securing developer contributions for local primary health care shall be regularly reviewed, taking into account updates to National Planning Policy Framework, National Planning Practice Guidance, and specific guidance provided by the National Health Service. Additionally, the planning authority shall rebase the above data with reference to BCIS Tender Price index on an annual basis.

331 Ordinarily, parties to a S106 legal agreement can be released from their obligations after five years. However, with regards to the provision of local primary health care services, the local planning authority and its local partners may from time-to-time require that this period be extended. Therefore, the local planning authority shall require applicants to agree to a minimum of 10 years, which shall include a regular monitoring, reporting and review mechanism agreed with all signatories to the legal agreement.

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58 See Health Building Notes, NHS Guidance.
59 These shall be explicitly set out as an obligation in the legal agreement

332 See **Annex 2: Costs of Building New Local Primary Health Care Facilities.**

Contact Details

If you have any questions regarding this Supplementary Planning Document please contact Planning Policy:

Submit an enquiry to Planning Policy online:

https://www.rotherham.gov.uk/xfp/form/535

Email:	planning.policy@rotherham.gov.uk
Telephone:	01709 823869
Website:	https://www.rotherham.gov.uk/localplan
Post:	Planning Policy, Planning, Regeneration and Transport, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

For planning application and pre-application advice, please contact Development Management:

Submit an enquiry to Development Management online:

https://www.rotherham.gov.uk/xfp/form/216

Email:	development.management@rotherham.gov.uk
Telephone:	01709 823835
Website:	https://www.rotherham.gov.uk/planning
Post:	Development Management, Planning, Regeneration and Transport, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

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Annex 1: RMBC List of Planning Guidance prepared and adopted

Supplementary Planning Documents, good practice and other guidance documents are produced by the Council to provide further information and advice to the public, applicants and developers on the implementation of specific planning policies. These will be taken into account when determining planning applications.

Supplementary Planning Document No. 1 - Rotherham Town Centre (Adopted July 2016)

This sets out a vision for transforming Rotherham town centre. It provides guidance for proposed development within and on the edge of the town centre. The document is in two parts: the Supplementary Planning Document and an accompanying map.

Supplementary Planning Document No. 2 - Air Quality and Emissions (Adopted June 2020)

This identifies when air quality assessments will be required, how these should be undertaken, and provides guidance on mitigation measures to offset potential effects of pollution upon health and the local environment.

Supplementary Planning Document No. 3 - Development in The Green Belt (Adopted June 2020)

This provides guidance relevant to proposals which involve development within the Green Belt.

Supplementary Planning Document No. 4 - Householder Design Guide (Adopted June 2020)

This sets out detailed advice and guidance on domestic household extensions.

Supplementary Planning Document No.5 - Equal and Healthy Communities (Adopted June 2020)

This provides guidance on how equality, health and wellbeing should be considered in the design of development. It also includes restrictions on the location of new hot food takeaways within 800 metres of schools and colleges. [Nb. Equal and Healthy Communities Checklist is available to download in both PDF and Microsoft Word format.]

Supplementary Planning Document No. 6 - Shop Front Design Guide (Adopted June 2020)

This provides guidance for retail and commercial units wishing to install or replace a shop front.

Supplementary Planning Document No. 7 - Town Centre Uses and Developments (Adopted June 2020)

This sets out guidance to assist applicants when submitting planning applications for main town centre uses which require sequential and/or impact test assessments. It also sets out how policies relating to development within Primary and Secondary Shopping Frontages will be implemented.

Supplementary Planning Document No. 8 - Affordable Housing

This sets out additional guidance to assist developers on the delivery of affordable housing. It clarifies the Council's approach and how it will seek to ensure appropriate provision of affordable housing in new developments. It also sets out how viability issues will be considered.

Supplementary Planning Document No. 9 - Development Viability

This guidance sets out overarching principles that the Council, as the local planning authority, shall apply in evaluating development viability as part of the planning application decision-making process. It details the approach applicants shall follow if they contest viability, the evidence that must be presented, and the format in which this must be provided. A Microsoft Excel spreadsheet is available to download to assist in providing information to the Council. The spreadsheet contains the formulae used in the Viability Review Mechanisms.

Supplementary Planning Document No. 10 - Community Facilities

This sets out guidance on how the Council will implement policies seeking to secure new community facility provision as part of new developments and protect against the loss of community facilities. It sets out the Council's approach and the information or evidence that an applicant is expected to provide.

Supplementary Planning Document No. 11 - Natural Environment

This provides guidance to support developers in considering the natural environment, particularly wildlife habitats and species, and geology, within development proposals. It includes general principles, detailed advice regarding specific habitats and species, and ecological survey requirements.

Supplementary Planning Document No. 12 - Transport Assessments, Travel Plans and Parking Standards

This provides a guide for developers and applicants about the general principles applicable to parking and sustainable transport and how these are considered through the planning process. It sets out a methodology for preparing transport assessment, provides advice and guidance on the formulation of travel plans for all types of developments, and sets out parking standards for new developments.

South Yorkshire Residential Design Guide

This guidance is intended for use by residential developers and their design professionals, consultants and agents in formulating designs and making applications for planning permission for residential development.

Flood Risk and Drainage

All Councils must consider flood risk when making decisions on planning applications. This allows us to limit risks for new and existing developments. The Council's Flood Risk Toolkit provides guidance on managing flood risk within the borough. Guidance for developers is also available from the Environment Agency. The South Yorkshire Interim Local Guidance for Sustainable Drainage Systems provides minimum recommended standards for the development of sustainable drainage systems.

Annex 2: Costs of Building New Local Primary Health Care Facilities

New Health Centres, Clinics, Group Practice Surgeries: 2010 to 2020							
Location	**Date of Work**	**Build Costs Rebased ****	**Costs (£/m²)**	**Gross Floor space (m²)**	**Overall Contract Value (£)**	**Add-Ons* over Build Costs (as a %)**	**Overall Contract Value (£/m²)**
West Midlands	14 February 2020	3,653,668	1,878	1946	4,789,734	31.09	**2,461.32**
Widnes, Cheshire	21 August 2019	2,546,210	1,906	1336	3,378,516	32.69	**2,528.83**
West Midlands	09 July 2019	3,452,682	1,952	1769	4,427,931	28.25	**2,503.07**
Preston, Lancashire	14 August 2017	1,341,271	2,079	645	1,562,613	16.50	**2,422.66**
Wales	31 March 2017	5,265,674	3,637	1448	7,119,170	35.20	**4,916.55**
Harlow Essex	04 May 2016	5,500,938	2,379	2312	8,000,816	45.44	**3,460.56**
Halifax, Yorkshire	01 Nov 2014	5,401,274	2,701	2000	7,005,294	29.70	**3,502.65**
Chipping Norton, Oxon	17 June 2013	3,983,090	1,974	2018	4,742,547	19.07	**2,350.12**
Baildon, West Yorkshire	07 June 2013	1,246,084	1,593	782	1,610,137	29.22	**2,059.00**
Okehampton, Devon	31 October 2012	1,042,223	2,056	507	1,411,041	35.39	**2,783.12**
Edinburgh, Lothian	22 October 2012	3,151,553	3,069	1027	4,152,294	31.75	**4,043.13**
Chard, Somerset	01 July 2012	1,210,789	1,985	610	1,546,657	27.74	**2,535.50**
Mainslee, Shropshire	12 March 2012	2,401,550	1,835	1309	3,156,345	31.43	**2,411.26**
West Glamorgan	14 April 2011	2,581,492	2,683	962	3,040,141	17.77	**3,160.23**
Poole, Dorset	23 March 2011	1,163,515	2,491	467	2,080,771	78.83	**4,455.61**
Newcastle Upon Tyne	01 February 2011	2,147,854	1,652	1300	2,870,543	33.65	**2,208.11**
Dipton, Durham	01 May 2010	747,030	2,134	350	1,037,262	38.85	**2,963.61**
Eastbourne, East Sussex	26 April 2010	1,971,133	2,322	849	2,533,308	28.52	**2,983.87**
Mid Glamorgan	05 March 2010	2,196,858	1,886	1165	3,165,355	44.09	**2,717.04**
Newcastle Upon Tyne	16 March 2010	2,463,185	2,131	1156	3,370,318	36.83	**2,915.50**
Basingstoke, Hampshire	16 March 2010	2,147,854	1,652	1300	2,819,177	31.26	**2,168.60**
MEDIAN		**£2,401,550**	**£2,056**	**1165**	**£3,156,345**	**31.43%**	**£2,717.04**
MEAN		**£2,637,158**	**£2,184**	**1201**	**£3,498,923**	**33.39%**	**£2,921.25**
STDEV		**£1,443,484**	**£501**	**562**	**£1,949,139**	**12.72%**	**£764.44**
MIN		**£747,030**	**£1,593**	**350**	**£1,037,262**	**16.50%**	**£2,059.00**
MAX		**£5,500,938**	**£3,637**	**2312**	**£8,000,816**	**78.83%**	**£4,916.55**

* These cover External Cost, Fit Out and IT, Fees and Contingencies

** These include Preliminaries and the Contractor's Overheads and Profits; Rebased to 1Q 2022 Prices

Source: BCIS, *Analysis: New Health Centres, Clinics, Group Practice Surgeries*, RICS, March 2022

Appendix 2

Rotherham local plan

Biodiversity Net Gain Supplementary Planning Document









July 2023

Biodiversity Net Gain

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Introduction

Status

1 This Supplementary Planning Document (SPD) is prepared by Professor Stephen Walker in liaison with RMBC officers. This Supplementary Planning Document sets out the agreed methodology that applicants shall follow to assess and calculate the Biodiversity Net Gain plus 10% arising from proposed new development in Rotherham Metropolitan Borough Council.

2 This SPD has been prepared in line with national planning policy and relevant legislation and regulations, in particular, the Planning Act 2004 and the associated Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). The National Planning Policy Framework (NPPF) identifies that SPDs add further detail and guidance to the policies in the development plan. They are capable of being a material consideration in planning decisions.

3 As required by The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) consultation on a draft of this SPD is taking place between 12 September and 17 October 2022. The accompanying Consultation Statement sets out further detail on this consultation, including who was consulted, a summary of the main issues raised and how these have been addressed in the SPD. It also contains an adoption statement, confirming that this SPD was adopted by Rotherham Council.

Purpose

4 Supplementary Planning Documents ("SPDs") add further detail to policies contained within the development plan and are used to provide guidance on specific sites or particular issues. SPDs do not form part of the adopted development plan but they are a material planning consideration in decision-taking.

5 This SPD provides guidance on achieving Biodiversity Net-Gain (BNG) from new development. BNG is achieved when a development site creates an increase in biodiversity, compared to what was on the site prior to development.

6 This SPD on Biodiversity Net Gain sets out how this can be achieved in Rotherham and builds upon existing local plan policies found in Rotherham's Core Strategy (adopted 2014) and Sites and Policies Document (adopted 2018).

7 The Council adopted a Natural Environment SPD in June 2021; and is pursuing preparation of further supplementary planning documents: Preparing a Soil Resources Strategy, Trees and over-arching Developer Contributions SPDs. These documents and policies should be referred to in preparing BNG+10% proposals to meet national policy requirements.

8 In preparing development proposals to meet Biodiversity Net Gain +10%, applicants should also have regard to the Council's Biodiversity Action Plan, and any other studies, such as Nature Recovery strategies, natural capital mapping, and including the priorities as set out in the inset maps of the Core Strategy and Sites and Policies Local Plan.

9 The Biodiversity Action Plan is available here:

https://www.rotherham.gov.uk/downloads/download/79/evidence-base-downloads

10 The **core purpose** of this SPD is to provide information about the provision of and/or contributions towards the delivery of biodiversity net gain in new development and sets out the circumstances where such provision, including financial contributions, shall be sought through planning obligations (i.e. S106 legal agreement).

11 Specifically, this SPD is designed to assist prospective developers and applicants by providing guidance on how proposals can demonstrate they have met the requirements of planning policy related to biodiversity net gain in Rotherham. By providing this information upfront Rotherham Local Planning Authority aims to minimise uncertainty in the development process and ensure decision-making and, where necessary, negotiating obligations are based on a clear and consistent approach.

12 The chapter of the SPD seeks to:

- Explain Biodiversity Net Gain;
- Identify national and local planning policies relevant to the delivery of Biodiversity Net Gain; and
- Sets out the process through which applicants can demonstrate they have met the requirements of the adopted Local Plan(s).

Objectives

13 Biodiversity Net Gain (BNG) is an approach to development and/or land management that leaves biodiversity in a measurable better state than prior to development.

14 The NPPF (2021) raises the prospect of mitigation measures that go beyond the extant nexus position of simple mitigation (i.e. on-site or off-site but nearby) and to embrace measures that seek to secure additional benefits as part of a wider climate emergency objective of reducing overall carbon emissions. Natural England and its parent organisation DEFRA have put in place mapping facilities and capacity which will enable local planning authorities and its partner organisation to develop and implement a consistent methodology to inform the level and extent of requirements new development shall be required to provide in delivering bio-diversity net gains directly in proportion to the scale of new development occurring (with an additional 10%).

15 Biodiversity Net Gain is the valuing of habitats as a proxy for wider biodiversity with different habitat types scored according to their relative biodiversity potential with adjustments made for the size, conditions and location of the habitat. The Biodiversity Metric Calculator is used to calculate the biodiversity value of an area of land, measure and account for impacts to biodiversity, and demonstrate biodiversity losses and net gains arising from development.

16 A key principle that underlines Biodiversity Net Gain is the mitigation hierarchy which sets out the preferred approach for BNG delivery to avoid, mitigate, and then compensate. In the first instance development should aim to attain BNG on-site through habitat retention, enhancement and creation. Where assessment of development proposals clearly demonstrates that on-site net gain is not possible, alternative locations for off-site net gain can be sought with a preference for those with proximity to the development site and identified in strategic landscape biodiversity initiatives such as the Local Nature Recovery Strategy and Nature Recovery Network.

17 Rotherham Metropolitan Borough Council seeks to achieve a minimum of 10% biodiversity net gain as all development with the exception of householders and self-build proposals, demonstrated using the Biodiversity Metric. Under the Environment Act 2021 10% biodiversity net gain will be mandatory from November 2023 and for small sites from April 2024 and secured for 30 years through the Environment Act. (2021).

18 **Importantly, "minor/small-scale development" is not exempt** from providing 10% biodiversity net gains. So, **the small sites metric** shall be required to be used by applicants. In this regard, 'Minor development' consists of:

- For residential developments the number of dwellings to be provided is between one and nine inclusive on a site having an area of less than one hectare
- Where the number of dwellings to be provided is not known the site area is less than 0.5 hectares
- For all other development types where the site area is less than 0.5hectares or less than 5,000sqm
- Where there is no priority habitat present within the development area (excluding hedgerows and arable margins)"
- It is not appropriate to use the small sites metric to calculate off-site gains and, in these instances, the main metric should be used.

19 In proportion to the scale of the development, small-scale development can however deliver features that will be valuable to wildlife and enhance local biodiversity. The following is not an exhaustive list but is intended to provide applicants with suggestions as to the types of features that

could be incorporated into applications. Of course, the most suitable and locally appropriate enhancement measures will vary depending on the location and type of new development. Importantly for enhancements incorporated into a building these should be shown on the appropriate drawings (e.g. elevation drawings) and will form part of the approved application.

20 Suggested enhancements can include: (this list is not exhaustive and is dependent on the habitat being removed and the baseline habitat)

- Incorporate native species planting or planting with demonstrable wildlife value;
- Create a pond (Frog-life Guidance[1]);
- Plant trees including fruit trees such as cherry, apple and pear and those with early spring blossom such as hawthorn and blackthorn;
- Plant species given in the Royal Horticultural Societies (RHS) "Plants for Pollinators" list[2]with preference being given to native species;
- Create biodiverse roofs on new buildings where structurally viable or incorporate green walls with climbing plants such as honeysuckle;
- Incorporate native species rich hedgerows in preference to close board fencing where appropriate, species could include; blackthorn, beech, hawthorn, hornbeam, dog rose, field maple, holly, hazel and wild privet; and
  Riverine habitats including woody debris, berms, artificial refuges, bank naturalization;
- Create areas of native wildflower 'meadow' planting or incorporate wildflowers which grow well in lawns such as lady's bedstraw, rough hawkbit, oxeye daisy, bird's-foot-trefoil, cowslip, selfheal, meadow buttercup and red clover.

1 https://www.froglife.org/wp-content/uploads/2013/07/JAW2014-for-printing-HLF1.pdf
2 https://www.rhs.org.uk/science/pdf/conservation-and-biodiversity/wildlife/plants-for-pollinators-garden-plants.pdf

Planning Policy Framework

21 The Council's approach to securing Biodiversity Net Gain is based on existing planning policy set out in the National Planning Policy Framework and policies held in the adopted Local Plan. The guidance in this SPD sets out how applicants can demonstrate compliance with existing policy requirements.

National Policy Context

22 The Government's National Planning Policy Framework (NPPF) July 2021 has at its heart the core principle of sustainable development and sets out a number of requirements related to the securing of biodiversity net gain through the planning system. The key sections of the NPPF that area relevant to biodiversity are:

a. Section 8: Promoting Healthy and Safe Communities;
b. Section 15: Conserving and Enhancing the Natural Environment.

23 These sections contain important policy requirements; the following paragraphs are notable:

- Paragraph **8c** sets out that sustainable development has an environmental objective – to contribute to protecting and enhancing our natural, built and historic environment; including making effective use of land, helping to improve biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy.
- Paragraph **137** provides advice on how Green Belts may be used to enhance landscapes, visual amenity, and biodiversity; or to improve damaged and derelict land.
- Paragraph **174** states that through planning policy and planning decisions, the natural environment should be enhanced by 'minimising impacts on and providing net gains for biodiversity' (criterion d).
- Paragraph **175** advises that development plans should 'plan for the enhancement of natural capital'.
- Paragraph **179** provides specific advice on habitats and biodiversity. In particular criterion b states that development plans should 'identify and pursue opportunities for securing measurable net gains for biodiversity'.
- Paragraph**180** establishes the principles that Local Authorities should use to determine planning applications where biodiversity and geodiversity are material considerations. This policy establishes the mitigation hierarchy and, at criterion d, encourages securing measurable net gains for biodiversity in development proposals.

National Planning Practice Guidance

24 The Government's National Planning Policy Guidance also provides guidance on the natural environment. On Biodiversity, geodiversity and ecosystems the PPG provides advice on how development should not only protect but also enhance biodiversity (paragraph 009 Reference ID: 8-009-20190721) and how biodiversity and geodiversity should be considered. The guidance also sets out the mitigation hierarchy and provides advice on how to achieve Biodiversity Net Gain (paragraph: 022Reference ID: 8-022- 20190721)

Local Policy Context

25 Rotherham's strategic local spatial planning framework comprises: ***Core Strategy (2013-2028)***, Adopted September 2014 and ***Sites and Policies Document***, Adopted June 2018.

Core Strategy Local Plan 2014

26 The first part of the Local Plan, The Core Strategy sets out a number of key strategic policies that align to the NPPF and seek to ensure that impact of development on the natural environment is taken into account through the planning application process:

- **Policy CS19** Green Infrastructure identifies strategic Green Infrastructure assets and seeks their retention. protection and enhancement (see also p.114-121 of the Core Strategy, Adopted 2014).
- **Policy CS20** Biodiversity and Geodiversity requires all development to positively contribute to the conservation and enhancement of biodiversity and establishes a requirement to protect biodiversity and geodiversity assets and seeks their enhancement through supporting and improving ecological networks (see also p.121-128 of the Core Strategy, Adopted 2014).
- **Policy CS21** Landscape, recognises the importance of habitats that may have a landscape importance and seeks to protect or conserve the ecological qualities of an area (see also p.128-131 of the Core Strategy, Adopted 2014).
- **Policy CS22** Green Space recognises the importance played by providing and enhancing the availability of a variety of green space relating to new development, both on-site and off-site, for active and passive recreational and sporting enjoyment of residents and visitors to Rotherham (see also p.131-135 of the Core Strategy, Adopted 2014).
- **Policy CS23** Valuing the Historic Environment seeks to ensure that only development proposals are supported which conserve and enhance the heritage significance and setting of the borough's heritage assets, especially listed buildings, conservation areas, historic parks and gardens and archaeological remains (see also p.135-139 of the Core Strategy, Adopted 2014).
- **Policy CS24** Conserving and Enhancing the Water Environment seeks to ensure that development proposals are supported that conserve and enhance Rotherham's watercourses, particularly making contributions to achieving 'good status' under the Water Framework Directive, and the natural geomorphology of watercourses and the ecological value of the water environment (see also see p.139-141 of the Core Strategy, Adopted 2014).
- **Policy CS27** Community Health and Safety seeks, amongst other things, to promote safe, active and healthy lifestyles through delivery of several measures including open and recreational space, green infrastructure and local food growing space (see also see p.156-159 of the Core Strategy, Adopted 2014).

Sites and Policies Document Local Plan 2018

27 Part two of the Local Plan, the Sites and Policies Document sets out further detail on a range of focused policies and the related site development guidelines regarding new development and how and by what means ecological networks and green (and blue) infrastructure assets are retained, protected and enhanced. Specifically, these set out the extent and value of these assets and their networks in the borough in the following policies:

- **Policy SP31** Canals (see also p.82 of the Sites & Policies Document, Adopted 2018).
- **Policy SP32** Green Infrastructure and Landscape (see also p.83-92 of the Sites & Policies Document, Adopted 2018).
- **Policy SP33** Conserving and Enhancing the Natural Environment (see also p.93-96 of the Sites & Policies Document, Adopted 2018).
- **Policy SP34** Sites Protected for Nature Conservation (see also p.97 of the Sites & Policies Document, Adopted 2018).
- **Policy SP35** Protected and Priority Spaces (see also p.98 of the Sites & Policies Document, Adopted 2018).
- **Policy SP36** Soil Resources (see also p.99 of the Sites & Policies Document, Adopted 2018).
- **Policy SP37** New and Improvements to Existing Green Spaces (see also p.101-104 of the Sites & Policies Document, Adopted 2018).
- **Policy SP38** Protecting Green Space (see also p.105-108 of the Sites & Policies Document, Adopted 2018).
- **Policy SP39** Design and Location of Green Space, Sport and Recreation (see also p.109-110 of the Sites & Policies Document, Adopted 2018).
- **Policy SP40** Listed Buildings (see also p.111 of the Sites & Policies Document, Adopted 2018).
- **Policy SP41** Conservation Areas (see also p.113-115 of the Sites & Policies Document, Adopted 2018).
- **Policy SP42** Archaeology and Scheduled Monuments (see also p.116 of the Sites & Policies Document, Adopted 2018).
- **Policy SP43** Conserving and Recording the Historic Environment (see also p.117-119 of the Sites & Policies Document, Adopted 2018).
- **Policy SP44** Historic Parks, Gardens and Landscape (see also p.120 of the Sites & Policies Document, Adopted 2018).
- **Policy SP45** Locally Listed Buildings (see also p.121-122 of the Sites & Policies Document, Adopted 2018).
- **Policy SP46** War Memorials (see also p.123 of the Sites & Policies Document, Adopted 2018).

28 The overall role and purpose of the above SP policies reinforces the extent and value of the ecological and green/blue infrastructure networks and assets in the borough. Applicants shall be, *inter alia*, required to deliver Biodiversity Net Gain through the implementation of the SP policies that are set out above in summary form and in detail in the Council's Local Plan(s).

29 Planning conditions will be used to secure net gain on-site and S106 and conservation covenants to secure off-site net gain. This will ensure that net gain sites are maintained for 30 years. However, on site Biodiversity Net Gain enhancements are required to be monitored by the Local Authority for thirty years and there will be a fee associated with such monitoring. Therefore, consideration of the collection of such a fee is still required to be determined and may require a S106 Planning Agreement to seek such payments. Guidance is awaited on this issue.

Neighbourhood Plans

30 There are two adopted Neighbourhood Plans in Rotherham (though there are 2 others at various stages of preparation). Such plans include locally specific requirements in regard to the natural environment and biodiversity, including detailed habitat maps that identify biodiversity assets and wildlife corridors. Applicants shall need to consult and, where relevant, work within the Development Plan Framework establishing an acceptable approach to achieving BNG.

31 Relevant neighbourhood plan policies shall be mapped and as these become available, they can be viewed on the Council's GIS network. Presently, all neighbourhood plans can be accessed here https://www.rotherham.gov.uk/planning-development/neighbourhood-planning/1

General Principles of Biodiversity Net Gain

32 The council has a statutory duty as the local Planning Authority to consider the conservation of biodiversity when making decisions on planning applications and the safeguarding of species protected by law:

- The Conservation of Habitats and Species Regulations 2017[3]
- The Wildlife and Countryside Act 1981[4]
- The Protection of Badgers Act 1992[5]
- priority species for biodiversity set out under the Natural Environment and Rural Communities Act 2006[6]

33 The Biodiversity net gain: Good practice principles for development (CIRA, CIEEM 2019) outlines and provides a framework development projects to demonstrate that they are following good practice.

34 Delivery of biodiversity net gain on site shall not compromise other land use requirements such as the need for, or to support the retention of, sports facilities, playing fields or appropriate car parking to meet the needs of the development scheme. Where potential conflicts may arise with existing provision on site then biodiversity net gain shall be delivered off-site.

35 An example of such a situation arising could be the extension to a school on a tarmac playground where the resulting biodiversity net gain is then proposed on the school's playing field. However, the resulting on-site biodiversity net gain on the playing field will impact on the schools' use as a playing field. In such circumstances any net gain needs to comply with the policies in the Local Plan and the NPPF, in the case of playing field this would be paragraph 99.

36 With specific regard to BNG, a **Checklist Form** has been designed which shall be completed by all applicants (see Appendix 1) involving new build development. Along with other relevant documents, a completed checklist form shall be an integral aspect in preparing and making a planning

3 https://www.legislation.gov.uk/uksi/2017/1012/contents/made
4 https://www.legislation.gov.uk/ukpga/1981/69
5 https://www.legislation.gov.uk/ukpga/1992/51/contents
6 https://www.legislation.gov.uk/ukpga/2006/16/body
7 https://www.wyjs.org.uk/ecology/
8 https://cieem.net/resource/guidance-on-preliminary-ecological-appraisal-gpea/
9 https://cieem.net/resource/guidelines-for-ecological-impact-assessment-ecia/

application to the Local Planning Authority in Rotherham. Appendix 1 provides further details, advice and contact points while Appendix 2 provides detailed Guidelines for Survey Timetable.

37. **Additionally**, Rotherham shall develop its planning application documents in relation to BNG based on the templates contained in Appendices E and F. Presently, these are working documents sourced from DEFRA consultation (conducted in the 1st Quarter of 2022).

38. The basic principle that underpins the delivery of Biodiversity Net Gain is to ensure that development secures more and better-quality biodiversity than would exist without development taking place. To achieve this, applicants are expected to demonstrate how their proposals meet the policy requirements of the local plan, submitting information that sets out how biodiversity will be improved (see a Summary of the Guiding Principles in Table 1 below)

39. To achieve this, applicants should:

a. Use the Biodiversity Metric to assess the biodiversity value of the site, then:
b. Determine the impact of development options on the biodiversity value of the site; and
c. Establish a design solution that delivers the greatest Biodiversity Net Gain.

40. To deliver the greatest BNG, applicants shall carry out the following steps:

a. Identify relevant assets;
b. Establish the value and extent of those assets using the Biodiversity Metric;
c. Apply the Mitigation Hierarchy to assess the impact of development on the asset(s);
d. Identify design solutions that avoid, mitigate or compensate for the impact, and enhance the Ecological Network and their assets.;
e. Submit detailed solutions that deliver Biodiversity Net Gain.

Table 1: Good Practice Principles

Application of the mitigation of the hierarchy	A key principle that underpins BNG in relation to new development that sets out a preferred approach to delivery of BNG 1. Avoid harm to biodiversity 2. Minimise harm to biodiversity 3. Compensation should be carried out on-site where possible and where this is not suitable biodiversity losses should be offset by gains elsewhere The development will need to justify how it has followed the embedded mitigation hierarchy in decision making.
Avoid losses of biodiversity that cannot be offset elsewhere	Development should seek to avoid impacts on irreplaceable biodiversity. Some habitat and biodiversity features are irreplaceable and cannot be offset to achieve net gain. These include ancient woodland, veteran trees and calcareous grassland.
Be inclusive and equitable	Developers should seek to achieve net gain in partnership with stakeholders where possible and engage them in designing, implementing, monitoring and evaluating the approach to net gain.
Address Risk	Mitigate difficulty, uncertainty and other risks to achieving net gain. Add contingency when calculating biodiversity losses and gains in order to account for remaining risks and compensate for time between losses occurring and gains being realised.
Make a measurable net gain contribution	Achieve a measurable overall gain for biodiversity whilst contributing to conservation priorities. The latest Defra biodiversity metric should be used to measure the net gain.
Achieve the best outcomes for biodiversity	To achieve the best outcomes for biodiversity it is essential to use robust and credible evidence. This ensures that: • Compensation is ecologically equivalent in type, amount and condition and accounts for timing and location of biodiversity losses. Habitat creation proposals must avoid the 'trading down' of habitat value by proposing to create habitat of a lower distinctiveness than those lost. • Compensates for losses of one type of biodiversity by providing a different type that delivers greater benefits for nature conservation • Achieves net gain locally to the development while also contributing to nature conservation priorities at local, regional and national levels. • Enhance existing or creating new habitat • Enhancing ecological connectivity by creating more, bigger, better and joined areas for biodiversity
Be additional	Achieve nature conservation outcomes that demonstrably exceed existing obligations. For example do not deliver something that would occur anyway through an existing planning permission, Forestry Authority / Commission grant or Environmental Stewardship scheme.

Create a net gain legacy	Ensure that net gain generates long term benefits by: • Engaging stakeholders and jointly agreeing practical solutions to secure net gain in perpetuity • Planning for adaptive management and securing dedicated funding for long term management • Designing net gain for biodiversity to be resilient to external factors especially climate change • Mitigating risks from other land uses • Avoiding displacement of harmful activities from one location to another • Supporting local level management of Net Gain activities •
Optimize sustainability	Prioritise BNG and where possible optimize the wider environmental benefits for a sustainable society and economy
Be transparent	Communicate all net gain activities in a transparent and timely manner

41. The guidance below provides essential advice on how applicants can follow the process outlined above and demonstrate compliance with polices in Rotherham's Local Plan(s).

Identifying Relevant Assets

42. Rotherham's adopted Core Strategy and its Sites and Policies Document provides the statutory framework within which new development is to be guided and permitted. In accordance with the National Planning Policy Framework, Rotherham has prepared a Policies Map showing a variety of land use designations and the location of allocated development sites for housing, employment and other uses and alongside the priorities set out in policies of the Local Plan these shall guide all future opportunities. These maps must be consulted by all applicants as these reveal a number of land use designations and areas, including Green Belt, Green Space, residential, industrial and business use, special policy areas, retail centres, mixed use areas, community services and facilities, and sites for travelling show people and known environmental designations including:

1. Sites of Special Scientific Interest and their associated Risk Zones.
2. Local Nature Reserves.
3. Local Wildlife Sites, Regionally Important Geological Sites.
4. Sites of Historic Heritage Importance, including:

   - Scheduled Ancient Monuments;

   - Conservation Areas; and

   - Registered Parks and Gardens.

43. These maps shall assist in ascertaining the extent of known ecological assets and green and blue infrastructure which incorporates existing protected sites and priority habitats, and the extent they identify areas to restore and buffer these assets and networks. Such assets and networks will assist in the provision of nature conservation and ecosystem services that are essential for sustainable development, including water management, carbon capture and access to nature with associated recreational and health benefits.

44. Statutorily Protected Sites and Non-Statutorily Protected Sites are shown as two layers on the Policies Map; a number of statutory and non-statutory interests are amalgamated to aid clarity in reading the hard copy Policies Map, whilst alerting developers to the presence of environmental designations.

- **Statutorily Protected Sites** are shown on the Policies Map to alert developers to areas which have identified interest of at least national value and are protected by statute; these include: Sites of Special Scientific Interest (SSSI) and Scheduled Ancient Monuments (SAM).
- **Non-Statutorily Protected Sites** are shown on the Policies Map to alert developers to areas which have identified interest of at least local value and include: Local Wildlife Sites (LWS); Regionally Important Geological Sites (RIGS); Local Nature Reserves; Ancient Woodlands; Register of Historic Parks and Gardens of Special Historic Interest.

45. Maps of the Non-Statutorily Protected Sites and the Statutorily Protected Sites are available on the Rotherham Local Plan Policies Map.

https://maps.rotherham.gov.uk/mapping/Map.aspx?MapName=LocalPlan

46. Updates to the mapping series of Local Wildlife Sites can be found here:

https://www.rotherham.gov.uk/planning-development/heritage-natural-environment/2 **Additional Information Available to Applicants**

47. The LPA maintains and makes available an electronic version of the Policies Map. This will enable the individual spatial constraints and opportunities to be viewed independently or collectively. The electronic Policies Map can be accessed and viewed through our Local Plan web page. Alternatively, enquiries should be directed to the Council's Planning Policy Team who will advise on the availability of data and where this may be obtained.

48. When demonstrating compliance with the relevant policies of the development plan, applicants shall consider the location of their site against the plan's designation and include measures that would best enhance biodiversity within and close to their site. The Policies Map identifies and categorises the location of ecological assets and green and blue infrastructure across the borough. The following data layers should be consulted and carefully studied:

- Core Strategy Policies Map 9: Rotherham's Strategic and Local Green Infrastructure Corridors (p.116-117) – CS19.
- Core Strategy Policies Map 10: South Yorkshire Green Infrastructure Strategy (p.122) – CS19.
- Core Strategy Policies Map 11: Yorkshire & Humberside Regional Biodiversity Opportunities (August 2009) (p.129) – CS20.
- Sites and Policies Document Policies Map 4: Landscape Character Area Sensitivity (p.90) and accompanying Table 13: Rotherham's Landscape Character Areas (p.91); and Landscape Sensitivity Matrix (p.94).
- Emerging Nature Recovery Strategies.
- Opportunities arising from Natural Capital Mapping.
- Opportunities identified within the Rotherham Biodiversity Action Plan.
- Sites located in an area of deficiency as set out in Natural England's "Nature Nearby" Accessible Natural Greenspace Standards or is within or immediately adjacent (and physically connected) to any defined Habitat Network (including any Habitat Network Extensions mapped in Neighbourhood Plans).

49. Where contributions are required to deliver off-site projects the above networks of green and blue infrastructure will be used to prioritise projects that are deliverable and can secure the greatest benefit for biodiversity for Rotherham and its immediate neighbours.

Delivering Biodiversity Net Gain

50. It is advised that a suitably qualified ecologist is appointed at an early stage of the project to ensure the best possible outcomes for achieving Biodiversity Net Gain on-site, using an iterative approach through the design process. If different layout options are considered each should have a corresponding biodiversity calculation completed.

51. Appropriately qualified ecological consultants can be found by looking on the chartered Institute of Ecological and Environmental Management (CIEEM) website (https://cieem.net/i-need/finding-a-consultant/). Where there is river habitat within the development site that needs to be assessed using the River Condition Assessment (River MoRPh Survey methodology) requiring a suitably qualified person who is trained and accredited in River MoRPh surveys.

52. To inform the net gain calculations vegetation surveys must be undertaken at the appropriate time of year (see also the **Guideline Survey Timetable in Appendix 2**). The following survey information and assessment is required to complete the calculation:

a. Area of each habitat and length of each linear feature present within the red line of the application;

b. Where the red line boundary of the development encompasses the riparian zone, either whole or in part, but excludes the channel of the watercourse then information outside of the red line boundary (including the banks, channel and bed of the river) is required.

c. Habitat type in UK Habitats Classification, or translated into UK Habitats Classification from another survey type, including indicator species (with reference to the guidance provided in South Yorkshire & Humberside regional biodiversity opportunities and criteria);

d. Habitat condition as outlined in the condition assessment in the BNG metric; for river and stream habitats a detailed rivers and stream condition assessment using the River MoRPh survey methodology is required.

e. Root Protection Areas of any trees on site that do not form part of another habitat on-site;

f. Impact from development based upon current planning layout, both directly on-site, and indirectly off-site; and

g. On-site biodiversity mitigation and compensation measures.

53. All proposals to deliver Biodiversity Net Gain through on-site and off-site habitat creation must be:

a. In compliance with British Standard BS 8683 - Process for designing and implementing Biodiversity Net Gain (**See also Appendix 4** for a summary of its use and implementation);
b. Agreed in advance with the Local Planning Authority (LPA);
c. Evaluated through the use of Metric 3.0;
d. Located in a strategically important area as identified by the LPA (unless agreed in advance);
e. Secured by an appropriate planning agreement to ensure long term management;
f. Be supported by a monitoring and management plan (i.e. adaptive management plan);
g. Registered on the National Biodiversity Gain Site Register; and
h. Monitored and maintained for 30 years.

54. Off-site schemes developed by an applicant or the Local Planning Authority may aim (or enable responsible partner organisations) to:

a. Create new habitats;
b. Enhance existing habitats;
c. Purchase land for the purpose of habitat creation;
d. Manage land for nature conservation purpose;
e. Pay for infrastructure to enable management to take place for 30 years;
f. Monitor the habitat creation for 30 years; and
g. Pay professional fees associated with the above.

55. The majority of applications will need to submit a Preliminary Ecological Appraisal Report (PEAR) and a subsequent Ecological Impact Assessment (EcIA). PEARs are an initial survey that identifies ecological features on-site and identifies if further surveys are required for protected species or habitats. These further surveys are compiled to form an EcIA. Further information is given in Appendix 1 and 2 regarding the requirements for ecological surveys.

56. The ecological reports must:

- Include a data search from Rotherham Biological Records Centre
- Meet the guidelines for carrying out a Preliminary Ecological Appraisal Report (https://cieem.net/wp-content/uploads/2019/02/Guidelines-for-Preliminary-Ecological-Appraisal-Jan2018-1.pdf) and Ecological Impact Assessment (https://cieem.net/resource/guidelines-for-ecological-impact-assessment-ecia/).
- All protected species survey work must be carried out prior to the submission of an application in line with the ODPM circular 06/2005: Biodiversity and Geological Conservation – Statutory Obligations and Their Impact Within the Planning System.

57. A Biodiversity Net Gain Report must also be prepared in addition to a PEAR or EcIA. This must be submitted alongside the completed excel spreadsheet of the most up to date version of the biodiversity metric calculator.

58. All supporting evidence including calculations, justifications, distinctiveness, condition assessments and strategic significance assessment should be submitted as part of the Biodiversity Net Gain report. The government is intending to release a Biodiversity Net Gain Plan template in order to standardize the format of the information which is being provided to planning authorities. Until this template is finalised Biodiversity Net Gain reports should follow the guidance set in the Chartered Institute of Ecology and Environmental Management (Biodiversity Net Gain Report and Audit Templates | CIEEM) and the British Standard BS8683:2021 Process for designing and implementing Biodiversity Net Gain (BS 8683:2021 | 31 Aug 2021 | BSI Knowledge (bsigroup.com). Reports should also demonstrate how they have adhered to the 10 best practice principles of BNG developed by CIRA CIEEM (Good Practice Principles for Development. A practical guide | CIRA CIEEM) and outlined above.

59. A Biodiversity Management and Monitoring Plan must also be submitted alongside the application or as part of a pre-commencement condition covering the information below:

a. The projects biodiversity targets

b. The baseline biodiversity assessment against which uplift in biodiversity value will be monitored

c. A detailed adaptive management plan that sets out how habitats will be created or enhanced and describing the proposed ongoing management and assess the progress towards achieving target condition. This should outline surveys that will be used to inform the condition monitoring reports. Monitoring reports will be provided to the Local Planning Authority in years 1,2,3,5,10,15,20,25, and 30.

d. The roles, professional competencies and responsibilities of the people involved in implementing and monitoring the biodiversity net gain delivery

e. Evidence that the necessary resources are available to deliver the proposed biodiversity net gain plan and the ongoing management.

f. Changes to a previously agreed management plan, suggested as a result of monitoring visits, shall be agreed in writing by the Local Planning Authority.

60. For phased developments each phase must have a biodiversity net gain plan that demonstrates a minimum 10% biodiversity net gain has been secured prior to the commencement of development. A biodiversity net gain plan cannot rely on units that are 'projected' to be delivered for which planning has not yet been granted as details of future unit delivery are speculative and may not come forward as planned and hence cannot be effectively enforced by the Council.

61. If a development site has been cleared with the resulting loss of habitats in advance of a biodiversity metric calculation being undertaken the baseline for the metric is the habitats present prior to site clearance with January 2020 taken as a baseline. The biodiversity value of the habitats lost is to be estimated based upon a desk-based assessment and professional judgement. In this regard, the precautionary principle shall be applied where the distinctiveness or condition of the habitats lost is uncertain. It is important to note that the Council is mindful of and shall apply all legislation affecting protected species and habitats.

Applying the Mitigation Hierarchy

62. The approach to achieving net gain shall start by assessing and understanding the type and value of biodiversity being affected by the proposed development. This is dependent on the location of the site within the overall network of ecological and green and blue infrastructure assets; and the type, area and quality of such assets that are present, as determined by using the Metric.

63. Once this is understood, it is essential that applicants apply the Mitigation Hierarchy to demonstrate how ecological issues have been considered and how an optimal Biodiversity Net Gain solution has been reached in the proposal.

64. In applying the mitigation hierarchy applicants shall demonstrate how they have:

a. Sought to avoid loss of existing biodiversity on-site (either through loss of scale or quality of habitat);
b. Where this is not possible, applicants shall demonstrate how they have mitigated the impact of development on biodiversity on-site/off-site nearby;
c. Where mitigation on site or nearby is not possible applicants shall set out the options they have considered, and the reasons why a) and b) above were not possible. In this regard, applicants are also required to set out how they will compensate for any loss or impact on biodiversity through on-site and off-site improvements or contributions.

65. Avoiding harm to biodiversity assets will always be the preferred approach, and it is expected that applicants demonstrate they have explored options to retain habitats on-site before seeking to mitigate their loss or, where necessary, propose compensatory measures to be delivered off-site.

66. In providing information on how the mitigation hierarchy has been applied applicants are advised to explicitly address the following questions:

a. What is the impact of the proposed design on identified assets?
b. If there is an impact can the scheme be redesigned to remove or reduce that impact?
c. Have impacts on neighbouring blue or green infrastructure corridors been considered?
d. If the impact cannot be avoided, can the impact be mitigated for? If so, what are the measures proposed and will they be sufficient to:

   - Mitigate the impact; and

   - Secure BNG?

e. If the impact cannot be avoided or mitigated, can it be compensated?
f. If compensatory measures are proposed, will they be on-site, off-site but nearby or off-site entirely?
g. What are the suggested/offered compensatory measures?
h. How will they be applied?
i. Does the Metric demonstrate the measures that shall deliver a Biodiversity Net Gain?

Off-Site Biodiversity Net Gain

67. If the biodiversity metric calculation shows that a proposed development would result in a failure to deliver the required net gain for biodiversity the applicant should:

Firstly, review design solutions and re-apply the Mitigation Hierarchy, seeking to avoid any impacts;

Secondly, identify potential impacts from an alternative design solution, and set out how on-site mitigation will deliver greater benefits for biodiversity on-site.

Thirdly, where this is not possible the applicant should then look to offset these impacts through the delivery of benefits for biodiversity at an off-site location.

68. Details of the design, location and extent of any habitat creation proposed will be required. Where off-site habitat creation is proposed it is particularly important that sufficient detail is submitted to reassure the Council that it is feasible that suitable provision can be delivered and maintained in the long term. Developers are encouraged to seek professional advice to ensure their proposals meet this requirement. Use of Conservation Covenants will be considered in such circumstances where off-site mitigation is proposed to be delivered on third party owned land.

69. Where off-site habitat creation is proposed, the Local Planning Authority expects that sufficient detail is submitted at the application stage that demonstrates delivery is feasible and that suitable provision can be delivered and maintained in the long-term (minimum of 30 years). Developers are encouraged to seek professional advice to ensure their proposals meet this requirement.

70. Where compensation is targeted at a specific species, off-site compensation must be delivered in an area where this species is known to occur. Desk and field-based assessments may be required to establish this to the satisfaction of the Local Planning Authority.

71. Where off-site habitat provision is necessary, this should be directed to the following areas:

a. Identified as Nature Improvement Areas.
b. Areas identified in the adopted Local Plan as priority locations, landscape and green infrastructure networks and assets maps recognised as delivering the most benefit for biodiversity (e.g. Priority areas and locations; corridors; stepping stones; and restoration areas).
c. Any designated Wildlife Corridors shown in neighbourhood plans or other plans and programmes of the council.
d. Areas identified in Local Nature Recovery Strategies.
e. Opportunities identified through Natural Capital Mapping activity.
f. Opportunities identified in the Rotherham Biodiversity Action Plan.

72. Habitat creation in these strategically important sites will deliver a greater benefit for biodiversity and so potentially less habitat creation will be required to achieve the same biodiversity benefits.

73. Habitat creation and enhancement will only be possible where suitable opportunities arise. Consequently, off-site habitat creation and enhancement may be delivered at any suitable location within Rotherham (with preference given to those locations on Map 10 of the Core Strategy, see p.129) where suitable opportunity exists.

74. The LPA recognises that such locations may be some distance from the site of the related development proposals[10]. There is no requirement for compensatory habitats to be subject to public access. However public access is encouraged where this can occur without being detrimental to the value of the habitats created.

10 It is expected that these shall be within the geographical boundary of Rotherham. But there may be circumstances where such payments maybe pooled with neighbouring planning authorities or the Councils designated partner organisations and agencies.

75. A Administration and Legal Agreement Fees and Monitoring fee[11] are payable to the LPA where compensation takes place off-site for both conservation covenants and S106 planning obligations. This excludes the cost of providing the habitat unit. The LPA (or third-party habitat net gain provider) will need to facilitate and monitor any Net Gain for Biodiversity and this will involve keeping an audit and mapping of where Biodiversity Units have been lost and projects delivered in different locations that demonstrate provision of Net Gains for Biodiversity.

76. The LPA shall charge a fee to cover its and partners costs of developing and implementing habitat creation and management measures using the commuted funds. The fee is set at a level that shall cover:

- Officer time to liaise with landowners and partners, undertake site visits to appraise the opportunities for habitat creation;
- Draw up habitat creation measures and management plans;
- Legal fees for land acquisition, where necessary;
- Associated administration costs, including the required site visits to monitor delivery and to maintain a register of the specified/agreed off-sets for a period of thirty years.

77. On-site biodiversity net gain will also be monitored for thirty years and a fee will be payable to facilitate such monitoring.

11 The fee schedule is in preparation and shall be published at the same time as the adoption of this SPD.

12 https://cieem.net/resource/biodiversity-net-gain-report-and-audit-templates/

Implementation of Off-Site Biodiversity Net Gain:

78. Where the above process is followed, demonstrated, and concludes that off-site provision is necessary, off-site habitat creation for the purposes of delivering Biodiversity Net Gain and shall be secured by either:

Option 1: Developers providing their own off-set on land within their control;

Option 2: Purchase of off-sets from an independent provider, this could include the council;

Option 3: Purchase statutory units from National Government (when available)

Option 4: A mixture of the above.

Option 1: Developers providing their own off-set on land within their control

79. This option may be used if there is land suitable for habitat creation within Rotherham which is owned or in the control of the applicant. Habitat creation measures, management and monitoring would be secured by a S106 legal agreement or conservation covenant to ensure they are delivered in accordance with good practice principles.

Option 2: Purchase of off-sets from an independent provider and delivery body/habitat bank and including the council

80. The provider/habitat bank must be agreed with the LPA and the principles set out below must be applied. Under this option a financial contribution from the developer will be paid directly into the independent provider/habitat bank. The provider/habitat bank shall then be required to provide suitable and documented assurances of habitat delivery to the LPA. Such legalities will be included within a Conservation Covenant. Alternatively, and through the use of a S106 legal agreement, with third parties being a signatory to the agreement, with the LPA acting as the recipient of the funding and transferring such funds to third parties in accordance with such a legal agreement.

81. The LPA (where appropriate working with partner organisations) shall ensure that any habitat creation is delivered in a quantifiable way to address the loss of biodiversity resulting from the consented development.

82. In some circumstances this may involve the creation of smaller areas of habitat subject to more costly long-term management or alternatively funding may be utilised to deliver larger areas of habitat with relatively limited management input.

83. The costing of habitat units include habitat creation, 30 years management, land costs where these are necessary, and monitoring of the success of management.

84. Very large-scale habitat creation schemes involving multiple habitat types on substantial areas of land may require substantial additional staff and infrastructure resources to deliver and maintain. In these circumstances, a bespoke financial contribution shall be conducted for such schemes. The cost of purchasing habitat units will vary depending on the type of habitat creation, size of creation, and anticipated condition target aimed for.

Long Term Management of Net Gain Habitats

85. Securing the long-term future of newly created or enhanced habitats is vital to achieving a net gain for biodiversity. Therefore, any on-site or off-site measures contributing to Biodiversity Net Gain will be acceptable only if the developer has secured long-term management, for example through the transfer of funds to an approved responsible body to manage, monitor and report back to the LPA at the agreed monitoring periods.

86. Developers will be expected to secure the long-term monitoring and adaptive management of any on-site or off-site habitat creation or enhancement works to ensure created habitats are allowed sufficient time to both achieve their target value and they are maintained into the future. Development proposals must include a commitment to implement management for a minimum period of 30 years with regular reporting to the LPA, secured through a condition, conservation covenant or planning obligation. A longer time period may be necessary if this is a requirement of the Environment Act once secondary legislation is enacted or where the newly created/enhanced habitats are of a type with particularly long establishment periods or are of particularly high nature conservation significance. As habitats subject to longer management are likely to achieve higher target condition, the length of time proposed as part of a management plan will be considered in the net gain calculation.

87. Management plans must include proposals to control non-native invasive species when appropriate.

88. The LPA in Rotherham encourages developers to engage a recognised conservation body in the delivery of long-term habitat creation proposals. If high or very high distinctiveness habitats are to be delivered a specialist contractor or nature conservation body shall be appointed to assist with delivery.

89. The implementation of off-site habitat creation proposals will be secured by means of a S106 legal agreement or conservation covenant

Incorporation of additional features for biodiversity enhancement

90. In addition to proposals for habitat creation and enhancement as assessed by the biodiversity metric calculation all development proposals must also include proposals for the incorporation of features to enhance the biodiversity of the resulting development. Where the baseline biodiversity on-site is negligible then the council expects to see consideration and inclusion given to the use of the following features on-site:

a. Features for nesting birds associated with the built environment such as swifts and house sparrows;
b. Green walls and green/brown roofs;
c. Features for roosting bats;
d. Creation of new wildlife ponds and the re-creation of historically lost ponds;
e. Log piles and compost heaps;
f. Riverine habitat enhancements such as woody debris, berms, artificial refuges, bank naturalization.
g. Provision of gaps in boundary fences to allow access by hedgehogs and provision of hedgehog domes. Hedgehog Highways should be marked out on-site to ensure they are not blocked up by future landowners.

Contact Details

If you have any questions regarding this Supplementary Planning Document please contact Planning Policy:

Submit an enquiry to Planning Policy online:

https://www.rotherham.gov.uk/xfp/form/535

Email:	planning.policy@rotherham.gov.uk
Telephone:	01709 823869
Website:	https://www.rotherham.gov.uk/localplan
Post:	Planning Policy, Planning, Regeneration and Transport, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

For planning application and pre-application advice, please contact Development Management:

Submit an enquiry to Development Management online:

https://www.rotherham.gov.uk/xfp/form/216

Email:	development.management@rotherham.gov.uk
Telephone:	01709 823835
Website:	https://www.rotherham.gov.uk/planning
Post:	Development Management, Planning, Regeneration and Transport, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

Glossary

Authority Monitoring Report

An annual report prepared by Rotherham Metropolitan Borough Council to assess progress and effectiveness of a Local Plan.

Community Infrastructure Levy

- A levy allowing local authorities to raise funds from owners or developers of land undertaking new building projects in their area.

Development

- Defined by the Town and Country Planning Act 1990 as "the carrying out of building, engineering, mining or other operation in, on, over or under land, or the making of any material change of use of any building or other land." Most forms of development require planning permission, unless expressly granted planning permission via a development order or is permitted development as defined by legislation.

Development Plan

- This includes adopted Local Plans and Neighbourhood Plans and is defined in Section 38 of the Planning and Compulsory Planning Act 2004

Green Infrastructure

- A network of multi-functional green space, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities and to support other habitats and species.

Habitats Regulations Assessment

- The process that competent authorities must undertake to consider whether a proposed development plan or programme is likely to have significant effects on a European site designated for its nature conservation interest.

Local Plan

The plan for the development of the local area, drawn up by the local planning authority in consultation with the community. In law this is described as the Development Plan Documents adopted under the Planning and Compulsory Purchase Act 2004. Current core strategies or other planning policies, which under the regulations would be considered to be Development Plan Documents, form part of the Local Plan. This term includes old policies which have been saved under the 2004 Act.

Local Plan Strategy

- Development Plan Document setting out the spatial vision and strategic objectives of the planning framework for an area, having regard to the Community Strategy.

Local Planning Authority

- The local authority or council that is empowered by law to exercise planning functions. In the

case of this SPD, the Local Planning Authority is Rotherham Metropolitan Borough Council.

Neighbourhood Plan

- A plan prepared by a parish council or neighbourhood forum for a particular neighbourhood area (made under the Planning & Compulsory Purchase Act 2004).

Site and Policies Document

- Part of the Local Plan which contains land allocations and detailed policies and proposals to deliver and guide the future use of that land.

Supplementary Planning Document

A Local Development Document that may cover a range of issues, thematic or site specific, and provides further detail and explanation of policies and proposals in 'parent' Local Development Plan Documents.

Sustainability Appraisal

An appraisal of the economic, environmental and social effects of a plan from the outset of the preparation process to allow decisions to be made that accord with sustainable development.

Strategic Environmental Appraisal

- SEA is a process and a tool for evaluating the effects of proposed policies, plans and programmes on natural resources, social, cultural and economic conditions and the institutional environment in which decisions are made.

Viability Study

- A report, including a financial viability appraisal (FVA), to calculate a site's land value (worth) for a full policy compliant proposed development, which is sufficient to "incentivise a reasonable landowner to sell". Such a study shall involve a transparent analysis of the primary inputs and generated outputs, including sensitivity analysis reflecting local market conditions and extant local plan policy requirements. The FVA primary purpose is to inform those with responsibility for decision-making.

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Survey https://www.thomsonec.com/services/habitat-services/extended-phase-1-habitat-survey/

- Priority Species for biodiversity set out under the Natural Environment and Rural Communities Act 2006

Appendix 1: Biodiversity Checklist (Full Application)

Biodiversity Checklist for Full Applications	Planning Reference No. (Official Use Only)

Site Address:

There are many legally protected sites of nature conservation importance (Note1) across Rotherham and wider areas of South Yorkshire alongside non-statutory wildlife sites (Note 2), priority habitats (Note 3) and a wide range of legally protected and other notable species (Note 4).

Developments can adversely affect these assets and Local Planning Authorities (LPAs) are legally required by Government to consider the conservation of biodiversity when determining a planning application. Government planning policies for biodiversity are set out in the National Planning Policy Framework (NPPF), while the Local Authority's local plan will set out how they address these requirements in local policy terms. LPAs need to be able to understand what the potential impacts of the development might be and if there are impacts on biodiversity, how these will be avoided, mitigated, or compensated.

This **Checklist** will help you work out if your proposal is likely to affect biodiversity, what additional information you will need to provide to support your application and how to get that information.

Guidance for Applicant

If your answers to the questions in Sections 1, 2 and/or 3 identify that your project may potentially have an adverse impact on designated sites, priority or other important habitats or legally protected or notable species then you will need to submit a suitable report such as a Preliminary Ecological Appraisal Report (PEAR), Ecological Impact Assessment (EcIA) or species-specific survey which demonstrates the following:

- Information about the sites, species, habitats or features that could be affected (such as location, size, abundance, importance).
- Likely impacts of your development on habitats, sites or species identified.
- How alternative designs and locations have been considered.
- How adverse impacts will be avoided.
- How any unavoidable impacts will be mitigated (reduced) (see note 6).
- How impacts that cannot be avoided or mitigated will be compensated (see note 6).
- Any proposals for enhancement of biodiversity.

Where more targeted and specific reports are necessary (for example bat surveys), these must:

- Be undertaken by an appropriately qualified and experienced person
- Be of appropriate scope and detail (i.e., be carried out to established standards)
- Be conducted at an appropriate time of year, in suitable weather conditions and using approved methodologies.

Reports may not be required where applicants are able to provide pre-application correspondence from Natural England, the Local Planning Authority ecologist or your ecological adviser that confirms that they are satisfied that the proposal will not have an adverse impact on any features identified in Sections 1, 2 or 3. Your Local Planning Authority ecologist contact details are given on at the end of this Checklist.

The application may be refused if any of the information submitted proves to be inadequate. If validated and the information is subsequently found not to fully address any potential impacts then further information may be required during the course of any planning application, for instance if any of the information you have provided needs clarification, or if other potential impacts are identified. **If sufficient information on ecological issues is not provided by the time the application needs to be determined, the application may be refused. This can include information (surveys and data searches) considered out-of-date.**

It is strongly advised that you consider biodiversity at the **earliest** possible stage in your project as there are seasonal constraints to much of the survey work that may be needed to support your application (see the **Guideline Survey Timetable** in Appendix 2). You are advised to use the Council's formal Pre-application service so that Biodiversity Net Gain matters can be identified prior to the submission of the formal planning application. For more information in this respect please e-mail development.management@rotherham.gov.uk.

For further advice on competent ecologists who can undertake specialist survey work, please see the Chartered Institute of Ecological and Environmental Management (CIEEM) http://www.cieem.net in the first instance.

Important: this checklist cannot include reference to all protected or notable species in all circumstances where they may be affected. Legislation relating to protected species does apply in all circumstances and it is the responsibility of the developer to ensure that the species and their habitats are not impacted as a result of development.

If protected species are found during the course of development, work should be halted and advice sought from Natural England, the local authority ecologist or a qualified private ecologist and the outcomes of any survey or monitoring work discussed with the Local Planning Authority, prior to reaching a potential agreement to continue development on site or withdrawal of the developer from the site.

Please let us know if this checklist has been completed or checked by a qualified ecologist	Yes / No

SECTION 1 – Legally protected sites for nature conservation

Please answer YES or NO to the following question. If you answer 'YES', it is possible that the development could have an impact on the designated site (see Note 5). Please provide further information with your application.

Does the application site lie within 2km of a SAC, SPA or Ramsar site?	Yes / No
Does the application site lie within an SSSI Impact Risk Zone (IRZ) and does it correspond to any of the development types listed in the results?	Yes / No

See Note 1 and http://magic.defra.gov.uk/Metadata_for_magic/SSSI%20IRZ%20User%20Guidance%20MAGIC.pdf for guidance on the interpretation and use of the **Impact Risk Zones for Sites of Special Scientific Interest**

SECTION 2 – Habitats and locally designated sites

Please answer ALL questions - Yes or No

Many of the features described below may support a Priority Habitat. See Note 3 for further information on identifying these.

If you have answered 'YES', is it possible that the development may have an impact on the designated site or habitat? Please PROVIDE further information if that is the case.

2.1 Are any of the following present on or within 100m of the application site?	
• Site of Importance for Nature Conservation (SINC) see Note 2	Yes / No
• Native woodland including ancient, semi-natural and re-planted woodlands	Yes / No
• Veteran (particularly old / large) trees and trees subject to TPOs	Yes / No
• Orchards	Yes / No
• Registered Parks and Gardens	Yes / No
• Water courses (rivers or streams)	Yes / No
• Lakes, ponds or scrapes that specifically support Great Crested Newts	Yes / No
• Wetlands, marshes, flood plains and flashes	Yes / No
• Unimproved / semi-improved species-rich grassland	Yes / No
• Arable field margins supporting assemblages of rare arable plants	Yes / No
• Heathland / acid grassland / mire / scrub	Yes / No
• Hedgerows supporting mainly native species	Yes / No
• Local Wildlife Sites and RIGS and any known candidate sites	Yes / No
• Any other habitats identified in the RBAP	Yes / No
• Green Infrastructure Corridors including Biodiversity Opportunity Areas	Yes / No

Rotherham MBC can provide detailed maps showing boundaries of all site designations and Priority habitats.

SECTION 3 – Legally protected and other notable species			
PROPOSAL DETAILS - Please answer ALL questions YES or NO by marking against each feature		If you have ticked 'YES' to any of these, you will need to consider potential impacts to these species.	Survey attached?
3.1 Will the proposal affect any of the following features/structures? (See Note 2 and Note 7)			
• Buildings or structures exhibiting features likely to support bat roosts or swift nests (e.g. gaps / crevices / cracks / voids within roofs or building materials such as hanging tiles, soffits, cladding etc.)	Yes / No	• Bats and bat roosts • Swift nests	
• Underground structures (e.g. cellars, caves, mines)	Yes / No		
• Structures where there is known current or historic bat use	Yes / No		
• Agricultural buildings particularly of traditional brick, timber or stone construction and/or with exposed timber beams greater than c.20cm thick.	Yes / No	• Bats and bat roosts • Barn owl/Little owl • Nesting birds	
• Other large agricultural buildings	Yes / No	• Barn owls/Little owl	
3.2 Will the proposal affect trees with any of the following features? (See Note 2)			
• Old and veteran trees or other trees with a circumference greater than 1m at chest height	Yes / No	• Bats and bat roosts • Nesting birds • Other Notable species	
• Trees exhibiting, or likely to exhibit holes, cracks, splits, cavities etc. and / or heavy vegetation	Yes / No		
3.3 Will the proposals affect any of the following wetland features (see Note 2)			
• Streams, rivers or lakes on or within 25m of the application site (including their banks and adjacent habitat)	Yes / No	• Bat foraging habitat • Otters, Water vole • White-clawed crayfish • Nesting birds • Other Notable species	
• Ponds within 100m, particularly any that are well-connected to the application site (e.g. hedges, ditches, woodland, grassland or field boundaries)	Yes / No	• Amphibians (particularly with respect to great crested newts)	
3.4 Will the proposals affect any of the following features (see Note 2)			
• Deciduous woodland	Yes / No	• Bat foraging habitat • Dormice • Nesting birds • Badgers • Reptiles • Other Notable species	
• Field hedgerows over 1m tall and over 0.5m thick	Yes / No		
• Areas of scrub well-connected to woodland or hedgerows	Yes / No		
• Species-rich meadows or grassland on or directly adjacent to the site	Yes / No		
• Mature or overgrown gardens, rough grassland, derelict/brown-field land, railway land or allotments	Yes / No		

Notes

Note 1

- **Impact Risk Zones (IRZs)** is a GIS tool developed by Natural England to make a rapid initial assessment of the potential risks to SSSIs posed by development proposals. They define zones around each SSSI which reflect the particular sensitivities of the features for which it is notified and indicate the types of development proposal which could potentially have adverse impacts. The SSSI IRZ Dataset can be downloaded from the Natural England Open Data Geoportal. It is also available to view on https://magic.defra.gov.uk/.
- **SSSI = Site of Special Scientific Interest**, designated and protected under UK law. See https://designatedsites.naturalengland.org.uk/
- **SAC = Special Area of Conservation** and **SPA = Special Protection Area**. These are designated and protected under EU law. See http://jncc.defra.gov.uk/page-1527 They will also be designated as SSSI.
- **Ramsar site** = internationally important wetland, designated under the Ramsar Convention. These sites may also be SPAs/SACs and SSSIs. See http://jncc.defra.gov.uk/page-1527 for more information.

Note 2

Priority Habitats are also called Habitats of Principal Importance in England under Section 41 NERC Act 2006. They comprise natural or semi-natural habitats that have been identified as being at risk (in that they are rare or in decline) or are important for certain key species of plant or animal. Areas of designated Ancient Woodland and some Priority Habitats can be found on https://magic.defra.gov.uk/. More definitive and up-to-date maps of Priority habitats may become available from Rotherham MBC in the future as Natural Capital Mapping continues to guide delivery of Biodiversity Net Gain in South Yorkshire.

Note 4

Notable species include species protected under European legislation and the Wildlife & Countryside Act 1981 (as amended); species listed under:

- S41 of the Natural & Environment and Rural Communities Act 2006 (Priority species);
- the IUCN Red List of Threatened Species;
- the Birds of Conservation Concern Red list; and
- Species listed as being nationally, county, or locally rare or scarce.

Please note however, that absence of a record does not mean absence of a species.

Note 5

Effects could be **DIRECT**, such as destruction, removal or modification, or **INDIRECT** through disturbance such as run-off, noise, dust, lighting or increased recreational use. Including dog walking and rambling.

Note 6

Avoidance = measures taken to avoid impacts – should be the first consideration;

Mitigation = measures which make unavoidable impacts less severe;

Compensation = measures which counterbalance remaining impacts, resulting in an overall no net loss of biodiversity.

(Please note: 'Mitigation' as a general term or a 'mitigation strategy' is often used to cover all these processes).

Note 7

The types of features highlighted in this Checklist have a higher likelihood of supporting bats and is taken from the list produced by the Bat Conservation Trust in their Good Practice Survey Guidelines (see http://www.bats.org.uk/pages/guidanceforprofessionals.html).

However, it is important to recognise that many buildings that do not meet these criteria may also support bats.

Contact Details

If you are unsure about any of these questions, please contact an officer at RMBC planning authority on 01709 823869 or by email at: planning.policy@rotherham.gov.uk

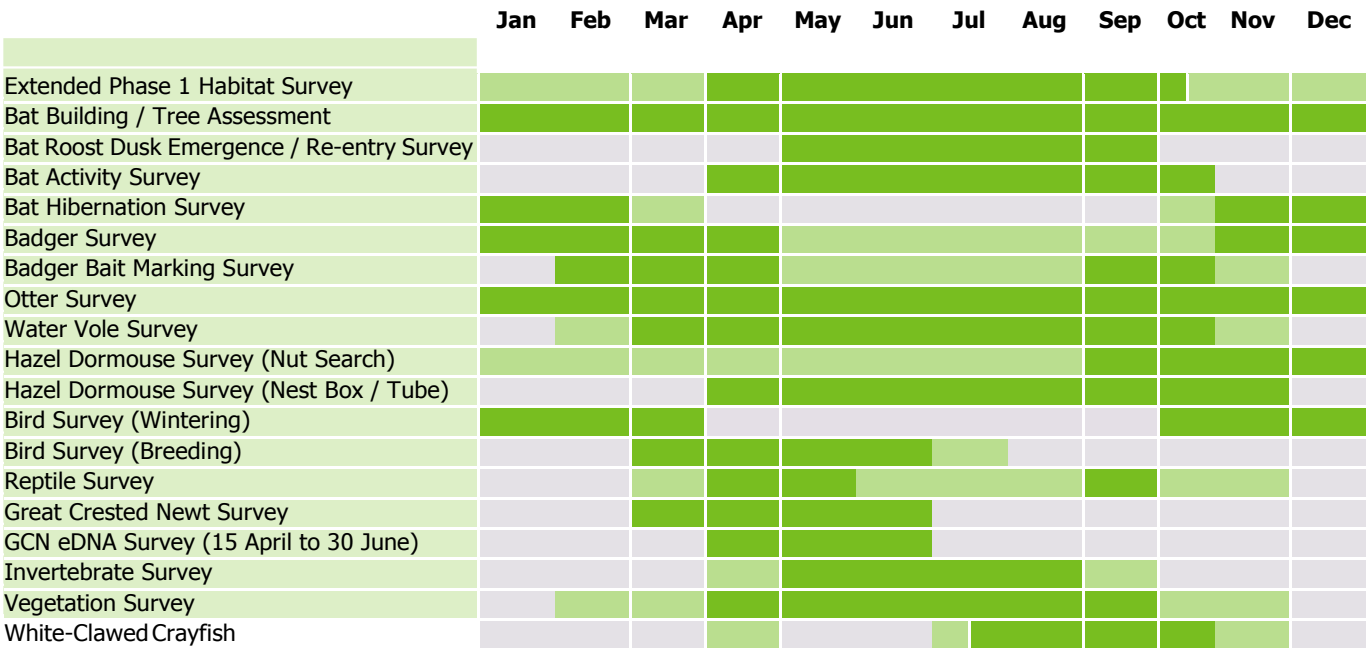
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1	Have **ALL** questions on **ALL** sections been completed?	Yes / No	If **YES**, go to 2	If **NO**, application should not be validated.
2	Have any questions been answered 'Yes'?	Yes / No	If **YES**, go to 3	If **NO**, application can be validated. However, evidence that a data search has been carried out by the applicant or their adviser shall be authenticated by a written submission at this point.
3	Does the applicant identify likely impacts and address potential issues in any comments made on the checklist?	Yes / No	If **YES**, application can be validated.	If **NO**, go to 4.
4	Has a separate statement, report or other supporting information been submitted to address potential impacts?	Yes / No	If **YES**, application can be validated.	If **NO**, application should not be validated.

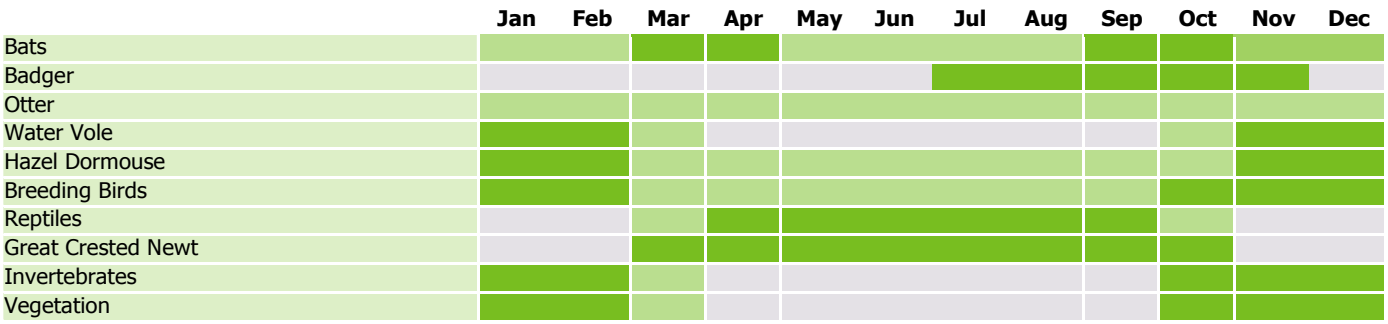
Appendix 2: Ecological Survey and Mitigation Timetable

Optimal
Sub-optimal

Ecological Survey*



Mitigation Works**



These tables are intended as a guideline only.

*Surveys are timed according to seasonal variation, the location and the species surveyed.

** Mitigation works, and other activities which have the potential to disturb protected species, are timed according to seasonal variation, the location and the species in question. Otter, in particular are active throughout the year and timings will be site-specific. The timing for works affecting bat roosts will depend on the type of bat roost present.

*** Some species will spawn earlier or later and timings may be tweaked accordingly. Please contact the local fisheries officer forfurther information on permitted works and understanding of species present.

Source:

ECOSA - Ecological Survey and Mitigation Timetable https://ecosa.co.uk/survey-timetable/#.YronZRXMJPb

JNCC - Handbook for Phase 1 Habitat Survey https://data.jncc.gov.uk/data/9578d07b-e018-4c66-9c1b-47110f14df2a/Handbook-Phase1-HabitatSurvey-Revised-2016.pdf

Thomson Environmental Consultants - Ecology Survey https://www.thomsonec.com/services/ecology-services/ecology-surveys/

BSG Ecology - Survey Calendar https://www.bsg-ecology.com/survey-calendar/

Appendix 3: Guidance on fees and habitat units

The preferred approach meets all the good practice principles set out in Biodiversity Net Gain: Good practice principles for development, prepared by CIEEM, CIRIA, IEMA 2019 (Authors: Baker, J. Hoskin, R. and Butterworth, T.). It involves a 30 year management period towards set targets according to a bespoke, adaptive management plan. The habitat creation covered below are woodland, grassland, wetland and hedgerows.

Table 1: Principles for delivering biodiversity net gain

In submitting planning applications should ensure the following checklist is adhered to.

Meets Biodiversity Net Gain good practice principles	√
Habitat creation / restoration using professional experts	√
Adaptive management plan	√
30+ years management	√
Regular management reviews	√
Monitoring and reporting against set targets	√
Remedial measures taken if targets not met	√
All habitat will achieve target condition within management period	√
LPA set-up fee per agreement which includes legal fees	√
A list of all sites relevant to the S106 legal agreement provided to the LPA	√
Included on a GIS based register of sites. All sites will initially be assigned potential Local Wildlife Site (pLWS) status and flagged in data searches. If monitoring shows LWS criteria are met then site will be put forward to LWS Partnership for selection	√
A not-for-profit organisation	√
All habitats contribute to the recovery or expansion of biodiversity	√

Habitat creation options

Hedgerow creation

This option will be aimed at creating hedgerows with a mix of approximately 5 native species adapted to the local area. Hedgerows will be double fenced unless this is not appropriate for the location.

Woodland creation

Woodland creation will be achieved by planting a mix comprising of native, deciduous species chosen to replicate the natural woodland communities in the locality an will vary according to geographic location and soil type.

Grassland creation

Grassland creation is targeted at achieving species-rich neutral grassland using locally sourced seed to preserve local distinctiveness and genetic diversity. All sites will be assessed for their suitability to

become a receptor site. This will be done by soil testing and assessing the existing plant communities on the offset site. For some sites it may not be possible to source seeds locally, in which case an appropriate seed mix will be used, taking into consideration local soils, geography, geological strata and sub strata and plant communities.

If Lowland Meadow Priority Habitat creation is required a bespoke approach will be needed as the soil nutrient status is critically important for the establishment of this habitat. This is likely to be more costly than the creation of neutral grassland partly because of the need to create this habitat on sites that already support neutral grassland, so less units per hectare can be created.

Wetland Creation

This involves creating a mosaic of ponds and scrapes with interconnecting habitat. It is targeted at creating priority habitats which (if the site is suitable) will also include reedbeds, ditches and marginal wetland vegetation.

Riverine Creation

This will involve works to enhance and restore the naturalness of any existing water course by removing culverts and other artificial engineering works, restoring of water channels with soft contouring and suitable wetland planting. The connectivity of waterways to other aquatic and terrestrial features should be considered. Use of any technique to restore riverine habitats must consider the context of the site, water body and catchment.

Monitoring/Reporting

All habitat creation will be managed according to an adaptive management plan with regular reporting on progress towards target condition. Management will be altered accordingly if the monitoring shows progress is not on track to achieve condition.

All offset sites will be GIS-mapped and will be discussed for registration as potential candidate Local Wildlife Sites (LWS) meaning they will be flagged as potential constraints in spatial planning. Should the sites eventually meet the criteria for LWS selection they will be designated as such (non-statutory).

Appendix 4: BS 8683:2021

BS 8683:2021 is a new British Standard that sets out a process for implementing biodiversity net gain (BNG), which is an approach to development and land management that leaves biodiversity in a measurably better state than prior to development.

The Local Planning Authority (LPA) in Rotherham shall use BS 8683:2021 to:

- Demonstrate delivery of industry good practice.
- Give clients, commissioning agencies and other stakeholders confidence that processes are in place that will help secure voluntary or relevant local planning or contractual requirements relating to biodiversity net gain outcomes.
- Ensure that internal processes and procedures are in place to help deliver BNG as stipulated by commissioning agencies, clients and consenting bodies.
- Help evidence the satisfactory discharge of planning conditions or the meeting of appropriate regulatory requirements relating to biodiversity net gain outcomes.
- Help differentiate and avoid accusations of 'greenwash' that could compromise biodiversity net gain approaches.
- Help enhance consistency across projects for organizations running multiple projects, minimizing the risk of error and driving consistency of approach.
- Enable planning authorities and clients to specify the consistent delivery of biodiversity net gain processes among developers or contractors operating within their territory or on their behalf.
- Add to brand value by demonstrating that the organisation delivering to the standard is following an evidenced and credible approach and has robust processes in place.

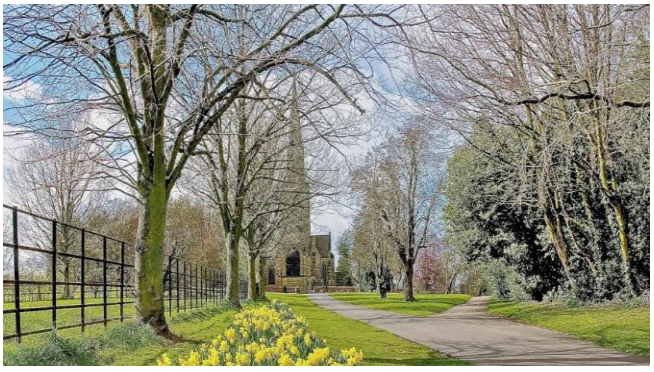
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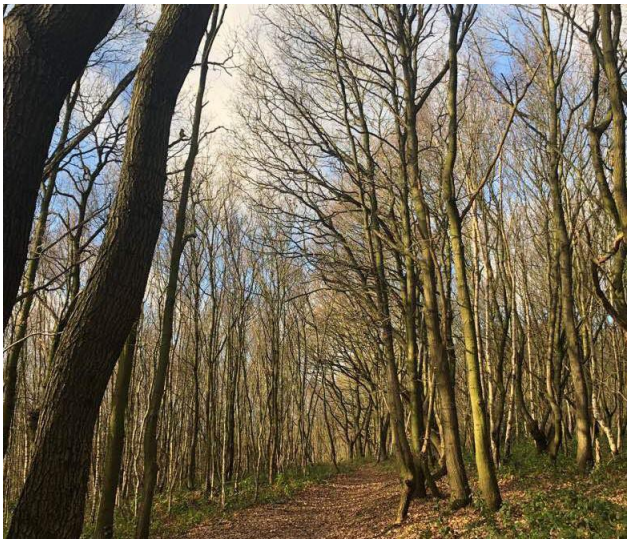
Rotherham local plan

Trees
Supplementary Planning Document









July 2023

Trees

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Introduction

Background and Purpose

1 Trees of all kinds are a material consideration in the UK planning system; therefore, this Supplementary Planning Document (SPD) is designed to support developers when considering the trees within their development proposals and also for providing guidance for tree owners who manage trees protected under Tree Preservation Order (TPO) legislation.

2 For trees in relation to development applications, the document aims to assist developers in fully considering and justifying development proposals with regard to trees; and promotes best practice for incorporating existing and new trees within development proposals. The document provides additional guidance in respect of existing policies within RMBC's adopted Local Plan: Core Strategy and Sites and Policies Document and will be used as part of its assessment of all planning applications. It will also be key to helping Rotherham Metropolitan Borough Council (RMBC) to meet national goals of protecting existing tree landscapes and growing new sustainable trees and woodlands to increase our national tree resource.

3 For trees subject of Tree Preservation Order (TPO) legislation, the document aims to provide tree owners with a no jargon pre-application guide to managing protected trees.

4 The guidance provides general advice to support the protection and improvement of the borough's tree stock and their growing environment. It will help applicants to prepare and submit proposals that are mindful of the needs of trees and the many benefits they provide to a local area; and support the delivery of relevant objectives and policies. Site specific and detailed advice can be obtained on request within the planning process through the paid pre-application procedure.

5 The information in this SPD is collated from a range of design guides, British Standard guides, and industry best practice advice. Links are provided for further details on much of this content in Appendix 1. The information covers the planning application process and detailed development design. The information can be used by developers, agents or consultants throughout the planning process and can apply to single dwellings or larger developments.

6 This guidance is structured as follows:

- **Opening section** Focuses on national legislation, national and local planning policies, and guidance in relation to trees and development.
- **Part 1: Existing Trees - Design Stage** Focuses on assessing existing trees, designing a development scheme, and incorporating trees within the scheme.
- **Part 2: New Tree Planting** Focuses on tree planting and successfully incorporating new trees into developments.
- **Part 3: Information Required to Enable Development** Focuses on protecting existing trees through the development process.
- **Part 4: Tree Preservation Regulations** Focuses on guidance for trees protected by Conservation Areas and Tree Preservation Orders (TPO).

Status

7 This SPD has been prepared in line with national and locally adopted planning policy and relevant legislation and regulations. The National Planning Policy Framework (NPPF) identifies that SPDs add further detail and guidance to the policies in the development plan. They are capable of being a material consideration in planning decisions.

8 As required by The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) consultation on a draft of this SPD is taking place between 12 September and 17 October 2022. The accompanying Consultation Statement sets out further detail on this consultation, including who was consulted, a summary of the main issues raised and how these have been addressed in the SPD. It also contains an adoption statement, confirming that this SPD was adopted by Rotherham Council.

Legislative and Policy Background

National Planning Policy

9 The National Planning Policy Framework (NPPF) states that the purpose of planning is to contribute to the achievement of sustainable development – making economic, environmental, and social progress for this and future generations. The natural environment and trees are an essential element of sustainable development and design.

10 In July 2021, an updated NPPF was adopted. This document provides fresh emphasis on numerous areas of the previous version's wording and the following updates that affect trees in relation to planning policy:

> *8. c) an environmental objective – to protect and enhance our natural, built and historic environment; including making effective use of land, improving biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy.*
>
> *11 a) all plans should promote a sustainable pattern of development that seeks to: meet the development needs of their area; align growth and infrastructure; improve the environment; mitigate climate change (including by making effective use of land in urban areas) and adapt to its effects*
>
> *98. Access to a network of high quality open spaces and opportunities for sport and physical activity is important for the health and well-being of communities, and can deliver wider benefits for nature and support efforts to address climate change.*
>
> *110. c) the design of streets, parking areas, other transport elements and the content of associated standards reflects current national guidance, including the National Design Guide and the National Model Design Code.*
>
> *128. To provide maximum clarity about design expectations at an early stage, all local planning authorities should prepare design guides or codes consistent with the principles set out in the National Design Guide and National Model Design Code, and which reflect local character and design preferences. Design guides and codes provide a local framework for creating beautiful and distinctive places with a consistent and high quality standard of design. Their geographic coverage, level of detail and degree of prescription should be tailored to the circumstances and scale of change in each place, and should allow a suitable degree of variety*
>
> *131. Trees make an important contribution to the character and quality of urban environments, and can also help mitigate and adapt to climate change. Planning policies and decisions should ensure that new streets are tree-lined, that opportunities are taken to incorporate trees elsewhere in developments (such as parks and community orchards), that appropriate measures are in place to secure the long-term maintenance of newly-planted trees, and that existing trees are retained wherever possible. Applicants and local planning authorities should work with highways officers and tree officers to*

ensure that the right trees are planted in the right places, and solutions are found that are compatible with highways standards and the needs of different users.

161. c) using opportunities provided by new development and improvements in green and other infrastructure to reduce the causes and impacts of flooding, (making as much use as possible of natural flood management techniques as part of an integrated approach to flood risk management)...

11 Paragraph 174 of NPPF states that planning policies and decisions should contribute to and enhance the natural and local environment by:

a) protecting and enhancing valued landscapes, sites of biodiversity or geological value and soils;

b) recognising the intrinsic character and beauty of the countryside, and the wider benefits from natural capital and ecosystem services – including the economic and other benefits of the best and most versatile agricultural land, and of trees and woodland;

d) minimising impacts on and providing net gains for biodiversity, including by establishing coherent ecological networks that are more resilient to current and future pressures;

e) preventing new and existing development from contributing to, being put at unacceptable risk from, or being adversely affected by, unacceptable levels of soil, air, water or noise pollution or land instability;

f) remediating and mitigating despoiled, degraded, derelict, contaminated and unstable land, where appropriate.

12 Paragraph 180 c) states that 'development resulting in the loss or deterioration of irreplaceable habitats (such as ancient woodland and ancient or veteran trees) should be refused, unless there are wholly exceptional reasons and a suitable compensation strategy exists'.

13 Natural England, in association with the Forestry Commission, provides standing advice[1] for ancient woodlands and ancient and veteran trees which is a material planning consideration. The guidance also sets out when Natural England and Forestry Commission should be consulted on planning applications.

14 In 2021 the Government published the England Trees Action Plan2021-2024[2], which provided guidance and targets about how trees and woodland in England should be managed. The following aims relating to trees in the planning process was also set out in the guidance:

1.27. Propose new guidance through the National Model Design Code on how trees can be included in the built environment, including design parameters for the placement of street trees;

[1] https://www.gov.uk/guidance/ancient-woodland-ancient-trees-and-veteran-trees-advice-for-making-planning-decisions
[2] https://www.gov.uk/government/publications/england-trees-action-plan-2021-to-2024

1.28. Propose changes to the National Planning Policy Framework, to make clear the expectation that trees, such as community orchards, should be incorporated in new developments and that streets should be tree lined.

3.12. Introduce a new category of 'Long Established Woodland': woodlands that have been in situ since 1840, alongside ancient woodland. We will consult on the protections these woodlands are afforded in the planning system, recognising their high ecological and societal value;

3.13. Update the ancient woodland inventory to cover the whole of England. This will include mapping smaller ancient woodland sites of 0.25 hectares;

3.16. Ensure future planning reforms will lead to more trees being planted and ensure strong protections for existing trees;

3.17. Work with engineers, developers and arboriculturists to get more trees on streets and in developments, including by revising the Manual for Streets and potentially amending National House Building Council guidance on foundations.

5.8. Build the evidence base to protect ancient woodlands, undertaking research into the interaction between ancient woodland and new development to inform proposals by developers and decisions by planners.

15 The England Trees Action Plan also discusses trees in the following contexts:

- To see trees as part of biodiversity net gain.
- To see all new streets to be tree lined and free from interference with other infrastructure. To see trees as assets on a development site, rather than burdens.
- Use of development contributions to fund the planning, planting and future management of new trees.
- Tree planting that supports biodiversity and future climate pressures.

16 The Environment Act was introduced in 2021. The Government has set out tree related targets, including the protection and enhancement of existing trees and woodlands as well as increased tree planting targets.

17 Alongside these targets the Environment Act also introduces the requirement of Biodiversity Net Gain (BNG) to the planning system. BNG will have the effect of increasing the protection and enhancement of nature and habitats through the planning process. The Local Government Association website provides guidance on BNG and the Environment Act[3] **(2)**

18 The Act sets out the following key components to mandatory BNG:

- Minimum 10% gain required calculated using Biodiversity Metric & approval of net gain plan
- Habitat secured for at least 30 years via obligations/ conservation covenant
- Habitat can be delivered on-site, off-site or via statutory biodiversity credits There will be a national register for net gain delivery sites
- The mitigation hierarchy still applies of avoidance, mitigation, and compensation for biodiversity loss
- Will also apply to Nationally Significant Infrastructure Projects (NSIPs) Does not apply to

[3] https://www.local.gov.uk/pas/topics/environment/biodiversity-net-gain

marine development
- Does not change existing legal environmental and wildlife protections

19 This SPD supports the principles of BNG, protecting nature and habitats, but it is not its focus. This SPD is directed towards protecting and, where necessary, replacing the existing tree population affected by a development site. RMBC has produced a separate SPD detailing the council's requirements for BNG.

20 The Council also recognises the importance of trees as green infrastructure corridors along rivers and other linear landscape features. Tree corridors are particularly important as commuting habitat to some wildlife (especially protected and priority species) such as bats and dormouse.

21 In July 2021 a new National Model Design Code was published, with a clear, strong desire for the retention of existing trees and the planting of new trees on development sites. There is a particularly strong focus on increased tree cover in streets and the public realm. The following are main stand-out guidance on trees in development:

> *Guidance Notes Paragraph 85. Natural assets such as ancient woodlands, designated sites, mature trees, and protected species should be protected and enhanced in the design of the schemes. Priority habitats and priority species should also be considered within the design process.*
>
> *Page 25. Integrating Habitats: Biodiversity can be enhanced through facilitating habitats and routes for wildlife, for example, incorporating trees, wildflowers, ponds, bat boxes, bee bricks and hedgehog highways.*
>
> *Guidance Notes Paragraph 89. Street trees and other landscape features in streetscapes provide habitat, shading, cooling, air quality improvements and carbon sequestration, as well as being a vital component of attractive places. It is the government's intention that all new streets include trees, and the Urban Tree Challenge Fund is planting 130,000 urban trees across England.*
>
> *Guidance Notes Page 26 Trees and hedgerows: These should be incorporated into public realm and other open spaces as well as private development where appropriate.*
>
> *Page 27 Services: Coordinating tree planting with utilities providers and service ducts early in the lifetime of a scheme can ensure that trees do not interfere with underground services.*

22 Trees can play a key role in meeting the above requirements and are to be considered as a strategic design element.

Local Planning Policy

23 A core planning principle of the NPPF (Paragraph 114) is to 'set out a strategic approach in their Local Plans, planning positively for the creation, protection, enhancement and management of networks of biodiversity and green infrastructure'.

24 Rotherham's Local Plan consists of the Core Strategy (adopted in September 2014) and the Sites and Policies Document (adopted in June 2018). These are available from our website: https://www.rotherham.gov.uk/localplan

25 Rotherham's Local Plan contains strategic objectives and policies that relate specifically to the conservation of its Green Infrastructure; these are supported by development management policies that set out expectations for the conservation and enhancement of Green Infrastructure within the planning system. Trees are an important part of the borough's Green Infrastructure. This guidance provides additional detail to, and should be read in conjunction with, the following policies:

Table 1 Relevant Local Plan Policies

Policy	Description
CS19 Green Infrastructure	Establishes trees as part of borough's Green Infrastructure. Sets out considerations for planning proposals to support Rotherham's Green Infrastructure network, including that a net gain is to be realised through measures including protection and enhancement of existing assets and where this cannot be achieved on site through developer contributions.
CS20 Biodiversity and Geodiversity	Establishes that trees play an important role in and towards supporting and enhancing biodiversity. Establishes that development must prevent harm, and conserve and enhance the natural environment. Where this cannot be achieved on site compensation measures will be sought
CS21 Landscape	Establishes that new development will be required to safeguard and enhance the quality, character, distinctiveness, and amenity value of the borough's landscapes.
CS22 Green Spaces	Establishes that trees play a role in many of the Council's green spaces and that they need to be protected and improved. Also, that green spaces should not be sacrificed for developments.
SP32 Green Infrastructure and Landscape	Developers to consider existing Green Infrastructure, how to enhance and link to wider networks. Where negative impacts occur proposals for mitigation must be made on or offsite.
SP33 Conserving and Enhancing the Natural Environment	Development should conserve and enhance existing, and create new, features of biodiversity and geodiversity value.
SP41 Conservation Areas	Development proposals should conserve and enhance conservation area features, which include trees. The features that contribute to the special character of a conservation area will be safeguarded.
SP 40 Listed Buildings	Development proposals affecting a Listed Building or its setting will be considered against a number of principles to ensure their special interest and significance are preserved or enhanced.

SP 42 Archaeology and Scheduled Ancient Monuments	Development proposals that may impact upon archaeology, whether designated as a Scheduled Ancient Monument or undesignated, will be considered their potential harm and the Council will seek preservation of remains in situ.
SP 44 Historic Parks, Gardens and Landscapes	Development should safeguard features that form an integral part of the special character or appearance of the history parks or gardens. Heritage Impact Assessment may be required as part of the application.

26 This guidance can also be used to support policies:

CS 25 Dealing with Flood Risk
CS 27 Community Health and Safety
CS 28 Sustainable Design
SP 13 Gypsy and Traveller Sites
SP 55 Design Principles

27 Rotherham Council also follows the design principles set out in the South Yorkshire Residential Design Guide (2011)[4] **(3)**. However, given the age of the document we also recommend it is read in conjunction with the design documents produced by the Trees and Design Action Group (TDAG)[5] **(4)**, and Homes England's Streets for a Healthy Life[6] **(5)**

28 With regards to trees, the design guide sets out the following guiding principles:

- Carrying out an appraisal of existing green infrastructure, which includes trees and how best to integrate them into the final scheme.
- Provision of British Standard 5837:2012 surveys for existing trees.
- Using trees and other natural features to provide a strong sense of local identity.
- The use of trees to provide multiple benefits to a completed scheme, such as microclimate and air quality management, wind breaks, community woodlands and orchards, speed management on roads, provision of green corridors and habitat, define boundaries and space.
- The principle of commuted sums for trees passing into local authority management
- Confirming how trees on the development will be managed into the future.
- Carrying out a full design appraisal of trees, their needs, and their impact on the development.

Emerging Legislation and Guidance

29 Recent documents on the Government's position and emerging and proposed legislation regarding trees and nature conservation are detailed below.

30 A Green Future: Our 25-Year-Old Plan to Improve the Environment[7], was published in 2018 and sets out the Government's commitment to improving the natural environment over the next 25 years. The term 'development' is mentioned 90 times in the document and is clearly crucial to delivering on the Governments targets. Trees are integral to much of this document's aspirations, such as planting 11 million woodland trees and 1 million urban trees.

31 The Government has recently published Environmental Improvement Plan 2023[8] as the first revision of the 25 Year Environment Plan. It builds on the 25YEP vision to set out how to deliver each of the environmental goals.

32 Defra has published a policy paper 'Keepers of Time: ancient and native woodland and trees policy in England' (May 2022) as an update to the Keepers of Time policy in the England

[4] https://www.rotherham.gov.uk/downloads/file/541/south-yorkshire-residential-design-guide
[5] https://www.tdag.org.uk/
[6] https://www.tdag.org.uk/uploads/4/2/8/0/4280686/04791-sfhl_issue-01.pdf
[7] https://www.gov.uk/government/publications/25-year-environment-plan
[8] https://www.gov.uk/government/publications/environmental-improvement-plan

Trees Action Plan. It sets out the importance of ancient woodland, ancient and veteran trees, Long Established Woodland, (woodland present since at least 1893), and semi natural woodlands. It also seeks to increase the extent of native woodland in a way that enhances the connectivity and resilience of ancient woodland, as part of establishing the Nature Recovery Network.

Part 1: Existing Trees - Design Stage

33 Due to the many positive benefits that trees can provide to a development RMBC encourages consideration of existing trees and hedgerows at the earliest possible design stage to allow successful integration in any proposed development. To positively integrate trees into a development, it is crucial to provide enough space in the design for trees to mature.

34 Development can lead to both direct and indirect impacts on existing trees. The direct impacts include air, water, light, or noise pollution or vibration; damage to trees or their soils or fungi; and root damage. Impacts on nearby habitats can also have indirect impacts on trees through reduction of woodland species.

35 Just some of the benefits provided by trees to developers that are detailed in the Trees and Design Action Group's (TDAG) publications, Trees in the Townscape (2012) & Trees in Hard Landscapes: A guide for Delivery (2014), and they are:

- Trees can provide an uplift in value for developers as they contribute to placemaking,
- Studies show that the presence of trees can increase land and property values,
- Incorporation of trees into residential developments increases the sales rate, enabling developments to be built out faster,
- The presence of trees encourages increased retail spending,
- Trees contribute the creation of a quality space,
- Trees influence both the physical and mental health of local communities.
- Reduced stress and mental health conditions
- The benefits of tree cover increase with age; therefore, the retention of existing trees should be prioritised.
- Increased active travel due to more attractive streets and parks.
- Patient recovery
- Nature conservation and habitat connectivity as part of the green infrastructure wildlife
- corridor
  Traffic calming
- Carefully positioned trees can improve sightlines and help to slow down cars. Within urban settings they can be used as an alternative to bollards and speed bumps
- Trees can contribute to reducing storm water run-off
- Air pollution control
- Trees can influence ambient temperatures around buildings by providing shading from the sun and shelter from dominant winds and this can reduce energy usage for both heating and cooling.
- Trees and shrubs help to mask noise through the rustling of leaves, the movement of branches in the wind
- Trees form an important part of the response to the Climate Emergency, both reducing carbon emissions and mitigating the effects of past emissions.

36 The presence of trees encourages increased retail spending and increased active travel, as routes featuring trees are perceived as shorter. Studies show that the presence of trees can increase land and property values, and developers have indicated that incorporation of trees into residential developments increases the sales rate, enabling the development to be built out faster. The benefits of tree cover increase with age; therefore, the retention of existing trees should be prioritised.

37 Trees can contribute to the significance of designated heritage assets either directly, such as trees within a Conservation Area or Registered Park and Garden, or indirectly, as an element of their setting. The loss of existing trees, or the planting of trees as part of the landscape proposals for new development, can have a positive or negative effect on the significance of designated heritage assets, or may affect the ability to appreciate that significance.

38 Trees and their retention should always be a driving factor in influencing the layout of the development site. It is therefore desirable for engagement with the Council at the earliest opportunity through our pre-application process to see how development may affect trees and to identify mitigation and compensation measures where necessary. However, any proposals for the site should not be fully developed at this stage.

39 The Council promotes the recommendations outlined in the latest version of British Standard: 5837:2012 'Trees in Relation to Design, Demolition and Construction – Recommendations' (hereafter referred to as BS5837). This document gives recommendations and guidance in achieving an acceptable connection of new built structures with trees, shrubs, and hedgerows.

40 BS5837 references a number of plans and documents relating to the assessment of trees and their ability to be integrated into a development. Some or all of which may be required to be submitted in support of planning applications.

41 Appendix 2 of this document reproduces the British Standard flowchart (Figure 1 The Design and Construction Process and Tree Care) in relation to the stages of the design process and construction and identifies the step-by-step process of integrating trees successfully into a development. The flowchart also describes when certain and specified documents will be required. It is strongly recommended that developments involving trees follow this iterative process to demonstrate that trees and their retention and inclusion has been fully considered from the genesis of the scheme.

42 The following surveys and reports are required when applying for pre-application advice for all sites that contain trees or are within falling distance or 15m (whichever is greater) of the site boundary:

- Tree Survey
- Tree Retention/Removal Plan (draft)

43 The following surveys and reports are required to support an application for all sites that contain trees or are within falling distance or 15m (whichever is greater) of the site boundary. Planning applications may not be validated if the following documents are not submitted:

Tree Survey and Arboricultural Impact Assessment (AIA)*
Tree Protection Plan*
Arboricultural Method Statement (draft)
Topographical survey (required for significant level changes)
New Landscaping Plan*

* mandatory unless agreed otherwise in writing by LA

44 Dependent on the complexity of a development it may be that further information is required to fully assess the impact on trees. For these documents we direct you to Table B1 of BS5837.

45 Trees provide habitats for many species, including bats, birds, insects, and invertebrates, they can also support lichen, mosses, and fungi, some of which are protected by legislation and are a material consideration in the planning process.

46 Sites with trees that exhibit bat roost potential will be required, prior to determination of the planning application, to ensure compliance with the requirements of the Habitats Regulations 2010 (as amended) which gives bats and their roosts full protection. The presence of roosting bats does not necessarily preclude tree works from taking place. However, a mitigation scheme and a European Protected Species licence from Natural England is required before any tree works can commence.

47 By far the most habitat rich trees are those described as veteran or ancient. The types of tree features which are commonly associated with veteran or ancient trees are cracks in limbs, large cavities or hollowing of the main stem, major deadwood, and an association with epiphyte species. For further information on identifying ancient and veteran trees we recommend the guidance produced by the Ancient Tree Forum, particularly Ancient Tree Guide no.4: What are ancient, veteran and other trees of special interest

48 Ancient and veteran trees are classed as irreplaceable habitats and Paragraph 180 (c) of the NPPF (2021) states:

> *c) development resulting in the loss or deterioration of irreplaceable habitats (such as ancient woodland and ancient or veteran trees) should be refused, unless there are wholly exceptional reasons and a suitable compensation strategy exists*

49 Ancient woodland, and sites with trees identified as ancient or veteran should give extra design consideration to reflect the arboricultural, ecological and cultural significance of these trees. Development should avoid and mitigate any impacts on ancient and veteran trees. Any loss/deterioration of ancient or veteran trees should only occur where there are wholly exceptional reasons and a suitable compensation strategy exists.

There are other types of woodland habitat with high distinctiveness[9], along with long established woodland, could also classed as irreplaceable habitats and advice should be sought prior to the commencement of any work on site.

[9] Keepers of time: ancient woodland and native woodland and trees policy in England (May 2022)

Trees Categorisation

Identifying trees suitable for retention and removal

50 The Council's planning service requires each application to meet the specific validation requirements for each type of planning application. In relation to tree retention or removal, validation requires that they should be clearly shown on the plans submitted with a planning application. Failure to do so will result in the planning application not being validated. The more detailed and comprehensive the supporting information is, the lower the likelihood of delays to the consideration of an application.

51 All trees should be assessed for their suitability for retention and then categorised in accordance with BS5837. This categorisation should be completed prior to drawing up any plans for the proposed development as any trees suitable for retention should inform the final site layout.

52 Trees which are protected by a Tree Preservation Order (TPO) or classified within retention category A or B in a BS5837 survey shall be retained on the site. If it is proposed that one of these trees is to be removed, then the Council will request the applicant to alter the site design or demonstrate how the removal is essential and propose mitigation measures. The Council anticipates that any category C trees on site may be removed and their collective value mitigated through re-planting on or off site in accordance with the Local Plan – Core Strategy Policy CS19 refers.

53 Tree corridors can be particularly important as commuting habitat much more so than the sum of the assessed values of each individual tree. The Council would advise tree surveys to consider that being part of a strategic wildlife corridor for a protected species (e.g. bats) should qualify a tree as being category A for retention, "Trees, groups or woodlands of significant conservation, historical, commemorative or other value", and for other species as category B, "Trees with material conservation or other cultural value", and should be retained wherever possible.

54 This Supplementary Planning Document introduces the Rotherham Tree Replacement Standard (p.14) to provide guidance on mitigation measures on all affected trees, enable satisfactory application of and ensure compliance with, adopted Local Plan policies. Each site will be considered on its individual merits, giving consideration to the surrounding landscape and existing tree canopy cover.

Survey and Assessment

Tree Survey and Tree Schedule

55 A tree survey must be submitted alongside a planning application and should be in accordance with the guidance in BS5837, section 4.4. It is highly recommended that the survey is undertaken by a qualified arboriculturist. The results of the tree survey should be used to inform feasibility studies and design options.

56 The tree survey should be presented as a tree survey plan alongside the accompanying schedule. Please ensure that for clarity the tree survey plan includes the following:

- The position of all trees accurately plotted and numbered
- The crown of each tree correctly plotted at the four cardinal points
- The extent of the root protection area of each tree (taking account of site features that may alter its location)
- The BS5837 retention category
- The plan to be of a standard and workable scale (e.g. 1:200 scale)

Topographical Survey

57 In addition to the tree survey a topographical survey and soil assessment survey maybe required should the proposal include any significant land level changes greater than 50mm within root protection areas. It should detail the physical features of the site and will be used to inform the design, layout, and implementation of the development proposal.

Arboricultural Impact Assessment (AIA)

58 The Council recommends that an AIA is submitted alongside a planning application for any site which contains or is adjacent to trees, irrespective of whether these trees are to be retained or removed. An AIA will demonstrate that all tree related impacts of the proposed development have been fully considered.

59 An AIA submitted to the Council must conform to the standards set out in BS5837, section 5.4, which requires an AIA to include a scaled site plan that details:

The position of all trees on and adjacent the site.
The root protection areas (RPA) of the trees.
The proposed design layout.

- Trees to be removed to facilitate the development and trees to be retained.
- Other activities potentially damaging to trees (i.e., level changes, removal/creation of hard surfacing, service runs, etc.).
- Areas that can be used for site accommodation, vehicle parking, material storage
- etc. Pruning to retained tree(s).*
- Issues to be addressed by an arboricultural method statement (see below), where necessary in conjunction with input from other specialists.
- Assessment of lost tree value arising from the development proposals and the proposed mitigation (see section - How we value trees).

* Developments that require significant pruning works or that will require ongoing maintenance to reduce tree related nuisance will not be considered favourably. Retained trees should be given adequate room for all aspects of the tree to develop to maturity.

How we value trees

60 Section 174 of the NPPF requires planning policies and decisions to contribute to and enhance the natural and local environment and to enhance valued landscapes and sites of biodiversity. To achieve these outcomes there is an implicit requirement to identify and introduce a valuation assessment system for Green Infrastructure. Without such a system being in place, it is impossible to assess whether the site has suffered irreplaceable loss or enhancement and whether maintenance has occurred, as a result of the development. RMBC's Core Strategy in accordance with the NPPF requires net gain in Green Infrastructure, again this demonstrates an implicit need for an assessment/valuation of an asset. The Environment Act 2021 requires a minimum 10% net gain in Biodiversity. Habitat connectivity is recognised as important for biodiversity more widely in the Government's 25 Year Environment Plan, which references the Lawton Review (2010) priorities, "More, bigger, better and joined".

61 In order to fully meet the requirements of the NPPF and the Local Plan, RMBC has reviewed and assessed the attributes of many different systems and methods of valuing trees, each with their respective strengths, weaknesses, and specific focus. The methodology detailed below is the favoured approach, that will be adopted by RMBC: it is called the Rotherham Tree Replacement Standard.

Rotherham Tree Replacement Standard (RTRS)

62 RTRS is designed as a straightforward method to assess the value of trees based on a financial replacement cost, where it is accepted that the retention of a tree on site is untenable and all possible efforts to retain the tree have been explored. The council expects the value of lost trees to be replaced, through replanting either on or off site (or a mix of both) in accord with Core Strategy policy CS19 using the RTRS.

63 RTRS is presented in two sections; the first section includes trees of significant public importance (e.g., council-owned or trees protected by TPO legislation) and the second will cover all other trees.

- Section 1 - Where a tree is in council ownership or protected by TPO Legislation (TPO or Conservation Area), RMBC will value the tree using the Capital Assessment Valuation of Amenity Trees (CAVAT) method[10]
- Section 2 – Where trees are not council owned and are not considered worthy of protection under TPO legislation, they will be valued according to Table 2 below.[11]

Table 2 Valuing Trees not in Council Ownership or subject to TPO

Removed Tree DBH (Diameter at Breast Height) (cm@1.5m)	Replacement Trees Number	Notes
0 - 7	0	As per Conservation Area legislation, no replacement trees are required for 7DBH and below
8 - 14.9	1	
15 - 19.9	2	
20 - 29.9	4	
30 - 39.9	5	
40 - 49.9	6	
50 - 59.9	8	
60 - 69.9	10	
70 - 79.9	12	
80 - 99.9	15	
100+	20	

64 The two sections combined work in conjunction with the replacement tree planting costs (see below) to provide a required replanting number.[12]

[10] The CAVAT method was developed by the London Tree Officers Association and is considered to be the most appropriate valuation method for trees that are either publicly owned, or of public importance. CAVAT places a fiscal value on a tree based on its size, condition and public visibility and gives the applicant the information to make informed choices regarding the development design with regard to valuable trees. The system is also an open-source document making it available to all.

[11] Trees that do not pass the tests requiring protection under TPO designation still have the potential to provide significant ecological and environmental value and their loss shall still incur a replacement requirement to replace these lost benefits. As tree benefits increase in relation to a tree's size Table 2 of the RTRS details how many trees will be required to replace the lost benefits in line with the lost tree's size.

[12] It is expected that replacement trees will be of Selected Standard Nursery Stock (10-14cm girth) although other stock types and sizes may be used where appropriate. Replacement tree details are required to be included in a landscape plan which will be conditioned through the planning process.

65 It is not the intention of the RTRS to address net gain as required under both the NPPF and the Local Plan - Core Strategy. RMBC is due to publish a separate SPD that will address how developments will contribute to net gain in Rotherham. RTRS is only intended to assess the existing tree benefits on site and seeks to replace any loss, preferably on site or, where that is not possible, off site.

Replacement Trees Planting

66 Where the Council accepts that tree loss is unavoidable, the applicant will comply with Local Plan - Core Strategy policies CS19 and CS20, specifically in relation to the protection and enhancement of Green Infrastructure and biodiversity and where necessary the provision of developer contributions. CS19 and CS20 are summarised in the introduction, but the policies should be read in full.

67 Where the AIA has highlighted the need for replacement planting the applicant must take into account the number; sizes and species of the trees lost, and their impact on neighbouring blue and green infrastructure corridors, when suggesting replanting. RTRS is to be used to assess the replacement planting numbers required to mitigate tree loss, contribute to the protection and maintenance of tree and woodland cover across the Borough, and to maintain and recreate wildlife corridors/ habitat connectivity.

68 The applicant should look to replace lost tree value on site in the first instance, however where this is not achievable the Council may require a financial contribution to achieve the planting and maintenance of the trees off site in line with Local Plan - Core Strategy Policy CS19 and CS20.

69 At the time of drafting, costs are as detailed below. Please note that these costs will be subject to change over time and are provided as example costings at this time. Please contact the Council for clarification and up to date costs at the time of submission of the planning application:

Developer Contribution costs

- To supply, plant and maintain one tree = £396
- To supply, plant and maintain one hectare of woodland = £18,960

Example of Landscaping Costs

70 The following provides an example of the costs (at 2021) associated with tree removals on a development site. The example below refers to the removal costs of a TPO tree, which has been CAVAT valued at £10,000, and the removal of four other trees:

Table 3 Example of Cost for Tree Removal on a Development Site

RTRS	Trees to be Removed	Value	Replacement Trees as required by sections 1 & 2	Total Number of Trees Required
Section 1	1 x TPO tree	£10,000	10000/396 = 25 trees	25
Section 2	4 Other Trees	18 Diameter at Breast Height (DBH)	2	2
		24 DBH	4	4
		25 DBH	4	4
		41 DBH	6	6
Total				**41**
Trees that can be planted on site				10
Developer Contribution for Off-Site Tree Planting			31 x £396	£12,276

71 All developer contributions will go towards tree planting and in locations as close to the associated development as possible, in order to maintain tree related amenity in that locality. However, RMBC also reserves the right to use the funds elsewhere in the affected and neighbouring wards to meet the requirements of Paragraph 175 of the NPPF:

> *...take a strategic approach to maintaining and enhancing networks of habitats and green infrastructure; and plan for the enhancement of natural capital at a catchment or landscape scale...*

72 Where there is evidence of prior felling, RTRS will be applied retrospectively to include all trees felled prior to the submission of the planning application. In this way any trees felled before the development will be taken into account when considering the application of RTRS.

73 Other than in exceptional circumstances, hedges will not be seen as acceptable mitigation for tree canopy loss when applying RTRS.

74 For guidance on incorporating tree planting into a development please refer to **Part 2: New Tree Planting**

Part 2: New Tree Planting

Tree Landscaping

75 New landscaping is essential to new development proposals to assist in their integration into the existing landscape. For new landscaping to be successful it must be given consideration at as early a stage of the development process as is possible. Development proposals affecting a heritage asset(s), where works to existing trees and/or new tree planting is proposed, should assess the impact of the proposals on the significance of the heritage asset(s) (as part of the Design and Access Statement and/or Heritage Statement as appropriate).

76 Fully established trees provide enormous benefits to both the development and the wider landscape. However, mature trees also carry the potential to cause unnecessary nuisance if they are not correctly planned for at the design stage. Adopting industry best practice, design and materials can enable the successful establishment of trees to maturity in both rural and urban settings.

77 The following factors should always be considered when planning a tree planting scheme:

- Adequate space allowed for trees to reach their full mature height and spread without, causing nuisance to adjacent structures, utilities, and occupants
- The need for extensive pruning operations to maintain size

78 Sufficient Soil Volume must be afforded for trees to reach their natural, mature size either through:

- Planting in sufficient soft landscaping,
- Creation of structured soil environments using techniques based on the Stockholm Tree Pit Design
- Provision of cantilever or supported hard surfaces to avoid compaction of the underlying soil structure

79 Species suitability

- Canopy density, seed, fruit, and honeydew drop in relation to targets.
- Resilience to pests, disease, and climate change. It is recommended that the 10-20-30 rule is followed to ensure a wide spread of species, genus and tree families are used.[13] **(9)**
- Suitable for location planting positions adjacent structures such as boundary walls, hard surfacing, buildings, etc. Appropriate species choice and or engineering solutions will be required to demonstrate how potential tree related damage will be avoided
- Suitability for their surroundings. Tree planting should always aim to compliment and reflect the architecture, historic environment, and the local landscape.

[13] From TDAG: where no family represents more than 30%, no genus more than 20% and no individual species more than 10% of the total tree population

Types of Planting Scheme

80 Where new tree planting is to be provided, to gain approval the following details shall be included within the proposed tree landscaping scheme:

- A scaled plan showing the locations of new trees (the locations of existing trees must also be identified on the plan)
- The species and stock size.
- The planting intended to mitigate the tree losses detailed in the AIA.
- An assessment of the suitability of the planting location, as set out in this Supplementary Planning Document.
- Actions taken to mitigate any foreseeable issues i.e., the use of root barriers/deflectors, flexi-paving, appropriate species selection, structured soils, foundations, etc.
- Proposals shall be in accordance with British Standard 8545:2014 - Trees: from Nursery to Independence.

Street Tree Planting

81 The NPPF and National Design Guide (2021) now require strong consideration to be given to the inclusion of street trees into development design. This can include new streets created within developments or where a development fronts or joins a highway.

82 In such circumstances the incorporation of street trees must be considered at the design stage of the development to ensure that there is an adequate provision made for rooting areas and tree pit design to abate future nuisance.

Commuted Sums

83 There are ongoing costs relating to the long-term management and maintenance of trees and this responsibility shall lie with the developer responsible for the planting of the trees. This is most appropriately demonstrated by the draft guidance included within the NPPF (2021), which states that 'appropriate measures are in place to secure the long-term maintenance of newly-planted trees'.

84 One of the significant aims of the proposed National Tree Strategy is '...Use of development contributions to fund future maintenance.'.

85 Therefore, where new trees are planted on RMBC land arising from developer contributions; there will also be a need for the tree planting to be supported by a maintenance contribution to ensure that the new tree is capable of becoming successfully established to maturity.

86 The principle of Right Tree, Right Place will be adhered to, to ensure that these costs are kept to an absolute minimum. A species of tree that is capable of growing to maturity, without impacting on neighbouring infrastructure and buildings, will be chosen. The costs that will be requested as a commuted sum will fund the following operations for the first 10 years of the tree's life:

Table 4 Ongoing Maintenance Costs

Operation	Occurrence	Cost
Formative Prune	Twice	£38
Crown lift to provide suitable clearance	Twice	£40
Total (per Tree)		£78

87 RMBC will consider applying TPOs to a development's newly planted tree landscaping plan. TPOs will be used in this manner where a development's consent is dependent upon the successful implementation and establishment to maturity of the scheme's newly planted trees to ensure replacement of lost tree amenity.

New Tree Planting in Planters

88 RMBC will not count trees planted in above ground planter locations as suitable replacements for lost trees, as the reduced soil allocation and increased maintenance requirements are not sustainable and rarely see trees growing to their natural, mature size.

Part 3: Information Required to Enable Development

89 Whilst trees are capable of reacting to small changes in their environment, the intensive activities that can occur on a development site usually go well beyond what even a healthy tree can endure. Normal construction activity can significantly damage trees; therefore, it is important to ensure that any trees or hedgerows which have been earmarked for retention are effectively managed and protected during the construction of a development to ensure the preservation of these valuable Green Infrastructure assets.

90 The following are just some of the ways that can lead to trees and hedges becoming damaged during construction:

- **Soil Compaction**: When soil is compacted it prevents air, water and nutrients reaching the roots of the tree and causes the soil structure to be damaged. Soil compaction is mainly caused by vehicular movement and storage of materials, including bricks, soil, gravel, and cement.
- **Excavations**: Any excavations on development sites which are within a root protection area (RPA) may cause the roots to break. This will hinder the tree's ability to take up water and nutrients, it will lead to decay and could also impact on the tree's stability. Any excavation work which is proposed within an RPA would have to be agreed with the Council prior to any work being undertaken.
- **Ground Level Changes**: Both a reduction and a rise in soil levels can be detrimental to the roots of a tree. The reduction of ground levels may cause the roots to be severed, whilst any rise in the levels of soil could impact on the compaction of the soil and lead to suffocating the roots.
- **Impact Damage**: The use of machinery can cause damage to trees which can include, torn branches, damage to bark and the trunk, which can cause an easier access of diseases and parasites and lead to decay.
- **Soil Contamination**: Construction materials such as concrete, fuel and oil can cause contamination if it comes into contact with the soil. These substances are poisonous to trees and can see a sharp decline in their health.
- **Intense Heat and Fire**: Roots, bark and the low branches of a tree can be damaged by exposure to intense heat and fire.

Tree Protection Plan

91 Tree protection is essential during the demolition, construction, and landscaping phases of a development. Identifying exclusion zones for each tree and future planting locations will ensure that any development activity, storage of materials, waste or equipment does not damage existing trees and future planting locations.

92 The Council requires an outline Tree Protection Plan and a draft method statement at the application stage for developments where the Arboricultural Impact Assessment (AIA) has highlighted direct or indirect tree conflict. In other cases, conditions will be imposed requiring the submission of Tree Protection Plan before works commence.

93 Any Tree Protection Plan must be in accordance with BS5837 showing the retained trees in relation to the final layout. It should identify the positions of all barriers, ground protection and any other methods to be used to protect the trees. Where necessary the Council may also ask for an accompanying Arboricultural Method Statement to detail specific tasks or operations during the demolition and/or construction phase.

94 Without a Tree Protection Plan or specific method statement where requested, planning permission may be refused or planning conditions may not be discharged.

Arboricultural Method Statement (AMS)

95 Where it is deemed necessary that development activities are undertaken in close proximity to trees, the Tree Protection Plan should include an AMS to demonstrate how impact to the trees will be kept to an absolute minimum. An AMS is a detailed description of work that describes the timing and construction techniques which will be undertaken to minimise the impact on trees. The advice of an arboricultural consultant should be sought when preparing an AMS.

Examples where an AMS may be required include but is not limited to:

- Removal of existing structures and hard surfacing.
- Installation of ground protection.
- Excavations and the requirement for specialized trenchless techniques.
- Installation of new hard surfacing.
- Specialist foundations – installation techniques and effect on finished floor levels and overall height.
- Retaining structures to facilitate changes in ground levels.
- Preparatory works for new landscaping.
- Auditable/audited system of arboricultural site monitoring, including a schedule of specific site events requiring input or supervision.

96 It is possible that the requirement for additional information in respect to specific operations will be highlighted and requested during the application process. This detail may require the input from specialists in a particular field and so could be regarded as onerous on some applications prior to decision. RMBC will therefore request the information is conditioned where appropriate so as not to hinder the decision process.

Arboricultural Supervision

97 The Council advises that, prior to construction works being undertaken, the services of an arboricultural consultant are sought to monitor the tree protection measures on site. It is highly recommended that arboricultural supervision is used in the following circumstances:

- Prestart meeting with a Rotherham Council Tree Officer
- Initial implementation/installation of the tree protection measures and any authorised changes during the development
- Approved incursions into construction exclusion zones
- Final removal of the tree protection measures

98 Where a development site requires particularly detailed or intensive work adjacent to trees or where trees have a particularly high value, RMBC may set conditions on planning applications for arboricultural supervision to take place during the development process.

99 It is the responsibility of those undertaking site works to ensure that checks are undertaken for any protected species and the construction works timing is altered to reflect the necessary acts.

Management Plan

100 Better protection and management of trees will support government ambitions to halt biodiversity loss by 2030 and the climate objectives set out in the Net Zero Strategy 2021 and the Council's net zero target by improving carbon sequestration. It will also help to mitigate the climate adaptation risks outlined in the UK Climate Change Risk Assessment 2022.

101 It is important that the maintenance and management of a designed landscape is considered at the time of planning and, ensuring that the planned maintenance is affordable and that the benefits of the scheme can be sustained in the long-term. The Council published Landscape Design Guide [14]which sets out the requirement of trees/shrubs maintenance:

- Removal of litter and debris from planting areas.
- Firm up plants loosened by frost or wind.
- During dry periods water as required.
- Use of suitable herbicides applied in accordance with manufacturer's instruction to keep planted areas weed free, number of visits per month dependent on seasonal conditions.
- Hand weed as necessary.
- Annually top dress with slow release fertiliser applied to shrub areas the first spring after planting.
- Prune hedges to encourage healthy and bushy growth creating a neat and tidy form.

[14] https://www.rotherham.gov.uk/downloads/file/547/landscape-design-guide

- Beat up to replace failed plants and trees.

102 Assessments to be carried out in September and replacements planted before the end of December the same season. For a period of 5 years following completion.

103 Government's policy paper 'Keepers of Time' (2022) has strong focus on management of ancient woodlands, ancient and veteran trees and ancient wood pasture. Forestry Commission published 'The managing ancient and native woodland practice guide'[15] in 2010 which provides guidance to help land managers make appropriate management decisions.

Trees and Permitted Development

104 There are some forms of development which do not require planning permission and can be completed under Permitted Development. However, where such developments affect trees protected by TPO legislation then consent will be required from the Council through the TPO works application process.

105 Where a TPO works application is required, this will be accompanied by plans that show the proposed development in relation to the TPO tree(s) and provides details of the measures to be taken to protect the tree(s) and their rooting area throughout the development. Given that trees protected by TPO legislation carry great public importance then documents detailed in Part 1 will be requested to demonstrate that the development is possible, without loss or damage to the tree(s).

106 For any development proposal classed as permitted development where there are trees on the site, the applicant is recommended to contact the Council and discuss the proposals with a Tree Officer before carrying out any works on site to ensure no Protected Trees will be affected by the works. If consent is not sought before starting work this could lead to prosecution as a contravention under the TPO legislation.

107 Guidance as to what constitutes Permitted Development can be found at Permitted Development Rights for Householders: technical guidance[16].

[15] https://www.gov.uk/government/publications/managing-ancient-and-native-woodland-in-england
[16] https://www.gov.uk/government/publications/permitted-development-rights-for-householders-technical-guidance

Part 4: Tree Preservation Orders and Conservation Areas

108 The following section provides standing pre-application advice for homeowners and contractors making tree work applications for trees protected either by a TPO or a section 211 notification for trees protected by a conservation area. For full guidance in relation to TPO legislation, view the government guidance: Tree Preservation Orders and Trees in Conservation Areas[17]

109 Trees within a conservation area or protected by a TPO have statutory protection in UK law. When considering pruning or removal of a protected tree it is essential that the correct procedure is followed to avoid contravening the TPO legislation.

110 TPO tree works applications and conservation area section 211 notices can be submitted via the Planning Portal[18]

For a tree works application/notification to be validated, it must provide the following information completed on the tree works application form:

- All information as requested on the application shall be provided.
- A clear specification describing the works to be carried out.
- A clear plan that accurately identifies those trees that will receive the described works.
- The reasons why the works are to be undertaken.
- Any further evidence required to demonstrate the need for the work (where applicable)

Where an application/notification is received, it will be assessed on the following grounds:

- The level of amenity provided by the tree to the local area.
- The tree's health and structure.
- Whether the proposed tree works will have a negative impact on the tree's health, structure and the amenity provided to the local area.
- Does the application sufficiently demonstrate the necessity of the works, to abate a health and safety issue for people or property.

111 For successful applications it is recommended that all proposed works follow the recommendations set out in the current British Standard for tree works operations BS3998:2010 (or its latest equivalent); a competent arborist or consultant can help with this.

112 Tree work specifications should be detailed and accurate and shall provide a description of what will remain of the tree following completion of the works; for example:

- T1 Maple – Crown reduce by 2 metres to leave a tree of 15 metres in height and a crown spread of 12 metres. Or;
- T1 Maple – Reduce lateral branches to provide a maximum clearance of 2 metres from the house.

[17] https://www.gov.uk/guidance/tree-preservation-orders-and-trees-in-conservation-areas
[18] https://www.planningportal.co.uk/

113 A summary of post completion works to the tree / trees allows for the pruning work to be adequately assessed after the work is completed.

114 The inclusion of photographs or map images to aid identification, highlight specific concerns of health or structural issues is welcome and will often aid with speed of decisions.

115 Where protected trees are proposed for removal or where tree works are proposed that go beyond the recommendations of British Standard 3998, a written report detailing the need for such works, prepared by an appropriate professional, is likely to be required – as detailed in section 8 of the TPO application form.

116 Where proposed works for TPO applications are found to be unacceptable, the Tree Service will, where possible, suggest alternative suitable works as part of the application process.

117 Where proposed works for Conservation Area section 211 notifications are found to be unacceptable, then RMBC will assess the tree for inclusion in a TPO. There is not an option for RMBC to alter a Conservation Area notification works specification.

118 RMBC uses the **Tree Evaluation Method for Protection Orders (TEMPO)** to assess the amenity provided by a tree.

119 Please be aware that some works are exempted under the TPO legislation and do not require a TPO application or Conservation Area notification before they can be carried out. However, tree owners, their agents and contractors, statutory undertakers and other bodies should take care not to exceed an exemption.

120 Before carrying out work you believe is exempt, you may wish to obtain advice from a qualified arboriculturist and/or confirmation from the authority of what is and what is not required. The following is a list of works that can be completed under exemption:

- on dead trees and branches
- on dangerous trees and branches
- to comply with an Act of Parliament
- to prevent or abate a nuisance
- necessary to implement a planning permission on fruit trees
  by or for statutory undertakers
  for highway operations
  by the Environment Agency and drainage bodies
  for national security purposes.

121 In advance of carrying out works to trees under exemption, it is highly recommended that confirmation of the works intended to be undertaken and when, so that the proposed works can be evaluated, and advice provided where necessary. If we receive notice of work under any exemption, we may decide to inform the notifier that we consider the exemption does not apply.

Contact Details

If you have any questions regarding this Supplementary Planning Document, please contact Planning Policy:

Submit an enquiry to Planning Policy online:

https://www.rotherham.gov.uk/xfp/form/535

Email:	planning.policy@rotherham.gov.uk
Telephone:	01709 823869
Website:	https://www.rotherham.gov.uk/localplan
Post:	Planning Policy Team, Planning, Regeneration and Transport, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

For planning application and pre-application advice, please contact Development Management:

Submit an enquiry to Development Management online:

https://www.rotherham.gov.uk/xfp/form/216

Email:	development.management@rotherham.gov.uk
Telephone:	01709 823835
Website:	https://www.rotherham.gov.uk/planning
Post:	Development Management, Planning, Regeneration and Transport, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

For Trees and Woodlands queries please contact the Trees and Woodlands Team:

Email:	treesandwoodlands.enquiries@rotherham.gov.uk
Telephone:	01709 823835
Website:	Conservation and Regeneration
Post:	Trees and Woodlands Service, Culture, Sport and Tourism, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

Appendix 1: References, Advice and Best Practice Guidance

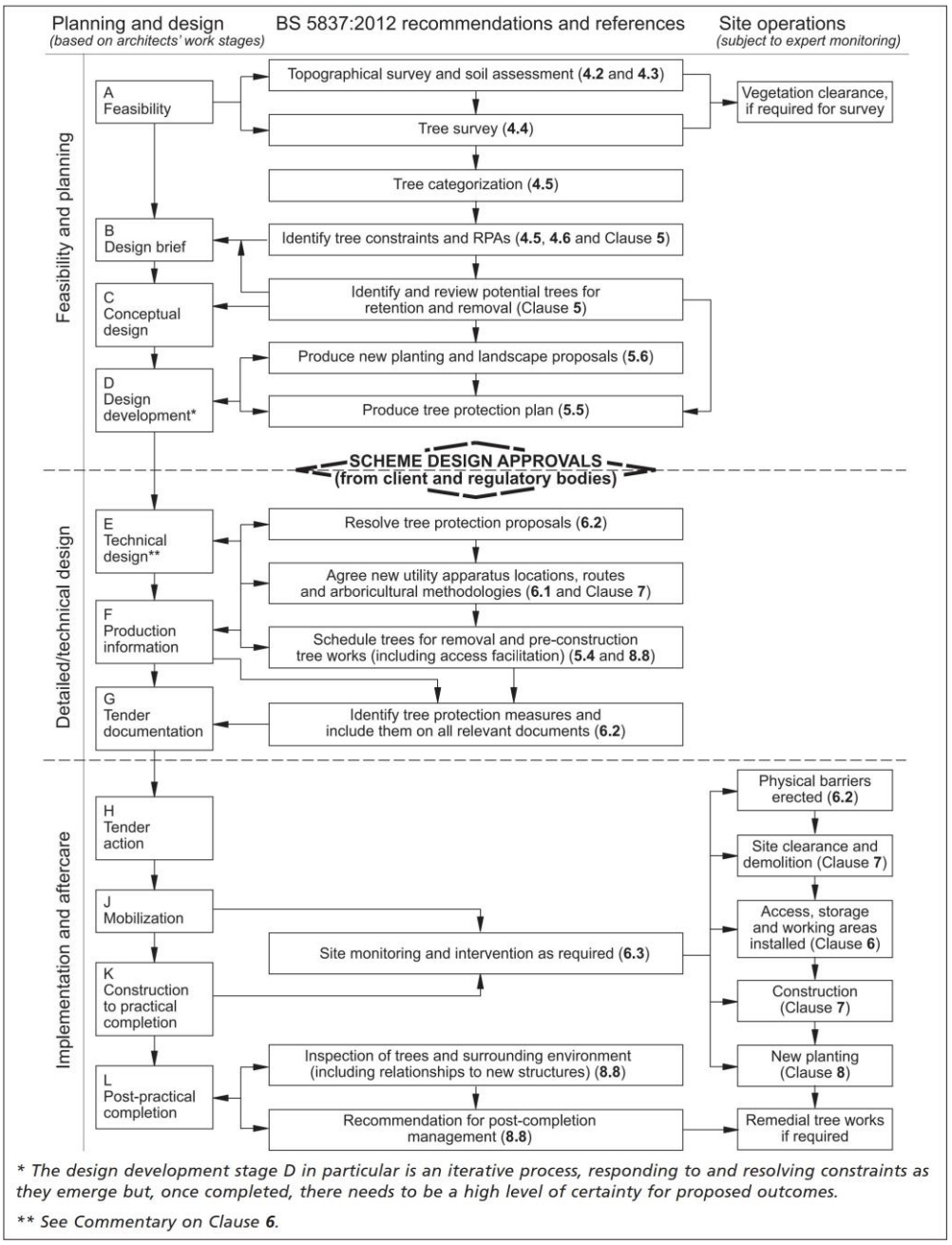
References, Advice and Best Practice Guidance

National Planning Policy Framework Draft 2021 (NPPF)	https://www.gov.uk/government/consultations/national-planning-policy-framework-and-national-model-design-code-consultation-proposals
National Model Design Code	https://www.gov.uk/government/consultations/national-planning-policy-framework-and-national-model-design-code-consultation-proposals
25 Year Environment Plan	https://www.gov.uk/government/publications/25-year-environment-plan
England Tree Strategy	https://consult.defra.gov.uk/forestry/england-tree-strategy/
Rotherham Core Strategy 2014	https://www.rotherham.gov.uk/planning-development/guide-local-plan/2
Rotherham Sites and Policies Development Plan Document 2018	https://www.rotherham.gov.uk/planning-development/guide-local-plan/3
Tree Preservation Order Guidance	https://www.gov.uk/guidance/tree-preservation-orders-and-trees-in-conservation-areas
Permitted Development Rights	https://www.gov.uk/government/publications/permitted-development-rights-for-householders-technical-guidance
Planning Portal	https://www.planningportal.co.uk/
Natural England	https://www.gov.uk/government/organisations/natural-england
European Protected Species	https://www.planningportal.co.uk/info/200187/your_responsibilities/40/other_permissions_you_may_require/10
Ancient and Veteran Trees	https://www.ancienttreeforum.org.uk/resources/ancient-tree-guides/what-are-ancient-veteran-and-other-trees-of-special-interest/
British Standard 3998	https://shop.bsigroup.com/ProductDetail?pid=000000000030089960
British Standard 5837:2012	https://shop.bsigroup.com/ProductDetail/?pid=000000000030213642
British Standard 8545	https://shop.bsigroup.com/ProductDetail?pid=000000000030219672
Tree Evaluation Method for Preservation Orders (TEMPO)	http://www.flac.uk.com/wp-content/uploads/2014/12/TEMPO-GN.pdf
Capital Asset Valuation of Amenity Trees (CAVAT)	https://ltoa.org.uk/resources/cavat
Right Tree Right Place	https://www.forestresearch.gov.uk/tools-and-resources/fthr/urban-tree-manual/
Stockholm Tree Pit Design	https://stockholmtreepits.co.uk/
Trees and Design Action Group	https://www.tdag.org.uk/ • Trees and Townscape 2021 https://www.tdag.org.uk/uploads/4/2/8/0/4280686/tdag_treestownscape2021.pdf • Trees in hard landscapes https://www.tdag.org.uk/trees-in-hard-landscapes.html • Tree Species Selection for Green Infrastructure (2018) https://www.tdag.org.uk/tree-species-selection-for-green-infrastructure.html

	• First Steps in Valuing Trees (2019) https://www.tdag.org.uk/first-steps-in-valuing.html • Trees, Planning and Development: A Guide for Delivery (2021) https://www.tdag.org.uk/trees-planning-and-development.html
Arboriculture Association	https://www.trees.org.uk/
Local Government Association (BNG guidance)	www.local.gov.uk/pas/topics/environment/biodiversity-net-gain
South Yorkshire Design Guide (2011)	https://www.rotherham.gov.uk/downloads/download/67/planning-guidance
Homes England, Streets for a Healthy Life (Issue 2)	https://www.tdag.org.uk/uploads/4/2/8/0/4280686/04791-sfhl_issue-01.pdf

Appendix 2: BS5837:2012 flowchart - Design and Construction Process

Figure 1 **The design and construction process and tree care**



** The design development stage D in particular is an iterative process, responding to and resolving constraints as they emerge but, once completed, there needs to be a high level of certainty for proposed outcomes.*

*** See Commentary on Clause 6.*

Appendix 3: Glossary

Ancient Woodland: An area that has been wooded continuously since at least 1600 AD.

Biodiversity: is the whole variety of life on earth; all species of plants and animals and the ecosystems of which they are part.

Biodiversity Net Gain (BNG): Biodiversity Net Gain is an approach to development that leaves biodiversity in a better state than before. Where a development has an impact on biodiversity it encourages developers to provide an increase in appropriate natural habitat and ecological features over and above that being affected in such a way it is hoped that the current loss of biodiversity through development will be halted and ecological networks can be restored.

Core Strategy: sets out the long-term spatial vision for the local planning authority area, the spatial objectives, and strategic policies to deliver that vision. The core strategy has the status of a development plan document.

Ecological networks: The connections and interactions between the organisms and components of an ecosystem that conserve the ecosystem and provide ecosystem services that may also have social and economic values.

Green Infrastructure: The network of multi-functional green space, both new and existing, both rural and urban, which supports the natural and ecological processes and is integral to the health and quality of life of sustainable communities.

Irreplaceable habitat: Habitats which would be technically very difficult (or take a very significant time) to restore, recreate or replace once destroyed, taking into account their age, uniqueness, species diversity or rarity. They include ancient woodland, ancient and 68 veteran trees, blanket bog, limestone pavement, sand dunes, salt marsh and lowland fen.

National Planning Policy Framework (NPPF): The National Planning Policy Framework sets out the Government's planning policies for England and how these are expected to be applied. Council's must take account of the NPPF when preparing their Local Plans.

Priority habitats and species: Species and Habitats of Principal Importance included in the England Biodiversity List published by the Secretary of State under section 41 of the Natural Environment and Rural Communities Act 2006.

Sites & Policies Development Plan Document: This shows specific development sites and contain policies to guide the release of land and design of new development.

Sites of Special Scientific Interest (SSSI): Representative examples of nationally important wildlife and geology. SSSIs are notified by Natural England under section 28 of the Wildlife and Countryside Act 1981 as being of special value for nature conservation and are legally protected under the Wildlife and Countryside Act, as amended by the Countryside and Public Rights of Way Act (CROW) 2000 and the Natural Environment and Rural Communities (NERC) Act 2006.

Supplementary Planning Document (SPD): provide supplementary information in respect of the policies in development plan documents. They do not form part of the development plan and are not subject to independent examination.

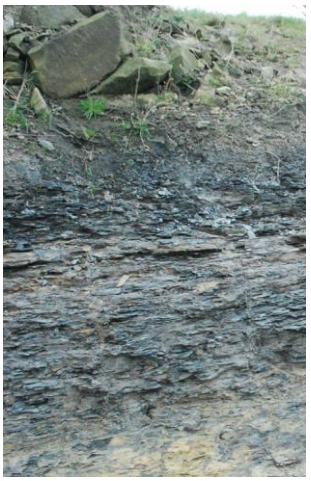
Sustainable Urban Drainage Systems (SuDS): Water management practices and control systems designed to drain surface water in a more sustainable way than conventional systems. Different techniques, such as infiltration and retention, are used which mimic runoff from the site in its natural state.

Appendix 4

Rotherham local plan

Preparing a Soil Strategy Supplementary Planning Document







July 2023

Preparing a Soil Strategy

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Introduction

Background and Purpose

1 This Supplementary Planning Document (SPD) is designed to support developers when considering development proposals which involve works to soils. It enables developers, landowners and others with an interest in commenting on a planning application to understand how the Council considers development proposals and the standard of provision sought. References to Local Plan policy and explanatory text are provided in this SPD.

2 The references section provides details of and electronic links (where available) to relevant documents used in the preparation of this SPD. Appendix 1 provides additional information, advice and best practice methods.

3 The information can be used by developers, agents or consultants throughout the planning process. It will help applicants to prepare and submit proposals that are mindful of the impact of development on soils and their protection for biodiversity and geodiversity. It will also provide guidance for planning officers in making decisions to support the delivery of relevant Local Plan objectives and policies. The Council also operates a paid pre application advice service to help guide you through the process.

Status

4 This SPD has been prepared in line with national planning policy and relevant legislation and regulations. The National Planning Policy Framework (NPPF) identifies that SPDs add further detail and guidance to the policies in the Local Plan. They are capable of being a material consideration in planning decisions.

5 As required by The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) consultation on a draft of this SPD is taking place between 12 September and 17 October 2022. The accompanying Consultation Statement sets out further detail on this consultation, including who was consulted, a summary of the main issues raised and how these have been addressed in the SPD. It also contains an adoption statement, confirming that this SPD was adopted by Rotherham Council.

Policy Context

National planning policy

6 The NPPF states that the purpose of planning is to contribute to the achievement of sustainable development – making economic, environmental and social progress for this and future generations. The natural environment is an essential element of sustainable development and design.

NPPF Paragraph 174 states that planning policies and decisions should contribute to and enhance the natural environment by:

a) protecting and enhancing valued landscapes, sites of biodiversity or geological value and soils...

b) recognising the intrinsic character and beauty of the countryside, and the wider benefits from natural capital and ecosystem services – including the economic and other benefits of the best and most versatile agricultural land, and of trees and woodland;

e) preventing new and existing development from contributing to, being put at unacceptable risk from, or being adversely affected by, unacceptable levels of soil, air, water or noise pollution or land instability.

f) remediating and mitigating despoiled, degraded, derelict, contaminated and unstable land, where appropriate.

7 National Planning Practice Guidance (NPPG) - Natural Environment[1] provides further detailed guidance on safeguarding soils which recognises that:

- Soil is an essential natural capital asset that provides important ecosystem services – for instance, as a growing medium for food, timber and other crops, as a store for carbon and water, as a reservoir of biodiversity and as a buffer against pollution.
- Defra has published a Code of Practice[2] for the sustainable use of soils on construction sites which may be helpful when setting planning conditions for development sites. It provides advice on the use and protection of soil in construction projects, including the movement and management of soil resources.
- Defra has also published a policy paper 'Safeguarding Our Soils: A Strategy for England[3]' with the aim for all England's soils to be managed sustainably and degradation threats tackled successfully by 2030.

A Green Future: Our 25 Year Plan to Improve the Environment[4] sets out the government's 25-year plan to improve the health of the environment by using natural resources more sustainably and efficiently. It plans to:

- protect the best agricultural land

[1] https://www.gov.uk/guidance/natural-environment
[2] https://www.gov.uk/government/publications/code-of-practice-for-the-sustainable-use-of-soils-on-construction-sites
[3] https://www.gov.uk/government/publications/safeguarding-our-soils-a-strategy-for-england
[4] https://www.gov.uk/government/publications/25-year-environment-plan

- put a value on soils as part of our natural capital
- manage soils in a sustainable way by 2030
- restore and protect peatland

Local Plan policy

8 Rotherham's Local Plan consists of the Core Strategy (adopted September 2014) and the Sites and Policies Document (adopted June 2018), alongside the Barnsley, Doncaster and Rotherham Joint Waste Plan (adopted March 2012). These are available from our Local Plan Website[5].

9 Rotherham's Local Plan contains strategic objectives and policies that relate specifically to the conservation of the natural environment and the protection of soils; these objectives are supported by policies that set out expectations for the conservation and enhancement of the natural environment,

[5] https://www.rotherham.gov.uk/localplan

including soils within the planning system. This SPD guidance provides additional detail to, and should be read in conjunction with, the following policies:

Table 1 Policies relevant to the preparation of a soil strategy

CS20 Biodiversity & Geodiversity	Soil resources, including the best and most versatile agricultural land, require protection from contamination, degradation and erosion. Policy aims to restrict the loss of high-quality agricultural land from irreversible development.
CS21 Landscape criterion e.	Support for landscape enhancement, restoration, reclamation and other environmental improvements.
CS24 Conserving the water environment	Sets out requirements to prevent pollution of watercourses
CS25 Flood Risk	Sets out how risk will be reduced via identification of new areas of natural flood storage. Development proposals increase the risk of surface water flooding and it is important to mitigate these risks.
CS26 Minerals criterion d.	The use of surplus fill or soil making materials from mineral workings will normally be utilised in situ for restoration purposes.
SP32 Green Infrastructure & Landscape. Paragraph 4.153	Landscape scheme preparation shall be appropriate to the scale of the development and its impact and shall have regard to appropriate technical standards, including existing soil resources and the requirements for ground preparation.
SP 36 Soil Resources and its supporting explanatory text, paragraphs 4.182 – 4.186	Development proposals are required to demonstrate the sustainable use of soils during construction and operation stages. A Soils Strategy shall demonstrate there are feasible and appropriate methods, locations and receptors for the temporary storage and reuse of high-quality soils. Its aim is to preserve or enhance identified soil functions
SP 47 Understanding and Managing Flood Risk and Drainage	Sets out how the Council will expect applicants to consider the use of natural flood storage/prevention solutions
SP48 Assessment of Mineral Extraction Proposals criterion f.	To minimise the impact on the best and most versatile agricultural land, submission of a soil strategy is required. The objective will be to restore agricultural land to its previous agricultural quality or better if reasonably practical. Notes that amenity or forestry after-use may be appropriate alternatives.

An Introduction to Soils

10 Soil, like air and water, is one of the world's most important natural resources; because it lies beneath our feet and is often hidden by buildings and roads, we may not often think about how much it affects our lives and how much we depend on it.

11 Most of our food depends on soil - it is where we find the plants and many of the animals which make up our food, and it is home to billions of organisms. Soil also provides vital support for many of our buildings and structures.

12 Soil performs an important role in supporting ecosystem services. These describe how a natural ecosystem can perform 'services' such as the supporting of life of plants and animals, the cleaning of pollutants from water (filtering) and contribution to the natural cycles such as the hydrological, nutrient, nitrogen, carbon and oxygen cycles.

13 The main factors affecting the type of flora and its distribution are the soils (Ph levels and wetness), the prevailing climate and the relief or topography. There is a large combination of soil/climate/topographic conditions in the UK, and this gives rise to a wide range of plants.

14 Healthy soils are required for trees to perform ecosystem functions such as carbon sequestration, essential in reducing the impact of harmful greenhouse gasses, and mitigating impacts of climate change. Rotherham MBC declared a Climate Emergency on 30th October 2019 and soils have a role to play in tackling the Climate Emergency.

15 Once damaged, the 'soil system' cannot work properly and the delicate balance between all the parts that make up the healthy soil become disrupted. One implication could be that animal life in the soil becomes impossible to sustain and the complex web of interactions in the soil cease.

16 Habitat restoration is now an important part of nature conservation. Government planning regulations encourage restoration through a variety of measures, such as financing the restoration of existing damaged sites. It is important that those who undertake such projects understand the way that the soil system works, so their plans can have the most significant positive effect. Site restoration requires an understanding of the soil and ecological conditions in nearby surrounding landscapes to guide the correct course of action. Restoration projects should use the existing properties and distribution of soils to guide opportunities for habitat restoration.

17 There is increasing evidence of mismanagement of our soils - soil erosion, pollution either directly to the soil or by way of acid rain, intensive farming, and pollution to water bodies with a resulting loss of aquatic life.

Topsoil

18 Landscaping topsoil should be suitably drained and aerated and provide a sufficient source of water, nutrients, organic matter, soil fauna and flora to enable healthy, sustained growth by plants. The majority of fine, feeder roots and their associated mycorrhizal fungi that are important in protecting water supply and providing nutrients grow in topsoil, with a proportion of larger, structural roots providing anchorage and storing resources. Topsoil usually contains a higher quantity of organic matter, microbes and nutrients (e.g. nitrogen & sulphur) than subsoil and is therefore particularly important to plant nutrition. Typical topsoil depths are 100-150mm for grassland species, and 300-450mm for herbaceous grasses and shrubs.

British Standard 'BS3882:2015 Specification for topsoil' specified requirements for topsoils that are moved or traded and is not intended for the grading of topsoil in situ.

Subsoil

19 Landscaping subsoil has a number of key functions important to healthy plant growth:

- Absorbs surplus water percolating down from topsoil.
- Provides anchorage for roots of large shrubs and trees.
- Provides a reserve of plant nutrients (e.g. potassium, magnesium & calcium).
- Provides an 'ecosystem service' attenuating water during periods of high rainfall.
- Acts as a reservoir during dry periods.

British Standard 'BS8601:2013 Subsoil' specifies requirements for subsoils that are moved or traded for creating soil profiles intended to support plant growth. It is not intended for the grading of subsoil in situ.

Soil Functions

20 Soils provide many important functions for plants, animals and humans. The most obvious is supporting the growing of crops, plants and trees in the wild, on the farm and in our gardens. It is a vital resource as a habitat for millions of soil organisms.

21 Soil acts as a filter, removing pollution from our drinking water and helping to regulate the flow of water through the landscape. Most rainwater ends up moving into the soil before it gets to plant roots, aquifers or water courses. Soil is also the foundation for buildings and roads. The type of soil affects how buildings are constructed.

22 Soils form very slowly, maybe as little as 2 cm of thickness in 500 years and can be easily destroyed by development, so in human terms it is a non-renewable resource. Many of our soils are becoming damaged and are at risk; consequently, it is important that we understand our soils and make sure they are preserved for future generations.

23 A typical soil profile consists of variably defined topsoil and subsoil layers of different thickness over parent material, which is usually bedrock, but could be superficial deposits such as glacial moraine or alluvium.

Soils and Development

24 Development often requires soils to be stripped, stored, shaped, and compacted to provide a base for construction. Unfortunately, these processes can seriously damage the functionality of soils in a number of respects including their ability to hold water, air and retain the nutrients needed to sustain future plant and crop growth.

25 When soils are considered as part of construction and design and precautions taken to protect them during development, the extent of their loss and damage is reduced and the quality and sustainability of development enhanced.

26 Site restoration requires an understanding of the soil and ecological conditions in nearby surrounding landscapes to guide the correct course of action.

27 It is important to understand the existing soil conditions and the kinds of vegetation and habitats the existing soils can sustain. Restoration projects should use the existing properties and distribution of soils to guide opportunities for habitat restoration.

28 Examples of good practice include choosing appropriate native plant species to encourage and enhance biodiversity and developing links between habitats in the landscape through the creation of Green Infrastructure corridors or "stepping stones".

29 The Local Plan policy context establishes the need for the advice and support, contained within this Supplementary Planning Document, on the assessment, protection, handling, placement, and amelioration of soils to enhance the quality and sustainability of development.

> Paragraph 4.184 of the **Policy SP36 "Soils"** states:
>
> "Proposals for development should demonstrate that there are feasible and appropriate methods, locations and receptors for the temporary storage and reuse of high-quality soils with appropriate consideration given to the height and duration of soil storage mounds to ensure these are viable alongside construction compounds and work sites. Loss of soil quality which is directly due to the inappropriateness of its handling prior to reuse will not be acceptable."

The Council will consult Natural England on all non-agricultural applications that result in the loss of more than 20 hectares (ha) of the best and most versatile (BMV) land if the land is not included in a development plan. For example, this includes the likely cumulative loss of BMV land from the proposed development if it's part of a phased development[6].

[6] https://www.gov.uk/government/publications/agricultural-land-assess-proposals-for-development/guide-to-assessing-development-proposals-on-agricultural-land

Soil Assessment

Policy Guidance Note 1

Where proposals are submitted that will impact on the quality of the soil, it is expected that a Soil Resource Survey (SRS) and a Soil Resources Plan (SRP) will be prepared to support the planning application.

Conditions will be applied to a grant of planning permission to ensure the requirements of the SRP are adhered to. Such conditions will depend on the size of the site and whether it is brownfield or greenfield. The SRS and SRP shall be prepared before site clearance, preparation or development is undertaken that may result in damage to in situ soils through compaction, contamination, excavations and vegetation removal.

30 For small scale developments, such as domestic extensions, where little disturbance to existing garden soils is proposed, consideration shall be given to the impact of their development on the soils. The Council will expect to see appropriate consideration of these matters by the applicant's contractor. This will be ensured through a pre-commencement condition.

31 Ideally, and specifically for major developments, the Soil Resource Survey (SRS) and Soil Resource Plan (SRP) shall be prepared by a Soil Scientist. However, where the expertise of a Soil Scientist is not available within an agreed timeframe; consideration may need to be given to other suitably qualified professionals, such as Environmental Scientist, Arboriculturist, Horticulturist or Landscape Architect, where expertise in the preparation of both a SRS and SRP can be robustly demonstrated.

32 So long as they conform to the Defra Code of Practice (2009)[4], or any subsequent replacement, and are prepared by a Soil Scientist or other suitably qualified professional, it is appropriate to include a SRS and SRP as part of a:

- Geo-environmental assessment and/or
- Geotechnical assessment and/or
- Agricultural Land Classification Survey (ALCS).

The Soil Resource Survey (SRS) is the first step and delineates, characterises and quantifies all re-usable topsoil and subsoil resources on the site.

The Soil Resource Plan (SRP) shall set out the methods and equipment to be used for the protection, recovery, storage, re-use and disposal of all site topsoil and subsoil and shall include details of an auditable system of site monitoring by a qualified soil scientist or other suitably qualified person or persons to ensure correct implementation of the SRP to ensure that its use both on and off-site is in accordance with the principles contained in this guidance.

33 See **Model Conditions in Appendix 1** for further information.

4 https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/716510/pb13298-code-of-practice-090910.pdf

Soil Protection

Policy Guidance Note 2

Development should be designed to protect the largest possible volume of the best *in situ* soils, that is, those soils that are likely to perform the greatest number of functions to enhance the quality and sustainability of development.

Where *in situ* soils are to be retained:

- Soil protection up to the point of completion of built development and where appropriate, implementation of landscaping should comprise a physical barrier and/or ground protection to prevent compaction and contamination.
- Soils to be protected may coincide with the Root Protection Area of retained trees or areas of proposed structural landscaping. In these cases, there should be concordance between the SRS and the Arboricultural Method Statement and Tree Protection Plan; these habitats may be subject to further conditions.
- Barriers and ground protection shall accord with the latest guidance and their positions shown on a plan submitted with the SRS.

In limestone plateau areas (see Local Plan Policies Map 4[5]), it is possible that remnants of Glacial till (boulder Clay) still exist. SRP for developments in these areas should include information on how they will approach and deal with any rare material, erratic pebbles and cobbles which may be found. These can be very rare and include granite or lava from the lake district and should be collected and recorded due to their potential significant scientific value.

5 https://www.rotherham.gov.uk/downloads/file/482/sites-and-policies-document-policies-map-sheet-4-minerals-and-wind-energy

Soil Strippage and Storage

Policy Guidance Note 3

To ensure that soil stripping and storage do not cause an irremediable loss of functionality, the following principles shall be adhered to:

- Use of fit-for-purpose equipment that minimises compaction.
- Stripping to defined depths to avoid mixing topsoil and subsoil.
- Adherence to an approved stripping plan showing soil types to be stripped, haulage routes and phasing.
- Avoiding multiple handling and avoiding handling during or following wet weather.
- Soil should not become wet or waterlogged during handling
- Stockpiling for the shortest possible period and to a depth and method appropriate to the characteristics of the soil, including its wetness.
- Stockpiling different soil types separately.
- Ensuring the angle of repose for stockpiles is less than 40 degrees, or 25 degrees where stockpiles are to be seeded and maintained.
- Ensuring that stockpiles to be stored for over 6 months are seeded with a grass or clover mix to minimise erosion, reduce weed development and maintain biological activity.

All stages of soil stripping and storage as part of development should be overseen by a Soil Scientist or other suitably qualified person or persons, to ensure compliance with the approved SRP. Auditable site monitoring reports shall be prepared and submitted to the Local Planning Authority upon satisfactory completion of each stage.

Soil Placement

Policy Guidance Note 4

Soil placement should only take place where the receiving substrate is fit for purpose and under the supervision of a Soil Scientist or other suitably qualified person or persons. For example, where large container or root-balled tree planting is proposed, topsoil should not be emplaced onto compacted, poorly drained sub-soil, or soil compacted to bulk densities that will impede root growth.

The method of placement should be described in the SRS. One of the important functions of an SRS is to identify soils with different 'tolerances' in relation to handling and placement.

Over-specification of topsoil and under-specification of subsoil should be avoided.

Soil Amelioration

Policy Guidance Note 5

The type and extent of soil amelioration should be specified by a Soil Scientist or other suitably qualified person or persons, within an SRP. Useful guidance and standards to be achieved in soil amelioration for landscaping purposes is provided in the Defra code and up to date British Standards.

Where soils are found to be degraded, every effort should be made to recycle constituents that can be used in the manufacture of soils to be re-used on site. Where soil manufacturing is proposed, full details of the process and product specification should be provided by a Soil Scientist, or other suitably qualified person or persons, within an SRP. It is essential that any amelioration of soils does not alter the pH balance of the natural soils unless it forms part of specific soil restoration proposals.

The SRP should demonstrate a clear understanding of soil types within Rotherham and identify the geographic specific approaches in these areas. Within areas where neutral clays are over colliery shale, soil amelioration may be acceptable but within those areas of Limestone plateau calcareous soils, the introduction of soil ameliorants is not acceptable.

Soil ameliorants such as compost and fertiliser should only be proposed if deficiencies of composition or structure are shown by the SRS or testing in accordance with the most up to date British Standards. Colliery restoration best practice includes the adding of significant quantities of organic matter and lime in order to counter acid regression.

If areas of wildflower are proposed, low nutrient soils maybe more appropriate than compost/fertiliser. A suitably qualified and/or experienced Ecologist or Landscaper should be consulted to ensure the soil conditions are optimal for any sowing or planting planned.

Imported Soils

Policy Guidance Note 6

Where existing soils or manufactured soils using local resources cannot be used and importation of topsoil and subsoil is proposed, the following information will be required:

- A soiling plan identifying the location of each soil profile
- Submitted specification providing details of proposed topsoil and subsoil types, profiles and extents.
- Evidence of Certification in accordance with the most up to date British Standards (currently BS3882), and
- An interpretive report, prepared by a suitably qualified practitioner, demonstrating that the proposed soils will be fit for purpose.

All imported soils shall be free of seeds and other plant reproductive materials, so that these species (and potentially invasive species) aren't introduced to development sites and the site area.

All imported soils shall be assessed in terms of potential contaminants, not only in terms of plant health, but also human health. Conditions will be attached to planning permissions requiring that any imported topsoil or subsoil, natural or manufactured, must be assessed for chemical or other potential contaminants in accordance with a scheme of investigation submitted to and approved in writing by the Local Planning Authority, in advance of its importation.

Contact information

If you have any questions regarding this Supplementary Planning Document, please contact Planning Policy:

Submit an enquiry to Planning Policy online:

https://www.rotherham.gov.uk/xfp/form/535

Email:	planning.policy@rotherham.gov.uk
Telephone:	01709 823869
Website:	https://www.rotherham.gov.uk/localplan
Post:	Planning Policy Team, Planning, Regeneration and Transport, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

For planning application and pre-application advice, please contact Development Management:

Submit an enquiry to Development Management online:

https://www.rotherham.gov.uk/xfp/form/216

Email:	development.management@rotherham.gov.uk
Telephone:	01709 823835
Website:	https://www.rotherham.gov.uk/planning
Post:	Development Management, Planning, Regeneration and Transport, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

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British Standards Institution. 2012. British Standard 5837:2012. Trees in relation to design, demolition and construction – Recommendations.

British Standards Institution. 2013. British Standard 8601:2013. Specification for subsoil and requirements for use.

British Standards Institution. 2015. British Standard 3882:2015. Specification for topsoil.

Cardiff Green Infrastructure SPG: Soils and Development Technical Guidance Note November 2017.

Cranfield Institute: Interactive Soil Map

DEFRA. 2009. Code of Practice for the sustainable use of soils on construction sites

Department for Environment, Food and Rural Affairs. 2006. The Impact of Subsoil Compaction on Soil Functionality & Landscape.

Environment Agency Think Soils Manual 2007

Foot, K & Sinnett, D. 2014. Forest Research Best Practice Guidance for Land Regeneration Note 3.

Foot, K & Sinnett, D. 2014. Forest Research Best Practice Guidance for Land Regeneration Note 5.

Hodgson, I.M. 1974. Soil Survey Field Handbook (3rd edition). Soil Survey Technical Monograph No. 5. Harpenden.

Moffat. A. 2014. Forest Research Best Practice Guidance for Land Regeneration Note 4.

National Planning Policy Framework (2021)

National Planning Practice Guidance

Rotherham Local Plan Core Strategy (2014)

Rotherham Local Plan Sites and Policies (2018)

Rudeforth, C.C.; Hartnup, R.; Lea, J.W.; Thompson, T.R.E and Wright, P.S. 1984. Soil Survey of England and Wales. Soils and their Use in Wales. Harpenden.

Soil-Net provides further information on soil functions and threats to soils in the UK.

Soilscapes viewer at http://www.landis.org.uk/soilscapes/

Soils Site Reporter at http://www.landis.org.uk/services/sitereporter.cfm

The British Society of Soil Science provides details of Soil Scientists at:

www.soils.org.uk

Watson, G. W., Hewitt, A.M., Custic, M. & Lo, M. 2014. The Management of Tree Root Systems in Urban and Suburban Settings: A Review of Soil Influence on Root Growth. Arboriculture & Urban Forestry 40 (4).

White, T & Doick, K. J. 2014. Forest Research Best Practice Guidance for Land Regeneration Note 19.

Appendix 1: Guidance for carrying out a soil assessment

34 Examples of model planning conditions that may be used are provided below:

1) No development shall take place until the following information has been submitted to and approved in writing by the Local Planning Authority:

A Soil Resource Survey (SRS) prepared by a qualified soil scientist, or other suitably qualified person or persons, in accordance with the 2009 DEFRA Construction Code of Practice for the Sustainable Use of Soils on Construction Sites (or any updated version of this code) that delineates, characterises and quantifies all re-usable topsoil and subsoil resources on the site.

Reason: To ensure that usable soil resources are fully utilised within the development and any surplus soil is identified for off-site use.

2) No development shall take place until the following information has been submitted to and approved in writing by the Local Planning Authority:

A Soil Resource Plan (SRP) prepared by a qualified soil scientist, or other suitably qualified person or persons, in accordance with the 2009 DEFRA Construction Code of Practice for the Sustainable Use of Soils on Construction Sites (or any updated version of this code) informed by a Soil Resource Survey carried out in discharge of this condition. The SRP shall set out the methods and equipment to be used for the protection, recovery, storage, re-use and disposal of all site topsoil and subsoil and shall include details of an auditable system of site monitoring by a qualified soil scientist or other suitably qualified person or persons to ensure correct implementation of the SRP and to ensure that its use off-site is in accordance with the principles contained in this guidance.

Reason: To ensure that all usable soil resources are appropriately recovered and protected, and not lost, damaged or sterilised during the construction process.

35 A pre-commencement condition For small scale developments, such as domestic extensions:

No development shall take place until consideration of the impact of their development on the soils by the applicant's contractor that delineates, characterises and quantifies all re-usable topsoil and subsoil resources on the site has been submitted to and approved in writing by the Local Planning Authority

Reason: To ensure that usable soil resources are fully utilised within the development and any surplus soil is identified for off-site use.

36 This technical guidance sets out the key considerations for developers bringing forward development sites. It sets out key issues to be considered. It is vital that this appendix is read alongside the guidance within the body of the SPD. Descriptions of soils within a Soil Resource Survey (SRS) shall conform to the criteria defined in the:

- Soil Survey Field Handbook or
- British Standard EN ISO 25177:2019.

Soil testing as part of an SRS shall accord with:

- BS 3882:2015 - Table 1 and
- BS 8601:2013 - Table 1 or any updated versions of these Standards.

Ideally, the Soil Resource Survey and Soil Resource Plan (SRP) shall be prepared by a Soil Scientist. However, where the expertise of a Soil Scientist is not available within an agreed timeframe; consideration may need to be given to other suitably qualified professionals, such as Environmental Scientist, Arboriculturist, Horticulturist or Landscape Architect, whose expertise in the preparation of both a SRS and SRP can be robustly demonstrated.

Geo-environmental or geotechnical assessments may show irremediable levels of soil contamination, negating the requirement for an SRS and SRP, but should not replace an SRS and SRP.

An ALCS may provide useful information about soils, but this is focused on functionality in supporting agriculture, not re-use for landscaping as part of development, so an ALCS should not replace an SRS and SRP.

Information provided by the Landis Soilscapes viewer and the Soils Site Reporter should supplement, not replace assessment in accordance with the Code.

The Soil Survey Field Handbook and BS EN ISO 25177:2019 provide guidance on examining soils in the field and a photographic field guide to preparing soil pits and assessing the physical characteristics of soils is provided by the Environment Agency: Think Soils Manual.

SOIL PROTECTION

Barriers and ground protection shall accord with BS 5837:2012, or any updated version of this Standard, and their positions be shown on a plan submitted as part of an SRS.

Soils to be protected may coincide with the Root Protection Area of retained trees or areas of proposed structural landscaping. In these cases, there should be concordance between the SRS and the Arboricultural Method Statement and Tree Protection Plan, submitted in accordance with BS 5837:2012.

SOIL STRIPPING AND STORAGE

Where soil stripping and storage is unavoidable, strict adherence to an approved SRP shall prevent irremediable loss of functionality due to compaction, contamination, loss of structure, loss of organic matter and loss of biodiversity.

SOIL PLACEMENT

Only soils that have been handled in accordance with an approved SRP and/or where appropriate, tested, certified and found to be fit for purpose by a Soil Scientist, or other suitably qualified person or persons, in accordance with BS 3882:2015 and BS 8601:2013, or updated versions of these Standards, should be emplaced as part of development.

To ensure root growth is not impeded, bulk densities should be provided that accord with those reported in Watson et al. (2006) as follows:

- Sands & loamy sands: 1.80g cm- ³ will restrict root growth.
- Sandy loams & loams: 1.80g cm- ³ will restrict root growth.
- Sandy clay loams & clay loams: 1.75g cm- ³ will restrict root growth.
- Silts & silt loams: 1.75g cm- ³ will restrict root growth.
- Silt loams & silty clay loams: 1.65g cm- ³ will restrict root growth.
- Sandy clays, silty clays, some clay loams (35-45% clay): 1.58g cm- ³ will restrict root growth.
- Clays (>45% clay): 1.47g cm- ³ will restrict root growth.

The most appropriate method of placement generally is loose tipping by machine as described in the DEFRA Code, during weather conditions that will not result in the soil becoming sticky, amorphous or self-compacting.

Some soils, such as well-structured sandy loams, are more 'tolerant' of handling than soils with high clay or silt content and lose less of their functionality on placement.

As a rule of thumb, topsoil and subsoil depths for different planting types should be as follows:

- Trees – 300mm topsoil over 600mm subsoil.
- Shrubs – 300 - 450mm topsoil over 300mm subsoil.
- Amenity grassland – 150mm topsoil over 150mm subsoil.

Over-specification of topsoil and under-specification of subsoil should be avoided. Topsoil functionality below 300mm is impeded and excessive depths can increase the risks of anaerobic soil conditions developing and resulting in planting failures.

SOIL AMELIORATION

The use of machinery to break up subsoil and relieve compaction does not guarantee good aeration and drainage thereafter and may result in significant damage to soil biota.

Ripping and other forms of machine cultivation should only be used as a last resort, where other less invasive forms of amelioration are not available or will not be effective. Ripping may not be effective for soils with high silt content, or soils with high clay content that are poorly structured. In all cases, the method and equipment to be used shall be specified by a Soil Scientist, or other suitably qualified person or persons.

Where more sensitive planting types such as large trees are proposed, the importation of well-aerated, freely draining subsoil may be more appropriate than machine cultivation in ensuring good soil functionality.

Policy Guidance Note 2: Soil Ameliorants refer to BS 3882:2015 and BS 8601:2013, or updated versions of these Standards.

The following documents provide useful guidance on soil amelioration in relation to landscaping:

- DEFRA Construction Code of Practice for the Sustainable Use of Soils on Construction Sites.
- The Impact of Subsoil Compaction on Soil Functionality and Landscape.
- Forest Research Best Practice Guidance for Land Regeneration Notes 3, 4, 5 and 19 (2014).
- BS 4428:1989 Code of practice for general landscape operations (excluding hard surfaces).
- BS 7370: Part 4: 1993 Grounds Maintenance Part 4: Recommendations for maintenance of soft landscape (other than amenity turf).
- BS 3998:2010 Tree work – Recommendations.
- BS 8601:2013 Specification for subsoil and requirements for use.
- BS 8545:2014 Trees: from nursery to independence in the landscape – Recommendations.
- BS 3882:2015 Specification for topsoil.

IMPORTED SOILS

Different planting types such as root-balled and container tree planting, bare root, transplant and whip planting, amenity grassland, sports pitches and wildflower grassland, have differing requirements of the soil. A 'one size fits all' or 'multi-purpose BS 3882 soil' is therefore unlikely to be appropriate in many cases, and particularly not for sensitive functions such as large tree planting, where optimal conditions of aeration and drainage to depth are critical to successful establishment; or sports pitches where regular, intensive footfall may result in damage to soil functionality.

Where large tree planting is proposed, soils meeting the 'sandy loam' textural range in the British Standards should be used as a default, but meeting British Standards alone, will not guarantee good functionality in this regard, particularly for soils that are at the top end of the textural range limits in terms of silt and clay content. Wherever possible, specifications that exceed British Standards and are designed specifically for their intended end use should be used.

The use of specialist soils for landscaping, such as Amsterdam tree sands, structural soils and 'hybrid' topsoil-subsoils should be supported by site specific product manufacturer's specifications that demonstrate fitness for purpose.

Policy Guidance Note 3: Importation of topsoil and subsoil refer to BS 3882:2015 and BS 8601:2013, or updated versions of these Standards

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Appendix 5

Rotherham local plan

Supplementary Planning Document No.3
Development in the Green Belt





July 2023

Development in the Green Belt

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Introduction

This guidance has been prepared to assist applicants when preparing planning applications for land or buildings within the Green Belt. It explains our policy on developments in Green Belts and how the Council will assess proposals for particular types of development.

1 There are specific reasons for including land within the Green Belt, such as to prevent towns and settlements from spreading into the countryside (urban sprawl). This is achieved by restricting the type of development that can be built in Green Belts.

Status

2 This Supplementary Planning Document (SPD) has been prepared in line with national planning policy and relevant legislation and regulations. The National Planning Policy Framework (NPPF) identifies that SPD add further detail and guidance to the policies in the development plan. They are capable of being a material consideration in planning decisions.

3 As required by The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) consultation on the revision of this SPD is taking place between 12 September and 17 October 2022. The accompanying Consultation Statement sets out further detail on this consultation, including who was consulted, a summary of the main issues raised and how these have been addressed in the SPD. It also contains an adoption statement, confirming that this SPD was adopted by Rotherham Council.

Planning Policy

National planning policy

4 National policy on Green Belts is contained within the National Planning Policy Framework (NPPF) which sets out what developments are appropriate. Any other form of development is inappropriate and will only be allowed in very special circumstances. These circumstances will not exist unless the potential harm to the Green Belt by reason of inappropriateness, and any other harm, is clearly outweighed by other considerations. Developments should also have minimal impact on the openness of the Green Belt. The NPPF notes that the most important attribute of Green Belts is their openness.

5 The NPPF makes clear that the creation of high quality buildings and places is fundamental to what the planning and development process should achieve, creating better places in which to live and work and helping make development acceptable to communities (paragraph 126).

6 Design quality should be considered throughout the evolution and assessment of proposals. NPPF (paragraph 130) also states that development should, amongst other things:

- add to the overall quality of the area;
- be visually attractive as a result of good architecture, layout and appropriate and effective landscaping;
- be sympathetic to local character and history, including the surrounding built environment and landscape setting; and
- create places that are safe, inclusive and accessible and which promote health and wellbeing.

Appropriate and inappropriate development

NPPF provides guidance on the types of development that are appropriate in the Green Belt:

Paragraph 149: A local planning authority should regard the construction of new buildings as inappropriate in the Green Belt. Exceptions to this are:

a. buildings for agriculture and forestry;
b. the provision of appropriate facilities (in connection with the existing use of land or a change of use) for outdoor sport, outdoor recreation, cemeteries and burial grounds and allotments; as long as the facilities preserve the openness of the Green Belt and do not conflict with the purposes of including land within it;
c. the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building;
d. the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces;
e. limited infilling in villages;
f. limited affordable housing for local community needs under policies set out in the development plan (including policies for rural exception sites); and
g. limited infilling or the partial or complete redevelopment of previously developed land, whether redundant or in continuing use (excluding temporary buildings), which would:

   - not have a greater impact on the openness of the Green Belt than the existing development; or

   - not cause substantial harm to the openness of the Green Belt, where the development would re-use previously developed land and contribute to meeting an identified

Paragraph 150: Certain other forms of development are also not inappropriate in the Green Belt provided they preserve its openness and do not conflict with the purposes of including land within it. These are:

a. mineral extraction;
b. engineering operations;
c. local transport infrastructure which can demonstrate a requirement for a Green Belt location;
d. the re-use of buildings provided that the buildings are of permanent and substantial construction;
e. material changes in the use of land (such as changes of use for outdoor sport or recreation, or for cemeteries and burial grounds); and
f. development brought forward under a Community Right to Build Order or Neighbourhood Development Order.

7 It should be noted that this does not include new detached outbuildings (such as detached garages at residential properties) or boundary walls/fences.

Local planning policy

8 Rotherham's Local Plan consists of the Core Strategy (adopted in September 2014) and the Sites and Policies Document (adopted in June 2018), alongside the Barnsley, Doncaster and Rotherham Joint Waste Plan (adopted in March 2012). These are available from our website: https://www.rotherham.gov.uk/localplan

9 This guidance provides additional detail to, and should be read in conjunction with, the following policies:

CS4 Green Belt	which confirms that land within the Rotherham Green Belt will be protected from inappropriate development.
CS9 Transforming Rotherham's Economy	which supports a range of measures to improve economic performance, including rural farm diversification.
CS28 Sustainable Design	which sets out a range of design considerations to which proposals should have regard.
SP2 Development in the Green Belt	which set out more detailed general guidance relevant to proposals within the Green Belt.
SP3 Rural Workers Dwellings in the Green Belt	which will be relevant to proposals which seek to provide accommodation for rural workers.
SP4 Extensions to Buildings in the Green Belt	which sets out specific guidance relevant to proposed extensions.
SP5 Alternative Uses for Buildings within the Green Belt	which will be relevant to proposals seeking to deliver a change of use or conversion of existing buildings.
SP6 Replacement Buildings in the Green Belt	which sets out policy specific to proposals seeking to replace existing buildings.
SP7 New Agricultural or Forestry Buildings or Structures in the Green Belt	which sets out how new agricultural or forestry related developments will be considered.
SP8 Infilling Development within the Green Belt	which provides policy guidance for infill of developments within Green Belt villages.
SP9 Previously Developed Sites within the Green Belt	which will be relevant to proposals on previously developed (i.e. brownfield) land.
SP10 Proposals for Outdoor Sport, Outdoor Recreation and Cemeteries in the Green Belt	which sets out the Council's policy on the provision of new outdoor sport, outdoor recreation and cemeteries.
SP55 Design Principles	which sets out detailed design principles to which proposals should have regard.

General Guidance

Green Belt guidance 1

Any development in the Green Belt should have a minimal effect on the openness and appearance of the Green Belt. The physical effect buildings and structures have on the Green Belt depends on factors A to E listed below. By considering each of these factors, the physical effect a development has on the Green Belt can be reduced.

A. Size

10 The size of a building or structure, which should be thought of in terms of its total volume, should be kept to the minimum size necessary for meeting appropriate needs.

B. Design

11 New buildings and structures must not stand out too much. Materials, colours, construction methods and building styles should fit in with the traditional building styles of the area, and should not form a prominent feature in the landscape.

C. Position and screening of the development

12 New developments should be placed where they have least effect on the landscape, avoiding prominent locations, and should use structures, individual buildings or groups of buildings as screening where appropriate. If the proposal is unacceptable because of its size, design or position, it would not be acceptable to mitigate by planting trees as screening.

D. Enclosures

13 Any enclosure (wall, fence, hedge, and so on) should be the minimum size necessary and should be appropriate to its location in terms of materials and style. It is preferable to plant a hedge of native species (for example, hawthorn) rather than to use fences or walls which give a built-up appearance to an area. Fences and walls may be acceptable within settlements that have a tradition of using them instead of hedges.

E. Lighting

14 The Council will not allow proposals for floodlighting in the Green Belt unless it can be demonstrated the lighting will not detract from the character of the Green Belt. (Lighting can detract from the character and openness of the Green Belt through 'light spillage', 'light glare' and 'sky glow' - see appendix 2.) These effects can be reduced or removed by using a lower strength light source and a cover which surrounds light to focus light onto a specific area.

Development

Extensions to Existing Buildings

15 This section provides guidance on extensions to all types of buildings, including outbuildings such as residential garages. To extend a building in the Green Belt, the principles laid out in this guidance note should be followed.

Green Belt guidance 2

An extension should not exceed more than 33% of the volume of the original building.

Key policy reference: SP4 Extensions to buildings in the Green Belt

16 The NPPF (at paragraph 149) states that limited extensions of existing buildings can be acceptable if they do not result in 'disproportionate additions over and above the size of the original building'.

17 The NPPF defines 'Original building' as: "A building as it existed on 1 July 1948 or, if constructed after 1 July 1948, as it was originally built." There are two sub-categories of original building:

a) Main building: building that serves the main function of the site, such as a dwelling or a barn

b) Secondary building: building that was constructed at the same time as the main building, such as a detached garage or a storage building

For clarity in this SPD, the Council defines 'outbuilding' as 'detached building that was constructed after the original building'.

Section 336 of the 1990 Act defines "building" as including "any structure or erection, and any part of a building, as so defined but does not include plant or machinery comprised in a building".

18 The Council will take account of the degree to which the building has already been extended, and the effect of any further extension. Several factors, such as the design, form and size of the extension, should be considered.

19 Any secondary building (built at the same time as the original (main) building, or if in existence prior to 1 July 1948) that is within 5 metres of the main building will be counted as part of the volume of the original building. As such, it will not be afforded its own 33% extension 'limit' as any extension to it would be considered as part of the overall volume of the main building and all secondary buildings within 5 metres. Any secondary building to be considered should be of permanent and substantial construction.

20 Having regard to the Warwick District Council v Secretary of State (Eyre J, 12 August 2022) , any secondary building that is more than 5 metres from the main building maybe counted as part of the volume of the original building. Each case would be considered on its own merit. Similarly, any outbuilding that is more than 5 metres from the original building maybe counted towards the overall volume of the original building.

21 Any outbuilding (or extension to that outbuilding) within 5 metres of the original building will count towards the 33% limit.

22 It is very likely that once the building has been extended by more than 33% of its original volume, any further increase in volume would have an adverse effect on the Green Belt. Such an increase would constitute a 'disproportionate' extension and therefore represent inappropriate development. The 'very special circumstances' needs to be demonstrated if the proposal extends by more than this. Even if the volume of the proposed extension stays within 33%, the size, form and materials of the extension must also be appropriate to the original building and its setting. Details of how to work out the volume of a building are given in Appendix 1.

23 Extensions must be compact and fit in with, rather than take over, the original building. It may be preferable to fill in space between existing parts of it rather than to extend beyond its footprint. Avoid extensions that increase the length of the building's longest side. When considering the proposal, the Council will also take account of the extension's effect on the character and appearance of the surrounding area. An extension which may be acceptable in an existing housing development may not be so in the open countryside.

24 For large-scale proposals, particularly those in the open countryside, the Council will take account of the intended purpose of the extension. If the proposal is to bring an unimproved small home up to modern standards, this may represent a 'very special circumstance' to justify an extension over and above the 33% limit. A further example of a very special circumstance to justify an increase of more than 33% could be where the proposal would remove lawful outbuildings (providing they are of permanent and substantial construction) which harm the openness of the Green Belt, unless they would have to be removed as a consequence of the proposed development when no allowance would be made.

25 It may be possible to allow an extension greater than 33% of the volume of the original building if the outbuilding to be removed as a consequence of the development is greater than 33% of the volume of the original building itself and the resultant extension is no larger than the outbuilding or extension that it is replacing.

26 If planning permission is granted for an extension greater than 33% of the volume of the original building because of the removal of outbuildings, it is likely that the Council will also remove permitted development allowances for both further extensions and outbuildings.

27 In addition, the Council is also likely to remove permitted development rights where the extension(s) results in a volume increase in excess of 20% of the original volume in order that subsequent extensions can be adequately controlled.

28 Proposals for new outbuildings that are not considered to be extensions to the original building, will be considered on their own merits.

29 Generally, all extensions should satisfy the following criteria:

- together with all previous extensions be subsidiary to the original building, not dominate, and be sympathetic in terms of size, scale and design;
- have a minimal visual impact on the local setting and amenity;
- involve minimal intensification and urbanisation of the site; and
- be sympathetic in architectural design in relation to the original building.

Creating extra units of accommodation

30 Applicants should be mindful that an extension should not be seen as a way of getting planning permission for a separate home (which would not be allowed under Green Belt policy). A proposed extension should not, by itself, or together with any existing dwelling, create a building which would be readily capable of conversion into more than one dwelling, or which would facilitate the future formation of a separate residential curtilage. Under such circumstances the Council will treat it in the same way as an applications for a new home.

Replacement Buildings

Green Belt guidance 3

A replacement building should not exceed more than 10% of the volume of the existing building.

Key policy reference: SP6 Replacement Buildings in the Green Belt

31 The NPPF (paragraph 149) states that the replacement of buildings (including dwellings) in the Green Belt is not inappropriate provided that the replacement building is not materially larger than the existing building (including any extensions) and is in the same use.

32 Policy SP6 establishes that the Council considers that an increase in excess of 10% of the volume of the existing building would make the replacement building materially larger and, therefore, inappropriate development in the Green Belt and the very special circumstances is required to justify it. An example of a very special circumstance to justify an increase of more than 10% could be where the proposal would remove lawful outbuildings within the curtilage of the building which spoil the openness of the Green Belt. Any outbuilding to be considered should be of permanent and substantial construction.

33 If planning permission is granted for a replacement building greater than 10% of the volume of the existing building because of the removal of outbuildings, it is likely that the Council will also remove permitted development allowances.

- If the outbuildings were within 5m of the original building, permitted development is likely to be removed for further extensions, and also possibly for outbuildings.
- If the outbuildings were more than 5m away from the original building, it is likely that the Council would remove permitted development allowances for further extensions AND outbuildings.

34 Any secondary building that is within 5 metres of the existing (main) building will be counted as part of the volume of the original building. As such, it will not be afforded its own 10% replacement volume 'limit' as any replacement building would be considered as part of the overall volume of the existing main building and all existing secondary buildings within 5 metres. Any secondary building to be considered should be of permanent and substantial construction.

35 Having regard to the Warwick District Council v Secretary of State (Eyre J, 12 August 2022), any secondary building that is more than 5 metres from the main building maybe counted as part of the volume of the original building. Each case would be considered on its own merit. Similarly, any outbuilding that is more than 5 metres from the original building maybe counted towards the overall volume of the original building.

36 Where larger replacement buildings are accepted, permitted development rights are likely to be removed in order that future extensions can be controlled so as to minimise the impact on the openness of the Green Belt. Any subsequent application for an extension to a replacement building will be judged on the volume of the building that it replaced, as originally built, for the purposes of judging whether it is disproportionate or not.

37 The Council will grant planning permission for replacement buildings only if the proposal meets factors (a) to (e) listed in the Green Belt guidance 1 section of this guidance note, relevant local and national planning policies and the following criteria:

- both the building to be replaced and its curtilage must be lawful;
- the building must not be materially larger than what it is replacing;
- replacement buildings must not be significantly more visible and stand out more than the existing buildings;
- plans of the existing building and calculations of the increase in volume of the replacement building should be submitted with the application;
- replacing a temporary building (such as a caravan) with a permanent structure would not be permitted;
- replacing a building converted from a traditional local building (such as a barn) with a more modern structure would affect the character of the Green Belt and it would not be allowed.

38 If the building that is planning to be replaced by the proposed development has already been demolished or has not been used for a long period (and is considered to be 'abandoned'), its use will have ceased and a planning application for a new building will be necessary. It is unlikely under such circumstances that planning permission would be granted.

39 It should be noted that the replacement of a building does not allow for a change of use and the new building should be used for the same purpose as the original building. Where such a change is proposed, this would result in inappropriate development and 'very special circumstances' would need to be demonstrated.

40 Any replacement building must be for the same use as the original and the Local Planning Authority are unlikely to support any applications for a change of use of a replacement building to residential purposes within a period of 10 years from its substantial completion. The replacement of a residential outbuilding with a separate dwelling would constitute a material change of use, and as such would represent inappropriate development.

Infill Dwellings in Green Belt villages

Green Belt guidance 4

Limited infilling which can demonstrate that it will not erode the character of the area may be acceptable in the villages listed in Policy SP8 Infilling Development within the Green Belt. This policy defines infilling as the filling of a small gap in an otherwise built up frontage, and defines a small gap as a gap which fronts onto a highway and has a width less than 20 metres between the existing buildings.

Key policy reference: SP8 Infilling Development within the Green Belt

41 This relates to the development of a single dwelling and the filling in of a small gap between an otherwise built up frontage. Any proposals for such development should be discussed with the Local Planning Authority before the submission of a planning application.

42 In accordance with paragraph 149(g) of the NPPF the limited infilling or the partial or complete redevelopment of previously developed sites (brownfield land) is also not considered to be inappropriate development providing it would not have a greater impact on the openness of the Green Belt, or, where the development would re-use previously developed land and contribute to meeting an identified affordable housing need, not cause substantial harm to the openness of the Green Belt.

43 The Green Belt villages to which Policy SP8 and the guidance above applies are:

- Brampton-en-le-Morthen;
- Firbeck;
- Gildingwells;
- Hooton Levitt;
- Hooton Roberts;
- Letwell;
- Ravenfield;
- Thorpe Salvin;
- Ulley; and
- Wentworth

44 Figure 1 'Example of an infill gap' below illustrates the features of an infill gap, showing that these are gaps in an otherwise built up frontage which fronts onto a highway and has a width less than 20m between the existing buildings.



Figure 1 Example of an infill gap

Converting Existing Buildings

Green Belt guidance 5

The conversion of an existing building is acceptable in principle providing the proposal preserves the openness of the Green Belt and does not conflict with the purposes of including land within it, the re-use of buildings is not inappropriate development, provided that the buildings are of permanent and substantial construction.

Key policy reference: SP5 Alternative Uses for Buildings within the Green Belt

45 For a building to be of permanent and substantial construction it must have walls and a roof, be structurally sound and not require significant re-building, cladding or significant external alterations. This would also include a building that would require significant internal alterations to bring it up to habitable standards unless it is desirable to retain the building in its current form because of the historic value or visual amenity that it provides.

46 Whilst the conversion of a rural building is acceptable in principle, it is important that certain design principles and other issues are considered. This supplementary design guidance reviews the conservation and technical issues that arise when traditional vernacular buildings are re-used. Most buildings in this category are agricultural but this guidance applies overall.

47 The Council supports the appropriate re-use of vernacular buildings for a range of end uses but will specifically welcome conversion schemes to a commercial end use to support prosperous rural economies, and which involve minimal alterations to the building's character and/or appearance. Residential conversions entail the most demanding changes to a building and will require careful assessment as to the impact and appropriateness of such changes. The proposed 'curtilage' to the converted building should be clearly defined and kept to a minimum.

48 The conversion of a residential outbuilding to a separate dwelling will require planning permission and the applicant will need to demonstrate the sustainability impacts of creating a new dwelling in what may be an isolated location, and demonstrate how the development would not lead to a greater impact on the openness of the Green Belt through the increase in traffic / parking at the site and of general domestic paraphernalia. The Council will be sympathetic where the outbuilding to be converted has some architectural or historic interest.

49 The conversion of a building to a residential use will result in a new planning 'unit' with its own defined 'curtilage' benefiting from permitted development rights. As such, conversions to residential use will generally result in the removal of permitted development rights for both outbuildings and extensions as these could have a significant impact on the openness of the Green Belt, which is a major factor in determining whether the change of use is acceptable in the first place.

50 The following advice outlines the criteria and requirements that will need to be met to enable successful building conversions within Rotherham's Green Belt.

Survey

51 An application for building conversion will require an assessment of the historical development of the site, a full measured survey and a structural survey including a condition survey.

52 Many vernacular buildings suffer structural defects through neglect. In older buildings the construction techniques themselves can cause problems, for example, inadequate foundations, the absence of damp-proofing and cavity walls.

53 The condition and structural survey should be carried out by an appropriately qualified person and include:

i. a general description of the building(s) and the age of any original building(s);
ii. a description of the condition, structural integrity, foundations, walls, dampproofing, joinery, timbers, roof structure and roof covering;
iii. an assessment of the repairs needed to ensure conversion;
iv. an assessment of any structural work and other alterations necessary to implement the proposed conversion;
v. areas of demolition and rebuild, underpinning etc. illustrated on appropriate plans and elevations (or photographs), and;
vi. an opinion on the physical suitability of the building(s) for the proposed conversion.

54 When structural works are necessary to allow for conversion, proposals should be submitted to rectify the faults. Proposals should minimise the amount of demolition and rebuilding. For example, underpinnings will be preferable to demolition and rebuild, to ensure foundation support.

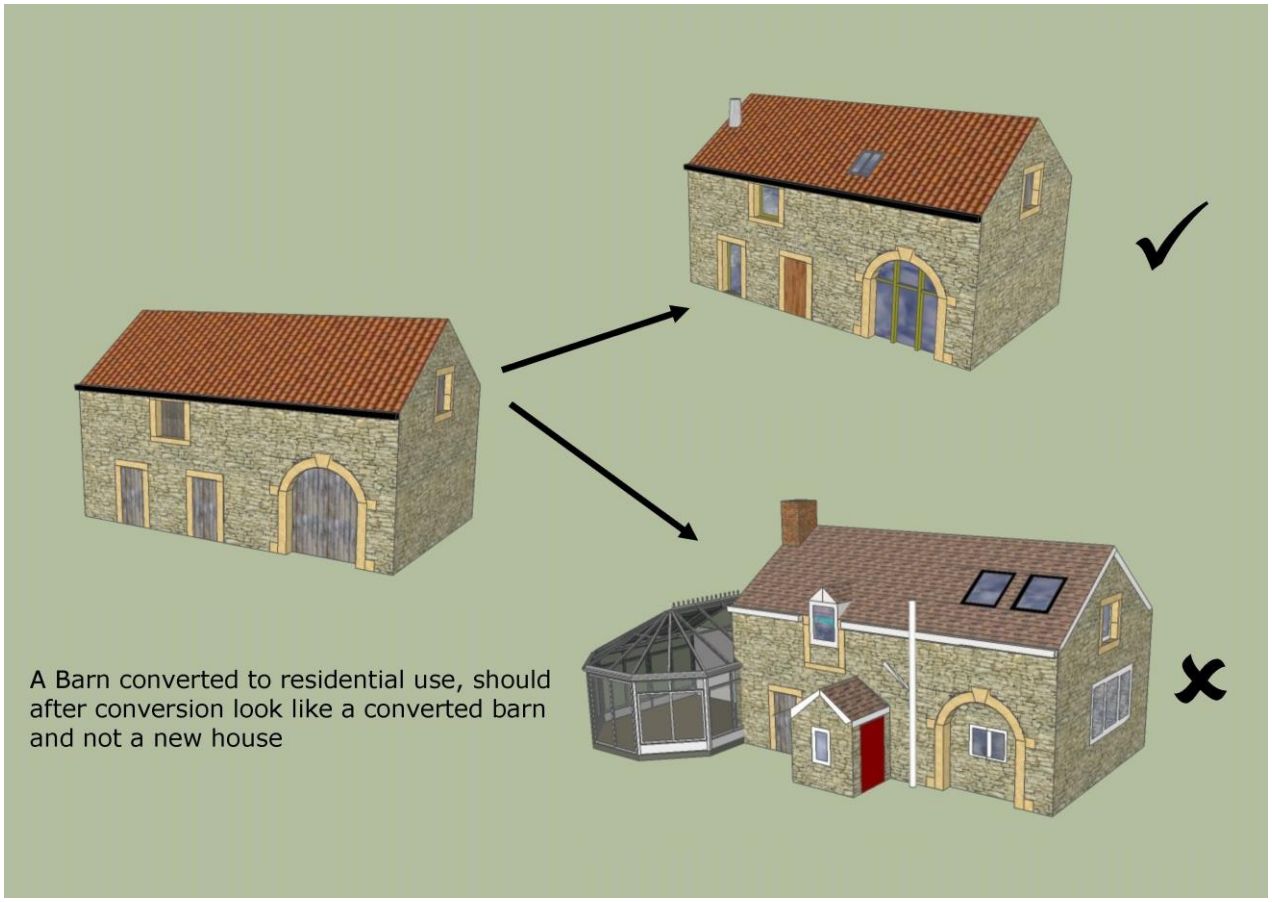
55 Farm buildings, and in particular older farm buildings, may contain animals and birds protected under the 1981 Wildlife and Countryside Act and The Conservation of Habitats and Species Regulations 2017. Examples include bats, Schedule 1 bird species including barn owls and nesting birds. As part of any conversion, it may be necessary to provide suitable areas for the protected species concerned to ensure their favourable conservation status. Early surveys (undertaken by a suitably qualified and experienced professional ecologist) to identify any potential ecology considerations is recommended due to survey seasons and potential mitigation lead-in time. The Council's Ecological Development Officer will be able to advise more specifically.

Design considerations

56 The successful conversion will take account of and respect the style and detail of the building(s), bring out the character, retain and re-use features and retain and use the existing spatial qualities of the interior. The applicant will need to liaise with the Planning Department to ensure the full statutory approvals are applied for and granted. The introduction of new window openings into an existing vernacular building will usually harm the character and appearance of the building and should be avoided where possible.

57 Figure 2 'Barn conversion example' shows how, for example, a barn conversion should, after conversion, look like a converted barn rather than a new house.

Figure 2 Barn conversion example



Setting

58 The setting of a vernacular rural building is a very important asset. The farmyard area can become cluttered with elements of general commercial or domestic living. For example yards can be divided by fences or walls and inappropriate external lighting used, all of which will have a detrimental effect on the building's setting.

59 A large uncluttered yard with existing stone setts should be retained if possible. It should not be subdivided by fences or hedges or cluttered or marked out parking bays. Boundary markings can be subtly achieved by using bricks or setts flush into the yard. Cart sheds, where they exist, are more suitable for the accommodation of vehicles than forming part of the ancillary accommodation of the conversion. Preferably they should not be closed with garage doors.

60 To protect the setting and to control further changes to the building, when granting planning permission for change of use to residential, the Council often removes all or some Permitted Development Rights. In all types of conversions the Council will also apply planning conditions to ensure that the conversion works are appropriate and use suitable materials. Those conditions that cannot be applied under planning legislation may, in some cases, be made in a legal agreement between the Council and applicant to ensure the appropriate conversion details.

61 Farm buildings are usually large and functional. Their robust design should enable all the functions of the new use to be contained within the existing buildings. The Council is likely to be critical of a conversion that requires any extension to facilitate the end-use. This will be especially enforced in any proposals affecting a Listed Building. The curtilage, or surrounding area, may contain features such as stone setts or stone walls. These features add to and define the character of the building and should be preserved.

Roofs

62 Roofs are large unbroken slopes. This important characteristic should be respected in conversion proposals.

63 In the east and south of the Borough, roofs are usually covered with hand-made clay tiles, laid on pine slats resting on main trusses of oak. However, roof trusses can be constructed in other timbers and many have been repaired with softwood timber.

64 Older barns may have a stone flag roof, laid in diminishing courses which should be preserved. Larger stone flags are usually laid to two or three courses at eaves level. This ensures that the roof over-sails the wall-plate and wall-head and remains watertight. Where it remains, this feature should be preserved. The total renewal of roof coverings will be resisted unless the covering is an original or vernacular material.

65 Domestic features such as dormer windows and chimneys should be avoided and are unlikely to be supported. Roof lights, set into the roof slope, may be appropriate on the private side of the building to light upper rooms.

66 Ridge lines usually show slight undulations. This is not necessarily a sign of structural weakness and it is not necessary to rebuild the roof to strengthen the ridge.

Openings

67 Existing openings should be retained in their current form; widening or blocking is not usually appropriate. Any remaining timber windows should be retained, with new timber "scarfed in" to repair rot or damage. All openings should be set in reveals of a minimum 150mm. New openings should be avoided if possible, but any that are proposed should be the minimum and match the proportions and random distribution of existing openings. The windows should preferably be constructed of wood, have glazing bars to match the existing and may be painted or stained. Threshing doors provide an opportunity to light the whole height of the building if used appropriately.

68 Doors should be simple timber plank, ledged and braced if no existing doors remain. It may be acceptable to glaze the upper portions of the doors. Any remaining doors in openings to be used as windows may be used as external shutters.

Rainwater goods

69 All rainwater goods should be of a simple profile and preferably made of cast iron or painted aluminium.

70 Listed Buildings may not have guttering and downcomers and it may be appropriate to leave them without if the building is not suffering as a result. The design should be simple, gutters crossing gables avoided and the downcomers be as few as possible in areas they least affect the buildings character.

Heating

71 Chimneys should be avoided as they are not usually a vernacular barn feature, are domestic in appearance and break the roof line. Metal flues of a neutral colour may be acceptable within the roof slope on the private side of the building. A specialist heating engineer should be consulted at an early stage in the design process to advise on the most appropriate heating solutions. Older buildings will suffer if high levels of dry heat, such as modern central heating are used, as the timbers and walls are designed to absorb water and release it in an open air environment.

Interiors

72 Threshing barns had few partitions and space is an important component to retain. Rooms may be larger than 'standard' to accommodate this and the limited number of openings. This will influence the number of units a building can accommodate. In farm buildings totally or partially open to the roof, at least one bay should remain so.

Fabric repairs

73 Repairs to walls can be inappropriate and totally change the character of the building. Many red sandstone or yellow limestone repairs need careful consideration. Any mortar should be sacrificial and weather faster than the surrounding stone to ensure the face of the stone remains intact. The mortar should be lime rich to allow movement and the moisture accumulation and evaporation usual in old stone buildings. Ribbon pointing should be avoided as it is not a vernacular form in the Borough and is damaging to the surrounding stone.

74 Vernacular farm buildings are well used, with the patina of age forming a significant part of their character. Stone replacement and redressing should be minimised. A matching second hand stone should be used to replace a damaged stone. 'Plastic repair' should be avoided. Stone cleaning is not desirable for farm buildings and would detrimentally affect the character of the building and its setting within the landscape.

Change of Use of Land

Green Belt guidance 6

Planning applications to change the way land is used will need to show that the openness of the Green Belt will not be affected and there is no conflict with the reason the land was made part of the Green Belt. They shall also comply with local and national policy which establishes that inappropriate development should not be approved except in very special circumstances, and that 'very special circumstances' will not exist unless the potential harm to the Green Belt by reason of inappropriateness, and any other harm resulting from the proposal, is clearly outweighed by other considerations.

While the construction of new buildings for limited infilling or the partial or complete redevelopment of previously developed land (whether redundant or in continuing use, excluding temporary buildings) is not considered to be inappropriate in the Green Belt in the NPPF (1) , any planning application should demonstrate that the proposed development would:

- not have a greater impact on the openness of the Green Belt than the existing development; or
- not cause substantial harm to the openness of the Green Belt, where the development would re-use previously developed land and contribute to meeting an identified affordable
- housing need within the area of the local planning authority.

Key policy reference: SP2 Development in the Green Belt; SP10 Proposals for Outdoor Sports, Outdoor Recreation and Cemeteries in the Green Belt

Extending gardens beyond property boundaries

75 The NPPF states that the fundamental aim of Green Belt policy is to prevent urban sprawl by keeping land permanently open and that one of the five purposes of the Green Belt is to safeguard the countryside from encroachment. Whilst a planning condition could be attached to any application for garden extensions (either into the Green Belt, or to a property within the Green Belt) that would remove permitted development rights (such that no outbuildings could be built on the land) this would not control other structures that do not constitute development. As such, it is considered that the change of use to residential garden constitutes inappropriate development and very special circumstances would have to be demonstrated to justify such development.

1 paragraph 149(g) of the NPPF (2021)

Agriculture and Forestry

Green Belt guidance 7

Proposals should have regard to the guidance below where they involve:

- applications for new agricultural or forestry buildings or structures;
- applications for a new rural worker's home;
- diversifying a farming business;
- farm shops;
- economic diversification in rural areas.

Key policy references: SP3 Rural Workers Dwellings in the Green Belt; SP7 New Agricultural or Forestry Buildings and Structures in the Green Belt; CS9 Transforming Rotherham's Economy

Applications for new agricultural or forestry buildings or structures

76 Any new agricultural or forestry building or structure must be needed, designed and constructed only for agricultural or forestry purposes. This prevents the building of property which is intended to be converted (for example, into a home). In accordance with Part 6 the General Permitted Development Order, and Policy SP7 New Agricultural or Forestry Buildings and Structures in the Green Belt, any new building not used for agriculture within 10 years should be removed, and this could be controlled by way of a planning condition or S106 Legal Agreement. In addition, it should be commensurate in size to the agricultural use of the land.

Applications for a new rural worker's home

77 Green Belt land in Rotherham is never far from a built-up area where there is a considerable supply of housing. For this reason, planning permission for a rural worker's home in the Green Belt would only be granted in very special circumstances.

78 The NPPF (at paragraph 80) makes clear that isolated new houses in the countryside require special justification for planning permission to be granted. One of the few circumstances in which isolated residential development may be justified is when accommodation is required to enable agricultural, forestry and certain other full-time rural workers to live at, or in the immediate vicinity of, their place of work (see Policy SP3 Rural Workers Dwellings in the Green Belt). It will often be as convenient and more sustainable for such workers to live in nearby towns or villages, or suitable existing dwellings, so avoiding new and potentially intrusive development in the countryside. However, there will be some cases where the nature and demands of the work concerned make it essential for one or more people engaged in the enterprise to live at, or very close to, the site of their work. Whether this is essential in any particular case will depend on the needs of the enterprise concerned and not on the personal preferences or circumstances of any of the individuals involved.

79 It is essential that all applications for planning permission for new occupational dwellings in the countryside are scrutinised thoroughly with the aim of detecting attempts to abuse (e.g. through speculative proposals) the concession that the planning system makes for such dwellings. In particular,

it will be important to establish whether the stated intentions to engage in farming, forestry or any other rural-based enterprise, are genuine, are reasonably likely to materialise and are capable of being sustained for a reasonable period of time. It will also be important to establish that the needs of the intended enterprise require one or more of the people engaged in it to live nearby.

80 It will therefore be necessary to demonstrate a functional need for the dwelling and that the business which it supports is financially stable to justify a permanent dwelling. Where the dwelling is to support a new business venture, it may be more appropriate to provide temporary accommodation in the short term until the business is established and the need for a permanent dwelling proven.

Conditions

81 If planning permission is granted for a permanent home, the Council will remove permitted development rights for further extensions to, and new buildings within the curtilage (the small area forming part or parcel of the home or building within which it is contained or to which it is attached) of the agricultural or forestry worker's home. This is to make sure that further development cannot reduce the openness of the Green Belt.

82 The Council will also apply an 'occupancy condition' to state that the home can be lived in only by a rural worker in the area, or such a person's widow, widower or dependents.

Removing the occupancy condition

83 The Council may remove the occupancy condition explained above only if it can demonstrate:

- the worker no longer needs to live close to the relevant activity (in which case justification and reason would be required); and
- there is no demand for a rural worker's home in the area. In this case, the rural worker's home must have been put up for sale with a land agent, at a price agreed with us that takes account of the occupancy condition, for at least 12 months and have received no reasonable offer. Adverts should have been placed regularly in local newspapers and agricultural publications. Written proof in the form of invoices for adverts would be required and correspondence with land agents, valuers (to ensure valuation is undertaken in accordance with a recognised valuation standard and the sale price has been set reasonably), interested parties, and so on.

Diversifying a farming business

84 In accordance with chapter 6 of the NPPF, 'Supporting a prosperous rural economy', the Council recognises that farm businesses may need to diversify (move into other business activities) in rural areas to bring about benefits such as protecting or creating jobs, reusing buildings that might otherwise become derelict, and supporting other rural businesses. Diversification can take a variety of forms from setting up a farm shop to using farmland for leisure. Policy CS9 Transforming Rotherham's Economy supports rural farm diversification proposals where they are modest in scale, additional to the main agricultural / farm use and re-use existing buildings wherever possible.

85 The Council will allow existing buildings to be re-used for other purposes as long as the use does not have a significantly greater effect than the present use on the openness of the Green Belt, and does not conflict with the purposes of including land within it. The same two conditions apply

for making any significant change in the use of land. Diversification will not justify activities that harm the openness or purposes of the Green Belt or the attractiveness of the area.

Farm shops

86 Planning permission would not be required to sell unprocessed goods produced on the farm, and a minimal amount of other related goods, from the farm. Farm shops play an important role in providing fresh produce to local people, and are a good example of diversification. However, planning permission would be required to sell produce which have not produced on site (within the farm).

Economic diversification in rural areas

87 Economic diversification in rural areas is different from farm diversification. It relates to the creation of new businesses not directly related to farming. As no part of the Green Belt in Rotherham is far away from a built-up area, and there is a significant amount of vacant industrial land and industrial properties available for use, there are ample opportunities for new businesses to be set up within built-up areas. Economic diversification in rural areas is not sufficient reason for needing new buildings for a new non-agricultural business in the Green Belt. Even before considering Green Belt issues, non-agricultural businesses are often better suited to a built-up area because they have better public-transport links, they promote development on land that has been built on before and they are closer to a greater number of potential customer, workers and supporting services.

Equestrian Development

Green Belt guidance 8

Proposals should have regard to the guidance below where they relate to equestrian development and any associated change of use of land.

Key policy reference: SP10 Proposals for Outdoor Sport, Outdoor Recreation and Cemeteries in the Green Belt

88 The grazing of horses on agricultural land does not constitute a material change from a former agricultural use. Land can be used for grazing, if horses are turned onto it with the primary purpose of feeding them from it, but not if they are kept on it for some other purpose (such as exercise or recreation) when grazing is seen as completely incidental and inevitable. To be classed as 'grazing land' at least 0.5 hectares per horse must be provided, unobstructed by buildings, (as recommended in Defra's Code of Practice for the Welfare of Horses, Ponies, Donkeys and their Hybrids – December 2017). Additionally, if any feeding takes place other than from the grazing land, for example an alternative food source is brought onto the site/land from elsewhere, then a material change of use of the land will have taken place and planning permission would be required.

89 All permanent stables/shelters will need planning permission. Mobile field shelters may not need planning permission, depending on size, construction, physical attachment to the ground and their intended degree of permanence, though as noted above, the associated use of the land for the keeping of horses will require permission for a change of use.

90 Contact the Council (see the contact details section) with full details of the proposal to find out if planning permission is required.

Criteria

91 Paragraph 149(b) of the NPPF notes that new buildings (such as stables) are only acceptable if they provide appropriate facilities for outdoor sport and outdoor recreation, and as long as they preserve the openness of the Green Belt and do not conflict with the purposes of including land in it. If planning permission is required for the equestrian development in the Green Belt, planning permission would only be granted if the proposal meets factors (a) to (e) listed in Section 2 of this guidance note, relevant draft planning policies and the following criteria:

- Stables should be a suitable distance away from homes to avoid problems of smell, noise, pests and so on (taking account of wind directions and other relevant factors). Officer will seek guidance on an appropriate distance from our Environmental Health Department.
- Existing buildings should be used wherever possible and any new buildings should generally be made from wood with felt roofs so they are relatively easy to dismantle when they are no longer needed and are in keeping with the character of the Green Belt.
- Stables and associated tack room/storage should be appropriate for the outdoor recreational use of the associated land, and genuinely required for that use. Livery proposals will be considered on their impact on the character and amenity of the area.

Contact Details

If you have any questions regarding this Supplementary Planning Document please contact Planning Policy:

Submit an enquiry to Planning Policy online:

https://www.rotherham.gov.uk/xfp/form/535

Email:	planning.policy@rotherham.gov.uk
Telephone:	01709 823869
Website:	https://www.rotherham.gov.uk/localplan
Post:	Planning Policy, Planning, Regeneration and Transport, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

For planning application and pre-application advice, please contact Development Management:

Submit an enquiry to Development Management online:

https://www.rotherham.gov.uk/xfp/form/216

Email:	development.management@rotherham.gov.uk
Telephone:	01709 823835
Website:	https://www.rotherham.gov.uk/planning
Post:	Development Management, Planning, Regeneration and Transport, Regeneration & Environment Services, Rotherham Metropolitan Borough Council, Riverside House, Main Street, Rotherham, S60 1AE

Appendix 1 Calculating Volumes

Volume of extensions to buildings in the Green Belt

92 As explained, the Council will not usually agree to extensions to buildings in the Green Belt if the volume of the original building would be increased by more than 33%. You must submit plans and your calculations of the increase in volume with your application.

93 Further information regarding how to calculate volumes is provided below, and a worked example is included at Figure 3 'Working out the percentage increase in the volume of your home'.

Volume of original building

94 When working out the volume of an original building, use external measurements. For the purpose of this calculation, the original building is the building as it existed when it was built or on 1 July 1948, whichever is the later.

95 Measurements should include:

- the roof space;
- the volume below any original raised decking/balconies;
- any attached buildings (i.e. garages) if they were constructed at the same time as the building or added before 1 July 1948.;
- any secondary building (where built at the same time as the original building, or if in existence prior to 1 July 1948) that is within 5 metres of the original building.

96 Measurements should not include:

- any extensions added after the original building was built unless they were added before 1 July 1948;
- the volume of an area enclosed by railings etc around a balcony or by walls, but which do not have a roof;
- basements and any other parts of the original building which are below ground level.

97 Having regard to the Warwick District Council v Secretary of State (Eyre J, 12 August 2022), any secondary building that is more than 5 metres from the main building maybe counted as part of the volume of the original building. Each case would be considered on its own merit. Similarly, any outbuilding that is more than 5 metres from the original building maybe counted towards the overall volume of the original building.

98 Any outbuilding (or extension to that outbuilding) within 5 metres of the original building will count towards the 33% limit.

99 Any lawful outbuildings that are to be removed should be included as a separate volume calculation if you are relying on them to increase the volume of the original building by more than 33% or a replacement building by more than 10%.

Volume of Extensions

100 Measurements should include:

- the roof space;
- basements and any other parts of the building which are below ground level;
- The volume below any raised decking/balconies.

101 Measurements should not include the volume of any proposed area enclosed by railings etc around a balcony or by proposed walls, but which do not have a roof. High walls/ boundaries proposed will be considered on their merits in terms of the combined impact they have, with the extension, on the openness of the Green Belt.

Volume of existing and replacement buildings in the Green Belt

102 As explained, the Council will not usually agree to extensions to buildings in the Green Belt if the volume of the original building would be increased by more than 33%. You must submit plans and your calculations of the increase in volume with your application. When working out the volume of an existing building, use measurements taken from outside the walls (external measurements). Submitted plans should also include ALL existing outbuildings within the curtilage of the property on the existing layout, and ALL of those buildings to be retained once the replacement building is constructed. This will allow the Council to enter into a S106 Legal Agreement with the applicant to prevent additional outbuildings being subsequently erected (before any permission for the replacement building is implemented).

Existing building:

103 Volume measurements (external) of the existing building should include:

- the roofspace;
- The volume below any raised decking/balconies;
- Any attached extensions;-
- any secondary building (where built at the same time as the original building, or if in existence prior to 1 July 1948) that is within 5 metres of the original building.

104 Your measurements should not include:

- Basements and any other parts of the building which are below ground level;
- The volume of an area enclosed by railings etc around a balcony or by walls, but which do not have a roof, no matter how near to the building the area is.

105 Having regard to the Warwick District Council v Secretary of State (Eyre J, 12 August 2022), any secondary building that is more than 5 metres from the main building maybe counted as part of the volume of the original building. Each case would be considered on its own merit. Similarly, any outbuilding that is more than 5 metres from the original building maybe counted towards the overall volume of the original building.

106 Any outbuilding (or extension to that outbuilding) within 5 metres of the original building will count towards the 33% limit.

107 Any outbuildings to be removed should be included as a separate volume calculation if you are relying on them to increase the volume of the replacement building by more than 10%.

Proposed building:

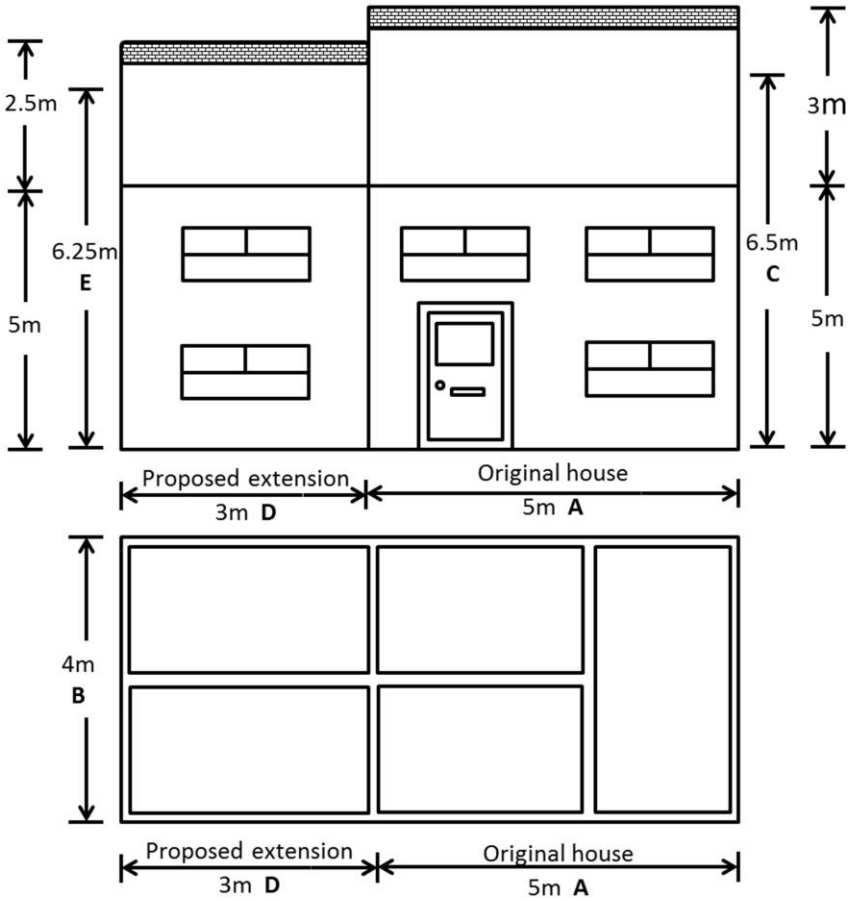
108 Volume measurements of the proposed building should include:

- the roofspace;
- the volume below any raised decking/balconies;
- proposed basements and any other parts of the building which are below ground level;
- proposed outbuildings (for example, garages) or structures which have a roof and so enclose

space.

109 Your measurements should not include the volume of an area enclosed by railings etc around a balcony or by walls, but which do not have a roof.

Figure 3 Working out the percentage increase in the volume of your home



Original home						
A Width in metres	**X**	**B** Length in meters	**X**	**C** Height in metres midway between eaves and ridge	=	**Volume (m^3) of home**
5m	**X**	**4m**	**X**	**6.5m**	=	**130m^3**
Extension						
D Width in metres	**X**	**B** Length in meters	**X**	**E** Height in metres midway between eaves and ridge	=	**Volume (m^3) of extension**
3m	**X**	**4m**	**X**	**6.25m**	=	**75m^3**

Percentage increase in volume of your home:

Volume of extension divided by Volume of original house $\frac{75m^3}{130m^3}$ **X 100 = 57.7%**

Appendix 2 Light Spillage, Light Glare and Sky Glow

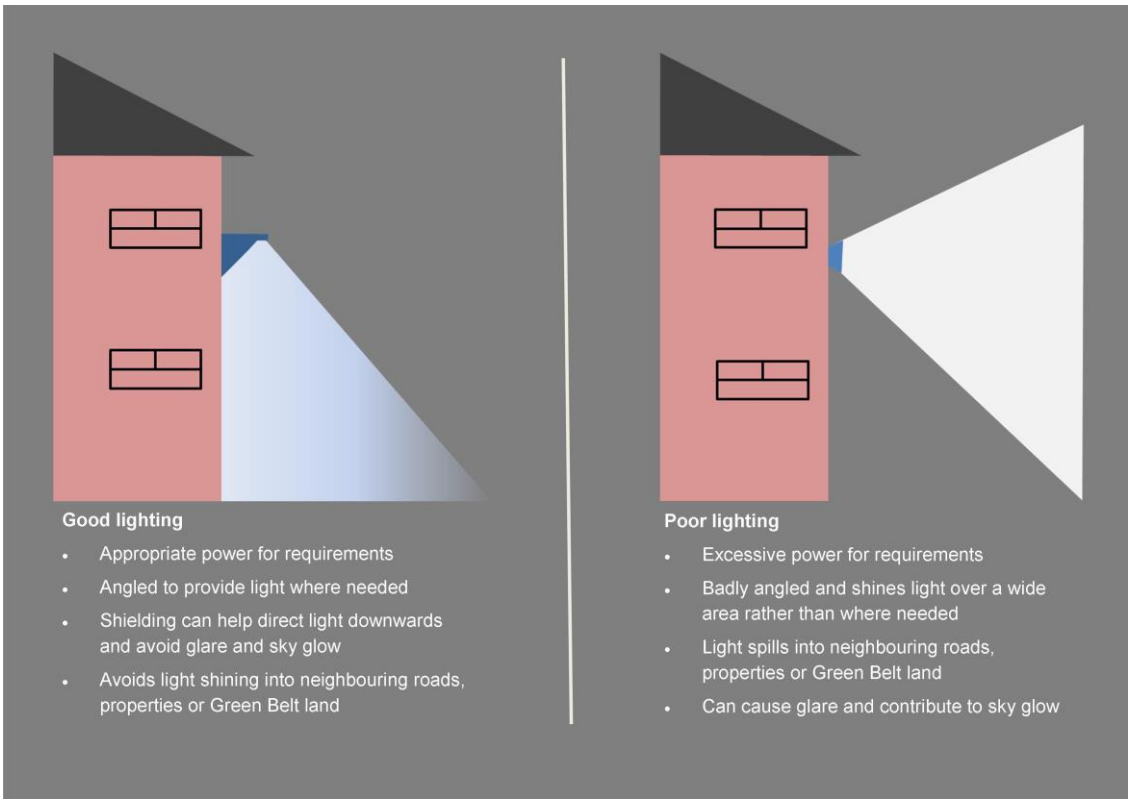
110 Floodlights can have the following three effects which can lead to an adverse effect on the Green Belt:

- Light spillage (also known as light trespass) – this is light spilling beyond the boundary of the property the light is on. It can lead to large areas in the Green Belt being made highly visible and standing out.
- Light glare – this is dazzling people, causing blind spots in their vision, which can cause a serious danger to drivers.
- Sky glow – this is when artificial light, from the ground is scattered through the atmosphere by dust particles and water droplets. This results in a glow in the sky (making it difficult to see the night sky) and increased light levels on the ground, even in areas some distance away from the light sources.

111 Artificial lighting would have potential impacts on wildlife such as bats, it is therefore important to thoroughly assess and mitigate any lighting scheme. Further advice can be sought from the Council's ecologist and Local Wildlife Trust.

112 Figure 4 'Examples of good and poor lighting' below shows how poor lighting can lead to light spillage, glare and sky glow, and how measures can be taken to provide good lighting solutions.

Figure 4 Examples of good and poor lighting



Rotherham local plan

Appendix 6

Rotherham Metropolitan Borough Council

Consultation Statement

accompanying adoption of the following Supplementary Planning Documents:

Developer Contributions
Biodiversity Net Gain
Trees
Preparing a Soils Strategy
Development in the Green Belt (revised)

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Appendix 6

Consultation Statement accompanying adoption of Supplementary Planning Documents July 2023

Introduction

1. This Statement accompanies the following Supplementary Planning Documents (SPDs):
    - Developer Contributions SPD
    - Biodiversity Net Gain SPD
    - Trees SPD
    - Preparing a Soils Strategy SPD
    - Development in the Green Belt SPD (revised)

2. A SPD must be prepared in line with the requirements of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) (hereafter referred to as 'the Regulations').

3. Before adopting any SPD, local authorities are required[1] to prepare a 'Consultation Statement' setting out who was consulted in connection with the preparation of the SPD, the main issues raised in response to the consultation, and how those issues were addressed in finalising the SPD.

4. Once adopted, they are a material consideration which can be taken into account when determining planning applications.

Background

5. Rotherham's Local Plan consists of:
    - Rotherham Core Strategy 2013 – 2028 (adopted September 2014)
    - Rotherham Sites and Policies Development Plan Document (adopted June 2018)
    - Barnsley, Doncaster and Rotherham Joint Waste Plan Core Strategy (adopted March 2012)
    - Dinnington St John's Neighbourhood Plan (adopted May 2021)
    - Wickersley Neighbourhood Plan (adopted May 2022)

6. The Rotherham Local Plan provides the framework for determining planning applications. SPDs provide additional detail and guidance on how policies in the Local Plan will be applied when determining planning applications.

[1] Regulation 12 The Town and Country Planning (Local Planning) (England) Regulations 2012

7. Following adoption of the Local Plan, the Council is in the process of updating a number of existing planning guidance documents and preparing new guidance to provide further assistance and clarification to applicants when preparing planning applications.

Consultation

8. Preparation of the SPDs has been undertaken by, or in conjunction and consultation with, relevant services within the Council. The Council's Development Management service within Planning has reviewed all the draft SPDs.

9. In October 2019 the Council adopted a revised Statement of Community Involvement, which sets out how and when people can influence new planning documents. Consultation on the draft SPDs has been undertaken in accordance with the guidance in this document.

10. The Council's Cabinet approved public consultation on the draft Supplementary Planning Documents at its meeting on 11 July 2022.

11. A Members seminar was held on 04 October 2022 at the Town Hall and 11 Councillors attended.

12. Regulation 12(b) states that when seeking representations on draft SPDs, then all documents must be made available in accordance with Regulation 35. This requires the Council to make documents available at its principal office and other places within the area that the Council considers appropriate, and to publish the document on the Council's website. The table below sets out the details regarding the consultation exercise.

Table 1: Consultation Plan

When were the SPDs consulted on?		Regulation 12(b) of the Regulations requires consultation over a minimum of four weeks. Consultation took place over a five week period, from 12 September to 17 October 2022.
What documents were published?		The following documents were made available as part of the consultation: • Developer Contributions SPD • Biodiversity Net Gain SPD • Trees SPD • Preparing a Soils Strategy SPD • Development in the Green Belt SPD (revised) • The consultation statement • Representation forms
Where were documents published?	Website	The draft SPDs were available to view on the Council's consultation website: https://rotherham-consult.objective.co.uk/kse

		Links were also provided from the main Planning Policy webpage: https://www.rotherham.gov.uk/localplan https://www.rotherham.gov.uk/consultations
	Printed copies	Printed copies of the draft SPDs were available to view at the Riverside House library within opening hours. If a hard copy is required, this can be provided at a reasonable cost by contacting the Planning Policy Team.
How was the consultation publicised?	Notifications	The Council's Planning Policy team maintain a database of those persons and organisations interested in the preparation of the Local Plan and other planning documents (general and specific consultees). Consultees were notified of the consultation by email.
	Press notice	Notices publicising the consultation were placed in local newspapers and on the Council's website. • Rotherham Advertiser (08 September 2022) • Worksop Guardian (16 September 2022) • Council press release (07 October 2022)
How could people comment?	Website, email and post	Comments could be provided through our consultation website, by email or by post. Details of how to comment were set out in the press notice, on the website, in the consultation statement, and in consultee notifications.

13. The Council published a consultation statement alongside the draft SPDs, in line with the requirements of Regulation 12(a) of the Regulations. This statement has been updated post-consultation, setting out who was consulted in connection with the preparation of the SPDs, the main issues raised in response to the consultation, and how those issues were addressed in finalising the SPDs.

Consultation responses

14. The following table and sections summarise the main issues raised in representations received on each draft SPD and how they have been addressed in preparing the final SPDs. Tables 1 to 5 in Appendix 1 set out the details of representations from consultees, the Council's response, and any subsequent changes to SPDs.

Table 2: Number of representations received

Document	Number of representations received
Developer Contributions SPD	8
Biodiversity Net Gain SPD	13
Trees SPD	9
Preparing a Soils Strategy SPD	7
Development in the Green Belt SPD (revised)	11

Non-specified	2

Developer Contributions SPD

15. Table 1 in Appendix 1 sets out details of the representations received, the Council's response to these, and the proposed changes to the SPD as a result.

16. Representations received to this emerging draft SPD have been carefully considered, and in the light of the representations also received to the draft Trees and Biodiversity Net Gain +10% SPDs, appropriate amendments have also been made to the Developer Contributions SPD where this is considered necessary.

17. Whilst illustrative examples of costs have been provided within this emerging SPD; these are not necessarily the up-to-date costs that will be used to determine all contributions via S106 planning obligation but are illustrative of the methodology presented for seeking appropriate contributions. It is considered the methodology presented in the SPD is sound.

18. Issues raised regarding the viability of delivering planning obligations have been carefully considered by the Council in drafting the SPD, and it is considered that the methodology and approach set out in the SPD provides a robust basis for negotiating S106 planning obligations in accordance with the National Planning Policy Framework and its accompanying National Planning Policy Guidance.

19. In addition to changes as a result of representations received, the Council also revised the SPD in light of further comments from colleagues in the Transportation Team, reflecting changes in attitude over the last decade towards active travel and promoting walking, cycling and the use of public transport. The council through its Transportation Team will consider any potential enhancements to network rail infrastructure in the light of its commitment to Active Travel.

Biodiversity Net Gain SPD

20. Table 2 in Appendix 1 sets out details of the representations received, the Council's response to these, and the proposed changes to the SPD as a result.

21. Considerable representations were received to this draft SPD from a variety of organisations. All representations have been read and fully considered and subsequent changes made to the emerging draft SPD. This is a new field of work and from November 2023, each developer (with only a few exceptions for householder and other minor development schemes) will need to demonstrate that their proposals deliver 10 percent biodiversity net gain. Some of this net gain may be able to be delivered on site but there will also be a need to off-set biodiversity enhancements to other land that is not proposed to be developed.

22. Given the complexity and newness of these BNG+10% proposals the draft SPD, that was based on best practice guidance at the time of report drafting, and used guidance issued by Defra at that time, was consequently bound to attract substantial comment and representation. Following on from the consultation close, a number of further learning opportunities have presented themselves:

- Training has been offered by the Planning Advisory Service (on behalf of Defra and Natural England).
- Through this training the work of other Councils involved in pilot projects over the last ten years was presented and shared with the network of other local authorities; this has clarified how other local government colleagues are approaching these issues and matters.

23. In the light of these learning opportunities, the Council's recently appointed ecologist along with Planning Policy team, has worked through all representations received and being mindful of emerging national guidance and secondary legislation, has amended the draft SPD to better reflect all current known requirements of the legislation, and to clarify and expand on areas and issues of concern raised through the consultation.

24. It is important to note that whilst representations raised concerns with some elements of the SPD, there was also significant support for this SPD to be adopted by the Council; and offers of help in re-drafting the report were received from Natural England, the Environment Agency and Sheffield and Rotherham Wildlife Trust.

Trees SPD

25. Table 3 in Appendix 1 sets out details of the representations received, the Council's response to these, and the proposed changes to the SPD as a result.

26. The main issues raised in the representations were:

- 'long established woodland' also warrant protection like other protected habitats
- Heritage assets
- Trees are an important part of wildlife corridors and habitats connectivity
- Management plan

27. The Council appreciates the received representations have made some helpful recommendations to ensure the SPD is comprehensive on all aspects in relation to trees in development.

28. The reference to policies and legislation have been strengthened and clarified. This will help applicants and officers to consider not only the effects of proposed development on the trees but the associated impacts and mitigations on blue and green infrastructure, habitat, nature recovery and historic assets.

29. The Council also acknowledges the need for the SPD to emphasise the importance of general tree planting in development proposals and careful management as it will contribute to the enhancement of the natural environment and mitigating the impacts of climate change.

30. In addition to changes as a result of representations received, the Council has made changes to the layout and section of the SPD for clarity purpose.

Preparing a Soils Strategy SPD

31. Table 4 in Appendix 1 sets out details of the representations received, the Council's response to these, and the proposed changes to the SPD as a result.

32. The main issues raised in the representations were:

- Prevent invasive species being introduced to sites through imported soils
- Additional reference to relevant national guidance
- Lack of reference on contaminated and landfill soils including the reference to 'Definition of Waste: Development Industry Code of Practice (DoWCoP) published by Contaminated Land: Applications in Real Environments (CL:AIRE)

33. These representations have been carefully considered. Clarifications have been made to the SPD to include additional references acknowledging the requirement for statutory consultation with Natural England and to reflect available national guidance.

34. One respondent has raised issues with the wording provided in the Policy Guidance Notes. These issues have been carefully considered alongside the representations from the Environment Agency and Natural England.

35. The guidance within the SPD is specifically concerned with protecting the ecological quality of the soils and subsoil present for the wider benefit of biodiversity. The purpose of the SPD is not to provide guidance on contaminated and unstable land as covered by Local Plan policies CS27 'Community Health and Safety' and SP54 'Contaminated and Unstable Land'. In considering planning applications, with respect to this issue the views and guidance from the Council's Environmental Health Team will be sought.

Development in the Green Belt SPD (revised)

36. Table 5 in Appendix 1 sets out details of the representations received, the Council's response to these, and the proposed changes to the SPD as a result.

37. The main issues raised in the representations were:

- Clarify wordings in relation to buildings that are of historic interest
- Agricultural businesses and economic diversification

- The effect of the High Court decision - Warwick District Council v Secretary of State (Eyre J, 12 August 2022)
- Policies relate to infill development and replacement buildings
- Green Belt allocation

38. The SPD has been prepared in line with the policies of the Core Strategy and Sites & Policies Documents and the proposed revision to the SPD is to clarify the definition of secondary buildings.

39. The High Court decision is significant to the interpretation of para.149(c) of the NPPF, exempting the construction of new building being inappropriate in the Green Belt where 'the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building.' The case concluded *'I am satisfied that [NPPF para.149(c)] is not to be interpreted as being confined to physically attached structures but that an extension for the purposes of that provision can include structures which are physically detached from the building of which they are an extension.'*

40. The Council has revised the SPD to give weight to this decision. Any secondary building that is more than 5 metres from the main building, may be counted as part of the volume of the original building. Similarly, any outbuilding that is more than 5 metres from the original building may be counted towards the overall volume of the original building. Each case will be considered on its own merit.

41. Some representations relate to specific issues regarding Green Belt allocations and policy; however the Council is not currently reviewing Green Belt boundary or policies in the Sites and Policies Document. These representations are not relevant to the proposed changes to the guidance in the SPD and therefore no changes have been made to the document.

42. In addition to changes as a result of representations received, the Council has updated the paragraph numbers relating to the NPPF to reflect the latest 2021 publication. The contents of the relevant paragraphs remain unchanged.

Adoption Statement

43. In accordance with Regulation 14 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), notice is hereby given that the following Supplementary Planning Documents were formally adopted on 10 July 2023 by the Council:
    - Developer Contributions SPD
    - Biodiversity Net Gain SPD
    - Trees SPD
    - Preparing a Soils Strategy SPD
    - Development in the Green Belt SPD (revised)

44. The adopted SPDs, along with the consultation statement and this adoption statement, can be viewed on the Council's website: www.rotherham.gov.uk/localplan.

The documents are also available to view at the Council's principal offices: Riverside House, Main Street, Rotherham, S60 1AE.

45. Any person with sufficient interest in the decision to adopt the Supplementary Planning Documents listed above may apply to the High Court for permission to apply for judicial review of the Council's decision to adopt it. Any such application must be made promptly and, in any event, not later than 3 months after the date on which this Supplementary Planning Document was adopted (10 July 2023).

Appendix 1: Consideration of representations received

Table 1: Developer Contributions SPD

Consultee	Summary of representation
Sheffield and Rotherham Wildlife Trust and Yorkshire Wildlife Trust	**Section 3. Biodiversity Net Gain** It has been confusing for us reading and commenting on the draft BNG SPD and then this draft SDP – there is a lot of overlap – it is our view that information in this document should be in the SPD (only) and information about contributions should be in this document but is currently in the SPD. The documents do not refer to each other so developers may only look at one. Throughout – replace Defra Metric 3.0 with 'the latest version of the Defra Metric' (you can then delete para 143). Also for consistency – stick with biodiversity (at the moment is a mix of bio-diversity and biodiversity) 136 – do you need this? How does this relate to the RMBC BNG SPD? Much repetition between the documents (e.g. all the local policy refs)– could this reference the SPD more instead as it is unlikely to be read in isolation. 145 – no it is not 'an overall BNG' - it is at least 10% gain in habitats, 10% in linear features and 10% gain in rivers (not all 3 may be present but they should not be combined as they are measured differently) 146 and…. 147 –153 this should be in the SPD – the way it is written here is clearer and more succinct than the SPD 154 – Outline applications and phased applications are not covered in the SPD and should be. 155-160 Again this should be in the SPD – much clearer here though! 160 UKHabs is recommended rather than translation from Phase 1 161 and 164 – yes really good to see these here (although it should be in the SPD as we commented) What will RMBC do in terms of enforcement if the required units are not delivered by the developer or anyone they are working with? This needs to be covered here or in the SDP. 168-169 – do not seem strong enough as at what point will the planning condition be signed off –not after 30 years! 171 – Not sure what Conservation Target Areas are – perhaps something in West Yorkshire that is not relevant in Rotherham? This is inconsistent to the wording in para 83 of the draft RMBC BNG SPD "All off-site BNG projects must be delivered as close to the development site as possible or at least within the Borough." This document does not actually say how much the BNG developer contributions are? This is covered in the SPD which is not referred to?
	Council response

	Thank you for your representations on the emerging draft SPD. I have read your comments with interest and note the concerns raised. It is considered that many of these matters can readily be dealt with through minor changes to this chapter of the SPD.
	Changes to SPD
	The Council had amended the SPD to reflect the concerns raised by the Sheffield Rotherham Wildlife Trust and to aid clarity of the guidance within the SPD. Since publication of the consultation draft: Developer Contributions SPD, further guidance has been issued by Defra and Natural England that has provided greater clarity on the roles of Responsible Bodies; Conservation Covenants; and the need for monitoring of on-site Biodiversity Net Gain and the potential for enforcement action arising from non-delivery of the net gain agreed through planning condition, on-site over thirty years. In future, careful consideration will need to be given to the wording of any associated planning conditions for on-site Biodiversity Net Gain to meet the mandatory requirement for 10% net gain from November 2023.
Sheffield and Rotherham Wildlife Trust	**Summary of representation**
	Section 4. Trees We are supportive of valuing trees. This needs to be read in conjunction with the Trees SPD for it to make sense. Even so, there are some questions that require clarity which I have put in the Trees SPD **Section 5. Outdoor sports & recreational provision, green space and green infrastructure** 209 and green policy box and paras 236 and 237. Can creation, enhancement and maintenance of accessible natural green space as part of Green Infrastructure be added as an important driver. For example in the box – the **standards of provision** could include the Natural England 'Access to Natural Green Space Standards' as part of their new Green Infrastructure Framework see links https://designatedsites.naturalengland.org.uk/GreenInfrastructure/Home.aspx https://designatedsites.naturalengland.org.uk/GreenInfrastructure/Map.aspx and the access to green space data from the South Yorkshire Natural Capital Mapping could also be used (the maps are referred to but it is unclear if this is in relation to the access to greenspace). 239. Do S106 and CIL contributions need to be included in here?

	Council response
	Thank you for your representations on the valuing of Trees, your comments are noted, and minor changes are proposed to clearly reference the Trees SPD within the Developer Contributions SPD. With respect to Section 5. Outdoor sports & recreational provision, green space and green infrastructure, reference to the recently published: Introduction to the Green Infrastructure Framework - Principles and Standards for England January 2023 have also been included.
	Changes to SPD
	Reference to the Trees SPD has now been noted within the Developer Contributions SPD: A Trees SPD has been prepared that sets out in greater detail how to value amenity trees in development proposals. This emerging SPD has been consulted on at the same time as the Developer Contributions SPD; and a summary of the CAVAT system is presented within the Developer Contributions, given the use of S106 Planning Obligations to ensure the financial value and benefits of amenity trees is captured during the consideration of all planning applications. The Developer Contributions SPD presents a consistent methodology for seeking financial developer contributions and ensures consistency between this SPD and the more detailed Trees SPD that provide fuller guidance on all aspects of valuing trees in the determination of planning applications.
Fitzwilliam Wentworth Estate	**Summary of representation**
	Introduction These representations are made on behalf of The Fitzwilliam (Wentworth) Estate. FWE have a significant land holding interest within the Borough of Rotherham and have been actively participating at all stages in the Local Plan process both in terms of the adoption of the Core Strategy as well as the Sites and Policies Document. FWE have a broad range of sites and interests (including the Bassingthorpe Farm Strategic Housing Allocation) that we consider are both available and suitable for development to help contribute towards delivering the vision, objectives and spatial growth of the Borough and it is within this context we submit representation to the draft SPD regarding developer contributions. **Background**

	The Draft Developer Contributions SPD is a key document that will be influential in shaping the viability of all future development opportunity being promoted in Rotherham for the foreseeable future. It covers a request for contributions for the following items and also provides detailed mechanisms as to how these are calculated and achieved: • Education Provision (i.e. School Places); • Library Provision and Library Space; • Biodiversity Net Gain; • Amenity Trees; • Green Infrastructure, Green Spaces, Outdoor Sport and Recreational Provision; • Transport and Related Infrastructure; • Community Access Plans and other Management or Operational Plans; and • Local Primary Health Care Provision (e.g. medical centres). The pretext and justification behind this SPD is Policy CS32 of the adopted Core Strategy Local Plan which states: 'Development will be required to contribute to funding all or part of the items of infrastructure listed in the Infrastructure Delivery Schedule, through a combination of mechanisms such as a Community Infrastructure Levy (CIL) and S106 Planning obligations…' The policy does however go on to acknowledge the following: 'It is acknowledged that in some instances there may be a need for negotiation and prioritisation of the overall developer contribution requirements (based on what is needed to make the development acceptable and what the development can afford to contribute). Any negotiation will need to take account of all policy requirements stemming from this plan, including requirements such as affordable housing and renewable energy generation.' The Council also note there is a range of other policies in the Core Strategy that specifically cite the need for developers to mitigate for site-specific enabling infrastructure. It is accepted the Council can seek 'reasonable benefits' from the development subject to them being: • Necessary to make the development acceptable in planning terms; • Directly related to the development; • Fairly and reasonably related in scale and kind to the development;

Developer Contributions and Viability Considerations

The SPD makes reference to the Refreshed Appraisal Study in 2019 and it goes on to confirm that since that date, changes in new build house prices have outpaced build costs. Within this context the pretext for the SPD is confirmed at paragraph 66 which states:

'Overall, this has improved viability as well as coinciding with housebuilders booking growing levels of profits which have, in many cases, exceeded the input rates of capital profits assumed in carrying out development viability appraisals.'

The SPD then seeks to rebase the original viability appraisals to current prises although as acknowledge in paragraph 70 'the balance of changes in the above variable inputs used in calculating a site's worth and judging whether it is viable can only be confirmed by re-running all twenty-seven development appraisals for the sites included in the Refresh Appraisal Study where these sites do not have any grant of planning permission.'

It goes on to confirm that this research shall be conducted over the summer of 2022. However, we are not aware of this information being made publicly available as part of reviewing the draft SPD. To made key decisions about the proposed mechanisms and package of developer contributions set out within the SPD without them overburdening the viability of developments, we consider this information and evidence base is a vital and important element to review.

Until the results are known of the 27 development appraisals and these are formally released and properly scrutinised, we would express significant caution with regards to accepting the underlying reasoning found within paragraph 72 of the draft SPD which states:

'Based upon our understanding of the internal logic of the appraisal methodology, the results are expected to demonstrate an improvement in the position of viability in Rotherham. If this is found to be the case, then the resultant (emerging) evidence shall serve and provide a strong base for the Council's adopted Local Plans and its array of planning and housing policies.'

Our cautious view regarding the Council jumping to the conclusion that the evidence points to an improved position of viability in Rotherham is further exacerbated by the current levels of uncertainty in the economic and development market with rising construction costs and inflation. If the Council is to maintain its growth trajectory and its future economic growth objectives, we consider that an ever-expanding range of planning obligations proposed within

	the draft SPD, particularly when combined with CIL, will have to give way in order to ensure development viability. If you also add in the provision of affordable housing requirements and the costs for the provision of introducing low carbon sustainability measure, the burden of contributions will become too great. This will reduce land values and our experience is that landowners will simply choose not to sell land for development, which will have knock-on impacts in terms of maintaining an available supply to achieve the growth ambitions the Council is seeking to deliver. **Proposed Infrastructure Levy** The draft SPD seeks to introduce a range of different and complexed mechanisms for justifying a fair and reasonable approach to secure developer contribution. However, on 11 May 2022, the government announced details of a new Infrastructure Levy (IL) as part of the Levelling Up and Regeneration Bill. The Levy is the Government's proposed new way of calculating developer contributions towards affordable housing and infrastructure and will look to replace current arrangements under Section 106 and the Community Infrastructure Levy. The aim of this approach is to raise money for infrastructure whilst being more straightforward by seeking to remove the delay and uncertainty that is considered inherent in negotiating S106 Obligation agreements. Whilst we appreciate the details of IL are currently limited, it does provide strong evidence of Governments' thinking in terms of introducing a more manageable and simple approach to raising developer contribution which is in marked contrast to the underlying complexity and level of detail set out in the draft SPD. We consider that reference should be made as to how this draft SPD intends to align itself with the emerging IL. **Relationship Between the Developer Contributions and CIL Payments** If not carefully handled through the draft SPD there is a potential blurring and danger for the Council to request overlapping payments where the developer ends up paying twice towards the same infrastructure (commonly known as 'double dip') between their request for S106 obligation payments and the CIL payment. This concern has become more apparent since the relaxation of the CIL Regulations in 2019 as LPA's are no longer restricted to spending CIL receipts on infrastructure that is specified in their Regulation 123 lists. Instead, an annual

	infrastructure funding statement is published which sets out the infrastructure projects which the charging authority intends will be, or may be, wholly or partly funded by CIL. By removing Regulation 123, infrastructure can be funded by section 106 contributions once again. But the complexities around securing developer contributions within the draft SPD alongside these CIL payments has opened the door to double dipping and so greater transparency is required by the Council and this should be undertaken within the SPD. **Education Contributions** The Council propose an education contribution for all new housing development. This should not be the case and we suggest as an alternative there should be a threshold level for schemes of 15 houses or less where the contribution is not applied to avoid overburdening small scale schemes and the financial challenges faced by SME housebuilders. In addition, the draft SPD requests a contribution although some catchment areas where the proposed development is situated may already have a surplus of pupil places which should not trigger a contribution unless a tipping point is reach as a result of the scale of the development. **Biodiversity Net Gains** There is a general assumption in both this SPD and the draft Biodiversity Net Gains SPD that the level of net gain should be at least 10% for every development proposal. However, the Environment Act (Nov 2021) doesn't come into force until November 2023 so such a requirement would be currently in excess of the policy requirement (Policy CS20) which only requires an enhancement which in theory could be as little as 1% BNG until the new regulations come into force. Both draft SPDs should be amended to reflect current adopted local policies and include for transitional arrangements. **Open Space provision** Similar to calculating the proposed education contributions, the assessment of a developer's open space contribution is not underpinned by the existing position of need in the local catchment area, so we object to this being an automatic requirement for developments. Instead, any requirement should be informed by an evidence based need assessment. It is worth noting that the Council's Green Space Audit that would be used to assess local need is now over 17 years old, so we consider this evidence based work has become an unreliable and out of date. This evidence base should be updated before open space need contributions can be sensibility requested.

Summary

The amount of money that development proposals can contribute towards policy costs is limited if development is to remain viable. If the Council want to see growth accompanied with critical infrastructure and meet other sustainability objectives, then important decisions will have to be made about policy priorities and these comprises should be reflects in the draft SPD.

Council response

Thank you for your representations on the emerging draft SPD. I have read your comments with interest and note the concerns raised. It is important to note that work is ongoing to update the Affordable Housing Refresh Study July 2019 and currently published on the Council's web pages. This emerging SPD sets out the over-arching principles for securing development contributions through planning obligations to mitigate impacts arising from new development in Rotherham Metropolitan Borough Council. All costs included in this SPD are illustrative and are subject to change over time. They are provided as example costings at the time of preparation. Further clarification and up to date costs shall be sought by the applicant at the time of submission of the planning application.

As you note in your response, the aim of this approach is to raise sufficient finance to support key strategic and community infrastructure and seeks to remove the delay and uncertainty that some developers consider inherent in negotiating S106 Obligation agreements through the provision of a clear methodology and principles to be followed. This SPD sits alongside the previously adopted Affordable Housing and Developer Contributions SPDs.

Further consultation relating to the Infrastructure Levy has recently been published and the Council is aware of this. However, it is highly unlikely that the Infrastructure Levy will apply to all local authority planning decision-making in the near future. It appears that this most recent public consultation recommends the use of Pilot projects in a test and learn approach prior to its full implementation in the future from mid-2020's to end 2020's.

The Council publishes an annual Infrastructure Funding Statement that details the Community Infrastructure Levy payments that have been made by developers, or landowners; and the S106 planning obligations received over the year to March 31st. As no CIL has yet been spent in this Borough, although it has been distributed to the appropriate parish and neighbourhood groupings, there is no evidence of "double-dipping" within the Borough, and this will be avoided in the future. The setting of the CIL was based on a net neutral position. This means that the CIL has taken into account a specific proportion allocated to S106 contributions, so the total sum available for development

	contributions was the same prior to the setting of the CIL rate and the subsequent seeking of the residual sum for S106 planning obligations (if these sums do not apply to each development then these sums return to the developer in the form of a higher level of profit, which is in line with the appraisal methodology). Consultants PBA provided this evidence base to support the setting of the CIL rates and its independent examination. Regarding Education Contributions there is no justifiable reason for only collecting contributions on development sites of 15 units or more. The Council notes that the mandatory requirement for 10% Biodiversity Net Gain on all major sites will not come into force until November 2023 and April 2024 for small sites. Currently the position is no net loss. However, it is important to note the support for the completion and adoption of the Biodiversity Net Gain+10% SPD has been significant, subject to appropriate amendments and there is a need for the LPA and developers to commence use of the most up to date Biodiversity Metric (currently BM4) now to ensure no net loss from the development site in accordance with the NPPF and Local Plan policies CS20 and SP33. This will enable the Council and developers to road test the use of BM4 prior to its mandatory use beginning in November 2023 and will enable problems and issues to be resolved before this date. For information, commencement of the preparation of a Borough-wide Playing Pitch Strategy is imminent.
	Changes to SPD
	There are no changes to the SPD arising from these representations; however, it is important to note the ongoing preparation of the refresh of the Affordable Housing Study which will be published later this year. The commencement of a Borough-wide Playing Pitch Strategy. In all pre-application discussions completion of the latest Biodiversity Metric 4 is being requested; the outcomes from such an assessment should demonstrate no net loss of biodiversity from any new development proposals in accordance with case law where there is no adopted Development Plan policy requirement to achieve a net gain of 10%.
Network Rail	**Summary of representation**
	Following assessment of the details provided, Network Rail have the following comments at this stage. Regarding developer contributions, specifically section 6 (Transport and Related infrastructure), we welcome the policy in principle, where emphasis has been made towards mitigation to be determined by the provision of a transport statement, should a planning application come forward. However, we would be grateful if further concessions could be made toward the policy, that provide more detail and mitigation for the operational rail environment. An addition to the policy should look to consider mitigation measures in relation to railway assets and

	infrastructure in order for Network Rail, as a statutory undertaker, to operate and develop Britain's railway infrastructure in a safe and reliable manner. With specific mention to level crossings, where a development would create an increase in usage, we would expect the impact of the development on the operational railway to be assessed and appropriate measures be implemented to mitigate the increase in risk to rail safety. Such measures may include contributions towards protecting the railway boundary from trespass by erecting or improving lineside fencing; contributions towards level crossing improvement works to such as warning lights, upgrades to barriers, additional signage and improvements to crossing decks and/or identifying opportunities for diverting public rights of way which cross over a level crossing to enable closure of the crossing. For larger schemes it may be appropriate for contributions to be made towards funding the provision of footbridge(s) to enable level crossing closures. Consideration should be given to enhancing station facilities to cope with the additional passengers should any development impact Rotherham station, Swinton Station, Kiveton Bridge Station or Kiveton Park Station. Contributions can for example include the enhancement of; cycle facilities, waiting facilities, customer information etc. and these should be discussed in collaboration with Network Rail and the respective TOC that manage the station. In relation to point 6.2 (Approach to S106 Developer Contributions for Transport and Related Services), we would suggest specific detail within the contributions methodology for railway infrastructure. Part B of the methodology should look to include specific mention of 'rail network' as to be clear of what is to be assessed.
	Council response
	Thank you for your representations on the emerging draft Developer Contributions SPD. I have read your comments with interest and note the concerns raised. Whilst It is considered that these matters can be referenced in the Developer Contributions SPD, it is considered that in many instances it will be the responsibility of Network Rail and rail operators to provide the necessary infrastructure referenced in your responses. Your suggested changes to the methodology not only require wording changes but a clear understanding of the costs associated with the mitigation measures noted. As clearly stated in the SPD, S106 Planning Obligations shall be directly related to the impacts arising from new development proposals. Whilst changes to the text of the SPD have been made, the changed wording is caveated to ensure that any funds sought, on behalf of Network Rail, are related to the determination of the planning application, and where action is required to mitigate the impacts arising from the development proposals.

	There is a concern that Network Rail will not be able to demonstrate a robust need for such improvements to the rail network arising from new development proposals and that such improvements should be provided as part of the current remit of Network Rail
	Changes to SPD
	Limited changes have been made to the text of the emerging Developer Contributions SPD to reflect the comments received from Network Rail in response to promoting Active Travel and sustainable development. However only where a clear impact can be demonstrated as arising from new development, that is appropriate in scale and the request is reasonable will such requests be considered. The Council is mindful that S106 Planning Contributions do not render a development scheme unviable and adversely affect the delivery and implementation of the development scheme.
Sport England	**Summary of representation**
	Sport England has the following comments for your consideration relating to the draft Developer Contributions SPD: **Section 5. Outdoor Sports and Recreational Provision, Green Space and Green Infrastructure** Recognition of the importance of this category of infrastructure is welcomed. It is important for the long-term viability and sustainability of community sporting infrastructure that sufficient resources are provided for long-term management, maintenance and for a sink fund so that communities have continued access to facilities that provides them the opportunities to be, and remain, physically active. As stated at paragraph 197 a robust evidence base/audit for sporting and recreation provision is required. Paragraph 98 of the NPPF reiterates this requirement. Some of the evidence base documents, tools and approaches referenced by the Council are out of date in particular the Playing Pitch Strategy (PPS) which was produced in 2009.The production of a new PPS as outlined in paragraph 210 should be a priority for the Council in order to identify the current supply and demand issues for sport and recreation facilities in Rotherham Metropolitan Borough Council area based on quality, quantity and accessibility. This will enable the Council to provide practical proposals for securing investment into sport and open space and develop a means of calculating developer contributions to fund schemes to meet local needs. Sport England would be happy to engage with the Council to consider potential approach(es) to developer contributions, the evidence available to underpin requirements and the current tools that are available including Sport England's Calculator tool for certain sports.

	Sport – paragraphs 226-227 Paragraphs 226 -227 recognise the requirements of paragraph 99 of the NPPF (2021) that existing open space, sports and recreational buildings and land, including playing fields, should not be built on unless a specified justification applies. There is a need for the wording in paragraph 226 to reflect the wording in the NPPF on this specified justification which is: "unless the loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location." Sport England publishes costing for certain types of sports facilities. It is agreed that a contingency figure is required. It is also agreed that there is a need for maintenance to be covered and the latest Sport England's Calculator takes this into account. **Provision of Outdoor Sport and Recreational Facilities: An illustration – paragraph 230 and Table 16** Paragraph 230 and Table 16 relate to the costings based at 2Q, 2020. These costings are out of date. Sport England's Facility Costs based at Q3, 2022 have been published and are available on our web-site. A sentence should be added to ensure that the most up-to-date Facility Costs are used. **Section 6: Transport and related infrastructure** Sport England considers that the Transport and related infrastructure section has significant synergy to Sport England's Active Design guidance which establishes a set of principles for designing and developing healthy and active communities and is relevant for both new and existing developments.
	Council response
	Thank you for your representations on the emerging draft Developer Contributions SPD. I have read your comments with interest and note the concerns raised. It is considered that many of these matters can readily be dealt with through minor changes to this chapter of the SPD.
	Changes to SPD
	Further wording and clarifications have been added to the emerging SPD in response to the representations received and to clarify that the costings used are illustrative only. Additional text has been included to recognise the benefits of physical activity on the health of people. Text has been added to recognise that the original costings have now been updated to 3Q, 2022 and that at the time of determination of any forthcoming planning application the most up to date costings shall be used. Recognition is also made to the need for sufficient resources for the long-term management, maintenance of the facilities and for a

	sink fund or dowry, to be provided so that communities have continued access to facilities that provides them the opportunities to be, and remain, physically active Reference to the recently published: Introduction to the Green Infrastructure Framework - Principles and Standards for England January 2023 has been included within the SPD. Reference to Sport England's Active Design guidance has been included within the chapter on Transport and Related Infrastructure.
South Yorkshire Integrated Care Board	Summary of representation
	p81-82, section 8: Local Primary Health Care Provision These are positive statements that reflect the need for increased investment in primary care infrastructure where developments place pressure on local services. In particular, recognition of the cumulative impact of individual applications is welcomed.
	Council response
	Thank you for your representations on the emerging draft Developer Contributions SPD. Your support for the emerging SPD is welcome.
	Changes to SPD
	None
North Yorkshire County Council	Summary of representation
	Having reviewed this material, North Yorkshire County Council does not have any comments to make on these SPDs.
	Council response
	Noted
	Changes to SPD
	None
Severn Trent	Summary of representation
	Thank you for giving Severn Trent an opportunity to comment on you Supplementary Planning Documents, We do not have specific comments to make regarding the SPD's under consultation.
	Council response
	Noted
	Changes to SPD
	None
	Summary of representation

Canal & River Trust	The Trust does not wish to make comments on the SPD.
	Council response
	Noted
	Changes to SPD
	None

Other changes to the SPD by the Council

Following Comments from the Council's Transportation Planning Team a number of modifications have been made to the SPD to reflect changes in respect of Local Plan and Local Transport Plan policies at the Local Authority and SYMCA levels of governance. Specific changes to the SPD include references to the provision of necessary infrastructure to support public transport, walking and cycling opportunities. There is also an update regarding ongoing work to update transport forecasts.

General observations
The transport section appears to have a strong focus on a 'predict and provide' approach to infrastructure improvements and is heavily weighted to capacity improvement for private motors – with public transport, walking and cycling given limited status. This appears to be at odds with Core Strategy policies CS14 through CS16, as well as the Rotherham Transport Strategy. This also doesn't reflect Transport policy changes locally, regionally and nationally in recent years, which all give much greater weight to public transport and non-motorised travel. There is a need to move towards a 'predict and decide' approach, whereby developer contributions need to be for agreed mitigations for increase demand, which may not / often shouldn't be additional capacity.

There isn't anything on electric vehicle charge points in relation to housing developments or businesses – AIUI requirements for provision are elsewhere, but should provision of charging for the community be included as a potential option for contributions?

Paragraph 252 a more transparent definition, or examples, of 'severe impact' should be provided. The process of updating forecasts which could inform this is currently underway.

Paragraph 253 refers to 2020 Rotherham Infrastructure Delivery Study, it is important to note a refresh of forecasting transport data, in light of changes to the policy position, which is intended to support the above shift to 'predict and decide' is currently underway.

Paragraph 255 - the LCWIP for Rotherham is superseded by the SYMCA Active Travel Implementation Plan – which is anticipated to be superseded as part of the upcoming Local Transport Plan review. Also to reference to the Rotherham Cycling Strategy and priorities indicated within should be made.

Contribution methodology, page 74 – this needs to be more specific on developer contributions. Suggest this should be on the basis of number of trips to be generated by proposed development, routing through areas identified as requiring intervention.

Paragraph 265, there is a typo - 4th line funs should be fund. We also understand the s.106 sustainable transport contribution is currently £500 per dwelling, not £1,200 as specified. We should consider an inflationary increase. **Paragraph 265, final bullet** – should read "local transport infrastructure off the highway and so not funded through section 278 agreements" **Paragraph 266** – is this meant to refer to the IDP? If so, note this is being reviewed in respect of transport. If it's something else can we clarify. **Paragraphs 269 & 270** – To advise, the work undertaken previously (i.e. the 2013 Transport Impact Assessment) is now somewhat dated, and much has changed in respect of policy and travel behaviours. We are looking to update our forecasts and it would be helpful if, once available, this can be considered.

Table 2: Biodiversity Net Gain SPD

Consultee	Summary of representation
Canal & River Trust	The Canal & River Trust who look after and bring to life 2000 miles of canals & rivers. Our waterways contribute to the health and wellbeing of local communities and economies, creating attractive and connected places to live, work, volunteer and spend leisure time. These historic, natural and cultural assets form part of the strategic and local green-blue infrastructure network, linking urban and rural communities as well as habitats. By caring for our waterways and promoting their use we believe we can improve the wellbeing of our nation. The Trust is a statutory consultee in the Development Management process. The Trust own and manage the Sheffield & South Yorkshire Navigation, which forms a significant green and blue infrastructure corridor through the borough. Impacts to biodiversity on neighbouring development sites can impact upon the effectiveness and strength of this corridor. The adoption of the SPD would help make Rotherham's policies more effective in meeting the aims of several parts National Policy, as highlighted in paragraph 23 of the draft document. Reading the document, there is a risk that the SPD does require developments to be viewed in isolation, and the wider impacts of losing habitats within a site are not assessed. Waterways corridors could suffer particularly from this, for example the loss of a piece of willow scrub may be assessed as low value habitat and its clearance may be assessed as being of low/moderate impact, but if that boundary is a waterway and the patch of scrub is providing continuity of a wildlife corridor, it's clearance could severe the corridor and hence have wider implications.

	To help address the above concern, we would recommend that paragraph 70 is expanded to include the need for applicants to assess the impact on neighbouring blue or green infrastructure corridors. I note that designated nature corridors are included in areas that could be the target of off-site improvements. I've looked through this policy and it meets the general requirements of BNG.
	Council response
	Thank you for your representations on the emerging draft SPD. I have read your comments with interest and note the concerns raised. It is considered that many of these matters can readily be dealt with through minor changes to this chapter of the SPD.
	Changes to SPD
	The embedded mitigation hierarchy chapter has been expanded to encourage applicants to assess the impact of development on neighbouring blue and green infrastructure corridors.
Forestry Commission	**Summary of representation**
	The FC understands this SPD could provide more direction than the BNG User Guide and the CIEEM good practice guide. We recommend the SPD doesn't just repeat national policy as the User Guide for BNG that will become the Secretary of State (SofS) statutory guidance on BNG. The FC suggests Rotherham Council adopts the SPD when the SofS guidance is formally issued next year and not before to ensure Government policy and the SPD are aligned. The FC is concerned that the SPD reiterates much of version 3.0 of the guidance and doesn't include reference to the updates for compensatory habitat for woodlands included in version 3.1. (copied below). We note the postscript comment by Professor Stephen Walker but want to highlight this is of concern as without the approach set out in section 6.8 of the guide, it is likely that the compensation provided could result in an overall decline of tree and woodland cover not an increase. There is also no reference to the use of Conservation Covenants (CC'S) for securing compensatory habitat, which is in the Environment Act, so it might have been helpful to set out Rotherham Council's approach to accepting CC's. It would have been helpful if the SPD had suggested some standard wording around agreements for securing compensatory habitat (S.106). 6.8. In England there is a presumption against the loss of woodland and a need to increase overall woodland cover (Defra, 2021)42 and (Forestry Commission, 2017)43 . The metric trading rules support the delivery of this policy

	through requiring 'like for like' habitat replacement for all high distinctiveness woodland types. There are, however, three situations where biodiversity metric 3.1's rules permit losses of woodland area: • Loss of the woodland habitat type 'other coniferous woodland' – this a 'low' distinctiveness habitat for which the trading rules state only that the same distinctiveness or higher distinctiveness habitat (i.e. not specifically woodland) are required. In this instance replacement of any losses with the same distinctiveness or higher distinctiveness woodland habitat should be considered, where appropriate, to avoid an overall loss of woodland cover. • Loss of 'other woodland; broadleaved', 'other woodland; mixed' or 'Scots pine woodland' – these are 'medium' distinctiveness habitats for which the trading rules require replacement with habitat from the same broad habitat type ('woodland and forest') or any higher distinctiveness habitat. Again, replacement of any losses with the same distinctiveness or higher distinctiveness woodland habitat is preferred to avoid an overall loss of woodland cover. • If loss of woodland habitats, as described in the two bullet points above occurs, and if replacement of losses in woodland habitat are delivered solely through enhancement of existing woodland there will be a reduction in the area cover of woodland habitat. Woodland creation should be considered, alongside enhancement, to avoid an overall loss of woodland cover. The Biodiversity Metric 3.1 - JP039 (naturalengland.org.uk)
	Council response
	Thank you for your representations on the emerging draft SPD. I have read your comments with interest and note the concerns raised. There has been significant support for progressing to adoption of this SPD prior to the issuing of national guidance. Given the complexity and newness surrounding the introduction of Biodiversity Net Gain (BNG+10%); the consultation draft SPD, was based on best practice guidance at the time of report drafting, and used guidance issued by Defra at that time. Following on from the consultation close, a number of further learning opportunities have presented themselves: • Training has been offered by the Planning Advisory Service (on behalf of Defra and Natural England) • Through this training the work of other Councils involved in pilot projects over the last ten years was presented and shared with the network of other local authorities; this has clarified how other local government colleagues are approaching these issues and matters. In the light of these learning opportunities, the Council's recently appointed ecologist along with Planning Policy team, has worked through all representations received whilst being mindful of emerging national guidance and secondary legislation, and we have amended the draft SPD to better reflect all current known requirements of the legislation, and to clarify and expand on areas and issues of concern raised through the consultation.

	References to Conservation Covenants have now been included throughout this SPD. However standard wording around agreements for securing compensatory habitat (S.106) has not yet been prepared. The Council is however mindful that such wording will be essential to the successful delivery of biodiversity net gain and will work towards preparing such wording for legal agreements, conservation covenants and planning conditions over the coming months. We note the reference to the distinct woodland habitat as referenced in the trading rules. All applications will be expected to demonstrate how they achieve the good practice principles. These issues and matters and will be dealt through application of the Biodiversity Metric and the presentation of results and the justification for decision-making in the corresponding Biodiversity Net Gain Report.
	Changes to SPD
	Added in mention of conservation covenants throughout and noting they will be used to secure off-site net gain. Changed references to the metric 3.0 to not mention a specific metric version. Greater emphasis has been placed on applicants demonstrating how they achieve the good practice principles set out in the BNG User Guide and other published good practice guidance.
National Farmers' Union	**Summary of representation**
	We note that both BNG have been subject to national consultation and we are still awaiting the outcome and formal response from the Government. This detail will also set out how BNG is calculated and recorded etc. and could be included in the SPD. Under BNG and when considering development that would be exempt, me note that the carrying out of agriculture along with any buildings or works which are reasonably necessary for the purposes of agriculture are covered in Part 6 of the GPDO 2015 as permitted development and as such are exempt from the BNG requirement. Other permitted development such as the Class Q (unused agricultural buildings to dwellings) are also exempt. We would welcome the clarification that these are considered within the SPD.
	Council response
	Thank you for your representations on the emerging draft SPD. I have read your comments with interest and note the concern raised. There has been significant support for progressing to adoption of this SPD prior to the issuing of national guidance.
	Changes to SPD
	We are awaiting the final guidance and secondary legislation to be issued later in the year by Defra. This Council will adhere to national legislation.
	Summary of representation
	Postscript – suggest throughout document change Defra 3.0/3.1 to 'the latest version of the Defra Metric'

Sheffield and Rotherham Wildlife Trust and Yorkshire Wildlife Trust	2. No mention of the Environment Act and secondary legislation in section which talks about relevant legislation 8. Only 'have regard to these documents? These provide the strategic framework and local reference. 13. This definition does not match the one used by Natural England others and crucially misses out the word 'measurably'. Suggest replacing with the NE definition "Biodiversity Net Gain (BNG) is an approach to development and/or land management that leaves biodiversity in a measurably better state than before the development took place." 14. This is a very clunky paragraph and not easy to understand. What is 'extant nexus'? Has this been through a plain English check? It refers to the climate emergency but not the nature emergency? Please change bio-diversity to biodiversity as elsewhere in the document. "(the additional 10%)" is a minimum which does not come from NPPF 2019, but from the Environment Act which is not even mentioned. 15. The habitats are not just scored for their 'importance for wildlife' – does the author mean species using the habitats? Or the species making up the habitat? This paragraph does not say what the BNG Metric 3/3.1 is. i.e. it is a spreadsheet-based tool developed by Defra and Natural England with input from many specialists and has been through several rounds of testing and consultation with stakeholders in the ecological and development professional communities. The Metric has extensive guidance which should be followed and training in highly recommended. Need to include links to the Metric and guidance. 16. It says "as stated earlier that the expectation is that such net gains are delivered as a matter of course on-site but there may be circumstances where it might be more convenient to deliver these off-site, especially where a pooling of contributions are required because of scale economies" but where 'earlier' does it actually say this? What is the LPA's policy for on or off site? What circumstances will it be more appropriate to deliver off site. Feel like this should be a key point of the SPD to give developers. The draft SDP says "It is likely, that cross-boundaries working, liaising and co-ordination shall occur; in these situations, a strategic plan and management setting priorities and impact analysis shall guide activity and provide accountability with regard to developer contributions, spending and impact for donors and partner organisations on an annual basis." Yes, that but developers need actual guidance, not theory, in this document – what is the strategic plan? What are the priorities? Who should they liaise with? This is especially important for anyone trying to complete a Metric who needs to understand 'strategic significance' in the Metric (see 3.5 of the Doncaster BNG SPD). This needs to refer to the forthcoming South Yorkshire Local Nature Recovery Strategy and South Yorkshire Natural Capital Maps. And yes how to work across boundaries in South Yorkshire. The Doncaster SPD talks developers through the process in a much clearer way.

	17. Why only for major large/new build development? This is incorrect. It should be for everything requiring planning permission under TCPA. More detail is required about the legislation in the Environment Act (it is not just an intention). Also RMBC should not be 'seeking to achieve' (sounds like a vague ambition) it is required to achieve. 18. This says small sites should use metric but doesn't say that have to deliver at least 10% BNG. There is a need to start this section (from para 16) to make it clearer which forms of development are required to result in at least 10% net gain, which Metric should be used to measure this in which circumstances and which types of development are exempt (as there are some like permitted developments and householder applications but these are not mentioned). There needs to be clarity for the reader what is required when from the Environment Act (ie what will be statutory from Nov 2023 e.g. the minimum 10% net gain and to secure those gains for a min of 30 years) and what RMBC are requiring before then, perhaps earlier in this document. E.g. see here https://www.local.gov.uk/pas/topics/environment/biodiversity-net-gain-local-authorities/biodiversity-net-gain-now-and-future The information about the Small Sites Metric is incomplete and is missing crucial information. The Small Sites User Guide actually says "The SSM can only be used when **both of these criteria are met**: 1. The development is either; a. A residential development: where the number of dwellings to be provided is between one and nine inclusive on a site having an area of less than one hectare b. Where the number of dwellings to be provided is not known, there is a site area of less than 0.5 hectares c. For all other development types where the site area is less than 0.5 hectares or 5000 square metres. 2. **There is no priority habitat1, within the development area.** (excluding hedgerows and arable margins) The SSM must not be used for **assessing** biodiversity outside the development area. Any habitat creation or enhancement outside the site area must be assessed using Biodiversity Metric 3.1. If the above criteria are met the SSM can be used. If this is not the case (i.e. the site is above the size threshold, there is priority habitat present, excluding hedgerows and arable margins, or the development includes the assessment of off-site habitat enhancement or creation) then the site should be scored using the Biodiversity Metric 3.1 and will require the services of a suitably qualified ecologist." 1 Also called Habitats of Principal Importance. A list and definition for these habitats can be found at UK BAP Priority Habitats | JNCC - Adviser to Government on Nature Conservation The reader should be referred to the latest version of the Small Sites Metric and User Guide (again provide a link). The User Guide also explains who can carry out the assessment using the Small Sites Metric (a Competent Person which is defined). http://nepubprod.appspot.com/publication/6047259574927360

	19 and 20 This is misleading guidance for small sites the Small Sites Metric must be followed including the 'Principles' and 'Rules' set out in the User Guide. It may be appropriate to refer reader to the RMBC Natural Environment SPD and Rotherham BAP for locally specific examples of habitat etc but if listing suggestions/habitats in this document it needs to be made clear that these would need to be entered into the Metric to see if a BNG is achieved following the principles and rules. 28. What does *inter alia* mean? Again Plain English would be helpful. 29. S106 and conservation covenants are the primary mechanism for the delivery of BNG (see PAS information https://www.local.gov.uk/pas/topics/environment/biodiversity-net-gain-local-authorities). 33. References large development sites. BNG of ALL TCPA development sites will be mandatory and this guidance should reflect this. The paragraph could actually be deleted and replaced with one stressing the importance of following the mitigation hierarchy. 34 and 35. still requires BNG. If negligible impacts still needs to demonstrate BNG. Doncaster MBC BNG SPD contains a good example for how to deal with this. 36. Commitment to minimum 10% net gain rather than just net gain. 38. References Appendix E and F but appendices are numbered not lettered. 41. Apply mitigation hierarchy – yes! Paras 40 and 41 should be merged and the mitigation hierarchy moved up to the top. The whole 'General Principles' section is repetitive and not very clear for a developer to follow. It should be highlighted that the earlier that BNG is considered, the better. The DMBC BNG SPD is clearer in terms of what the LPA expects to be submitted and when and what will change as more Government guidance and information becomes available. Also it should refer to the CIEEM/CIRIA Good Practice Principles and Guidance for BNG and the CIEEM BNG Report Template (see DMBC for good wording about the guidance that is available now and what is expected) (see also para 55). This is referred to in para 55 but it is not just about the Metric – it is about the principles of BNG as a whole – the metric is just a tool to use as part of this and -this has got a bit lost in this guidance. It could also recommend consulting with the RMBC Ecologist for advice to get it right - this is referred to in para 59 which is quite late in the day and it is not just advice about the calculation (however, if this guidance is clear enough then it will reduce the amount of advice that is required). Table 1. Metric just one part of process – demonstrate good practice principles

	ancient woodland might be better as a separate category. Also, worth mentioning that ancient woodland isn't the only irreplaceable habitat. Supportive of the guiding principles on Table 1 and signposting to CIEEM templates. This is also repeated at Para 97 so perhaps just include in one place. As quality of surveys and reports can be an issue – this policy needs to address it. Either here or in a section about who should be carrying out the assessments (or in para 54)– it needs to be included that the Metric 3.1 requires an assessment using UKHabs and that this should be carried out by a qualified (e.g. min FISC level 3 in botany and min of ACIEEM or equivalent) and experienced Ecologist. See earlier comments about the Small Sites Metric and Competent Person. 44-49. This is really vague – developers need more guidance and clarity. There is no mention of the South Yorkshire Natural Capital Maps and emerging Nature Recovery Network and how these or other policies and maps relate to strategic significance or where any off-site BNG may be best directed. 53. Again refers only major developments, this is incorrect. 57. The metric does not account for indirect impacts, but these should be considered in the EcIA and or BNG report anyway. In the same way, BNG for species could be included in the EcIA or a BNG report as the metric does not measure BNG for species. 59 and 95. The Environment Bank should not be referenced here by name. There are (or will be) other providers and singling one out is not in line with the Government's expectation of it being essentially a free market with purchasing units from national Government stator credits being a last resort – this is not even mentioned. Do RMBC have plans or ambitions or offer off-setting units themselves for example? (see para 86) Does RMBC Planning Policy Officer and/or Ecologist have to capacity to assist with completion of metrics and if not, best to remove to be realistic. The Metric should be submitted to RMBC in Excel format to allow proper scrutiny of the numbers and the whole Metric and not just headline results in a report. Maps should accompany the BNG Report and Metric. It is very confusing reading this and this the developer contributions draft SPD as some of the information is in there (like in what format information should be submitted) and some is in here and they do not reference each other 60. We would like to reference that translating from another habitat survey methodology to UKHabs is not the preferred option. C. Condition is really important - stress this and refer the reader to the appropriate guidance 62. This is incorrect as it is suggesting that habitats that meet LWS criteria should be input as high/very high distinctiveness but distinctiveness is set by the metric which has been developed by national ecological expertise and consultation. Also there is a Rotherham LWS criteria, but not a South Yorkshire-wise one. It may be

	appropriate to classify a LWS as being of high strategic significance but this would need discussing with the RMBC Ecologist. 63. All habitats are covered by the guidance so this is not relevant. 64. This is incorrect! How familiar is the author with using the Defra Metric and its guidance? 65. Yes – support this. 70. Support the repeated emphasis on applying the mitigation hierarchy and specifically the questions presented here to be addressed within submissions, but this comes late in the guidance (which is getting rather repetitive – the document could be much shorter – for example the DMBC SPD is 21pages. 72. Could General Principles of BNG be misinterpreted as Good Practice Principles? Better to re-name? 81. Ok so the LNRS and natural capital maps are mentioned here - again quite late – can you make it easier for developers to find these resources? 83. Clear message that anywhere in Rotherham acceptable but there is different wording in the commuted sum SDP so it is confusing what RMBC's position is. Footnote 10 – it's promising that RMBC are open to this idea, as nature does not operate across LPA boundaries. The issue of who would be the enforcing LPA is something they will need to establish, though not necessary for inclusion here. 85. This is the first mention of monitoring. There needs to be a section about what is expected by RMBC in terms of management, monitoring and reporting over the 30 years (even is some detail is still to come in secondary legislation). National register? 88. In advance of determination? 89-97. What developers and their consultants are expected to do is spread out across this document in different places – it could be much more condensed into clear sections – some of the comments we made earlier are addressed in this section, but it was unclear there was more detail later. Worth highlighting about high distinctiveness habitats requiring bespoke compensation. Also make it really clear that the minimum 10% BNG is separately for habitat/linear features (hedgerows) and rivers. They cannot be combined or mixed or matched (eg. cannot hedgerows to make up the shortfall in habitat). Add in section about the impacts of compensation habitats created in advance or delayed (see Metric 3.1 for details).

	89. Point about the term ‘major development’ again. Small sites not mentioned here – if this is made clear earlier on then it will not have to be repeated a few times throughout the document. 95. See earlier point about Environment Bank. You have already said that a consultant ecologist needs to complete the BNG assessment. You may want to make a different point that local partners and stakeholders may be able to assist with off-site options. 96b. – see earlier point about UKHabs being by far the most preferred option. Again, lot of repetition. 97. Yes! But reference this much earlier on – if people follow this then you need less in the SPD. See Commuted sum draft SPD for example. 98. Section heading – point about major developments again. 99. Developers will want to know more about this. 101. Is planning condition appropriate? S106 or conservation covenant likely to be legal mechanism for delivery. 103. £1,200 per unit – this needs to be made clear this is not a fee to deliver biodiversity units (as it is far too low for this), but is for the administration work only. Will this cover 30 years? How might some be passed onto partners? How does this relate to the £7000 in the last column of Table 2? Unclear Table 2– needs reviewing as refers to accelerated succession which is no longer part of metric. Or is it suggesting this approach will still be used even though no longer part of metric? Table 2 and 107. The unit prices here are very low and risk undercutting other providers - not the Govt’s intention. Barnsley and Doncaster MBC are ‘charging’ £25,000 per unit (for all habitat types). Illustrative? But also, very precise? 116. Or conservation covenant. 119. Same as para 20, therefore our comments are the same. Glossary – include commuted sum, S106 and conservation covenant in glossary. See earlier comments about specific reference to the Environment Bank. Other providers will be available – should the SPD specify any one particular provider.

	Appendix 1 and 2 – useful info but is this within the scope of a BNG SPD. Could this info be lost within this SPD and would it be more suitable on website or in the Natural Environment SPD? Perhaps instead a sentence saying how a BNG report links with other Ecological Reports. Note 2 – SINC – is not a term that is used anymore – replaced by Local Wildlife Sites Appendix 3 –Table 2 repeated unnecessarily from earlier in doc (in part). Woodland. Remove reference to accelerated succession. Biodiversity Unit – you are suggesting changing grassland to woodland? Repeat of Table 2 Appendix 4 – reference this earlier to set the scene as it is only referenced once in para 75 Appendix 5 and 6 – likely to rapidly become out of date as working documents? Better to include links and or revise when Rotherham develops own version (Para 38) General Some repetition within the document. e.g. paras 57 & 93 and 58 & 94. Removing would make it more concise. Also make it clear that 10% is a *minimum* and that a greater gain is more likely to lead to a successful ecological outcome and will be viewed favourably. There needs to be a section about being realistic about what can be achieved in terms of habitat type and condition especially on-site (for example it will not be possible to create a very good condition meadow next to houses where there will be a lot of impact from people, pets and pollution). See DMBC BNG SPD for an example. Confusingly this is covered in the Commuted Sum draft SPD with which there is a lot of overlap (was much of that taken from West Yorkshire policies but not cross referenced to this document?). As a result, we suggest the structure and content of both documents needs substantial review. It is not appropriate for us to do so in this consultation response, but I (Nicky, SRWT) would be willing to meet with RMBC and go through it in more detail if this would be helpful and welcome.
	Council response
	Thank you for your representations on the emerging draft SPD. I have read your comments with interest and note the concerns and matters raised. Thank you also for your support for progressing this SPD to adoption prior to the issuing of national guidance. This is welcome. Given the complexity and newness surrounding the introduction of Biodiversity Net Gain (BNG+10%); the consultation draft SPD, was based on best practice guidance at the time of report drafting, and used guidance issued by Defra at that time. Following on from the consultation close, a number of further learning opportunities have presented themselves: • Training has been offered by the Planning Advisory Service (on behalf of Defra and Natural England)

- Through this training the work of other Councils involved in pilot projects over the last ten years was presented and shared with the network of other local authorities; this has clarified how other local government colleagues are approaching these issues and matters.

In the light of these learning opportunities, the Council's recently appointed ecologist along with Planning Policy team, has worked through all representations received whilst being mindful of emerging national guidance and secondary legislation, and we have amended the draft SPD to better reflect all current known requirements of the legislation, and to clarify and expand on areas and issues of concern raised through the consultation.

The embedded mitigation hierarchy chapter has been expanded to encourage applicants to assess the impact of development on neighbouring blue and green infrastructure corridors.

References to Conservation Covenants have now been included throughout this SPD. However standard wording around agreements for securing compensatory habitat (S.106) has not yet been prepared. The Council is however mindful that such wording will be essential to the successful delivery of biodiversity net gain and will work towards preparing such wording for legal agreements, conservation covenants and planning conditions over the coming months.

Changes to SPD

The council has amended the SPD to reflect the concerns from Sheffield Rotherham Wildlife Trust and to improve the clarity of guidance provided. Stronger emphasis is now placed on the Mitigation Hierarchy and references to Conservation Covenants have also been included throughout.

The draft SPD has been restructured to remove and decrease the repetition of certain elements and improve the succinctness of the SPD.

Edits have been made to mention the need for 10% net gain throughout and further emphasise the requirement for developers to consider the mitigation hierarchy.

It has been noted that our costings for habitat units were at the low end of the spectrum and these prices have been removed. Further work will be undertaken over the coming months and in the light of best practice and benchmarking with other Local Authorities, to determine the most appropriate costings for habitats, their ongoing management and monitoring costs both on and off-site. Such details will in the future be issued at pre-application stage to each potential applicant for planning permission.

	Edits have been made through out to remove references to a specific metric version and update the SPD with the latest information and guidance released from DEFRA and Natural England and remove links to guidance such as the consultations in appendix 5 & 6 that are likely to become out of date rapidly.
Environment Agency and Natural England	Summary of representation Thank you for your consultation on your draft Supplementary Planning Documents (SPDs). The Environment Agency and Natural England are providing a joint response regarding the draft Rotherham Biodiversity Net Gain SPD. We welcome the development of a specific Biodiversity Net Gain SPD for Rotherham and the aspiration to require a measurable 10% net gain in biodiversity, which supports national legislation and the objectives to enhance biodiversity through the development process. The following comments are therefore provided to ensure the approach outlined within the SPD aligns with national policies and guidance whilst reflecting local priorities. For ease of reading, we have provided our comments following the order of the content within the document. <u>Page 5 P8 Provision of a map</u> States that the applicant should "have regard to the Council's Biodiversity Action Plan, and any other studies, such as Nature Recovery Strategies, natural capital mapping and including the priorities as set out in the inset maps of the Core Strategy and Sites and Policies Local Plan.". Natural England would recommend that further guidance on the interpretation of these evidence bases, plans and maps be provided in regard to achievement of a Biodiversity Net Gain. It is also noted that no map is provided within the SPD, including a map is best practice and aids help to clearly demonstrate the relationship between development sites and opportunities for biodiversity net gain. See subsequent comments under Pages 15- 16 "Identifying Relevant Assets" for further detail. The Environment Agency would also recommend that the relevant River Basin Management Plan and Catchment Plan are also included within this list. <u>Page 6 P13 Reference to NPPF</u> Refers to NPPF (2019a), the NPPF was updated in 2021 and therefore this version should be referenced as such throughout the SPD. <u>Page 6 P15</u>

	Refers to most recent update of the metric as 3.1. To avoid confusion and to ensure that the SPD doesn't become out-dated, we recommend that references to specific version(s) of the metric are removed from the SPD, and that reference is only made to "the most up to date version of the Biodiversity Metric". The paragraph also refers to example habitats which are assessed within the Biodiversity Metric – the river and stream habitat has been omitted and should be included. We also recommend that river habitat is also listed within this paragraph – this will help ensure that the inclusion of river habitat within the Biodiversity Metric and BNG objectives is made clear early within the SPD. <u>Page 6 P16 On and off-site delivery</u> We welcome the recognition of a preference for on-site delivery of a BNG, however recommend that the wording "where it might be more convenient to deliver these off-site" be strengthened to reflect application of the mitigation hierarchy to determine the best route for BNG deliver. The SPD should make it clear that development should attain BNG on-site in the first instance, through habitat retention, enhancement and creation – preferably with consideration to local priority habitats and nature-based solutions. Where it is clearly demonstrated that this is not possible, alternative locations may be sought with a preference for those in the immediate vicinity, followed by strategic landscape biodiversity initiatives, such as the Local Nature Recovery Strategy, Nature Recovery Network or Green/Blue Infrastructure (where appropriate). <u>Page 6 P16 "Pooling of contributions"</u> Refers to "pooling of contributions", further clarity regarding this statement is recommended. As further guidance and legislation on mandatory BNG is expected, it may be good practice to acknowledge that certain things might change in the SPD and schedule a review to ensure alignment with the mandatory approach in due course as these emerge. <u>Page 6 P17</u> This paragraph also refers to Biodiversity Metric 3.0, recognising that the Biodiversity Metric is periodically updated, we recommend the wording is altered to reference the "most up to date version of the Biodiversity Metric". <u>Page 6 P18 "small-scale development / small sites metric"</u> The criteria for 'minor development' as set out in the draft SPD is not consistent with the criteria for the small sites metric, as set out in the latest Biodiversity Metric guidance. We recommend that the criteria for minor development is updated to match that of the latest guidance for the small sites metric – e.g.

	"Such sites are defined (for the purposes of this Small Sites Metric) as small sites where BOTH of the following criteria are met: 1. Development sites where; • For residential developments the number of dwellings to be provided is between one and nine inclusive on a site having an area of less than one hectare • Where the number of dwellings to be provided is not known the site area is less than 0.5 hectares • For all other development types where the site area is less than 0.5hectares or less than 5,000sqm 2. Where there is no priority habitat present within the development area (excluding hedgerows and arable margins)". Clarity should also be provided that it is not appropriate to use the Small Sites Metric to calculate offsite losses and gains. Paragraph 17 states that "major/large" new build development must demonstrate a 10% biodiversity net gain however no clarity is given regarding the percentage increase for "minor/small-scaled development". In accordance with the Environment Act 2021, we would recommend that this paragraph should clearly state at least a 10% minimum requirement. <u>Page 6 P19 Locations of "Suggested Habitats"</u> The suggestions of further wildlife features and habitat enhancements available to applicants is welcomed, however we recommend that the statement "Of course, the most suitable and locally appropriate enhancement measures will vary depending on the location and type of new development" be further supported and strengthened by relating these to aforementioned plans (e.g. natural capital mapping and including the priorities as set out in the inset maps of the Core Strategy and Sites and Policies Local Plan) and outlining priority interventions for specific areas within the district. <u>Page 7 P20 "Suggested habitats" inclusion in the metric</u> It should be noted that some of the suggested habitats can and should be included in calculations utilising the metric, such as ponds and wildflower meadows. See subsequent comments under "Pages 15- 16 Identifying Relevant Assets". <u>Page 8 - P20 "Suggested habitats"</u> Could this section be updated to include improvements to riverine habitats where a river or other water body lies within the site boundary. A few examples of such features would include woody debris, berms, artificial refuges,

	bank naturalisation etc. In heavily urbanised areas where such features may be lacking the reinstatement of such features can provide valuable habitat for fish and other aquatic species. <u>Page 13 P32</u> We recommend this paragraph could also include the Salmon and Freshwater Fisheries Act (1975) and the Eels Regulations (2009). These acts define the requirements to protect fish species and grant powers to address barriers to fish passage. <u>Page14 Table 1</u> Row 1: Have the right support – accessing ecological expertise. We recommend that this row is updated to highlight that the rivers and streams condition assessment requires users to be trained and accredited. Where river habitat falls within a development site and needs to be assessed within the Biodiversity Metric, river condition is assessed using the River Condition Assessment (River MoRPh survey methodology) and this requires a suitably qualified person who is trained and accredited in undertaking River MoRPh surveys. Row 4: Refers to impacts to irreplaceable habitats being excluded from BNG and gives examples of irreplaceable habitat such as ancient woodland. We recommend that, as per Rule 3 in the Biodiversity Metric User Guide, that this is extended to habitats of very high distinctiveness. It would also be beneficial to highlight other irreplaceable/ high distinctiveness habitats found within the local area within this section. See extract of the Biodiversity Metric 3.1 User Guide below: “Rule 3: ‘Trading down’ must be avoided. Losses of habitat are to be compensated for on a ‘like for like’ or ‘like for better’ basis. New or restored habitats should aim to achieve a higher distinctiveness and/or condition than those lost. Losses of irreplaceable or very high distinctiveness habitat cannot adequately be accounted for through the metric.” <u>Pages 15- 16 “Identifying Relevant Assets”</u> The evidence and information available to assist applicants in assessing the value of “ecological assets” is welcomed and supported, however further guidance and local interpretation of the relevance of these to Biodiversity Net Gain is recommended. For example, the Biodiversity Metric includes a strategic significance multiplier which “…utilises published local strategies and objectives to identify local priorities for targeting biodiversity and nature improvement…”.

	Development should be encouraged to target habitat enhancement where it will have the greatest local benefit, therefore clarification on the level of strategic significance to be applied to specific areas and habitats, such as those within mapped ecological networks or priority local habitats (e.g., those identified within Rotherham's Biodiversity Action Plan or Policy CS 20 of the Core Strategy) should be included within this section and on Page 21. See subsequent comments under "Other Comments: b) Identifying local opportunities and priorities should also be used to support the types of habitat creation and enhancement recommended, such as in the list of biodiversity enhancements provided under "suggested habitats" and those listed on Page 29 P119. It should be made clear which biodiversity enhancements will contribute to a net gain measured by the metric and which are additional to aid ecological functionality. It may be useful to refer back to recommendations made within Rotherham's Supplementary Planning Document No. 11: Natural Environment to ensure join up between the SPDs. Describing and identifying the priorities for habitat creation or enhancement by BNG in different parts of the plan area would further support and align with the approach outlined in Paragraph 179 of the current NPPF. <u>Page 17 P54 "Approved ecological consultant"</u> Refers to "appointing an approved (ecological) consultant", elsewhere in the document a "suitably qualified ecologist" is referred to. Is there a distinction between these two terms if so, whom must an ecologist be approved by? Further definition could aid clarity for applicants. Please also see comments under "Page 14 Table 1" regarding the differing requirements for ecologists undertaking terrestrial or river BNG assessments. <u>Page 17 P55</u> There is no reference to strategic significance here. See subsequent comments within "Other comments: b)". We recommend that it also be clear to applicants that submission of excel copies of the biodiversity Metric calculations are required as part of a Biodiversity Net Gain Report. <u>Page 18 – "Biodiversity Net Gain Calculations"</u> We recommend adding a note to this section to flag the importance of assessing riverine habitats. This is often something that is missed off from site boundaries in planning applications where there is a clear need to at least consider the implications for these habitats. For example: "As well as accounting for area based (terrestrial) habitats, the Biodiversity Metric 3.0 also includes two distinct supplementary modules for linear habitats (A: Hedgerows and lines of trees & B: Rivers and streams). For sites where a water body bisects the proposed development site the BNG assessment should include the river and stream module and the proposed development should deliver measurable net gain for this habitat."

	And: Paragraphs 60 and 61 refer to the red line boundary. We recommend this section makes explicit reference to situations where applicants will need to apply the river metric in scenarios where river habitat falls within or immediately adjacent to a proposed development site's red line boundary – e.g., the Biodiversity Metric guidance states: "The riparian zone is an intrinsic part of the ecological functioning and natural processes occurring in the river. Where the red line boundary of the development encompasses the riparian zone, either whole or in part, but excludes the channel of the watercourse, the rivers and streams metric (including the condition assessment) must be applied. This applies to rivers, streams and canals as the riparian zone is used to calculate its condition. The riparian zone of a ditch is not used to influence condition, therefore would not apply. By applying the river metric in this scenario, information will be required that is outside of the red line boundary (as it includes the banks, channel and bed of the river)". The above statements may be relevant to further sections as well. Paragraph 63 refers to assessment of habitat condition. We recommend that this paragraph is updated to highlight that the condition of area-based and linear-based habitats are measured differently within the Biodiversity Metric – and that the rivers and streams condition assessments are not completed by using standard condition score sheets, but instead a detailed rivers and streams condition assessment is required. The field component of the rivers and stream condition assessment requires the River MoRPh survey methodology to be used (for which a trained and accredited person must be employed). Paragraph 65 refers to how to deal with a site that has been cleared resulting in the loss of habitats in advance of a biodiversity metric calculation being undertaken. We support this methodology, and recommend the following is considered / included within the SPD: Please note that within Schedule 14 of the Environment Act, which sets out the biodiversity gain condition for development, measures are included that allow planning authorities to recognise any habitat degradation since 30th January 2020 and to take the earlier habitat state as the baseline for the purposes of biodiversity net gain. To ascertain the habitats, present and their condition on 30th January 2020, aerial imagery or data sets from that time could be used. <u>Paragraph 81</u> This list should include opportunities that contribute to the objectives and actions of the relevant River Basin Management Plan and Catchment Plan.

	Environment Bank Paragraphs 59 & 95 We are not sure about the two references to the Environment Bank as a provider, our understanding is that they are a commercial provider and there may well be other providers of habitat banks available locally. Also, we're not sure that the Environment Bank provide a service with Metric calculations, and that there focus is about delivering off-site. - BNG Calculations Paragraph 59: applicants are advised to seek assistance from … the Environment Bank… - How to complete the metric calculation Paragraph 95: applicants are advised to seek assistance from …the Environment Bank … Page 20 P75 "off-set Register" States that all on and off-site habitat creation must be "included on an off-set register". Currently all off-site net gain will need to be registered on the National Biodiversity Gain Site Register when BNG is mandatory, if the SPD requires habitat enhancement also to be entered onto another register, this should be made clear. Page 22 P87 On-site BNG monitoring Clarification regarding the party responsible for and undertaking on-site biodiversity net gain monitoring is recommended. Page 22 P88 "Habitat Banks" This states that habitats are expected to be in place in advance of a planning application if they are to be created by a "Habitat Bank". A definition of a habitat bank is provided in the glossary of the SPD (Page 31); however, it should be noted that not all off-site BNG may be facilitated directly by a "habitat bank provider". Furthermore, clarity regarding the stage habitats are expected to be in place upon application should be provided. For example, this could mean, once the legal agreement is in place or following inclusion on the Biodiversity Gain Site Register etc. It is highlighted that this statement does not align with the approach outlined in the SPD on Page 25 P102. Page 24 P96 The listed information within this paragraph change from numbered points to bullet points – this appears to be an error. We recommend this is updated to be numbered points from 1 to 5. Page 27 Table 2 Developer contributions (off-setting)

	While we support the application of different / varied prices per biodiversity unit, depending on the type of habitat, we also have concerns over the proposed pricing strategy (though we note it is, at this point, illustrative). Our main concerns, which we recommend are addressed within the SPD, are as follows: a) The table only includes three broad habitat types – woodland, grassland, and wetland. It fails to consider / include river or stream habitat. River and stream habitat (River Units) are assessed and reported separately within the Biodiversity Metric. It would not be appropriate to apply the unit cost pricing strategy for another broad habitat type to river or stream habitat. a. How will river and stream habitat be addressed? b) Linked to point 1, we recommend that a separate/different (appropriate) monetary unit value is applied depending on the habitat unit type being compensated for and that river and stream habitat unit value should be included within the table. - We feel that the SPD (& associated BNG off-setting contribution structure) should recognise the cost associated with delivering units for certain habitat types (e.g., river habitat units or very high distinctiveness area habitat units) is likely to outweigh the cost of delivering others (e.g., the majority of area-based terrestrial habitat units). - There is a risk that applying a single monetary value to all units regardless of the habitat type, or applying a monetary value that is too low, may result in developers taking advantage – i.e., deciding that it's cheaper / easier to make monetary contributions rather than delivering on or off-site net gains as part of their development. For example, if a development site contains a culverted river watercourse, there would be a requirement to for that development to deliver net gain in River Units. Though, culverted watercourses have a low condition and distinctiveness value within the Biodiversity Metric, and so the baseline number of River Units within the development site may be relatively low (& this may be compounded in sites where the total length of river is low). When we factor in feasibility, design, and construction costs, it is likely that culvert removal and restoration of a river channel (even if only over a short length) will cost (per river unit) significantly more than the figures provided within table 2. Without suitable unit cost values, there could be scenarios where a proposed offsetting contribution value offers no incentive for developers to deliver on-site (or off-site) net gains for River Units. Instead, it may actively discourage developers from doing so – as a contribution of £XXX per unit, may be far easier / cheaper option. c) How have the illustrative price per biodiversity unit values listed in table 2 been arrived at? a. Are these means tested / a reflection of real-world valuations? b. Any pricing strategy must be robust and should also reflect the 30yr management and maintenance costs and the monitoring and evaluation costs.

	c. The values provided seem low, particularly when compared to other unit costs that have been referred to by others (including other LPAs). In some instances, we have seen costs of £25,000 per unit. d) The approach to woodland creation refers to calculations based on accelerated succession which was a feature of the Biodiversity Metric 2.0. This aspect of the tool has since been removed since 2021 (from Metric 3.0 and beyond). Therefore, we recommend that any contributions are based on the latest BNG guidance at the time of writing. <u>Page 29 "Incorporation of additional features for biodiversity enhancement" - P117</u> Could this section be updated to include improvements to riverine habitats where a river or other water body lies within the site boundary. A few examples of such features would include woody debris, berms, artificial refuges, bank naturalisation etc. In heavily urbanised areas where such features may be lacking the reinstatement of such features can provide valuable habitat for fish and other aquatic species. <u>Page 42 – "Appendix 2: Ecological Survey and Mitigation Timetable"</u> Could this section include some information on the timings for fish species that will be impacted by in channel works? Timings to avoid fish spawning seasons should be reviewed as part of a PEA where works are required in or around a watercourse. Typically, for salmonid rivers we would not permit works between October – May (inclusive) and for coarse fish rivers March – June (inclusive). Therefore, on rivers where both groups are expected in channel works may not be permitted between October – June. **Please note these times are a catch all to cover the times when most specimens in this group will be spawning, in reality some species will spawn earlier or later, and timings may be tweaked accordingly. The local area fisheries officer is always the best person to inform on when works will be permitted based on local understanding of the river catchments and species present.** It may also be useful to cross reference with the Natural Environment SPD. <u>Other comments</u> a) We recommend that the SPD is updated to specifically acknowledge the requirement a minimum of 10% net gain to be demonstrated separately for all types of biodiversity unit / habitat (Area Habitats, Linear Hedgerow Habitat and Linear Rivers & Stream Habitat) present within a proposed development site. As per the Biodiversity Metric guidance, "it is an important rule of the metric that the three types of biodiversity units described above [Area Habitats, Linear Hedgerow Habitat and Linear rivers & Stream Habitat] are unique and

cannot be summed, traded or converted (Rule 4). When reporting biodiversity gains or losses with the metric, the three different biodiversity unit types must be reported separately and not summed to give an overall biodiversity unit value. For example, a scheme would report a gain of 3 area habitat units, a loss of 1 hedgerow unit and a loss of 1 river unit rather than an overall combined gain of 1 unit".

b) No information is provided on how applicants should apply strategic significance values to habitats assessed within the Biodiversity Metric. We recommend that the SPD is updated to outline how strategic significance will be applied, particularly for rivers and stream habitat. e.g. The Biodiversity Metric also requires strategic significance to be determined for rivers and streams, with either a 'high' or 'low' strategic significance being assigned in the Biodiversity Metric. If a habitat (present either pre or post development) can be considered to be helping towards the delivery of river restoration actions within the relevant plans or strategies (listed in the table below) then it should be given high strategic significance. In a similar manner as set out for area and linear habitats, how strategic significance is defined for rivers and streams may be updated in due course as a Local Nature Recovery Strategy is developed.

Strategic significance

9.30. The purpose of the strategic significance multiplier is outlined in Chapter 5. For rivers and streams use the delivery of identified actions within River Basin Management Plans, Catchment Plans and Local Plans to determine high strategic significance.

TABLE 9-5: Strategic significance multipliers for rivers and streams

Strategic Significance	Description of multiplier	Strategic multiplier
High	Delivery of river restoration actions within: • Local Plans; • Local Nature Recovery Strategies; • River Basin Management Plan; • Catchment Plans; • Catchment Planning System; or • Priority Habitats for Restoration[54]	1.15
Low	Low potential / action not identified in any plan.	1

c) We recommend that a clear local approach for all sites which currently possess a negligible biodiversity is outlined within the SPD. This could include setting a small target improvement utilising the metric via features such as rain gardens, natural SuDS, green roofs or native soft planting around the site.

	Council response
	Thank you for your representations on the emerging draft SPD. I have read your comments with interest and note the concerns and matters raised. Thank you also for your support for progressing this SPD to adoption prior to the issuing of national guidance by Defra. Your comments are welcome. Given the complexity and newness surrounding the introduction of Biodiversity Net Gain (BNG+10%); the consultation draft SPD, was based on best practice guidance at the time of report drafting, and used guidance issued by Defra, CIEEM, CIRIA at that time. Following on from the consultation close, a number of further learning opportunities have presented themselves: • Training has been offered by the Planning Advisory Service (on behalf of Defra and Natural England) this has provided excellent learning opportunities for officers in this Council. • Through this training the work of other Councils involved in pilot projects over the last ten years was presented and shared with the network of other local authorities; this has clarified how other local government colleagues are approaching these issues and matters. In the light of these learning opportunities, the Council's recently appointed ecologist along with Planning Policy team, has worked through all representations received whilst being mindful of emerging national guidance and secondary legislation, and we have amended the draft SPD to better reflect all current known requirements of the legislation, and to clarify and expand on areas and issues of concern raised through the consultationembedded mitigation hierarchy chapter has been expanded to encourage applicants to assess the impact of development on neighbouring blue and green infrastructure corridors. References to Conservation Covenants have now been included throughout this SPD. However standard wording around agreements for securing compensatory habitat (S.106) has not yet been prepared. The Council is however mindful that such wording will be essential to the successful delivery of biodiversity net gain and will work towards preparing such wording for legal agreements, conservation covenants and planning conditions over the coming months. Thank you for your specific comments and the request for greater mention of riverine habitats and habitats of strategic significance is made within the SPD. A Local Nature Recovery Strategy is to be prepared across the South Yorkshire Region and the South Yorkshire Mayoral Combined Authority will be the responsible body for leading on the preparation of this Strategy. It is

	anticipated that the LNRS will determine which habitats are of strategic significance and will guide delivery of nature's recovery and biodiversity net gain.
	Changes to SPD
	I have reviewed each of your comments in turn and where possible have amended this draft SPD to better reflect the issues and matters raised where currently feasible. However, there may be some areas where this Council does not yet have an agreed position, and therefore no changes can, at this time, be made to the SPD. If over time, it is apparent that changes are required to this SPD, we will consider re-visiting its content and re-issuing a further draft for consultation prior to its adoption we will await the finalisation of the LNRS and implementation of net gain to achieve maximum understanding. The suggestions to include further references to river habitats, and habitats of strategic significance, to survey methodology and species have now been included throughout the SPD. Edits have been made to mention the need for 10% net gain throughout and further emphasise the requirement for developers to consider the mitigation hierarchy. It has been noted that our costings for habitat units were at the low end of the spectrum and these prices have been removed. Further work will be undertaken over the coming months and in the light of best practice and benchmarking with other Local Authorities, to determine the most appropriate costings for habitats, their ongoing management and monitoring costs both on and off-site. Such details will in the future be issued at pre-application stage to each potential applicant for planning permission. Edits have been made through out to remove references to a specific metric version and update the SPD with the latest information and guidance released from DEFRA and Natural England and ensure definitions used are correct.
Fitzwilliam Wentworth Estate	**Summary of representation**
	Introduction These representations are made on behalf of The Fitzwilliam (Wentworth) Estate. FWE have a significant land holding interest within the Borough of Rotherham and have been actively participating at all stages in the Local Plan process both in terms of the adoption of the Core Strategy as well as the Sites and Policies Document. FWE have a broad range of sites and interests that we consider are both available and suitable for development to help contribute towards delivering the vision, objectives and spatial growth of the Borough and it is this context we submit representation to the draft SPD regarding Biodiversity Net Gain.

Background
This SPD provides guidance on achieving Biodiversity Net-Gain (BNG) from new development. BNG is achieved when a development site creates an increase in biodiversity, compared to what was on the site prior to development.

The core purpose of this SPD is to provide information about the provision of and/or contributions towards the delivery of biodiversity net gain in new development and sets out the circumstances where such provision, including financial contributions, shall be sought through planning obligations (i.e. S106 legal agreement).

Planning Policy
A core principle of achieving sustainable development is securing biodiversity net gain through the planning system. These are important policy requirements set out within the National Planning Policy Framework and the Rotherham Local Plan within the Core strategy and the Sites and Policies Local Plans

The general objective of these policies is to require all development to positively contribute to the conservation and enhancement of biodiversity and establishes a requirement to protect biodiversity.

The Council requires applicants to increase biodiversity through their developments, and, through their planning applications, to demonstrate that the measures being put forward will achieve this. If applicants satisfy this requirement, they will ensure their schemes are compliant with the relevant policies of the adopted Local Plan.

Biodiversity Net Gain Plus 10%
The draft Supplementary Planning Document sets out the agreed methodology that applicants shall follow to assess and calculate the Biodiversity Net Gain plus 10% arising from proposed new development in Rotherham Metropolitan Borough Council.

The Council are seeking to achieve a minimum of 10% biodiversity net gain as a requirement of planning permission for development, demonstrated using the Biodiversity Metric 3.0.

Whilst this approach accords with the Government's intention to introduce a 10% biodiversity net gain as a mandatory requirement in England through the Environment Act (2021), the Act includes transitional arrangements

	for delivery of at least a 10 per cent net gain in biodiversity over pre-development levels, and this will apply to new planning applications from November 2023. Under the current planning system there is a patchwork of policy and guidance on biodiversity. The National Planning Policy Framework requires planning policies and decisions to minimise impacts on and provide net gains for biodiversity, including by establishing coherent ecological networks, but it stops short of setting a national minimum. The Rotherham Local Plan does not include a policy minimum standard of improvement either. As recognised by in the National Planning Policy Guidance, SPDs should build upon and provide more detailed advice or guidance on policies in an adopted local plan. As they do not form part of the development plan, they cannot introduce new planning policies into the development plan. Furthermore, the guidance confirms they should not add unnecessarily to the financial burden on development. We consider that the requirement for the Council to request in this draft SPG at least a 10% BNG for all developments is currently unreasonable as the policies only allow for the general enhancement of biodiversity which could entail achieving less than 10% increase and still be policy compliant. Until the Act come into force, the draft SPG is not consistent with the current Local Plan policies in that it requests a minimum of 10% BNG. Therefore, we consider an appropriated transitional arrangement should be introduced into the draft SPD to reflect this issue and prevent unnecessarily overburdening development in financial terms.
	Council response
	Thank you for your comments on the emerging draft SPD. I have read your comments with interest and note the concerns raised. The Council notes that the mandatory requirement for 10% Biodiversity Net Gain on all major sites will not come into force until November 2023 and April 2024 for small sites. Currently the position is no net loss. However, it is important to note the support for the completion and adoption of the Biodiversity Net Gain+10% SPD has been significant, subject to appropriate amendments and there is a need for the LPA and developers to commence use of the most up to date Biodiversity Metric (currently BM4) now, to ensure no net loss from the development site in accordance with the NPPF and Local Plan policies CS20 and SP33. The SPD refers to the dates that 10% BNG becomes mandatory.
	Changes to SPD
	No changes to the SPD have been made arising from the representations. The use of the latest Biodiversity Metric 4 is being requested in all pre-application enquiries and that this should demonstrate no net loss of biodiversity from

	any new development proposals in accordance with case law where there is no adopted Development Plan policy requirement to achieve a net gain of 10%.
Sport England	Summary of representation
	Thank you for consulting Sport England. Sport England has an established and important role in the planning system where we are a statutory consultee on planning applications that would prejudice the use, or lead to the loss of use, of playing fields as defined in The Town and Country Planning (Development Management Procedure) (England) Order 2015 (Statutory Instrument 2015 No. 595) in that it is on land that has been used as a playing field within the last five years, and the field encompasses at least one playing pitch of 0.2 hectares or more, or that it is on land that allocated for the use as a playing field in a development plan or in proposals for such a plan or its alteration or replacement. Further detail on Sport England's role and objectives within the planning system can be found at https://www.sportengland.org/how-we-can-help/facilities-and-planning/planning-for-sport Sport England would wish to avoid a situation where an adopted SPD encourages certain types of planning applications which Sport England later has to object to as they are not consistent with our Playing Fields Policy. Sport England's Playing Fields Policy contains five exceptions where we will not object to a planning application which prejudices the use of playing fields. These exceptions are: • E1 - A carefully quantified and documented assessment of current and future needs has demonstrated to the satisfaction of Sport England that there is an excess of playing field provision in the catchment, and the site has no special significance to the interests of sport. • E2 - The proposed development is ancillary to the principal use of the site as a playing field or playing fields, and does not affect the quantity or quality of pitches or adversely affect their use. • E3 - The proposed development affects only land incapable of forming, or forming part of, a playing pitch and does not result in the loss of or inability to make use of any playing pitch (including the maintenance of adequate safety margins), a reduction in the size of the playing area of any playing pitch or the loss of any other sporting/ancillary facilities on the site. • E4 - The playing field or playing fields that would be lost as a result of the proposed development would be replaced by a playing field or playing fields of an equivalent or better quality and of equivalent or greater quantity, in a suitable location and subject to equivalent or better management arrangements, prior to the commencement of development. • E5 - The proposed development is for an indoor or outdoor sports facility, the provision of which would be of sufficient benefit to the development of sport as to outweigh the detriment caused by the loss of the playing field or playing fields.'

Sport England's Playing Fields Exceptions reflect paragraph 99 of the NPPF which states:
"Existing open space, sports and recreational buildings and land, including playing fields, should not be built on unless:
1 a) an assessment has been undertaken which has clearly shown the open space, buildings or land to be surplus to requirements; or
2 b) the loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location; or
3 c) the development is for alternative sports and recreational provision, the benefits of which clearly outweigh the loss of the current or former use."

Paragraph 16 – Comment -
This paragraph references the Council's commitment to delivering biodiversity net gain on site. It is necessary that any planning application should clearly annotate where any on site biodiversity net gain is proposed on the site. With the provision of biodiversity net gain on site this has the potential to trigger a statutory consultation on a planning application with Sport England where previously a consultation would not be required. This relates to planning applications where any biodiversity net gain is proposed on a playing field and as such could lead to the loss of, or prejudice the use of, the playing field. An example could be an extension to a school on a tarmac playground where the resulting biodiversity net gain is then proposed on the school's playing field. The extension itself (having no impact on the playing field) would not trigger a statutory consultation with Sport England, however, the resulting on-site biodiversity net gain on playing field could potentially trigger a consultation. In such circumstances, where there is an impact on playing field, the applicant would need to meet exception E1 or E4 above. Where the applicant is unable to meet Sport England's exceptions or paragraph 99 of the NPPF, this would result in an objection from Sport England.

Paragraphs 43, 44 and 81 - Comment -
The SPD includes a list of known ecological assets and green and blue infrastructure with paragraph 81 listing areas where any necessary off-site habitat provision should be directed. Green infrastructure can include playing fields. Depending on the location of the biodiversity net gain, this could prejudice the wider use of a playing field. For example, just planting a single tree in the centre of a playing field could prevent the entire playing field from being marked out with pitches as the tree would represent an obstruction, thereby prejudicing the whole playing field.

Resolution

	Sport England would suggest that there should be a list of exception land uses within the SPD where on site and off site biodiversity net gain is not encouraged. Playing field should be one of these land uses. The issue in relation to playing field could also have similar impacts on other non-playing field land uses associated with the use of the playing field, for example, where biodiversity net gain results in the loss of current on-site car parking thereby creating a potential highways safety issue through on street parking. If there is no choice but to provide biodiversity net gain on a playing field or other sport facility, the SPD should make it specifically clear that any net gain needs to comply with the policies in the NPPF, in the case of playing field this would be paragraph 99.
	Council response
	Thank you for your comments on the emerging BNG SPD. We have read your comments with interest.
	Changes to SPD
	In light of these comments, we have made mention to the fact that biodiversity net gain should not compromise land use requirements for sports pitches, facilities and playing fields and that requirements for net gain needs to comply with all policies in the Local Plan and the NPPF.
South Yorkshire Badger Group	**Summary of representation**
	<u>Sites and Policies Document Local Plan 2018</u> *29. Though planning conditions are the preferred route (???) through which the LPA shall seek and secure BNG, S.106 legal agreements shall augment and be used in appropriate cases, for example, in order that off-site requirements and measures, including land transfers and commuted sums are secured satisfactorily to not only deliver the BNG but ensure that these are maintained in the long term for the benefit of residents and visitors to Rotherham.* I don't understand the term 'preferred route' I'm unsure of the S.106 legal requirement stated but it appears that it is accepted that some carry out work that is detrimental to the site and before Planning Permission is sought. It seems to our group (SYBG) and others that Retrospective Planning Permission is a route used by those who clear areas of woodland/urban land that has been disused and taken over by nature and species and that only after subsequent cutting down of mature trees, removal of wildflower meadow, disturbance and possible death of bats roosting, destruction of badger setts, <u>only then is Planning Permission sought</u>. There seems to be little appreciation that clearing an area/site ready to seek Planning Permission is not acceptable and that incidences of 'Retrospective planning permission' being sought is often applied for once the damage to the site has been done, carried out in ignorance, and that it is being seen as an 'option' to gain approval once an area has been cleared. This cannot be acceptable. That RPP is sometimes being granted and that RMBC and wildlife groups have to try and keep uncover what is happening on sites being cleared without permission shows no deterrent to those who, sometimes

knowingly, undertake damaging work in clearing an area and causes local authorities expense and inconvenience in having to deal with such land owners/developers.

I note the following clause: *Establishing the Value of Assets using the Biodiversity Metric 3.0*
Survey Work 65. If a development site has been cleared with the resulting loss of habitats in advance of a biodiversity metric calculation being undertaken the baseline for the metric is to be taken as the habitats present prior to site clearance. The biodiversity value of the habitats lost is to be estimated based upon a desk-based assessment and professional judgement. In this regard, the precautionary principle shall be applied where the distinctiveness or condition of the habitats lost is uncertain. It is important to note that the Council is mindful of and shall apply all legislation affecting protected species and habitats.
This appears to undermine Planning Permission and the biodiversity present in an area, that it is somehow acceptable to review the area on the basis of being able 'to start again' is this so long as BNG afterwards can be seen to be achieved? This would be an opportunity to abuse the intention of protecting sites, nature and biodiversity and provides the option of RPP. It seems clear that RPP should be made less of an opportunity 'to get it past the planners' it should be that those causing this situation are heavily fined as a message/deterrent to those who do not have permission. It should be possible to make land owners aware before clearing a site that the intention of applying for permission later, after the groundwork has been done, is not acceptable so it is clear that PP MUST NOT be sought after clearance work has already been done. This is a root of the problem of land clearance and development.

Biodiversity Net Gain in Minor Applications 119 a - k
Thank you! It will be significant that all applications will benefit from a better consideration for nature, birds, insects and mammals. Ponds are significant and needed to benefit wildlife using them to live in or by.

Fruit trees have been long needed to provide wildlife with much needed additional food before the winter months in particular and I have often made this request of Ecologists and the Council when landscaping of areas are specified but plants are often ornamental and not beneficial to wildlife.

Appendix 3: Guidance on Commuted Sums
Habitat creation options Hedgerow creation
This option will be aimed at creating hedgerows with a mix of approximately 5 native species adapted to the local area. Hedgerows will be double fenced unless this is not appropriate for the location
Hedgerows with fencing can sometimes not make allowances for mammals to enter/leave areas, can this not be possible as is being done for hedgehog highways? Double fenced hedgerows could be prohibiting to roaming and movement of larger mammal species.

Comment:

	Larger mammals seem to be being overlooked – deer have been spotted in some areas (a Rotherham Park for instance early in the morning) although how they came to be there without using busy roads is unclear they are clearly in the area. Wildlife corridors need to be maintained to avoid animals having to use busy main roads and should be maintained if not increased in number. Deer, badgers and foxes are all more common in urban areas due to sprawl of development and the need for habitat and corridors need to be present and maintained to avoid conflict with vehicles and maintain access to areas they can live and feed in. Fencing can sometimes be problematic to this access and can push animals towards crossing/being on roads. Gaps in fencing for animals to access areas are needed and not be fenced in or out, please.
	Council response
	Thank you for your comments on the emerging draft SPD. I have read your comments with interest and note the concerns raised. I note your concerns about retrospective works and seeking of retrospective planning permission for authorised activity. This legislation will in future enable LPAs to consider any harm or damage occurring on site from January 2020 in the consideration of any planning application submitted. Currently we can ensure no net loss of biodiversity until mandatory in November 2023. The Council has already adopted a Natural Environment SPD, that notes specific habitats supporting protecting species and provides further details. This SPD is concerned with the delivery of Biodiversity Net Gain only.
	Changes to SPD
	The draft SPD has been amended to mention conservation covenants as another way of securing BNG alongside section 106 planning obligations and use of planning conditions on-site.
	Summary of representation
	These comments are based on my involvement in Rotherham wildlife conservation issues since the mid 1980s. Member – Sheffield Bird Study Group, Sorby Natural History Society, Rotherham Ornithological Society, Yorkshire Wildlife Trust. (Have been a Senior Officer in most of these organisations) Member of the Rotherham Environmental/Biodiversity Forum since 1992 and the Rotherham Local Wildlife Sites Panel since 1016. • The whole document seems long winded and far too complicated for developers, that have little interest in wildlife. Could have been a lot shorter and to the point. I appreciate that there are legal implications in this document. • I presume Professor Stephen Walker wrote this paper for the use of more than one local authority and not specifically Rotherham?

	• Rotherham has been very weak on wildlife conservation in recent decades partly due to RMBC only having the bare minimum of staff, involved with the subject. At the same time a declining interest in conservation from the voluntary sector. • Its good there is a focus on nationally protected species, some of which are increasing locally such as Otters, on their own with no help from the conservation sector. My concern is that there is no effort to protect and enhance Rotherham habitats and wildlife that are off the radar of national targets. Examples are Redshank, which as far as I am aware failed to breed in Rotherham in 2022. The common Swallow is also struggling around Rotherham, mainly due to barn conversations, where the protection of this species has been ignored by planners and developers. Swallows could soon go the same way as species such as Snipe, Turtle Dove, Hawfinch and Corn Bunting and become extinct in Rotherham. Many former tips that have naturally regenerated have been some of Rotherham's most productive wildlife sites, but also top of the list for development with no mitigation for the unique wildlife that has been lost. • Too much reliance has been placed on ecological consultants, usually from outside the Rotherham area. While they usually do a reasonable job on surveying, on a site to be developed, they often do not have the local knowledge of the current state of local wildlife. Its been very easy on sites such as Orgreave/Waverley to say the ground nesting birds will go elsewhere, when this is clearly not the case. There has been little or no effort to involve local naturalists/birdwatchers who know the area by consultants/council. • The 'Rotherham Biodiversity Action Plan' is now well out of date and has achieved very little since its publication. Local Wildlife Sites urgently need • A discussion is needed with local naturalists/birdwatchers over the current state of woodlands particularly ones planted in recent decades over their biodiversity value. My own experience is that woodland birds are declining probably due to the woods having closed canopies, compared to the more open/managed woods of the past. New woodlands can be good for birds in the early stages, but eventually the trees lose all their lower branches and leafs making a very poor habitat. New woodlands need trees to be planted further apart or heavily thinned some years into the future. Developers should be compelled to remove plastic guards once trees are established. On the Orgreave/Waverly site these have ended up on the floodplain and washed into the river!
	Council response
	Thank you for your comments on the emerging draft SPD. I have read your comments with interest and note the concerns raised on wider environmental and protected species issues within this Borough. The net gain requirements and legislation will in future enable LPAs to consider any harm or damage occurring on site from

	January 2020 in the consideration of any planning application submitted. Currently we can ensure no net loss of biodiversity until mandatory in November 2023. As you are aware, a Local Nature Recovery Strategy is to be prepared across the South Yorkshire Region and the South Yorkshire Mayoral Combined Authority will be the responsible body for leading on the preparation of this Strategy. It is anticipated that the LNRS will determine which habitats are of strategic significance and will guide delivery of nature's recovery and biodiversity net gain. It is envisaged that local naturalists and groups will be engaged in the delivery of such a strategy. At the moment it is not envisaged that the Rotherham Biodiversity Action Plan (RBAP) will be refreshed in the near future, as we await the preparation of and input to the LNRS. The Council has already adopted a Natural Environment SPD, that notes specific habitats supporting protecting species and provides further details. This current SPD is concerned with the delivery of Biodiversity Net Gain only.
	Changes to SPD
	The SPD has been clarified and condensed to make it more concise and readable for developers.
North Yorkshire County Council	Summary of representation
	Having reviewed this material, North Yorkshire County Council does not have any comments to make on these SPDs.
	Council response
	Noted
	Changes to SPD
	None
Severn Trent	Summary of representation
	Thank you for giving Severn Trent an opportunity to comment on you Supplementary Planning Documents, We do not have specific comments to make regarding the SPD's under consultation.
	Council response
	Noted
	Changes to SPD
	None
	Summary of representation
	The Coal Authority have no specific comments to make on this consultation document.

The Coal Authority	Council response
	Noted
	Changes to SPD
	None

Other changes to the SPD by the Council
Within the amended SPD there remain some areas where the Council does not yet have an agreed position, and therefore no changes can, at this time, be made to the SPD. It is intended that the Council adopts the SPD as currently drafted but remains aware that over time, application of the Biodiversity Metric, the preparation of Net Gain Reports and HMMPS (Habitat and Management Monitoring Plans) for on- and off-site net gains may require further changes to the SPD. The Council needs to remain alert to re-visiting its content and re-issuing a further draft for consultation (if necessary) prior to its adoption a refreshed SPD. We will await the finalisation of the LNRS and implementation of net gain to achieve maximum understanding of the procedures and protocols required.

Table 3: Trees SPD

Consultee	Summary of representation
Canal & River Trust	The Trust own and manage the Sheffield & South Yorkshire Navigation, which forms a significant green and blue infrastructure corridor through the borough. Impacts to biodiversity on neighbouring development sites can impact upon the effectiveness and strength of this corridor. We wish to raise the following comments on the document: 1. Paragraphs 36, 37, 41, 48, 49, 50, 51, 54, 87 refer to BS5837. We request that it should be clarified in the document that the document is referring to BS5837: 2012 (and any subsequent documents). This would help avoid confusion with BS5837: 2005. 2. With respect to replacement tree planting (paragraphs 61-63), we request that the impact of tree removals (and replacements) with respect to the potential impact on neighbouring blue and green infrastructure corridors would need taking into account. For example, the loss of some trees (and relocation elsewhere) could impact a neighbouring wildlife corridor, should they be part of the wider corridor (e.g. form part of a wider body of trees). We request that paragraph 62 should be expanded to include reference to wildlife corridors. For example: "Where the AIA has highlighted the need for replacement planting the applicant must take into account the number; sizes and species of the trees lost, and their impact on neighbouring blue and green infrastructure corridors, when suggesting replanting…" This would help make the document more effective in meeting the aims of the National Planning Policy Framework (e.g. paragraph 20 part d).
	Council response
	1. Suggestion noted and changes will be made accordingly. 2. Suggestion noted and changes will be made accordingly.
	Changes to SPD
	1. Amendment to all reference of BS5837 and title of Appendix 2 referring to BS5837:2012. 2. Amendment to paragraph 62: "Where the AIA has highlighted the need for replacement planting the applicant must take into account the number; sizes and species of the trees lost, <u>and their impact on neighbouring blue and green infrastructure corridors</u>, when suggesting replanting."
Environment Agency	**Summary of representation**
	We also welcome the development of the Trees SPD. <u>Irreplaceable habitats (para.45 and 46)</u> 1. We would note that until the Environment Act/BNG regulations are published in their final form, but it's possible that other types of woodland habitat with high distinctiveness, along with "Long Established Woodland", could

	be included in their definition of "irreplaceable habitats". For consistency, it would be beneficial to use some wording that references these other irreplaceable habitats and affords them similar consideration to ancient woodland and veteran trees. 2. We note that Para 46 refers to “ancient and veteran trees” but not to “ancient woodland” (as in the NPPF) – this feels like an important omission, as individual trees within an ancient woodland are important even if the trees themselves are not veteran. Therefore, reference should be made explicitly to ancient woodland. <u>Green Infrastructure</u> 3. Separately, we note that the importance of trees as “green infrastructure” wildlife corridors, particularly along rivers and other linear landscape features, has not been highlighted in the document. We note that there are mentions of this benefit of trees in Para 20 (“Integrating Habitats: Biodiversity can be enhanced through facilitating habitats and routes for wildlife”) and Para 32 (“Nature conservation and habitat connectivity”) but we would consider it would be beneficial to highlight this in a separate paragraph wherever that’s appropriate in the document to highlight its importance. 4. In biodiversity terms, tree corridors can be particularly important as commuting habitat for bats – much more so than the sum of the assessed values of each individual tree. Habitat connectivity is recognised as important for biodiversity more widely in the government’s 25 Year Environment Plan, which references the Lawton Review (2010) priorities, “More, bigger, better and joined”. 5. (Para.48 and 49) We would highlight that it would be beneficial for these surveys to consider that being part of a strategic wildlife corridor for a protected species (e.g. bats) should qualify a tree as being category A for retention, “Trees, groups or woodlands of significant conservation, historical, commemorative or other value”, and for other species as category B, “Trees with material conservation or other cultural value”, and should be retained wherever possible. We think it would it be useful to highlight this factor explicitly in this section so that it’s not missed. This priority (to maintain and recreate wildlife corridors/ habitat connectivity) should also be made explicit in the Replacement Trees Planting section (page 17). <u>Nature Recovery (para.65)</u> 6. We would highlight that a reference within this section to support the aims of the Local Nature Recovery Strategy here would be beneficial.
	Council response
	The Council appreciates the comments and suggestions, the SPD has been revised accordingly.
	Changes to SPD
	Paragraphs relates to irreplaceable habitats have been amended. Included further government guidance and highlight the importance of wildlife corridors in the section of National Planning Policy, Tree Categorisation and Replacement Tree Planting.
	Summary of representation

Forestry Commission	The FC supports the development of a Trees SPD in Rotherham and sees this as key to delivering part of the aspirations of the South Yorkshire Woodland Partnership which Rotherham Council are members of. We note the updated the National Planning Policy Framework (NPPF) Paragraph 180c has been mentioned in the SPD, including the strengthening of protections for irreplaceable habitats such as ancient woodland. It would also be worth noting in the SPD the recent government policy "Keepers of Time" that sets out the importance of ancient woodland, ancient and veteran trees, Long Established Woodland, (woodland present since at least 1893), and semi natural woodlands. Keepers of time: ancient and native woodland and trees policy in England The England Trees Action Plan – also sets out importance of ancient and long-established woodlands, and 3.12 commits to introducing 'Long Established Woodland' designation England Trees Action Plan 2021 to 2024 We think it would have been beneficial to see more direction around the use of management agreements (rather than creating compensatory habitats) to assist bringing ancient woodland into good ecological condition in the SPD. Para 13 should also refer to when FC should be consulted and not just Natural England. Para 46 should also refer to the need to avoid and mitigate any impacts on ancient and veteran trees, and reiterate that any loss/deterioration of ancient or veteran trees should only occur where there are wholly exceptional reasons and a suitable compensation strategy exists. The FC is very supportive of the CAVAT valuation and commuted sums covered in the SPD along with the tree planting, pruning maintenance, Aboricultural Method Statements (AMSs) and Tree Protection plans. My national FC Urban Forestry Advisor colleague also commented that Rotherham Council had evidently put a lot of time into the development of the SPD and is of high quality in comparison to other SPD documents being developed across England.
	Council response
	Thank you for the support of the Tree SPD. The Council acknowledges the importance of long-established woodland as referred in the recent Government policies and guidance, the SPD has been revised to reflect this.
	Changes to SPD
	Both government's policy papers 'Keepers of Time' and 'England Trees Action Plan' are referenced. The suggested reference in para.13 and 46 have also incorporated in the SPD.
Historic England	Summary of representation
	P.10, para.25, Local Planning Policy

	Trees can contribute to the significance of designated heritage assets either directly, such as trees within a Conservation Area or Registered Park and Garden, or indirectly, as an element of their setting. The loss of existing trees, or the planting of trees as part of the landscape proposals for new development, can have a positive or negative effect on the significance of designated heritage assets, or may affect the ability to appreciate that significance. 1. We would therefore request that the following Local Plan policies are added to the list under paragraph 25: • SP 40 Listed Buildings • SP 42 Archaeology and Scheduled Ancient Monuments • SP 44 Historic Parks, Gardens and Landscapes <u>P.25, para.98-111, Part 4: TPO</u> 2. We welcome the inclusion of this section dealing with works to trees protected by a TPO or within a Conservation Area. However, the title of this part of the SPD could make it clearer what is covered, especially to those scanning the content page. As such, we request that the title of Part 4 is changed to: 'Tree Preservation Orders and Conservation Areas'. <u>P.11 and 19, Part 1: Existing Trees – Design Stage and Part 2: New Tree Planting</u> As highlighted above, trees can make a direct or indirect contribution to the significance of designated heritage assets. Development proposals affecting a heritage asset(s), where works to existing trees and/or new tree planting is proposed, should assess (as part of the Design and Access Statement and/or Heritage Statement as appropriate) the impact of the proposals on the significance of the heritage asset(s). The contribution that trees can make to the significance of heritage assets, and the need to assess the affect that proposed works to existing trees/new planting as part of new development can have on heritage assets, should be reflected in the SPD.
	Council response
	Thank you for the supportive comments and suggestions.
	Changes to SPD
	The suggested amendments have been incorporated in the SPD.
	Summary of representation
	Whilst the are aware the ETAP is the beginning of many plans for trees, from the NFU's perspective ETAP had: little reference to farming, despite the fact farmers are crucial to delivering the targets. Makes little provision for

National Farmers' Union	agricultural tenants to play a fuller role in tree or woodland planting. Not referenced permanency element of tree planting. Committed to ELMs funding for woodland creation and management, which the NFU believes would benefit from a separate scheme to ELMs due to woodland complexity. We therefore hope the council will consider the above and our suggestions: • The need to consider factors such as the tree species, appropriate sourcing to match the location and the long-term objectives- the "right tree in the right place.'' • Support to incentives to bring existing woodlands back into management (including new infrastructure on site) and this should be a priority over new plantings. • Assurance that land managers that decide to plant trees must have made that decision voluntarily. • Consider the existing policy barriers, crucially the existing tenancy clauses which prevent 30% of our agricultural land from engaging in tree planting. • Consider the permanency element of planting trees which is currently a barrier. Where tree planting is permanent land use change, and the impact on food production. • Would like to see increased recognition for trees outside of woodlands. These contribute enormously to our natural environment and landscape features. They act as important carbon sinks.
	Council response
	Thank you for the comment and the Council acknowledges the raised issues. The Council recognises the importance of woodland management and constraints of trees planting on agricultural land. However, these matters fall outside the purpose of the SPD to include great details.
	Changes to SPD
	A new subsection on management plan is included in Part 3.
Sheffield and Rotherham Wildlife Trust	**Summary of representation**
	We are supportive of RMBC emphasising the value of trees and writing policies to back this up. We just have a few questions/points to make below that require some clarity. We read the Developer Contribution draft SPD first and it does not make sense without reading the Trees SPD too – as with the draft BNG and Developer Contribution docs though there is a lot of overlap between the documents. It is not easier to have all the information relating to trees (including the developer contributions) in one SPD? Rather than having the figures in both but the explanation of where they have come from only in one? Points on paragraph numbers 1. 18 – could just signpost to the BNG SPD 2. 32/33 – repeat of last point of 32 and point 33 3. 57-58 – Is this for Category C trees only as it suggests in para 49 or could it also be used for cat A/B trees that cannot be retained? Clarity required. 4. Costs £396 – plant and maintain cost – maintain for how long? Seems low for the lifetime of a tree 5. 73 – Can RMBC suggest suitable tree species to add to this paragraph?

	6. 77-99 – Commuted sum is this £78/year? How does this relate to the £396? Not all trees will require a crown lift and prune annually? What about cost of inspection? What about trees on private land? Any protection from owners felling them?
	Council response
	Thank you for the support of the SPD as a guidance on trees in development. While there are some cross references between documents, the Council intends to provide specific guidance on trees in development while the Developer Contribution SPD provides an overview of financial contributions via S106 planning obligations to mitigate impacts arising from the development. The illustrative examples of costs have been provided within the SPD, these figures would be indexed link that would be updated annually and published on the Council's website. The Council considers the decision on suitable tree species in development should be determined on case-by-case basis when pre-application advice is sought or when a planning application is submitted. However, the Council's Landscape Design Guide Appendix A is an approved species list of trees and soft landscaping.
	Changes to SPD
	• Deleted para.33 due to repetition. • Clarified the RTRS apply to all affected trees. • Reference to the Landscape Design Guide in the SPD
North Yorkshire County Council	**Summary of representation**
	Having reviewed this material, North Yorkshire County Council does not have any comments to make on these SPDs.
	Council response
	Noted
	Changes to SPD
	None
Severn Trent	**Summary of representation**
	Thank you for giving Severn Trent an opportunity to comment on you Supplementary Planning Documents, We do not have specific comments to make regarding the SPD's under consultation.
	Council response
	Noted
	Changes to SPD

	None
Coal Authority	Summary of representation
	The Coal Authority have no specific comments to make on this consultation document.
	Council response
	Noted
	Changes to SPD
	None
Other changes to the SPD by the Council	
N/A	

Table 4: Preparing a Soils Strategy SPD

Consultee	Summary of representation
Environment Agency	We welcome the development of a Soils Strategy SPD and consider the following paragraphs to be very important and they should remain. 26 - Site restoration requires an understanding of the soil and ecological conditions in nearby surrounding landscapes to guide the correct course of action. 27 - It is important to understand the existing soil conditions and the kinds of vegetation and habitats the existing soils can sustain. Restoration projects should use the existing properties and distribution of soils to guide opportunities for habitat restoration. 28 - Examples of good practice include choosing appropriate native plant species to encourage and enhance biodiversity and developing links between habitats in the landscape through the creation of Green Infrastructure corridors or “stepping stones”. We also welcome the sections on soil protection and storage, and the requirement for Soil Resource Plans to help prevent loss of soil function and biodiversity. Our main comment with regards to this SPD is if there should be specific mention of ensuring that imported soils are free of seeds and other plant reproductive materials, so that these species aren’t introduced to development sites. We consider that given there are known such problems throughout South Yorkshire with invasive species that this would be a sensible approach and reference to make within the SPD.
	Council response

	Comments of support are noted. The Council appreciates the comment regarding the condition of imported soil and the SPD would be revised accordingly.
	Changes to SPD
	Amended Policy Guidance 6 with appropriate wordings to reflect the comment.
National Farmers Union	Summary of representation
	Considering BMV, it would be useful to make is clear that this is Grade 1 to 3a and that sites impacting greater than 20ha must consult Natural England https://www.gov.uk/government/publications/agricultural-land-assess-proposals-for-development/guide-to-assessing-development-proposals-on-agricultural-land
	Council response
	Comment noted and the SPD would be revised accordingly.
	Changes to SPD
	- Included additional reference of 'A Green Future: Our 25 Year Plan to improve the Environment' in the National Policy section. - Included additional guidance on consultation in Soil & Development section.
Sheffield and Rotherham Wildlife Trust	Summary of representation
	We are supportive of the recognition of the importance of soils and this SPD. 1. Policy Guidance note 5: Suggest the following addition. "If areas of wildflower are proposed, low nutrient soils are more appropriate than compost/fertiliser. An suitably qualified and/or experienced Ecologist or Landscaper should be consulted to ensure the soil conditions are optimal for any sowing or planting planned." 2. Reference could be made to this strategy https://www.gov.uk/government/publications/safeguarding-our-soils-a-strategy-for-england
	Council response
	Comment noted and the SPD would be revised accordingly.
	Changes to SPD
	- Included guidance on wildflower planting in Policy Guidance Note 5 - Included additional guidance in the National Policy section
County Planning Ltd.	Summary of representation
	We act on behalf of a number of developers and interested parties in the borough, and respond on their joint behalf. **Background** The role of Supplementary Planning Documents is defined in the Annex to the National Planning Policy Framework which states: "Supplementary planning documents: [Are] Documents which add further detail to the policies in the

development plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan."

It is important to recognise that to be adopted, the SPD must limit itself to matters only of explanation and interpretation of local plan policies. It cannot impose new or stricter requirements than parent policies in the development plan already stipulate. Requiring details, actions or investigations that are not already allowed for in the local plan would lead to conflict with Part 4, Regulation 8 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

Comments on the Draft Soil Strategy SPD

In principle, we have no objection to the adoption of a guidance document. However, in consultation with a soils scientist acting on behalf of our clients, we suggest that in order to be compliant with national and local policy, the following amendments should be made to the draft:

General – the SPD needs to appropriately consider the safe sustainable re-use of man-made ground on or within site of origin. For example, where the arisings of excavations are proposed for re-use on site. In particular, the SPD needs to refer to and explain the significance of the CL:AIRE Definition of Waste CoP (DoWCoP), U1 waste exemptions, etc, that permit sustainable, proper and safe re-use of surplus natural soils off-site.

Para 13 – There are a range of Phytotoxic heavy metals such as copper, nickel & zinc that occur in natural soils and can affect plant growth. It should be acknowledged that the baseline for assessment and mitigation is not necessarily "zero trace" but rather restoration to a condition which is representative of the soil conditions naturally occurring in that locality / wider surrounds.

Para 18 - BS3882 provides a specification for topsoil placed in developments. Whilst the planning system should not duplicate other controls, it could be appropriate to mention this standard within the SPD in order to guide and assist developers on the expectations.

Para 32 - Geo-Environmental and Geo-technical Engineers are rarely qualified as Soil Scientists. As such, the inclusion of a requirement for a SRS and SRP should not be within the remit of geo-env' and geo-tech' reports. It must not be added within the standard contaminated land remediation conditions.

Policy Guidance Note 2 – in most cases, topsoil is usually stripped and stockpiled for future use. And so, this comment appears to relate to subsoils. Unlike top soils, subsoils do not normally detrimentally compact.

Also, where a site is known or suspected to contain contamination then a remediation strategy will already discuss and propose measures for storage and avoiding cross-contamination and so duplication is not necessary or reasonable. It could also cause errors or conflicts. Therefore, adding a barrier or protection to such soils is not

	required as part of the soils management plan unless it is specified in the remediation strategy; unnecessary protection would increase costs of development and could impact deliverability. Policy Guidance Note 4 – In relation to engineered fill. This would usually be compacted to 95% air voids in order to safely support building foundations. It is not feasible to swap and change the degree of compaction between areas under houses and areas under adjacent gardens and landscaping (where less compaction might be desirable to aid plant growth). As such, this criterion should be reviewed to make it clear where lesser compaction is required in landscaped and external areas not immediately adjacent to new buildings. Policy Guidance Note 6 – The criteria already set out in the DoWCoP should be mentioned instead here. These SPD requirements unnecessarily duplicate the requirements that already exist within DoWCoP relating to the re-use of natural topsoil and subsoil. BS8601 (Subsoil) should also be mentioned as this is relevant too. Additionally, it needs to be made clear that guidance Note 6 cannot and must not seek to duplicate existing and proposed requirements identified in remediation strategies / investigation reports. National policy and guidance is clear in the need for decision makers and guidance documents to avoid duplication of non-planning legislation and environmental controls. Soil Placement, Page 18 - It must be made clearer that this requirement relates only to new / imported soils to be placed on development sites. Imposing these requirements on sites where soil re-use is proposed (and hence where reliance on DoWCoP is occurring), it is inappropriate and disproportionate to require testing, certification or adaptation of non-imported/on-site soils. **Actions required** Noting the above, we submit that amendments to the SPD are required so as to ensure that it complies with the relevant guidance and legislation. These are: 1. The requirements in para 32 of the SPD must be reviewed and amended to remove referenced to soil scientists. Development Management practitioners must be given training to ensure the judicious use of conditions relating to soil management plans and how these differ from contaminated land remediation strategies. 2. Policy Guidance Note 2, bullet point 1 must be amended to read “Soil protection up to the point of completion of built development and where appropriate, implementation of landscaping should comprise a physical barrier and/or ground protection to prevent compaction and contamination.” 3. Policy Guidance Note 4 should be amended, as per the above comments. 4. Policy Guidance Note 6 should be amended, as per the above comments. 5. Soil Placement, Page 18 must be amended, as per the above comments.
	Council response

	Thank you for the comprehensive comments which predominantly relate to development of sites and dealing with issues of contamination. The scope of DoWCoP has implications for the redevelopment of land containing historical landfills. The views of specialist officers within the Council have been sought with respect to your submitted comments, and we are mindful of all the concerns raised by you. Throughout the SPD reference is made to Soil Scientist **or other suitably qualified professional;** it is not unreasonable, for the council to expect a suitably qualified person to prepare the necessary and appropriate information to support the submission of a planning application. In the preparation of planning conditions, the Local Planning Authority is mindful of best practice, the use of appropriate model planning conditions and seeks support from specialists in other teams of the Council, including Landscape Team and Environmental Health in the drafting of planning conditions to support grant of any planning permission. Policy Guidance Note 2 has been amended. The Council considers that a number of the comments raised, fall outside the purpose of this SPD which is specifically concerned with protecting the ecological quality of the soils and subsoil for the wider benefit of biodiversity. Comments received from the Environment Agency have been particularly supportive of the preparation of this SPD.
	Changes to SPD
	Included reference of British Standard on topsoil and subsoil.
The Coal Authority	Summary of representation
	The Coal Authority have no specific comments to make on this consultation document.
	Council response
	Noted
	Changes to SPD
	None
North Yorkshire	Summary of representation
	Having reviewed this material, North Yorkshire County Council does not have any comments to make on these SPDs.

County Council	Council response
	Noted
	Changes to SPD
	None
Severn Trent	Summary of representation
	Thank you for giving Severn Trent an opportunity to comment on you Supplementary Planning Documents, We do not have specific comments to make regarding the SPD's under consultation.
	Council response
	Noted
	Changes to SPD
	None
Canal & River Trust	Summary of representation
	The Trust does not wish to make comments on the SPD.
	Council response
	Noted
	Changes to SPD
	None
Other changes to the SPD by the Council	
None	

Table 5: Development in the Green Belt SPD (revised)

Consultee	Summary of representation
Historic England	1. <u>P.9, para.33 bullet point 6, Replacement Buildings</u> Core Strategy Policy SP 6 Replacement Buildings in the Green Belt states that: "replacement buildings will not be permitted where they would result in the loss of a building which makes a positive contribution to the surrounding landscape character or the building is of local architectural or historic interest". The final bullet point under paragraph 33 deviates somewhat from this policy position. We would request that this bullet point is amended to more closely reflect the policy wording in order to ensure that the guidance is not misleading and avoids potential conflicts with Policy SP 6. 2. <u>P.13, para.41, Converting Existing Buildings</u> We welcome the references made in this section of the draft SPD to ensuring that conversions will only be appropriate where alterations are minimised, and the design is sympathetic to the character of the building and

	the surrounding landscape. We would however suggest the following change to the final sentence of paragraph 41 is made to reflect that this section is about the conversion of buildings and not their replacement: "…unless it is desirable to retain the building in its current form because of the historic value or visual amenity that it provides."
	Council response
	The Council acknowledge Historic England's comment and consider the suggested amendment would clarify the guidance.
	Changes to SPD
	Para.33 – deleted 'unless keeping the building as it is has proved not to be possible.' Para.41 – insert 'in its current form' in the last sentence.
National Farmers' Union	**Summary of representation**
	We note the proposals for agricultural business, but would welcome further support to meet the ongoing climate emergency. As such, many agricultural businesses are keen to adopt some form of renewable technology, and these should be encouraged as part of diversification.
	Council response
	Policy SP7 'New Agricultural or Forestry Buildings or Structures in the Green Belt' and Policy CS30 'Low Carbon & Renewable Energy Generation' would be relevant should agricultural business wishes to adopt renewable technology as part of their business. However, this would be assessed on case-by-case basis and the Council does not have further guidance at this stage.
	Changes to SPD
	None
Kiveton Park Steel Ltd	**Summary of representation**
	1. I agree with para 38 " ... the partial or complete redevelopment of previously developed sites (brownfield land) is not considered to be inappropriate development". However, this is a lukewarm endorsement of a sensible policy (double negatives!) and is restricted to a small number of named villages. It should apply to all villages / settlements **throughout the area** and be re-worded: " .... the partial or complete redevelopment of previously developed sites (brownfield land) is considered to be appropriate development" 2. This para 38 directly contradicts Para 34 "If the building that is to be replaced by the proposed development has already been demolished or has not been used for a long period (and is considered to be abandoned) its use will have ceased and a planning application will be necessary. It is unlikely under such circumstances that planning permission would be granted".

	Para 34 should be re-worded as "If the building that is to be replaced by the proposed development has already been demolished or has not been used for a long period (and is considered to be abandoned) its use will have ceased, and a planning application will be necessary. It is likely under such circumstances that planning permission **would** be granted for a development not exceeding the size and elevations of the previously developed land". 3. Para 35 is needlessly restrictive " ... replacement of a building does not allow for a change of use and the new building should be used for the same purpose as the original building. Where a change is proposed this would result in inappropriate development and "very special circumstances" would need to be demonstrated". Para 35 should be reworded: " ... replacement of a building may involve a change of use. Where a change is proposed this should be justified and an explanation given as to why the new use is more appropriate than a continuation of the former use and better enhances the Green Belt."
	Council response
	1. The Council currently is not in position to review Policy SP8 which set out a list of villages for its application and para.38 of the SPD is in line with the adopted policy. 2. Para.34 relates to replacement building while para.38 relates to infill dwellings, as which the Council does not consider they are contradicted. 3. Para.35 is in line with the NPPF (para.149 d: the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces).
	Changes to SPD
	None
Fitzwilliam Wentworth Estate	**Summary of representation**
	Introduction These representations are made on behalf of The Fitzwilliam (Wentworth) Estate. FWE have a significant land holding interest within the Borough of Rotherham and have been actively participating at all stages in the Local Plan process both in terms of the adoption of the Core Strategy as well as the Sites and Policies Document. FWE have a broad range of sites and interests that we consider are both available and suitable for development to help contribute towards delivering the vision, objectives and spatial growth of the Borough and it is this context we submit representation to the draft SPD regarding Green Belt. **Background and Case Law**

	The draft SPD seeks to refine elements of the wording of the guidance specifically in respect of extension to existing building and replacement of buildings. There is no specific justification given by the Council toward these proposed changes. However, we note there has been recent case law around these two aspects of Green Belt - Warwick District Council v Secretary of State (Eyre J, 12 August 2022): As you will be aware, you don't have to demonstrate "very special circumstances" where specific exceptions in paragraph 149 of the NPPF apply. Two of the relevant exceptions are as follows: "c) the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building; d) the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces;" Within the Warwick case the relevant extracts are follows: "The Second Defendant's property is in Vicarage Road in Stoneleigh. The village of Stoneleigh is "washed over" by the West Midlands Green Belt. The Second Defendant's property consists of a Grade II timber-framed cottage ("the Cottage"), a garden, a garage, and a currently disused timber structure. That structure has a footprint of 10.2m2 and appears to have been originally used as the garage for the property but that use has been superseded by a more recently-built garage. This timber structure is in the garden of the Cottage but is approximately 20m from the Cottage itself. The Second Defendants sought permission to demolish the timber structure and to replace it with a garden room/home office with a footprint of 16m2." Warwick District Council had refused the application, taking the position that paragraph 149 (c) did not apply. On appeal, the inspector disagreed: "9. Framework paragraph 149 (c) permits the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building. The existing building was the original garage to the house and as such could reasonably be considered to have been a normal domestic adjunct to it. Likewise, the proposed outbuilding would be used for purposes clearly related to the occupation of the dwelling. It would be in the same location on the site, relatively close to the dwelling and within a group of buildings closely

	associated with it. Therefore, I am satisfied that the proposed outbuilding can be considered as an extension to the dwelling. 10. The evidence before me is that there have been various extensions to the original building and a detached garage. Planning permission has recently been granted to replace the rear single storey extension with something similar in scale and the garage is relatively small in relation to the dwelling. The proposed outbuilding would be located behind this building and would be much smaller in scale compared with the host dwelling. Given the modest scale of these existing additions and the limited additional footprint from the proposed outbuilding, I find that the proposal, in combination with previous additions, would not result in disproportionate additions to the host dwelling." The inspector allowed the appeal and the Council challenged the decision. Eyre J concluded as follows, after analysis as to the normal meaning of the word "extension" and then the policy context within which it is used in paragraph 149 (c) (the Council = Claimant, the Secretary of State = First Defendant): "Looking at the matter in the round no one of the points advanced is conclusive by itself but I am persuaded by the combined weight of the points advanced by the First Defendant. It is right to note that if the language of [149(c)] were to be considered in isolation from its context then the Claimant's interpretation of the words used would be the more natural reading of those words. It is not, however, the only legitimate reading of the words and the First Defendant's interpretation that an extension of a building can include a physically detached structure is also a tenable reading of the words used. The First Defendant's interpretation is, in my judgement, the reading which accords considerably more readily with the content and purpose of the relevant part of the NPPF. While the Claimant's interpretation has the potential to lead to artificial distinctions which would do nothing to further the purposes of the Green Belt whereas that advanced by the First Defendant would remove the risk of that artificiality without jeopardising those purposes. Accordingly, I am satisfied that [149(c)] is not to be interpreted as being confined to physically attached structures but that an extension for the purposes of that provision can include structures which are physically detached from the building of which they are an extension. If, as I have found, an extension can be detached from the building of which it is an extension the Inspector did not err in law in granting planning permission and this claim fails." **Green Belt Guidance 2 - Extensions of Buildings** The amendments to the text to clarify that the guidance at paragraph 18 relates more broadly to all buildings rather than residential is welcomed.

	The revised text now assumes there can be primary and secondary buildings on the site. However, in some cases there may be two or more main activities operating within the planning unit on the site such as a farmhouse (domestic) and the farm buildings (agricultural) relating to a farmstead. It should therefore be acknowledged in these cases that each building has the potential to be a 'main' building which could be extended individually from its original volume size having its own 33% extension 'limit'. Reference to the secondary building having to be within 5 metres of the main building is too arbitrary and it is much more restrictive when considered in the context of the recent Warwick case law where the timber garage structure was over 20m from the main house. We would recommend that provided the structure/secondary building is within the main curtilage then any secondary building can count towards the volume of the original building. For consistency of the proposed revised terminology, the Council may wish to consider reviewing paragraph 20 in terms of reference to 'outbuilding' rather than the amended 'secondary' buildings found in paragraph 18. **Green Belt Guidance 3- Replacement Buildings** Within the context of the proposed amendments found with paragraph 30 we make similar comments to those in relation to Guidance No 2 regarding the extensions to buildings namely: • There may be two of more main activities operating within the planning unit on the site such as a farmhouse and the farm buildings relating to a farmstead. It should therefore be acknowledged in these cases that each building has the potential to be a 'main' building with its own volume. • Any secondary building having to be within 5 metres of the main building is too arbitrary and it more restricted when considered in the context of the recent Warwick case law. Leading on from the conclusions of the Warwick case, the revised text does acknowledge that replacement of outbuildings can rely on paragraph 149(c) of the NPPF and guidance No 2 of the SPD which would allow in theory a development greater than 10% as the provision can include structures which are physically detached from the building of which they are an extension. The draft SPD should be amended to accommodate this recent legal interpretation of paragraph 149 of the NPPF. **Economic diversification in rural areas**

	Paragraph 83 of the draft SPD differentiates between promoting the diversification of farming businesses on the one hand but resisting economic diversification in rural areas on the other. We object to this approach as it is contrary to the spirit of NPPF which is seeking to support a prosperous rural economy in general. Paragraph 84 of the NPPF confirms that planning policies should enable: • the sustainable growth and expansion of all types of business in rural areas, both through conversion of existing buildings and well-designed new buildings; • the development and diversification of agricultural and other land-based rural businesses; and • sustainable rural tourism and leisure developments which respect the character of the countryside; Paragraph 85 of the NPPF goes on to confirm that planning policies should recognise that sites to meet local business and community needs in rural areas may have to be found adjacent to or beyond existing settlements, and in locations that are not well served by public transport. The positive policy framework at national level in support of achieving a prosperous rural economy should also been seen in the context of the significant uncertainty and financial pressures current affecting the local and national economy. We therefore consider that developments relating to improving economic diversification in a rural area should be give the same level of policy support within the draft SPD as those measures that support diversifying farming businesses.
	Council response
	Council considers the guidance given in the SPD is not overly restrictive and reasonable, however, the Council acknowledges that the importance of the Warwick High Court decision and has included additional guidance in the document. Should there be multi-activities within the site, consideration will be given on the nature of the proposed development whether it falls on particular use and assess appropriately. Green Belt Guidance 2: para.20 relates to an outbuilding ‘that was built after the original dwelling’. This is not constituting a secondary building ‘where built at the same time as the original building’. Para.83 of the SPD sets out the local context of Rotherham where no part of the Green Belt is far away from a built-up area and with the purpose of the planning system is to contribute to the achievement of sustainable development,

	the Council considers non-agricultural business should initially consider urban area unless justification is demonstrated.
	Changes to SPD
	Include additional guidance for the purpose of calculating volume of the buildings in response to the Warwick High Court decision.
The Coal Authority	Summary of representation
	The Coal Authority have no specific comments to make on this consultation document.
	Council response
	Noted
	Changes to SPD
	None
Canal & River Trust	Summary of representation
	The Trust does not wish to make comments on the SPD.
	Council response
	Noted
	Changes to SPD
	None
North Yorkshire County Council	Summary of representation
	Having reviewed this material, North Yorkshire County Council does not have any comments to make on these SPDs.
	Council response
	Noted
	Changes to SPD
	None
Severn Trent	Summary of representation
	Thank you for giving Severn Trent an opportunity to comment on you Supplementary Planning Documents, We do not have specific comments to make regarding the SPD's under consultation.
	Council response
	Noted
	Changes to SPD
	None
	Summary of representation

	Please see our emails sent under subject 'Rotherham Local Plan (Sites and Policies 2018) Five Year Review' attached. The Draft Development in the Green Belt SPD cannot be complete as changes are desperately required to ‘Green Belt Guidance 4’ ‘Infill Dwellings in Green Belt villages’. However, the issue here is that this guidance in the SPD is required to relate directly to its ‘key policy reference’, the Sites and Policies 2018 ‘Policy SP 8 Infilling Development within the Green Belt. And it is this Policy that requires updating, as it becomes 5 years old in just 9 months’ time. The Development in the Green Belt SPD should be kept as a Draft until a consultation is held to deliver an update to the Sites and Policies 2018 ‘Policy SP 8 Infilling Development within the Green Belt. Only then can the SPD be accurately updated, without this there is no scope to correctly bring the SPD up to date. We strongly believe that 'Policy SP 8 Infilling Development within the Green Belt' requires updating to conform with National Planning Guidance. We would like the opportunity to have representations made to discuss the matter and have it considered by the local authority. We have amassed a lot of case law particularly on infill development within the green belt which has assisted other local authorities in keeping up with their housing targets and we believe Rotherham would benefit also. Although the guidance on greenbelt infill development from the NPPF has not changed, we believe Rotherham’s Policy SP 8 is overly restrictive and this is apparent from the fact there have been no successful planning applications for infill development sites in Rotherham’s green belt villages in the past 5 years. This in itself should justify the need to review the policy, as the policy becomes purposeless if it is unable to be successfully applied by any applicant.
	Council response
	Comment is not relating to the proposed changes to the SPD. The Council currently has no confirmed timeframe to review the policies in the adopted Sites and Polices Documents.
	Changes to SPD
	None
	Summary of representation
	There is no justification for building on Green Belt land and a much tougher stance should be done to deter this – especially when there is an abundance of Brownfield land available throughout the borough.

	When considering any development on greenbelt land, thought must be given to the views of local residents, especially when it comes it issues such as local amenities (school places, GP surgery availability, etc). Impact upon the road infrastructure - not just the immediate roads covered in the planning application as well as looking holistically at the cumulative impact of these developments. For example, the removal of green belt status on Brecks Lane, Sheep Cote Road and Lathe Road, all in isolation, according to RMBC's traffic officers will have a limited impact when looked at on their own merits. Yet these new homes will all rely upon the same roads, all rely upon the same GP surgeries and send their children to schools which just don't have the capacity. Can we have a bit of common sense applied when removing land from the green belt please?
	Council response
	Comment is not relating to the proposed changes to the SPD. The Council current has no timeframe to review Green Belt allocation within the Plan.
	Changes to SPD
	None
	Summary of representation
	I have just received your mail regarding updated green belt ruling but obviously this is a complex document to follow. I can see the land in our road comes under comments SP8 and refers to gaps on the frontage of the plots. No idea what that means regarding this land. It is not near the main road being Moor Lane North and is set back in a plot behind the existing houses on our road. I can see it quotes not spoiling the effect of the countryside. I think there are plans for about ten houses now that the old allotment is happily back in use. We just hope now three storey houses will not be allowed. They would completely spoil the view of the woods we have from our bedroom windows. We are already suffering of over building in Ravenfield with the huge Redrow project underway. Sad to see the hedgerows they removed. Do not know how our village will cope with the excess traffic. We have a small school where the parking is chaotic. We have one small shop. It's just crazy.
	Council response
	Comment is not relating to the proposed changes to the SPD.
	Changes to SPD
	None
Other changes to the SPD by the Council	
Amended reference of the NPPF paragraph numbers to reflect the 2021 published version.	

Table 6: Non-specific Comment

Consultee	Summary of representation
	Are there any planning updates to the land adjacent to Lodge Lane in Aston?
	Council response
	Responded via email separately.
	Changes to SPD
	None
	Issue with accessing the consultation documents.
	Council response
	Resolved via email during the consultation period.
	Changes to SPD
	None

Appendix 7

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: Adoption of Supplementary Planning Documents	
Directorate: Regeneration & Environment Services	**Service area:** Planning Policy Planning, Regeneration and Transport
Lead person: Winsze Lam Planning Policy Officer	**Contact:** 01709 822874
Is this a: ☑ **Strategy / Policy** ☐ **Service / Function** ☐ **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
Adoption of the Supplementary Planning Documents (SPDs) will provide additional guidance for implementing a range of adopted Local Plan policies. Integrated Impact Assessment (which included Equalities Impact Assessment) was completed to support the adoption of the Core Strategy and Sites and Policies Document which together form the Rotherham Local Plan.

The SPDs will provide guidance to assist applicants when submitting planning applications across the borough. The outcome will be planning decisions which comply with relevant planning policies which will have an impact on residents, workers, visitors or other users of any future development.

3. Relevance to equality and diversity

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

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

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

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

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 SPDs are intended to provide further guidance on how Local Plan policies will be implemented and planning decisions made, rather than introducing any new policies. The SPDs have been subject to public consultation and comments received have been considered in producing the final documents for adoption. The SPDs are themselves subservient to the adopted Rotherham Local Plan and offer further guidance and protocols for implementing the policies of the Local Plan: Core Strategy (2014) and Sites and Policies Document (2018). There is a clear hierarchy within the adopted development plan, and supplementary planning documents sit below the level of the strategic policies of the Local Plan. At the time of preparation of both the Core Strategy and Sites and Policies Document the Council undertook Equalities and Health Impact Assessments. These assessments are included within the accompanying Integrated Impact Assessments (IIAs) published alongside both parts of the Local Plan on the Planning Policy web page. https://www.rotherham.gov.uk/downloads/download/64/local-plan-sites-and-policies-documentation https://www.rotherham.gov.uk/downloads/file/487/sites-and-policies-document-integrated-impact-assessment-report-volume-3-assessment-of-policies#page=251 The outputs and recommendations arising from the Health and Equalities Assessments, that were prepared at each stage of plan preparation, are taken into account in drafting the policies of the Local Plan. Therefore, any subsequent subsidiary and supporting planning guidance including Supplementary Planning Documents, are prepared in accordance with the Local Plan and fully reflect the equalities assessment and the outputs and recommendations, previously undertaken and included within the accompanying IIAs. As part of a forthcoming review of the Core Strategy, the health and equalities assessments will be reviewed and, where necessary, updated.

- **Key findings**

The provision of further planning guidance aims to ensure the Local Plan is delivered to its fullest extent and ensures there are benefits to local people arising from new development opportunities; and that impacts on the community and wider environment are mitigated in accordance with the vision of the Local Plan: “to minimise inequalities through the creation of strong, cohesive and sustainable communities”.

Developer Contributions SPD
This SPD sets out the methodology and threshold for the Council to seek financial contributions from developers towards mitigating the impacts of development towards: education provision (e.g. school places), library provision and library space, biodiversity net gain, trees, green infrastructure, green spaces, outdoor sport and recreational provision, transport and related infrastructure, Community Access Plans and other management or operational plans, and local primary health care provision.

These policies combined can improve accessibility and provision of the above from surrounding neighbourhoods and the rest of the borough by walking, cycling and public transport.

Biodiversity Net Gain SPD, Trees SPD, and Preparing a Soils Strategy SPD
These SPDs set out specific guidance to the enhancement and preservation of natural environment. While they would not have direct impact on individual or specific groups, the guidance given in the SPD will ensure natural environments are protected for future generations, mitigating climate change and supporting healthy communities.

Development in the Green Belt (Revised) SPD
This is a minor revision to an adopted SPD. It assists in locating new development in the most appropriate areas and aims to maximise accessibility to service and employment centres.

- **Actions**

The preparation of supplementary planning documents is a positive approach to ensuring the Local Plan and its policies can be implemented to its fullest extent. The guidance within these documents removes any possible ambiguity and misunderstandings that developers and landowners may choose to proclaim in submitting planning applications. The guidance will assist the Council in achieving the best possible outcomes from new development opportunities for its own communities and all people.

Date to scope and plan your Equality Analysis:	03 May 2023
Date to complete your Equality Analysis:	03 May 2023
Lead person for your Equality Analysis (Include name and job title):	Winsze Lam Assistant Planning Policy Manager

5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**
Andy Duncan	Planning Policy Manager	03 May 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	03 May 2023
Report title and date	Local Plan: Adoption of Supplementary Planning Documents
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 – 10th July 2023
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	03 May 2023

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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	n/a	n/a	n/a	n/a
Emissions from transport?	Counter the impact of Emissions	n/a	The Supplementary Planning Documents provide planning policy guidance for developers. • The SPD on Biodiversity Net Gain sets out the requirement for developers to meet the 10% BNG requirement introduced by the Environment Act 2021. This includes the protection and improvements to the natural environment and increased participation in active travel through increased access to Green Infrastructure corridors. • The Trees SPD sets out the requirements for retention	The Supplementary Planning Documents provide further guidance and clarity to developers to: • Reduce the carbon footprint of their development. • Provide improvements and enhancements to the natural environment that will lead to improved health of local communities.	Air quality monitored via the Local Plan Annual Monitoring Report.

			and replacement of trees on development sites, which has been shown to encourage active travel through an enhanced natural environment.		
Emissions from waste, or the quantity of waste itself?	Reduce Emissions	n/a	The Soils SPD sets out requirements for the management of soils on site. The efficient management and re-use of soils will reduce waste produced by incorrect disposal of soils; and will encourage and protect biodiversity within soils thus supporting all levels of life within the carbon food chain.	n/a	Waste quantity monitored via the Local Plan Annual Monitoring Report.
Emissions from housing and domestic buildings?	Reduce Emissions	n/a	There is potential for a reduction in emissions through the increase in Biodiversity Net Gain and tree cover on residential developments. Increased vegetation of all kinds provides carbon capture and 'cleans' the air of emissions.	The Supplementary Planning Documents provide further guidance and clarity to developers to: • Reduce the carbon footprint of their development • Provide improvements and enhancements to the natural environment that will lead to improved	CO2 emissions per capita monitored via the Local Plan Annual Monitoring Report.

				health of local communities.	
Emissions from construction and/or development?	Reduce Emissions	n/a	The proper handling of trees and soils on site will manage any harm to these assets caused by construction and development.	A Soils Strategy is required for new development proposals to be submitted as part of the planning application.	CO2 emissions per capita monitored via the Local Plan Annual Monitoring Report.
Carbon capture (e.g. through trees)?	Reduce Emissions	n/a	The draft Supplementary Planning Documents promote best practice. The Biodiversity Net Gain, Trees, and Soils SPDs will assist in the mitigation of CO_2 emissions. They aim to further protect the natural environment and limit the impacts of new development on the natural environment and to seek compensation off site for new development proposals where on-site mitigation and enhancement is not possible.	An increase in vegetation, in Rotherham and the improved handling of soils will promote carbon capture and reduce emissions. Increased tree cover will provide carbon capture and 'clean' the air of emissions.	CO2 emissions per capita monitored via the Local Plan Annual Monitoring Report.

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

The SPDs will guide decision-making on planning applications, which will influence CO_2 emissions. The threat of climate change has informed Local Plan policy. The promotion of climate resilient developments and delivery of sustainable construction methods are embedded throughout.

- The Biodiversity Net Gain SPD will secure 10% Biodiversity Net Gain for new developments as required in the Environment Act 2021. This includes the potential for new planting and enhancements to the biodiversity of existing open spaces which is known to reduce carbon emissions.

- The Trees SPD sets out the requirements for retention and replacement of trees on site. Trees are known to provide carbon capture along with mitigation of the impacts of climate change and pollution.
- The Soils SPD sets out requirements for the proper management of soils. In the long term, this will maintain the health of the Borough's vegetation, providing enhanced Green Infrastructure to improve carbon capture in the Borough. Good soil conditions will also secure the food supply in the Borough, which is under threat due to climate change[1].

The willingness of developers to work towards zero carbon developments is a key driver to change. Future government legislation will effectively regulate development on site to be zero carbon. Without legislation, the Council can promote best practice through its Development Plan Documents and guidance but cannot insist on carbon-neutral development.

There is a significant demand for new homes and amenities in the Borough. The Council is committed to determining planning applications in accordance with Local Plan policy, and in doing so is seeking to reduce, mitigate and adapt to climate change.

Please provide a summary of all impacts and mitigation/monitoring measures:
The Supplementary Planning Documents provide further guidance and clarity to developers in bringing forward planning applications for development; reducing the carbon footprint of development; promoting higher sustainable construction standards; building climate resilient dwellings; minimising impacts of carbon emissions harmful to local air quality, the natural environment and health.

Supporting information:	
Completed by: **(Name, title, and service area/directorate).**	Winsze Lam, Assistant Planning Policy Manager Planning Policy Planning, Regeneration and Transport
Please outline any research, data, or information used to complete this [form].	National Planning Policy Framework (2021) Rotherham Local Plan Core Strategy (2014) Rotherham Local Plan Sites and Policies Document (2018) United Kingdom Food Security Report 2021: Theme 2: UK Food Supply Sources

[1] United Kingdom Food Security Report 2021: Theme 2: UK Food Supply Sources - GOV.UK (www.gov.uk)

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]	Andy Duncan Planning Policy Manager Climate Champion, Built Environment – Planning

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Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 10 July 2023

Report Title
Wath Projects (Levelling Up Fund)

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

Strategic Director Approving Submission of the Report
Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)
Lorna Vertigan, Strategic Regeneration Manager
Lorna.vertigan@rotherham.gov.uk

Ward(s) Affected
- Wath

Report Summary
At Spring Budget 2023 the Government allocated £19,990,111 to Rotherham Council in respect of the 'Principal Areas of Growth' Levelling Up bid. This funding will be directed toward major projects in Wath and Dinnington.

This report seeks approval to develop a programme of works delivering this investment in Wath.

Recommendations

1. That Cabinet accept the Principal Areas of Growth allocation of £19,990,111 into the Capital Programme through the Grant Process.

2. That Cabinet allocate £8,940,564 to the Wath Project.

3. That Cabinet delegate the Commissioning of the design of the project based on the parameters in paragraph 2.3.1 to the Strategic Director for Regeneration and the Environment in Consultation with the Cabinet Member for Jobs and the Economy and the Section 151 Officer.

4. That Cabinet agree to the development of 'Principal Areas of Growth' projects in Wath with further detail provided to Cabinet in February 2024.

List of Appendices Included

Appendix 1: Wath Site Boundary
Appendix 2: Initial Equalities Impact Assessment
Appendix 3: Carbon Impact Assessment

Background Papers
None

Consideration by any other Council Committee, Scrutiny or Advisory Panel
None

Council Approval Required
No

Exempt from the Press and Public
No

Wath Projects (Levelling Up Fund)

1. Background

1.1 Principal Areas of Growth

1.1.1 In response to the Government's Levelling Up agenda the Council submitted its Principal Areas of Growth bid for funding first in June 2021 and again in June 2022. Despite being unsuccessful in both rounds at Spring budget 2023 Rotherham's proposals were identified as one of 16 to receive £200m additional funding for left behind places and in recognition of the high quality bid submitted.

1.1.2 The package of projects aim to transform two prominent sites within Rotherham's principal settlements of growth; Wath-Upon-Dearne and Dinnington. Both schemes focus on high quality place making to restore the cultural heart of the town centres, increase footfall, boost the local economies and restore a sense of pride amongst communities.

1.1.3 This Report seeks Cabinet approval for the Wath Project. A further report will be brought for Dinnington.

2. Key Issues

2.1 At the time of writing A Memorandum of Understanding (MOU) is expected to be signed between the Council and DLUHC (under the delegated powers in relation to Grants) prior to the Cabinet meeting. This sets out the terms, principles and practices that will apply regarding administration and delivery of this funding.

2.2 The MOU sets out

- that the funding will cover activities up until the end of the financial year 2025-2026;
- branding and communication;
- monitoring and evaluation including spending, planned spending, updates, procurement, governance and case studies
- Assurance; and
- The change process.

2.3 Wath

2.3.1 The proposed Scheme will include

- the demolition of the existing library
- the creation of a brand-new library to create a modern, inviting, and inclusive community facility, including some commercial space
- design to open up connectivity between Biscay Way and the High Street and encourage visitors into the Town Centre; and
- public realm improvements

2.4 Project Development & Implementation

2.4.1 This report to Cabinet seeks approval to develop the Wath proposals in greater detail, including design, survey and cost assessments. Development of proposals is due to take place over the next 6-12 months in partnership with Library Services.

2.4.2 A further report detailing how the project will be implemented will be presented to Cabinet in February 2024 providing the outcome of this design phase and seeking approval for the next stages, including the project outputs, costs, timescales and delivery methodology.

2.5 Governance

2.5.1 The project will be subject to the Council's own capital monitoring, assurance and in line with governance processes.

2.5.2 A condition of the MOU is the establishment of a Board to oversee delivery. Such a board already exists to monitor Town Deal and Levelling Up fund implementation, subject to agreement this Board will monitor the implementation of this grant.

2.5.3 In line with the Council's Constitution and Governance practices, project specific HM Treasury Green Book compliant Business Cases will be developed at the relevant project stages. Business Cases will set out project costs, route to market, delivery programmes, ongoing management requirements and implications.

2.6 Resourcing

2.6.1 Project development and delivery will be led by the RIDO team with support from the multi-disciplinary consultancy team led by AHR Architects and the Council's Asset Management Service. Support from services including Legal, Finance, Culture, Sport and Tourism and Procurement will be required.

2.7 Funding Implications

2.7.1 Capital funding is provided by the Levelling Up Capital Grant. The Grant totals £19,990,111 of this £8,940,564 is allocated to the Wath project. Cabinet is being asked to note the allocation of the Grant funding for these purposes.

2.7.2 Revenue implications will be explored through this project development phase, reported through Business Cases and to Cabinet prior to project implementation.

3 Options considered and recommended proposal

3.1 Project options were developed in consultation with Ward Members and the MP for Wentworth & Dearne in the run up to the bid submission in June 2022. The preferred option was supported by Government and the

outputs replicated in the MOU. Any variation from the option would require Government support.

4 Consultation on proposal

4.1 The Government supported scheme was developed in conjunction with Wath Ward Members, and the MP for Wentworth & Dearne. Public engagement will take place in partnership with Ward Members as the project develops.

5. Timetable and Accountability for Implementing this Decision

5.1 Project development including design, surveys and public engagement will take place over the next 6-12 months followed by a report back to Cabinet.

6. Financial and Procurement Advice and Implications

6.1 There are no procurement implications associated with the acceptance of the funding allocation. Where external support is required to develop the scheme proposals, the multi-disciplinary consultancy team led through AHR Architects is an arrangement that has already been compliantly procured, so again no procurement implications. If external support is required outside of this arrangement, and once the project moves to identify a Contractor for delivery, these must be procured in compliance with the Public Contracts Regulations 2015 (as amended) and the Council's own Financial and Procurement Procedure Rules.

6.2 In the spring Budget announcement March 2023, the Council was awarded £19,990,111 for its Levelling Up Funding bid 'Principal Areas of Growth'. The bid was for funding to support two major regeneration projects across Wath and Dinnington. This funding will be added to the Capital Programme once Government have provided the Council with a grant agreement to sign in the form of a Memorandum of Understanding (MOU). Should Cabinet approve the recommendations the Scheme will then be worked up for delivery within the funding available. From this fund £8,940,564 has been earmarked for the project at Wath. As the project is worked up consideration will need to be given as to how the revenue implications of the project proposal will be financed as a part taking any decision on implementation.

7. Legal Advice and Implications

7.1 In relation to the acceptance of the funding and compliance with the Subsidy Control Act 2022, the funding will not be a subsidy in the hands of the Council as it is not acting as an economic actor in respect to the funded activities (public library services). In addition, the funding will not be a subsidy in the hands of the commercial tenants of the library as they will pay rent on commercial terms. Finally, consultants and contractors engaged to effect the construction works will be engaged on market terms.

7.2 The contracts for the relevant works will as stated above be procured in compliance with the Public Contracts Regulations 2015 (as amended) and an appropriate contract concluded with the selected contractor.

7.3 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 project 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 There are no direct human resources implications arising from the recommendations within this report. Project development and delivery will be led by the RIDO team with support from internal and external resources as outlined within section 2.3.

9. Implications for Children and Young People and Vulnerable Adults

9.1 There are no direct implications for children, young people or vulnerable adults arising from this report.

10. Equalities and Human Rights Advice and Implications

10.1 An Initial Equality Screening Assessment has been carried out on this programme of work and is attached as Appendix 2 to this report. Further detail and a full assessment will be carried out as the project is developed and reported back to Cabinet.

A Carbon Impact Assessment has been completed and is attached as Appendix 3. Further detail and a full assessment will be carried out as the project is developed and reported back to Cabinet.

12. Implications for Partners

12.1. The Council will continue to work in partnership with Ward Members to engage with local partners and deliver the project.

13. Risks and Mitigation

13.1 General construction market risks in relation to saturation of the market, availability of contractors and materials and increasing costs are identified.

As projects develop individual, specific risk registers will be developed and reported to Regeneration Delivery Group.

14. Accountable Officers

Tim O'Connell, Head of RIDO
Simon Moss, Assistant Director, Planning Regeneration & Transport

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	26/06/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	23/06/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	23/06/23

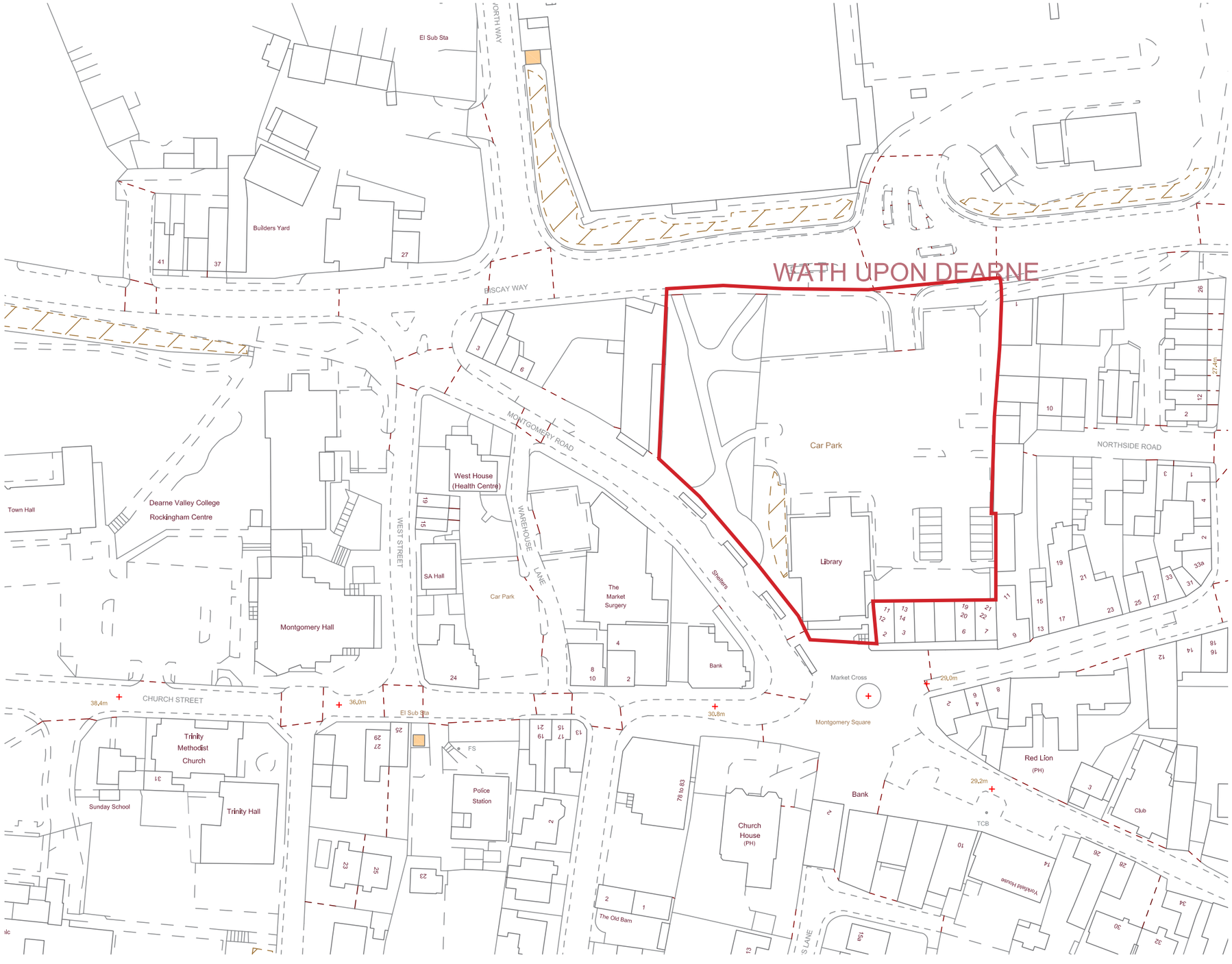
Report Author: *Lorna Vertigan, Strategic Regeneration Manager*

This report is published on the Council's website.

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LOCATION

Appendix One



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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: Wath Library: Principal Areas of Growth Levelling Up Project	
Directorate: Regeneration and Environment	**Service area:** RIDO
Lead person: Lorna Vertigan	**Contact number:** 07748 142833
Is this a: ☐ **Strategy / Policy** ☐ **Service / Function** ☒ **Other** **If other, please specify** Redevelopment of Wath Library and the surrounding public realm	

2. Please provide a brief description of what you are screening
To transform Wath upon Dearne Library into a high-quality cultural centre, increasing footfall in the town centre, boosting the local economy and restoring a sense of pride among the community. The supported scheme will include the demolition of the existing library and the creation of a brand-new library to create a modern, inviting, and inclusive community

facility. The redevelopment will be designed to open up connectivity between Biscay Way and the High Street and encourage visitors into the town centre.

Investment in the surrounding public realm aims to draw people into the town centre and provide more things to do. The redevelopment will include commercial space to support a vibrant mix of businesses in the town centre.

The existing building is not fit for purpose and does not address the public realm. It is not viable to make changes to the existing building to meet the changed uses of the library, and environmental performance targets.

3. Relevance to equality and diversity

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

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

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

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

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

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

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

4. Considering the impact on equality and diversity
If you have not already done so, the impact on equality and diversity should be considered within your proposals before decisions are made**.** Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation. Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B).
• **How have you considered equality and diversity?** The aim of the project is to increase use of the library, the public realm and the wider town centre, to create accessible, thriving spaces through an inclusive, community-led facility. Information has been collected by RMBC's libraries team on current uses, and ways to improve the service so that more people can benefit from the services on offer. The project is being designed with the service users fully in mind, through assessing and accommodating wherever possible, the requirements of different groups. Throughout the design process, we are consulting with user groups and engaging more widely with resident and local businesses to ensure their needs can be met wherever possible, so that the facility is well used, and creates wider benefits through the regeneration of the town. Key library services will need to be decanted to a temporary facility during the construction works, to ensure continuation of services.
• **Key findings** The current library building is an ageing and under functioning structure that is difficult to keep cool in summer and warm in winter which can make it less welcoming and accessible. The new library will provide spaces for different groups to meet, fostering a sense of community. There will be opportunities to host a range of events in the new facility. This will positively benefit the town, in particular groups who previously had not used the

library spaces. The project will address key connectivity issues across the town, including from the supermarket, to enable inclusive access.

- **Actions**

Our key action is to undertake a Part B Equality Analysis Form which will consider the following:

- Consultation with traders and community groups around the design of spaces and sequencing of construction works.
- Make reasonable adjustments to the design of the building and public realm in line with the Equality Act, and Part M of Building Regs.
- Disabled access during construction process – maintaining clear pathways and keeping noise and disturbance to a minimum
- On completion, marketing of the facilities and dissemination of information to be fully accessible.
- Request Equal Opportunities statements from all partners (ie Developer, Construction Firm)

Date to scope and plan your Equality Analysis:	3rd July 2023
Date to complete your Equality Analysis:	6th July 2023
Lead person for your Equality Analysis (Include name and job title):	Eleanor Bainbridge Project Manager

5. Governance, ownership and approval

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

Name	Job title	Date
Lorna Vertigan	Regeneration Strategy Manager	05.05.23
Eleanor Bainbridge	RIDO PM	05.05.23

6. Publishing

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

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

A copy of **all** screenings should also be sent to equality@rotherham.gov.uk For record

keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.	
Date screening completed	May 2023
Report title and date	Wath Capital Regeneration Grant
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	July 2023
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	05.05.23

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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?	Increases emissions during construction. Reduces emissions in operation.	Demolition of the existing library building is necessary as it is no longer fit for purpose, and it is not viable to retrofit. A new building will be built at the same site. Components of the existing building will be reused wherever possible.	There will be an initial increase in emissions during the construction phase, associated with demolition and construction processes. During this phase, waste will be minimised. Sustainable sourcing of materials will be practiced wherever possible. Once completed, the new library building will have enhanced environmental performance, requiring less energy to heat. The viability of renewable energy is being assessed.	The new building will comply with Part L of building regs. During detailed design, we will work with the design team to explore sustainable material sourcing, passive heating systems, renewable energy etc.	The main contractor will be responsible for compliance with Part L of building regs. The emissions of the new RMBC non-domestic assets will be recorded and monitored by the council's Climate Change Team. Replacing outdated with energy-efficient buildings is part of RMBC's wider strategy on reducing carbon emissions and will be monitored as part of the annual reporting process.
Emissions from transport?	Increases emissions during construction. Reduces emissions in operation.	During the construction phase, there will be an increase in traffic and machinery on site, having an impact on emissions.	The site is well connected to public transport links. The public realm will be revitalised to encourage walking and cycling. We envisage the revitalised and better-connected library site and public realm will reduce reliance on cars for shopping and leisure.	Active travel will be built into the scheme, including cycle parking and facilities.	The main contractor appointed will be required to abide by standards to minimise emissions. Once in operation, RMBC may monitor active travel in Wath more generally and

					the impact of the project on this.
Emissions from waste, or the quantity of waste itself?	Increases emissions during construction. No impact on emissions during operation.	Increased emissions due to demolition, site clearing works and waste from construction.	Increased emissions due to demolition, site clearing works and waste from construction.	In line with Part H of building regs., waste will be kept to a minimum, with reuse and recycling wherever possible.	As above the main contractor will be responsible for compliance, which will be monitored by RMBC.
Emissions from housing and domestic buildings?	No impact	N/A	N/A	N/A	N/A
Emissions from construction and/or development?	Increases emissions	The proposed construction works will have a direct impact on emissions. This includes, traveling to site, operation of vehicles on site, operation of any other vehicles needed to construct/dig proposed components, and the use of local power generation (generators) until permanent power is available. The embodied energy required to produce construction materials will increase emissions.	The works will be designed to minimise the impact on the town centre and surrounding areas.	Compliance with relevant building regs will ensure emissions and waste are kept to an absolute minimum.	RMBC will monitor works and ensure that the main contractor is complying with all relevant regulations.

Carbon capture (e.g. through trees)?	Reduced emissions	N/A	Trees and landscaping will be added to the public realm as part of the improvement works. A green roof and renewable energy are being considered. This will improve biodiversity and carbon capture for the site.	N/A	RMBC will monitor quality of landscaping works and overall environmental impact of the scheme.

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

This assessment has been made at an early design stage. The information in this Appendix will be updated as the more detailed design is developed and agreed.

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

The scheme is designed to promote a healthier and more active Wath town centre, with improved public realm, landscaping and play areas. The replacement of the existing building will ensure much improved energy efficiency in the operation of the library, commercial units and café. This will offset the increased emissions during the demolition and rebuild of the library.

We will include emission reducing measures are implemented wherever feasible in the design, construction, operation and maintenance of the building and public realm.

When appointed, the main contractor will be responsible for compliance with relevant building regs and other relevant legislation, which RMBC will monitor carefully.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Eleanor Bainbridge, Regeneration & Development Project Manager RiDO, Regeneration and Environment
Please outline any research, data, or information used to complete this [form].	Stage 0-1 design information

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]	

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 10 July 2023

Report Title
Annual Report on Council Plan and Year Ahead Delivery Plan Progress for 2022-2023.

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

Strategic Director Approving Submission of the Report
Jo Brown, Assistant Chief Executive

Report Author(s)
Simon Dennis, Corporate Improvement and Risk Manager
Simon.dennis@rotherham.gov.uk

Tanya Lound, Corporate Improvement and Risk Officer
tanya.lound@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

In January 2022, the Council adopted a Council Plan for 2022-25 as well as a Year Ahead Delivery Plan for the period up to 31 March 2023.

The Council Plan was informed by public consultation and sets out the Council's vision for the Borough and priorities for serving residents and communities.

To enable the Council to work towards the Council Plan outcomes and achieve its commitments, a Year Ahead Delivery Plan was also developed, setting out the key activities to be delivered over the next year (January 2022 – March 2023).

Given that this Year Ahead Plan commenced in January 2022, there are five quarterly progress reports monitoring of the 2022-23 Plan, rather than the usual four. Formal progress reports have been presented in public at Cabinet meetings every three months, with the first report presented on 20 June 2022, the second on 19 September 2022, the third on 19 December 2022 and the fourth on 24 April 2023. Attached at Appendix 1 is the fifth and final quarterly report for 2022-23, focussing on the progress made on the activities in the Year Ahead Delivery Plan and Council Plan performance measure data for Quarter 4 of the 2022-23 financial year.

Recommendations

That Cabinet note:

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

2. The Quarter 4 2022-23 data for the Council Plan performance measures.

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

List of Appendices Included
Appendix 1 – Council Plan 2022-25 and Year Ahead Delivery Plan fifth quarterly progress report
Appendix 2 – Equality Analysis
Appendix 3 – Carbon Impact Assessment.

Background Papers
Council Plan 2022-25 and Year Ahead Delivery Plan approved by Council in January 2022.

Council Plan 2022-25 and Year Ahead Delivery Plan first quarterly progress report considered in June 2022.

Council Plan 2022-25 and Year Ahead Delivery Plan second quarterly progress report considered in September 2022.

Council Plan 2022-25 and Year Ahead Delivery Plan third quarterly progress report considered in December 2022.

Council Plan 2022-25 and Year Ahead Delivery Plan fourth quarterly progress report considered in April 2023.

Consideration by any other Council Committee, Scrutiny or Advisory Panel
None

Council Approval Required
No

Exempt from the Press and Public
No

Annual Report on Council Plan and Year Ahead Delivery Plan Progress for 2022-2023.

1. Background

1.1 The Council Plan 2022-25 is a key document which sets out the Council's vision for the Borough and priorities for serving residents and communities and is informed by public consultation. The Plan provides the medium-term basis for targeting resources, informing the budget-setting process and planning cycles, and ensuring that residents can hold the Council to account for delivery.

1.2 To enable the Council to work towards the Council Plan outcomes and achieve the commitments, the Plan includes a suite of performance measures and targets as well as a Year Ahead Delivery Plan which sets out the key activities to be delivered over the next year (January 2022 – March 2023 for this first period).

1.3 Both the Council Plan 2022-25 and the Year Ahead Delivery Plan for 2022-23 were adopted by Council in January 2022. The Year Ahead Delivery Plan is being updated annually and the new Plan for 2023-24 was approved by Cabinet on 24th April 2023.

1.4 The process for monitoring performance is set out in the Council's Performance Management Framework which explains how robust performance monitoring should be carried out.

1.5 To ensure that the delivery of actions and their impact is assessed, formal quarterly performance reports have been presented in public at Cabinet meetings throughout the year. Scrutiny have also considered the reports in line with the Council's normal processes.

1.6 Service plans have been produced for every Council service and these will be reviewed annually to ensure a 'golden thread' runs from the Council Plan through to each service as well as the Personal Development Review (PDR) process at individual officer level.

2. Key Issues

2.1 Informed by a programme of public and stakeholder engagement, the Council Plan sets out medium-term priorities and actions, building on and taking forward commitments made by Councillors to the Rotherham community. The Plan is framed around five themes:

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

2.2 These five themes are underpinned by a cross-cutting strand - 'One Council' - which sets out how the Council will operate to achieve the vision.

2.3 The Council Plan sets out the outcomes that the Council will work towards over the period from 2022 to 2025. There are 26 outcomes and 47 commitments in total.

2.4 To ensure delivery against these, the Year Ahead Delivery Plan includes 92 priority actions/milestones to mostly be delivered by March 2023.

2.5 The Council Plan is being monitored through both the delivery of the milestones and activities within the Year Ahead Delivery Plan and the 66 performance measures outlined in the Council Plan. The performance measures include a mixture of output measures and longer-term outcome measures.

2.6 The fifth progress report (Appendix 1) focuses on the progress made across all the Year Ahead Delivery Plan activities up to the end of April 2023 to deliver the five headline priorities for Rotherham as set out in the Council Plan for 2022-25. The Report has been designed to ensure that progress on the Year Ahead Delivery Plan activities is as up to date as possible up to the time of publication, so key milestone completion dates that fall between the end of April 2023 and the Cabinet meeting in July 2023 are updated where possible.

2.7 The targets for Council Plan performance measures relate to the financial year 2022-23 and are reported here for Quarter 4 (January 2023 to March 2023). Appendix 1 includes full details of performance against these measures.

2.8 The quarterly progress report (Appendix 1) includes a high-level overview overall and is then presented by Council Plan theme, with each thematic section including achievements and challenges, Year Ahead Delivery Plan trackers and performance scorecards. The Report also includes wider information, key facts and intelligence, specific case studies and a timeline of key achievements/activities to demonstrate activity during the quarter.

2.9 The Year Ahead Delivery Plan milestone trackers (included in Appendix 1) outline progress against the 92 actions within the Year Ahead Plan. Each action has been rated as follows:

Status	Definition
Not yet due to start	Action not yet scheduled to start.
On track	Action started and on track to be delivered by the original deadline.
Known delays	Action has some risk/delay to delivery or is behind the original schedule by less than three months.
Will not be met	Action will not be/has not been met within three months of the original target date.
Complete	The action is fully complete and/or operational.

2.10 As of 31 May 2023, the activities within the Year Ahead Delivery Plan are rated as follows:

- 80% (74) complete
- 7% (6) are on track to be delivered by original target date (mostly after 31 March 2023)
- 3% (3) are delayed by less than 3 months
- 10% (9) will not be met within 3 months of original target date.

2.11 The performance scorecards included in Appendix 1 provide an analysis of the Council's performance against each of the 66 performance measures and each are given equal priority.

2.12 Each of the measures are rated as follows:

Status	Definition
✔	Performance is on or above target.
●	Currently performance is not at expected levels. Confidence that the target will still be achieved by year-end.
✖	Performance is not currently on target. High risk that year-end target will not be achieved.
△	Target cannot be assessed this quarter (ie annual measure or awaiting publication of data)
ⓘ	Information measure targets not applicable (ie volume/demand measures where 'good' is neither high or low)

Direction of travel	Definition
↑	Performance or numbers have improved.
→	Performance maintained or numbers are the same.
↓	Performance or numbers have declined.
♦	Quarterly direction of travel not applicable.

2.13 For quarter 4, the status of the performance measures is set out below, along with the direction of travel for each:

Progress against targets

		Number of measures	% of measures
✔	Performance is on or above target	29	44%
●	Currently performance is not at expected levels. Confidence that the target will be achieved by year-end.	0	0%
✖	Performance is not currently on target. High risk that year-end target will not be achieved.	29	44%
Unable to be assessed this quarter			
△	Target cannot be assessed this quarter. (ie Annual measure or awaiting publication of data).	1	1%
ⓘ	Information measure targets not applicable. (ie Volume / Demand measures where 'good' is neither high or low).	7	11%

Direction of travel

		Number of measures	% of measures
↑	Performance or numbers have improved.	28	42%
→	Performance maintained or numbers are the same.	3	5%
↓	Performance or numbers have declined.	28	42%
Unable to be assessed and reported this quarter			
♦	Direction of travel not applicable	7	11%

2.14 Performance and progress will continue to be reviewed within directorates and reported publicly to ensure that the Council's direction of travel remains positive. As agreed at Cabinet on 24 April 2023, there will only be two monitoring reports for 2023-24. These will be presented to Cabinet meetings as follows:

- 22 January 2024 – First interim progress report for 2023-24 to Cabinet (covering Q2 Key Performance Measures and six months performance)
- TBC June 2024 – Second and final progress report for 2023-24 to Cabinet (covering Q4 and year-end performance)

3. Options considered and recommended proposal

3.1 The Council Plan 2022-25 was developed in consultation with Cabinet Members and officers across all directorates, as well as being informed by public consultation. This Report forms part of the Council's commitment to public reporting on its progress.

3.2 It is recommended that Cabinet note the overall position in relation to the Year Ahead Delivery Plan activities. It is also recommended that Cabinet note the performance to 31 March 2023 for the Council Plan performance measures and note the performance reporting timetable for 2023-2024 contained at paragraph 2.14.

4. Consultation on proposal

4.1 A programme of public consultation and engagement to support the development of the Council Plan took place throughout August and September 2021. This included online and postal surveys, focus groups, a series of short interactions and engagement at the Rotherham Show. There were 350 online and postal surveys returned and over 1,000 other interactions in total across all methods of engagement.

4.2 In addition to the public consultation, engagement took place with key stakeholders, including work with Cabinet members and officers across all directorates, a session with OSMB and a session that was open to all elected members.

4.3 The consultation is part of an ongoing dialogue between the Council and members of the public. Feedback continues to be sought on the Year Ahead Delivery Plan activities, Rotherham Partnership Plan and the refresh of the Equalities Strategy.

5. Timetable and Accountability for Implementing this Decision

5.1 It is proposed in paragraph 2.14 above that two progress reports on the 2023-24 Year Ahead Delivery Plan are presented to Cabinet in January and July 2024.

6. Financial and Procurement Advice and Implications

6.1 The Council Plan and the Year Ahead Delivery Plan are designed to help steer the use of Council finances, balanced against the wider funding backdrop for the Council and the broader context of national local government finance and policy. There are no direct financial implications as a result of this Report and the delivery of the Council Plan will be managed within the Council's available budgets.

6.2 The Council operates in a constantly changing environment. It will be important to ensure that ambitions and performance targets remain realistic in the context of central government policy, forthcoming legislation, and the financial position of the Authority.

6.3 Whilst there are no direct procurement implications in this report the Council Plan and Year Ahead Delivery Plan includes some activities which require the need to procure goods, services or works to achieve their outcomes. All projects will need be procured in line with the Public Contracts Regulations 2015 (as amended) and the Council's own Financial and Procurement Procedure Rules, giving clear consideration and application of social value, the Real Living Wage and other ethical factors.

6.4 Appendix 1 includes information regarding the Council's financial position, and this has been aligned to the financial reporting timelines.

7. Legal Advice and Implications

7.1 Whilst there is no specific statutory requirement for the Council to have a Performance Management Framework and Council Plan, being clear about the Council's ambitions gives staff, partners, residents, and central Government a clear understanding of what it seeks to achieve and how it will prioritise its spending decisions.

7.2 An effective and embedded Council Plan is also a key part of the Council's ongoing improvement journey.

8. Human Resources Advice and Implications

8.1 There are no direct Human Resources (HR) implications as a result of this Report, though the contribution HR makes to an engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers is set out within the 'One Council' theme. Delivery of the Council Plan will also be underpinned by the implementation of a new Workforce Plan which was launched in June 2022.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The Council Plan has a core focus on the needs of children and young people and vulnerable adults and this is embedded throughout all themes of the plan, particularly in theme three (Every child able to fulfil their potential).

10. Equalities and Human Rights Advice and Implications

10.1 Equalities is cross cutting throughout the Council Plan and Year Ahead Delivery Plan.

10.2 Of the five guiding principles, two specifically aim to meet residents' and communities' differentiated needs:

- Expanding opportunities for all
- Working with our communities

10.3 'Expanding opportunities for all' encompasses the Council's essential priority to tackle inequality, striving to ensure that the health and life chances of the most disadvantaged communities are improving the fastest. To complement

this approach, 'working with our communities' ensures that to achieve the best outcomes for local people, residents are involved in the things that matter to them and services are designed based on input from those who use them.

10.4 There is also an outcome focussed on addressing inequalities and leaving no one behind within the 'people are safe, healthy and live well' theme. This will involve providing support to our communities at a level that is proportionate to the degree of need – taking a universal approach where appropriate whilst also providing targeted support to those who most need it.

10.5 In addition, the underlying 'One Council' theme encompasses two specific areas which ensure different needs are met:

- Effective customer services
- Engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers

10.6 The Council's commitment to place all customers at the heart of service delivery includes a strengthened approach to equalities and being inclusive. The commitment to an engaged, diverse and skilled workforce is expected to improve the council's response to diverse customer needs, by bringing a more differentiated understanding of equality and diversity considerations and barriers.

10.7 A detailed Equality Analysis is attached (Appendix 2).

11. Implications for CO2 Emissions and Climate Change

11.1 A cleaner, greener local environment is a theme within the Plan, focused around reducing harmful levels of carbon emissions to limit the impacts on communities and the environment. Actions within this theme encompass plans for the reduction of emissions in housing, through the Housing Strategy, and transport, such as through cycleway improvements, and public transports improvements, as well as improving data on waste and single-use plastic.

11.2 A Carbon Impact Assessment has been produced based on the Year Ahead Delivery Plan (see Appendix 3). The impact assessment will continue to be reviewed and updated each quarter.

12. Implications for Partners

12.1 Working with partners across the public, private and voluntary and community sectors will be integral to the delivery of the Council Plan, and partners have been consulted as part of its development. All the themes will require multi-agency approaches to some degree and the Council will continue to show effective leadership, operating through a range of strategic partnership bodies.

12.2 Following a Rotherham Together Partnership showcase event held in June 2022 and public consultation undertaken in September and early October 2022, the Rotherham Together Plan was agreed by the Partnership, endorsed by Cabinet in December 2022, and formally launched in January 2023.

13. Risks and Mitigation

13.1 The Corporate Strategic Risk Register has been realigned to the new Council Plan themes and the process of updating and identifying strategic risks is in place to manage risks connected to the plan.

13.2 Quarterly progress reports will continue to note risks associated with actions at risk of not being delivered, or those that have missed the deadline, as well as performance measures which have not progressed in accordance with the target set.

13.3 Directorates are also responsible for ensuring that any significant risks are addressed via directorate and corporate risk registers.

14. Accountable Officers

Simon Dennis, Corporate Improvement and Risk Manager
Assistant Chief Executive's Directorate
Simon.dennis@rotherham.gov.uk

Approvals obtained on behalf of Statutory Officers:

	Named Officer	**Date**
Chief Executive	Sharon Kemp	26/06/23
Strategic Director, Finance & Customer Services (S.151 Officer)	Judith Badger	22/06/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	22/06/23

Report Author:
Simon Dennis, Corporate Improvement and Risk Manager
simon.dennis@rotherham.gov.uk

Tanya, Lound, Corporate Improvement and Risk Officer,
tanya.lound@rotherham.gov.uk

This report is published on the Council's website.

Appendix 1

COUNCIL PLAN 2022/25 AND YEAR AHEAD DELIVERY PLAN

Progress Report

Period: Quarter 4 2022/23 performance data and progress on the Year Ahead Delivery Plan



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Rotherham Metropolitan Borough Council

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I. EXECUTIVE SUMMARY

The Council Plan is a key document which sets out the Council's vision for the borough and priorities for serving residents and communities. The Plan provides the medium-term basis for targeting resources, informing the budget-setting process and planning cycles, and ensuring that residents can hold the Council to account for delivery.

Four guiding principles run through the Plan, informing the Council's way of working and helping to achieve better outcomes:

Expanding opportunities for all

As we open up new opportunities we will target the most help at those who need it, so no one is left behind.

Recognising and building on our strengths to make positive change

This will involve making the best use of local assets, including building, parks and public spaces, as well as harnessing the knowledge and skills of community groups and local residents.

Working with our communities

To achieve the best outcomes for local people, we recognise the importance of putting them at the heart of everything we do. That means involving local residents in the things that matter to them and making sure we design our services based on input from those who use them.

Focussing on prevention

We know that prevention is better than cure in achieving positive outcomes for our resident. For this reason, we will focus on reducing the risk of problems arising in the first place, and when they do, we will intervene early to prevent them from worsening.

I. EXECUTIVE SUMMARY

Informed by a programme of public and stakeholder engagement, the Council Plan is framed around five themes:



These five themes are underpinned by a cross-cutting strand - 'One Council' - which sets out how the Council will operate to achieve the vision.

To ensure delivery of the Council Plan, an annual Year Ahead Delivery Plan ran until March 2023 and a reviewed and updated Plan has been approved for the financial year from 1 April 2023. There will be a further review and update of the Plan for the 2024/25 financial year to cover the final year of the Council Plan.

This is the fifth quarterly progress report to Cabinet.

The report focuses on progress made in delivering the 92 priority actions/ milestones contained within the Year Ahead Delivery Plan and the 66 headline performance measures that best demonstrate progress in achieving the 26 key outcomes. It also brings together wider information, key facts and intelligence to explain how the Council is working and performing, including timelines and case studies to demonstrate the impact on residents and communities.

Through directorate and service-level business plans the Council carries out wider work to measure performance and quality. This report is intended to provide an overview of the contribution that the Council makes across all its activities to improving Rotherham as a place to live, work and spend time.

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2. STATUS DEFINITIONS

Year Ahead Delivery Plan definitions

Not yet due to start	Action not yet scheduled to start.
On track	Action started and on track to be delivered by the original deadline.
Known delays	Action has some risk/delay to delivery or is behind the original schedule by less than three months.
Will not be met	Action will not be/has not been met within three months of the original target date.
Complete	The action is fully complete and/or operational.

Performance measure definitions

✔	Performance is on or above target
●	Currently performance is not at expected levels. Confidence that the target will be achieved by year-end.
✖	Performance is not currently on target. High risk that year-end target will not be achieved.
△	Target can not be assessed this quarter. (ie Annual measure or awaiting publication of data).
ⓘ	Information measure targets not applicable. (ie Volume / Demand measures where 'good' is neither high or low).

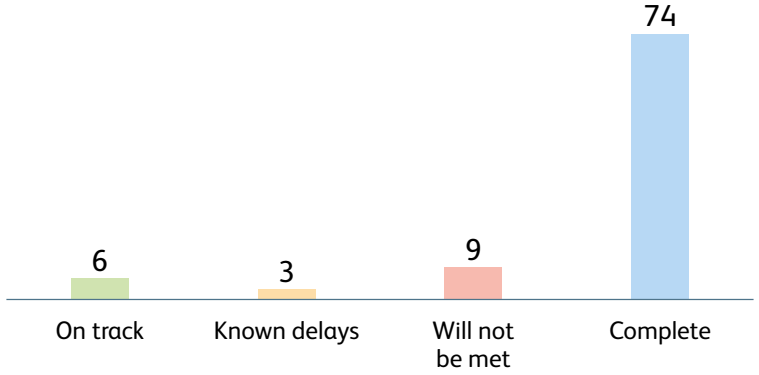
↑	Performance or numbers have improved.
→	Performance maintained or numbers are the same.
↓	Performance or numbers have declined.
◆	Quarterly direction of travel not applicable.

3. OVERVIEW OF PERFORMANCE AND PROGRESS

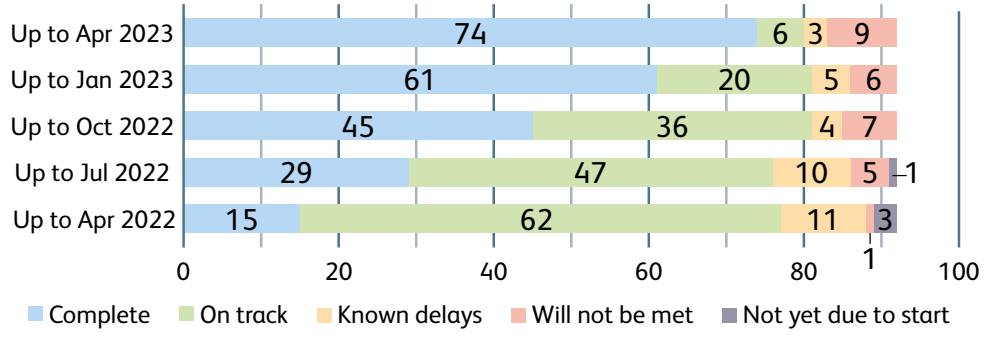
The diagrams below provide details of the overall status in relation to the Council Plan performance measures (where data is available or where targets have been set) and Year Ahead Delivery Plan actions/milestones.

YEAR AHEAD PLAN ACTIONS/MILESTONES

Year Ahead Delivery Plan Actions Status

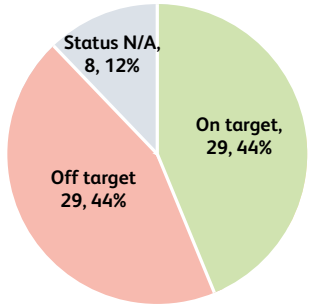


Year Ahead Delivery Plan Trend
(in comparison to last reports)

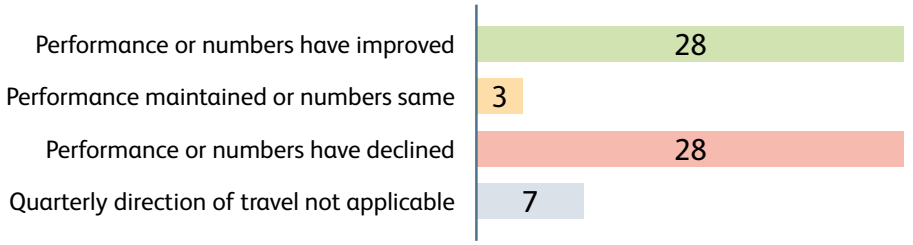


PERFORMANCE MEASURES

Performance Measures Status



Performance Measures Direction of Travel



Of the 28 measures with a downward trajectory, nine are still on or above the target set, 18 have not achieved the year-end target and one does not have a target. Services are reviewing mitigations to improve performance. (The overall totals in the diagrams may differ because the direction of travel is not applicable for all measures).

3. OVERVIEW OF PERFORMANCE AND PROGRESS

EVERY NEIGHBOURHOOD THRIVING – ACHIEVEMENTS AND CHALLENGES

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Achievements

Year Ahead Delivery Plan activities *(complete or on target)*



413 Community Protection Notices issued at year-end, exceeding the target of 350. Quarter 4 saw a significant increase, with 243 CPNs issued.

During 2022, a total of 98 roads were reduced to 20mph across the borough.





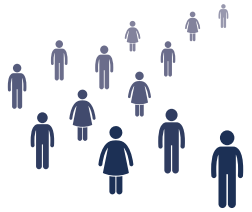
Five Towns and Villages Fund schemes completed and three schemes on site and due to complete in June 2023. The schemes completed in Quarter 4 include improvements to the Masefield Road shopping area in Hoober, including the enhancing the highway and green space, and a refurbishment of Broadway shopping parade in Swinton Rockingham, improving the area's accessibility and appearance.

Performance measures *(on target and improving)*



64.2% of the local 'unclassified' road network classed as 'green status' (do not require repair), against a year-end target of 60% *(higher is better)*.

The number of visits to culture, sport and tourism facilities increased: 4,005,789 as at end Quarter 4, against a year-end target of 3,500,000 *(higher is better)*. Quarter 4 2022/23 saw 872,488 visitors, compared to 743,424 in Quarter 4 2021/22.





Customer satisfaction with culture, sport and tourism services was 92.2% over the year, up from 91.6% last year and exceeded the target of more than 90% *(higher is better)*.

Return to contents

3. OVERVIEW OF PERFORMANCE AND PROGRESS

EVERY NEIGHBOURHOOD THRIVING – ACHIEVEMENTS AND CHALLENGES CONTINUED

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Challenges

Year Ahead Delivery Plan activities



Pavement parking hotspots have been identified and where prioritised are now programmed for delivery through the Council's Local Neighbourhood and Road Safety programme in 2023/24 and 2024/25, together with resources via the Minor Works theme. The work done will inform a formal policy to manage pavement parking and to progress an initial scheme by Quarter 4 in 2023/24.

Delays to new library at Thurcroft. This project is delayed due to increased costs and signing of legal documentation as previously reported, as well as further challenges around the availability of the contractor to construct the library. The project is now planned to complete Autumn 2023.



Performance measures *(off target and worsening)*



79.4% of the local 'principal' road network classed as 'green' status *(do not require repair)*, against a target of 81% *(higher is better)*. Separate set of visual road inspections conducted on an ongoing daily basis to help direct maintenance regime.

The number of new volunteering opportunities for local people in the community and voluntary sector fell to only 74 in the year compared to 101 in 2021/22. This missed the target of 80 *(higher is better)*.





46% of people thought anti-social behaviour is a big problem in their area when surveyed during Quarter 4 *(lower is better)*. This is an increase from 38% in Quarter 3.

3. OVERVIEW OF PERFORMANCE AND PROGRESS

PEOPLE ARE SAFE, HEALTHY AND LIVE WELL – ACHIEVEMENTS AND CHALLENGES

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

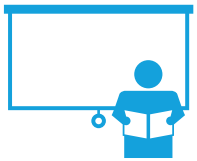
Achievements

Year Ahead Delivery Plan activities *(complete or on target)*

The Council has completed 171 homes across three sites in the Town Centre. Between January and March 2023, 45 homes were completed taking the total to 157, and the final 14 units at Millfold Place were completed in May 2023.



Performance measures *(on target and improving)*



535 people attended the Make Every Contact Count (MECC) training relating to health and wellbeing issues compared to 152 last year and a target of 150 *(higher is better)*.



Number of new homes delivered with Council support, including affordable homes, has increased to 373, exceeding the target of 225 *(higher is better)*.

90 households are in temporary accommodation, against a year-end target of 95 *(lower is better)*.



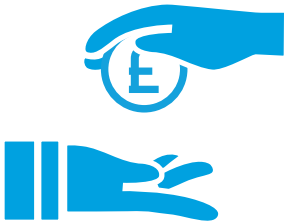
3. OVERVIEW OF PERFORMANCE AND PROGRESS

PEOPLE ARE SAFE, HEALTHY AND LIVE WELL – ACHIEVEMENTS AND CHALLENGES CONTINUED

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Challenges

Year Ahead Delivery Plan activities *(delayed)*



The commissioning of new services to prevent financial exploitation is delayed by less than three months, however final contract negotiations are ongoing at the current time (May 2023).

Delivery of the Council's Housing Growth Programme remains delayed over three months. While two scheme have been completed (see achievements above), one further scheme is experiencing delays due to factors including the nationwide shortage of the building materials and general labour shortages across a range of trades. The final units are forecasted to complete before the end July 2023.

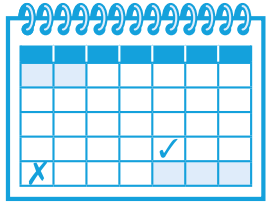


Performance measures *(off target and worsening)*



45% engagement rate with domestic abuse services, against a year-end target of 60%, but up from 42% in Q3 (higher is better). Following the recommissioning of this service there has been some changes to the referral process. A set of actions are also currently being determined to help improve performance.

Average number of days to process new claims for housing benefits and council tax support is 26, against a year-end target of 24 *(lower is better)*. Performance is due to most new claims for Council Tax Support now being new Universal Credit applicants.



3. OVERVIEW OF PERFORMANCE AND PROGRESS

EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL – ACHIEVEMENTS AND CHALLENGES

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Achievements

Year Ahead Delivery Plan activities *(complete or on target)*



The Year of Reading programme is now complete. This included the introduction of a mobile school library, monthly virtual author visits and the Reading Fluency Project, which was accessed by 29 schools including 225 pupils from Y3 and Y4 67 pupils from Y7. This has now been relaunched as 'Rotherham Loves Reading' for 2023/24, with progress monitored in the new Year Ahead Delivery Plan 2023/24.

The Business Education Alliance programme which provides young people with employer encounters continues to progress well, and the December 2023 target of recruiting 33 SMEs has already been reached, with 35 employers actively engaged in the project. Recruitment is still ongoing as staff and company changes could result in businesses no longer being able to engage with the project.





Delivery of the Enterprise Adviser Network programme is complete. 22/27 schools and colleges have now been officially matched to an Enterprise Adviser to date, giving a match rate of 81%, exceeding the target of 75%. Work continues to identify and recruit new Enterprise Advisers, and positive engagement from local businesses, colleges and schools continues. All Rotherham schools remain engaged with the project and are making excellent progress towards achieving the eight Gatsby benchmarks.

Performance measures *(On target and improving)*

The number of children with a Child Protection plan (rate per 10K population 0 to17) has decreased to 70.4 *(lower is better)*, which is the lowest for a number of years and is below the year-end target of 85.0.





1,135 additional universal youth work sessions have been delivered, against an annual target of 800 *(higher is better)*.

3. OVERVIEW OF PERFORMANCE AND PROGRESS

EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL – ACHIEVEMENTS AND CHALLENGES CONTINUED

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Challenges

Year Ahead Delivery Plan activities



Delivery of the £100k Play Equipment replacement programme has been delayed. All play area equipment has been ordered and schemes agreed but due to delays in the supply chain some play areas will complete in Quarter 1 of 2023/24 instead of Quarter 4 2022/23. Improvements will have taken place across 28 different areas when the programme completes.

The Early Help Strategy refresh has been delayed by more than three months. Additional work will take place during 2023/24 to update the strategy further, prior to Cabinet approval in Quarter 4 of 2023/24. This will ensure that any Family Hub developments can also be incorporated into the Strategy.



3. OVERVIEW OF PERFORMANCE AND PROGRESS

EXPANDING ECONOMIC OPPORTUNITY – ACHIEVEMENTS AND CHALLENGES

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Achievements

Year Ahead Delivery Plan activities *(complete or on target)*

ROTHERHAM DIGITAL

Rotherham's Digital Inclusion Strategy has been developed and will be launched in the summer.

Performance measures *(On target and improving)*

Actions taken to promote progressive and sustainable economic development and provide advice and support to local businesses to help them grow have exceeded the annual target (540 achieved versus a target of 300), with 177 interventions in Quarter – the best quarterly performance of the year.





Engagements with library services to help people learn, gain new skills or get a job was 27,540 in Quarter 4. This brings the total for the year to 93,442, exceeding the annual target of 75,000.

Challenges

Performance measures *(off target and worsening)*



10 new businesses started with help from the Council in Quarter 4, giving a total of 55 for the year, which is short of the annual target of 60.

Proportion of new starter apprenticeships created within the Council as a percentage of the workforce is currently only 0.6% against a target of 1.5% *(higher is better)*. In the context of the workforce plan, work is underway to identify roles that are suitable for apprentices, including targeting the most difficult to fill posts.



3. OVERVIEW OF PERFORMANCE AND PROGRESS

A CLEANER, GREENER LOCAL ENVIRONMENT – ACHIEVEMENTS AND CHALLENGES

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Achievements

Year Ahead Delivery Plan activities *(complete or on target)*

316 areas of enhanced cleansing have been completed throughout the Borough, exceeding the target of 240.





45 fines and prosecutions have been issued for fly tipping this year, a significant increase on previous years.

Frederick Road cycleways scheme now substantially complete, with two further schemes at Moor Road and Sheffield Road cycleways are underway.



Work has been completed on 350 properties since August 2022 though the ECO4 scheme, which has saved participating residents an average of £579.99/year on their energy bills.





Nine electric vehicle charge points have now been installed on Council car parks at Drummond St, Constable Lane and Douglas St.

Performance Measures *(on target and improving)*

Enforcement actions taken against fly tipping increased by 505 in Quarter 4 – with a year-to-date performance total of 45 enforcement actions by 31 March 2023, against an annual target of 37 *(higher is better)*.



There were 21 hectares of trees planted by the Council by 31 March 2023 against a target of five hectares. In addition, there have been a total of 2,397 trees planted against a target of 500 to the end of the same period, with both measures now exceeding the target set *(higher is better)*.



3. OVERVIEW OF PERFORMANCE AND PROGRESS

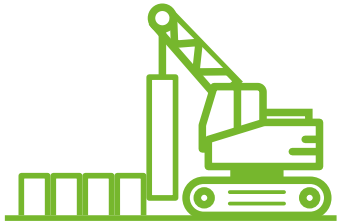
A CLEANER, GREENER LOCAL ENVIRONMENT – ACHIEVEMENTS AND CHALLENGES CONTINUED

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Challenges

Year Ahead Delivery Plan activities *(delayed)*

Construction of Ickles Lock to Centenary Way flood wall and embankment is now fully underway but remains behind its original schedule due to the time taken to obtain third party landowner approvals.





There are known delays to finding a suitable site for Renewable Energy Generation, with the preferred site at Kilnhurst now on hold due to the Coal Authority identifying a potential need for the entire site. Following the unexpected set-back, work will continue to identify suitable site(s) to develop low carbon energy generation plans during 2023/24 as part of the Council's commitment to deliver a renewable energy project by 2025.



In relation to implementing heating or energy efficiency measures in Council buildings that reduce CO2 emissions, working towards the target of an 18% reduction by March 2023, the data for 2022/23 will not be available until July 2023 and the Council will not know whether the target has been achieved until this point.



While nine electric charging points have been installed at Council car parks, the work to complete two residential charging hubs is not yet complete. Delivery has been focussed initially on the nine charging points which have time-limited funding from SYMCA. The two residential hubs have been delayed in the assessment and design stage but will be delivered in 2023/24 as part of the additional shortlisted sites and will be informed by updated data as part of the development of a new Electric Vehicle strategy by March 2024.

Performance Measures *(off target and worsening)*



The proportion of waste sent for reuse has decreased in Quarter 4, at 38.5% against a target of 45% *(higher is better)*.

64 complaints were received about street cleaning, grounds maintenance and waste management in Quarter 4 – this is a slight reduction on Quarter 3 in which 67 complaints were received. The cumulative complaints total of 266 is above the target for the year of 190 complaints or less *(lower is better)*.



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3. OVERVIEW OF PERFORMANCE AND PROGRESS

ONE COUNCIL – ACHIEVEMENTS AND CHALLENGES

This section seeks to summarise achievements, as well as flag challenges and risks. Those included relate to both the performance measures and the actions/ milestones within the Year Ahead Delivery Plan and further details are available within the main body of the report.

Achievements

Performance measures *(on target and improving)*



96.51% of annual staff performance development plans were completed by the year end compared to a target of 95% *(higher is better)*.

Average call waits for the customer service centre fell to 3 minutes and 33 seconds in the final quarter of the year. This exceeded the target of six minutes *(lower is better)*.



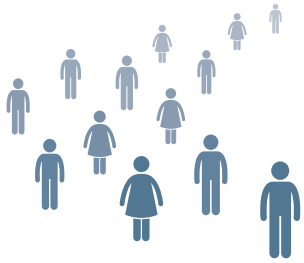
The overall proportion of staff who are disabled rose to 9.7% and was higher than the target of 9% *(higher is better)*.



Challenges

Performance measures *(off target and worsening)*

The overall proportion of employees who are under 25 has declined in the quarter and is now 2.9% against a target of 4.6% (higher is better). In addition, whilst the proportion of staff who are from Black, Asian and Minority Ethnic backgrounds has remained stable from Q3, it has fallen since 2021/22 from 4.75 to 4.5% and has missed the target of 6.3% (higher is better). A review of how the Council attracts, recruits, develops and retains staff from different sections of the community is being carried out and this will include this measure.



4. FINANCE UPDATE

The table below provides details on some of the key areas of the Council's budget 2022/23, indicating how the Council intends to spend its budget against its six core themes.

Themes	Commentary on financial performance of key areas of the budget
EVERY NEIGHBOURHOOD THRIVING	At a local level, villages and town sites are being improved with investment that has started and some now complete in local communities from the Towns and Villages fund.
	Investment continues to enhance library sites.
	Building on the Council's track record of robust enforcement action across a range of enforcement and regulatory functions, work to enhance capacity and delivery is ongoing through partnership training and engagement. Local events were programmed this year, including a domestic abuse event in November 2022.
	Ward Member engagement approach is being developed, via the Neighbourhoods Team, to capture local hot-spot areas for nuisance pavement parking and ensure that they meet the scope for inclusion. A procedure for identification of potential sites was introduced prior to further engagement on potential schemes beginning Quarter 3 this year as part of our Local Engagement process.

4. FINANCE UPDATE

The table below provides details on some of the key areas of the Council's budget 2022/23, indicating how the Council intends to spend its budget against its six core themes.

PEOPLE ARE SAFE, HEALTHY & LIVE WELL	Alcohol and Drug Services have been successfully retendered with the new contract starting in April 2023 with funding place.
	During 2022/23 additional government funding (£908k) has been invested to support care providers as part of a market sustainability and fair cost of care review.
	Continuing to invest in capacity to meet the challenges of the two-hour hospital discharge process post Covid (following the withdrawal of government funding) and working on a 'discharge to assess' model. In addition, we have invested £1.121m of new government funding to reduce the length of time people remain in hospital when they are medically fit to be discharged.
	Housing Growth – The Council is continuing to develop new homes and acquire properties to increase the supply of affordable homes. This is supported by the HRA business plan which identified funding of £92.3m up to 2025/26. Work is ongoing to update the investment needed based on price increases and refreshed timescales.
	Temporary accommodation is a cost pressure for the Housing Service (est. £0.650m 2022/23). Work is ongoing to reduce demand, especially in hotels, and find alternative accommodation solutions.
	The Energy Crisis Support scheme was extended using £1.4m of the Household Support Fund. This provided a cash grant of £400 to households struggling to meet the cost of their energy bills between October 2022 and March 2023. In total £1.9m of grants were awarded during 2022/23.
	CCTV investment has provided operational resources to improve the CCTV service with increased capacity for capturing offences and offenders.
	Additional operational resources have been applied in the Planning Service to achieve better enforcement outcomes.

4. FINANCE UPDATE

The table below provides details on some of the key areas of the Council's budget 2022/23, indicating how the Council intends to spend its budget against its six core themes.

EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL	The creation of in-house residential homes has continued in 2022/23 with the two 'phase three' four bed homes originally scheduled to open in October 22 and April 23. The in-house residential programme has now been revised following Cabinet approval with phase three now being four two-bed children's homes. The directorate is progressing with implementation plans to make these properties operational across the 2023/24 financial year.
	The Children and Young People's Services placement budget is £37m and is determined based on the number of children supported across the different placement types throughout the year and their unit costs. The overall budget is based on reducing looked after children numbers from 565 to 547. The current number is 525, with transformation work ongoing to achieve the placement profile and reduce costs.
	Supporting early intervention through continued corporate investment in the Early Help Family Group Conference service and an increase in Supporting Families funding from £1m to £1.3m, alongside new Start for Life & Family Hub monies of circa £3.4m over three years.
	The Safety Valve Programme/Dedicated Schools Grant (DSG) Management Plan sets out a number of key actions to enable Rotherham to provide education through its annual DSG allocation and as a consequence receive Safety Valve funding to remove the historical DSG deficit. The Management Plan will support service transformation, enable creation of cost-effective education settings in the district through High Needs Capital and support inclusive schools across the district.
	Home to School transport has demand pressures linked to growth in Education Health Care plans (EHCPs). Joint work between Regeneration and Environment and Children and Young People's Services is ongoing to maximise transport efficiencies and dampen cost pressures.

4. FINANCE UPDATE

The table below provides details on some of the key areas of the Council's budget 2022/23, indicating how the Council intends to spend its budget against its six core themes.

EXPANDING ECONOMIC OPPORTUNITY	Capital investment in the borough progresses, supported by the Future High Streets Fund, Levelling Up Fund and Towns Deal with matched Council capital resources. This investment will result in a reshaped town centre and changes in our local towns, villages and country parks. A number of strategic acquisitions have been made in the town centre as part of this programme. The agreement with Muse to develop Forge Island has been signed and works have commenced on this scheme.
	Transport infrastructure investment continues, including the Parkway Widening scheme, which has been completed and highways maintenance through the £24m 2024 Roads Programme.
	Jobs and skills investment is progressing with the building of the Century Business Centre, where work is underway and the contractor is programmed to complete construction and hand over the site in 2023.
A CLEANER, GREENER LOCAL ENVIRONMENT	Additional revenue investment to improve the environment has benefitted grounds maintenance, street cleansing, wildflower seeding and tree planting.
	Preparing to respond to changes in the national Waste and Resources Policy announced in 2022.
	Further recognition of the climate emergency is evidenced through an enhanced team dedicated to this area and investment in carbon reduction programmes.
ONE COUNCIL	The Council receives in excess of 200,000 calls a year into its main contact centre. Additional revenue investment to reduce call waiting times and to improve and modernise the way that members of the public can contact the Council will improve the customer experience and provide better value. Ongoing investment in digital technologies will ensure that the Council functions efficiently, effectively, and sustainably.

4. FINANCE UPDATE

2022/23 REVENUE BUDGET INVESTMENTS

The table below provides a progress update on the 2022/23 revenue budget investments approved via Council on the 2 March 2022, as part of the Council's budget and Council Tax Report 2022/23. Whilst these are in the main permanent investments, it is vital that the Council can demonstrate progress on these member priorities.

Investment Reference	Revenue Budget Investment	2022/23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
Every Neighbourhood Thriving							
22/23 R&E3	Events & Festivals	118	118	100%	118	0	The additional funding has lifted capacity within the team and supported the delivery of Rotherham Show and the annual Christmas Lights event. This year's programme included: the Queen's Jubilee Celebrations, UEFA Women's Euros and associated Fan Party activity, WOW – Women of the World Festival, Rotherham Show, a return of Bonfire Night at Clifton Park following a two-year hiatus and the annual Christmas Lights Switch On Event.
22/23 R&E7	Libraries Book Fund	50	0	0%	0	-50	Temporary saving agreed to support the financial outturn position for 2022/23.
22/23 R&E12	Women's Euro 2022	140	150	107%	150	10	Four successful Euro 2022 events were delivered.
22/23 R&E13	Neighbourhood Road Safety	90	64	71%	64	-26	Work being undertaken by two agency workers, prior to permanent recruitment.
22/23 R&E14	Town Centre Management	70	40	57%	40	-30	Town Centre Manager post now recruited to.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022/23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
People are Safe, Healthy & Live Well							
22/23 R&E9	CCTV Lead Officer	60	60	100%	60	0	Post recruited to as part of investment in leading and providing improved CCTV service. This will increase capacity for capturing offences and offenders. Procurement has commenced for a new town centre CCTV system. Spend was capitalised in order to achieve a revenue saving.
22/23 R&E15	Community Coordinator (Countering Extremism)	60	50	83%	50	-10	Post has been filled, its primary purpose is to work with communities and partner agencies raising awareness in relation to extremist narratives, which often prey on unrelated community issues to gather popularity and subsequently introduce a harmful element.
22/23 R&E1	Planning Enforcement	44	43	98%	43	-1	Temporary resources have been employed pending permanent recruitment and this additional capacity has helped to stabilise the workload. The number of planning breaches being reported remains high, however the workload has stabilised. Planning enforcement is not a statutory function, but the value of the planning service is diminished if there are no penalties for breaching planning regulations accordingly. In 2021 the enforcement team dealt with 529 cases compared to 453 cases in 2020.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022/23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
22/23 R&E4	Licensing Service	150	108	72%	108	-42	Recruitment to overcome higher than expected staff turnover in this important regulatory function. Staff are also working proactively with licensees to ensure Council policy is being adhered to.
Every Child able to Fulfil their Potential							
22/23 CYPS1	Expansion of Family Group Conferencing (FGC)	130	130	100%	130	0	The expansion of FGC took place through temporary investment in 2021/22, the temporary posts are now permanent, and employees are in post. This will lead to a reduction in Looked After Children and more timely decision making (thus reducing social care costs), with children also having a stronger voice.
22/23 CYPS2	Universal Youth Work	180	128	71%	180	0	Universal Youth Work is a combination of three youth work posts costing £50k and grants to voluntary organisations of £130k. The posts have been established and recruited to and plans are in place to allocate monies to the voluntary sector to develop services further. This additional capacity enables Early Help to work with key agencies and youth work providers to develop and deliver a borough wide, positive activities programme, in a variety of settings. This will provide more Early Help support overall with things to do and places to go, with the added impact of reduction in social care costs.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022/23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
22/23 CYPS3	Development of SEND and inclusion services	200	500	250%	500	300	The recruitment process has taken place and appointments have been made to the vacancies, interim agency workers were in place until Christmas due to demands on the service, creating a cost pressure of £300k. Employees are now in place to enable the review, refresh and development of services provided for those children with additional needs or disability. This will include: clarity of offer, more proactive relationship with parents and carers and more timely assessment of EHCPs.
22/23 CYPS4	Support for School Uniform Provision	65	45	69%	45	-20	The school uniform allocation supports the purchase of uniforms by pupils eligible for free school meals when they enter or transition schools. There has been some difficulty in identifying those eligible when transitioning from Primary School. The funding has been provided to parents through the same mechanism as that used for free school meal vouchers prior to the summer holidays. Funding is assisting those pupils transitioning between schools ensuring that they have appropriate uniforms.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022/23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
22/23 CYPS5	Additional Social Work Capacity to Support Children at Risk of CCE	144	144	100%	144	0	All four posts have been appointed, providing additional capacity for support. This will enable more support to be provided to children at risk following success of piloting work. This work will include social worker intervention complimented by various activities and groups.
Expanding Economic Opportunity							
22/23 R&E2	ADVANCE Skills Programme	150	211	141%	211	61	This investment is providing match funding. Three posts have been recruited to. ADVANCE is a programme which offers bespoke advice and guidance and careers and education information to individuals wanting to progress in their careers, and to employers wanting to develop and support their workforce. £61k overspend against investment to be funded by matching remaining European Social Fund, now being replaced by the UK Shared Prosperity Fund.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022/23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
A Cleaner, Greener Local Environment							
22/23 R&E5	Pilot Pollinator Friendly Approaches (Wild Flowers)	42	42	100%	42	0	Moved from 13 wildflower sites to 25 across the borough, resulting in 15,000m2 pollinator friendly wildflower areas.
22/23 R&E6	Tree Planting – Engagement Programme	50	50	100%	50	0	Officer supporting the capital programme in place to plant a minimum of 500 trees per annum. Programme delivery on track.
22/23 R&E8	Climate Emergency Delivery Team	155	72	46%	72	-83	The investment is for three posts. Following a recruitment exercise all three officers are now in post. The purpose of the Climate Emergency Delivery Team is to oversee the Corporate Climate Change Action Plan and seek to deliver the Council's Net Zero 30 and Net Zero 40 ambitions, part of which is through a corporate reduction in Carbon Emissions and other mitigation measures.
22/23 R&E10	Enhanced grounds maintenance and street cleaning	493	493	100%	493	0	Three officers remain in post to complete this work from the 17 recruited. All seasonal staff have moved to full time jobs, 41 in total.
22/23 R&E11	Tree Service Casework	100	100	100%	100	0	Plan in place to deliver casework improvements relating to neighbourhood trees.

4. FINANCE UPDATE

Investment Reference	Revenue Budget Investment	2022/23 Investment	Expenditure to date	% Spent To Date	Current Forecast Outturn	Variance	Update Commentary
One Council							
22/23 FCS1	Additional Call Handling	122	91	75%	91	-31	Additional employees are in post, however due to high staff turnover in the area, there is an ongoing challenge to ensure the service is at full capacity.
22/23 FCS2	Customer and Digital	109	79	72%	79	-30	Three officers are in post and activity is being undertaken to deliver digital solutions that will deliver a Customer Service model that provides high quality services in a modern, efficient, and joined up way so that all customers, regardless of circumstance, have access to the services they need and receive a consistently positive experience.
Total Investment Proposals		**2,722**	**2,770**	**102%**	**2,770**	**48**	

5. TIMELINE OF KEY ACHIEVEMENTS AND ACTIVITIES

January to April 2023

Rotherham Metropolitan Borough Council

Every neighbourhood thriving | **People are safe, healthy and live well** | **Every child able to fulfil their potential** | **Expanding economic opportunity** | **A cleaner, greener local environment** | **One Council**

2023

JANUARY

- Third scheme of the £4m Towns and Villages Fund programme completed creating a new community garden in the Dalton and Thrybergh Ward.
- Skateboarding Event with Rotherham Foster Carers to spread the message about fostering in Rotherham.
- By-election in the Keppel Ward.
- Planning pre-application submitted for a renewable energy site at Kilnhurst.
- Children's Capital of Culture: Making it Happen Event launched the roadmap to the 2025 festival.
- Review of the current RotherCard scheme approved.
- New Rotherham Plan formally launched.
- Holocaust Memorial Day (27 January) marked in the town centre, with readings, poems and songs.
- Customer Experience Strategic Board approved new Customer Standards.
- Elements Academy celebrates official opening providing new provision for children with special educational needs and disabilities.

FEBRUARY

- Residents invited to have their say on the Towns and Villages Programme improvements in Catcliffe, Anston and Woodsetts and Thurcroft and Wickersley South.
- Signal Festival held 11th – 19th February as part of Children's Capital of Culture Programme, including free concerts and music-making workshops.
- John Lewis Christmas TV advert praised foster carers after learning about how the advert inspired the foster carers skateboarding event in Rotherham.
- Planning permission secured for improvements to Rother Valley Country Park, including a new waterside café and landscaping improvements.

MARCH

- Fourth Towns and Villages Programme project completed, improving the accessibility and appearance of the Broadway shopping area in Swinton.
- The town centre Canal Barrier won the Smeaton Award at this year's Institution of Civil Engineers Yorkshire and Humber Awards, recognising excellence and innovation in ultra-low carbon concrete.
- Drop in event held for residents to have their say about plans to improve parts of Sitwell and Wellgate as part of the Towns and Villages Programme.
- Recruitment event held at Riverside House, connecting residents to opportunities in construction, health and social care, customer services, warehousing, security, transport, teaching and engineering.
- National Offer Day (secondary school): 90 % of children offered one of their preferred school choices.
- Cabinet approved plans to for cleaner and more efficient Council fleet, including a commitment to buy 64 new electric vehicles as part of the next stage of the vehicle fleet refresh.
- Hate crime book covers by students at Swinton Academy displayed at Swinton Library.
- Budget and Council Tax Report approved at Cabinet, including investment in support for young people, adult social care and neighbourhood improvements.
- Work began on the £5.9m redevelopment of the former Maltby Grammar School building, part of a winning bid secured by the Council through the Levelling Up Fund. When complete, it will provide substantial learning opportunities for the Maltby community.

APRIL

- Funding secured to deliver safety improvements in the town centre which will help reduce levels of violence and crime. This includes new lighting, CCTV and communications upgrades.
- National Offer Day (primary school): 99 % of children offered one of their preferred school choices.
- Drop-in sessions for residents to have their say on the new Thurcroft Library held.
- Digital inclusion strategy developed and presented to partners at Rotherham Place Board
- 12,000 families supported with supermarket vouchers to help with the cost of food for their children over the Easter school holidays.
- Second UPLIFT Skate and Arts Festival held in the town centre on 5 to 7 April. The event included opportunities for young people to take part in roller skating, skateboarding, BMX and creative workshops.
- Fifth Towns and Villages Programme scheme completed, improving the accessibility and appearance of Masefield Road shopping area in Hoober.
- Rotherham Loves Writing Competition, started in partnership with the Children's Capital of Culture and Wentworth Woodhouse.
- Litter picks took place across the borough as part of the Great British Spring Clean, with the hard work of volunteers supported by the Council's Street Scene Team.

6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

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

Outcomes – our ambition	How we will get there
• Work with communities on the things that matter to them • Residents, organisations and businesses use their skills and resources to help others • Neighbourhoods are welcoming and safe • Local people have access to libraries, cultural activities, parks and green spaces • Local towns and villages are improved.	• Continue to drive local priority setting and activity through ward plans and devolved budgets, with councillors, residents and partner organisations working together • Work with Rotherham's voluntary and community sector to support and facilitate local networks and groups • Further expand and promote a range of volunteering opportunities • Invest in and develop our library services as neighbourhood hubs, promoting access to books, computers and community events • Work alongside our partners to ensure Rotherham is a safe, inclusive and welcoming place for local people, including responding effectively to community safety issues such as anti-social behaviour and hate crime • Deliver improvements to local towns and villages • Bring our communities together through a range of enjoyable activities, cultural and social events, which inspire hope and pride in Rotherham.

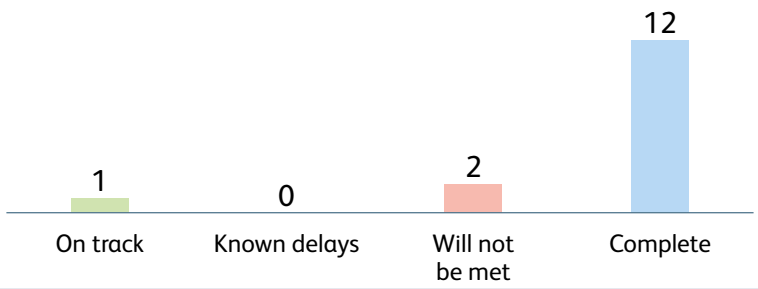
6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

HEADLINES – EVIDENCING OUR PROGRESS

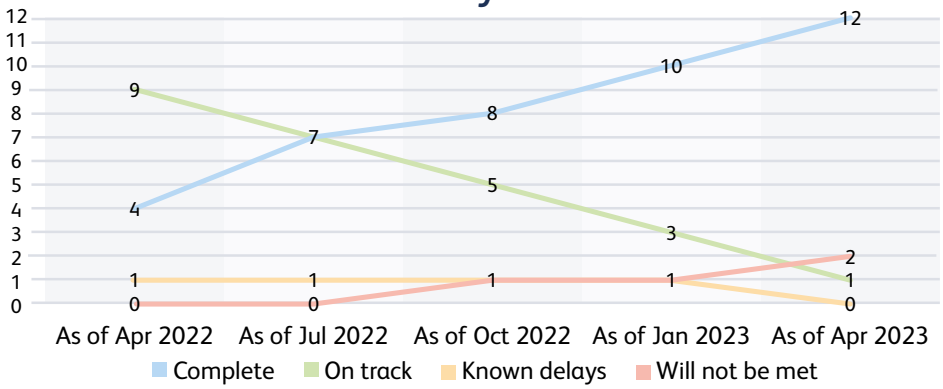
To provide evidence of delivery of the outcomes and commitments within this theme, there are 15 headline performance measures in the Council Plan and 15 priority actions/milestones contained within the Year Ahead Plan Delivery Plan. The diagrams below provide an overview of performance and progress.

YEAR AHEAD ACTIONS AND MILESTONES

Year Ahead Delivery Plan Actions Status

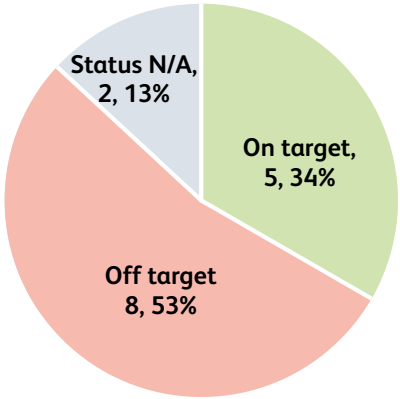


Year Ahead Delivery Plan Action Trend

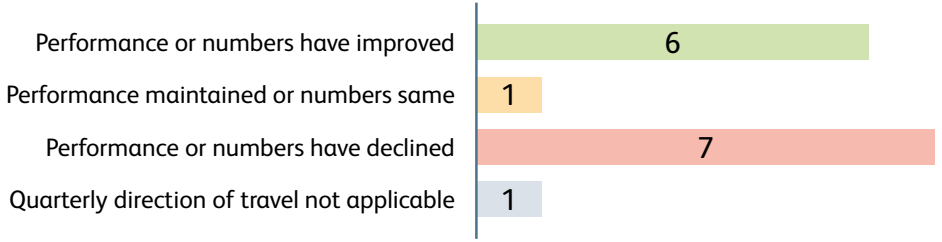


PERFORMANCE MEASURES

Performance Measures Status



Performance Measures Direction of Travel



6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

NARRATIVE – THE BIGGER PICTURE

The "Every Neighbourhood Thriving" theme is focused on working with local people to achieve a good quality of life. This includes working with communities to find solutions to local issues and build on the heritage and assets available. The theme also aims to create vibrant communities in which people feel happy, safe and proud. This will be achieved by making it easier for people to get involved in the local community, working closely with partners and local voluntary and community groups, enhancing town and village centres, green spaces and libraries, and tackling community issues.

Central to this theme is the Thriving Neighbourhoods Strategy which provides a framework for how the Council will deliver its neighbourhood working model. The refreshed strategy for 2018/25 approved by Cabinet in November 2022 aims to ensure:

- Neighbourhoods are safe and welcoming with good community spirit
- Residents are happy, healthy and loving where they live with
- Residents using their strengths, knowledge and skills to contribute to the outcomes that matter to them.

To help people to connect with their communities and broaden social networks and skills, the Council is working with Voluntary Action Rotherham to increase volunteering opportunities. 74 new opportunities have been created during 2022/23 (see performance measure NE02a).

The Council is committed to improving community safety. 413 Community Protection Notices (CPNs) have been issued this year following non-compliance, out of the total 903 Community Protection Warnings (CPWs) issued in the same period, through partnership working between South Yorkshire Police and the Council's Community Protection, Environmental Health, and Housing Teams. In addition, 269 formal Legal Notices in relation to housing breaches, and 240 Abatement Notices in relation to Statutory Nuisance, have been issued.

Schools and young people are leading the way in building resilience to harmful hate narratives that may impact on our communities. Young people and teachers have worked with the Council's Community Safety team to deliver projects which raise awareness of hate incidents and bullying in schools and help introduce the subject in class. A display of hate crime exercise book cover designs by students at Swinton Academy were displayed at Swinton Library from 6 – 17 March, which saw 964 customers during the period. The winning design was used for an exercise book that was then distributed to Year 7 pupils at four schools. The initial distribution of books has been so well received that a further 2,000 copies are being printed to Year 7 pupils in another eight secondary schools. This will have meant that over 3,000 books will have been issued to 12 secondary schools, inspiring young people and promoting strong communities.

Various programmes are underway to improve road safety. Local ward-based engagement took place in autumn and winter 2022 to inform new neighbourhood road safety measures, including 20mph zones and identify local hot-spot areas for nuisance pavement parking. Road safety schemes in two wards have been entered into the programme for design and delivery, with schemes in initial development in a further eleven wards. Two additional new 20mph speed limits are proposed as part of the Transforming Cities Fund projects, on Moor Road, Manvers (to be complete by July 2023) and on Westgate (to be complete by July 2024). During 2022/23, a total of 98 roads were reduced to 20mph across the borough, as part of the original 2021/22 Neighbourhood and Road Safety Scheme fund.

6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

To date, one nuisance pavement parking scheme has been developed, with the first scheme approved for programme entry in May 2023, and construction programmed for between January and March 2024. Alongside this, the Council is committed to improving roads through the £24m 2024 roads programme. During Quarter 4, a further 53 of the 175 unclassified roads were repaired, bringing to total to 174. The delivery of the remaining unclassified road, Greasbrough Road, Northfield, will be completed when approval from Network Rail has been received. The total number of estate roads repaired since 1 April 2020 to 31 March 2023 is 565. Over the past year, 221 road maintenance schemes were carried out across the borough, equating to 40 miles of road and an area of almost 400,000 square metres.

Also in this theme, there is a focus on ensuring that local people have access to libraries. Following the completion of the legal documents, the contract for the construction of the new library at Thurcroft has been awarded, with construction scheduled to be complete in October 2023. This is behind the original target date, with the project delayed due to delays in signing the legal paperwork and increased costs, as previously reported, as well as further challenges relating to the availability of the contractor to construct the library. Engagement events have taken place to inform residents of the plans for the new library, including a series of drop in events at the current library in April 2023.

Finally, the Council's Towns and Villages Fund programme has now delivered five projects within Phase 1 as part of the £4 million programme, delivering 23 projects to restore pride in the borough's towns and villages over the next two years. The two projects completed in Quarter 4 include improvements to the area outside of Masefield Road shops in Hoober, including the highway and green space, and refurbishment of Broadway shopping parade in Swinton Rockingham, improving accessibility and the environment. The remaining Phase 2 schemes are now completing detailed designs, whilst concept designs have been produced for the first Phase 3 schemes. The first three schemes of Phase 3 are currently on site and due to complete in June 2023. An update report on the scheme proposed at Maltby East is scheduled for Cabinet in July 2023.

6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING

YEAR AHEAD DELIVERY PLAN TRACKER

Every Neighbourhood Thriving					
Ref	**Outcome**	**Activity**	**Timescales for delivery**	**Status**	**Rationale for status**
1.1	Work with communities on the things that matter to them	Produce ward plans with ward priorities informed by local communities.	June 2022	Complete	Ward members considered their priorities throughout June 2022 and refreshed priorities were published early July 2022.
1.2		Increase the number of subscribers for the ward bulletins to 9,000 (25% increase).	Ongoing – March 2023	Complete	The number of subscribers has continued to increase. There were 9,191 as of mid-January, meaning that the target has been exceeded.
1.3		Increase the number of subscribers for the new 'Rotherham Round up' borough wide email to 9,000.	Ongoing – March 2023	Complete	The number of subscribers has continued to increase. There were 9,208 as of mid-January, meaning that the target has been exceeded.
1.4		Evaluate the Controlling Migration Fund programme.	November 2022	Complete	The evaluation has been completed and was submitted to DLUHC by end April 2022.
1.5	Residents, organisations and businesses use their skills and resources to help others	Work with VAR to establish 80 new volunteering opportunities across voluntary and community organisations.	March 2022 SLA in place until March 2024, targets reviewed annually	Complete	From April 2021 to March 2022 VAR created 101 new volunteering opportunities, exceeding the target of 80. The number of new volunteering opportunities created continues to be monitored and the target for 2022/23 remains at 80, see performance measure NE02b below.

1.6	Neighbourhoods are welcoming and safe	Improve enforcement outcomes by making greater use of legal powers. This means issuing more than 350 community protection notices.	Revised date: March 2023	Complete	413 Community Protection Notices (CPNs) have been issued this year following non-compliance out of the total 903 Community Protection Warnings (CPWs) issued in the same period. In addition, 269 formal Legal Notices, in relation to Housing breaches, and 240 Abatement Notices, in relation to Statutory Nuisance have been issued.
1.7		Develop interventions that seek to reduce hate crime and improve community safety by tackling harmful narratives, including via the 'Who Is Your Neighbour' and Remedi projects.	May 2022	Complete	The Who Is Your Neighbour project, a partnership project with (and funded by) the Local Government Association, has concluded and an evaluation report received. Projects restarted for 2022/23 include the successful 'Step Up, Beat Hate' programme for the third year. Remedi have also commenced delivery of their restorative hate crime project. A range of projects have been completed with schools and young people to build resilience to harmful hate narratives that may impact on our communities. Review and evaluation showed positive learning by young people and publicity about their work has received positive coverage in local media and newsletters, meaning that young people are leading the messages in their communities about the harms of hate and the importance of respect and kindness to everyone. A display of hate crime exercise book cover designs by students at Swinton Academy were displayed at Swinton Library from 6 to 17 March (964 customers in period). The winning design was used for an exercise book that is being distributed to Year 7 pupils. Feedback from teachers is they are finding this to be a useful vehicle to promote learning about the topic. Rotherham Youth Cabinet are continuing to support work to promote hate crime awareness.

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1.8		Design and implement new neighbourhood road safety measures, including 20mph zones.	March 2023	Complete	During 2022 a total of 98 roads were reduced to 20mph across the borough, as part of the original 2021/22 Neighbourhood and Road Safety Scheme fund. Initial engagement has been undertaken with ward members in respect of the tranche one Local Neighbourhood and Road Safety programme. Schemes in two wards have been entered into the programme for design and delivery – one of the ward schemes includes new 20mph speed limits. Schemes are in initial development in a further eleven wards; these are anticipated to include a number of 20mph speed limits. Additionally, two new 20mph speed limits are proposed as part of Transforming Cities Fund projects, on Moor Road, Manvers and on Westgate. The former is on site due for completion in July 2023. The latter is due on commence construction May 2023, with completion due July 2024.
1.9		Repair an estimated 595 estate roads (137.7km) (between April 2020 to March 2023) through the 2024 roads programme.	Ongoing – March 2023	On Track	The delivery of the Highway Repair Programme 2022/23 is substantially complete and the service has delivered the repair of 174 of the 175 unclassified roads. The delivery of the remaining unclassified road, Greasbrough Road, Northfield, will be completed when approval from Network Rail has been received. The total number of estate roads repaired since 1 April 2020 to 31 March 2023 is 565. Overall delivery of the project is on track to be achieved by March 2024.

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1.10		Work with Councillors to identify hot-spot areas for nuisance pavement parking and develop plans to prevent nuisance pavement parking, including parking restrictions.	March 2023	Will not be met	Pavement parking hotspots have been identified and where prioritised are programmed for delivery through the Council's Local Neighbourhood and Road Safety programme in 2023/24 and 2024/25, together with resources via the Minor Works theme. A literature and benchmarking review of other local authority policies has been undertaken to inform development of a procedure for addressing pavement parking. The work done will inform a formal policy to manage pavement parking and to progress an initial scheme by Quarter 4 in 2023/24.
1.11	Local people have access to libraries, cultural activities, parks and green spaces	Complete the new library at Thurcroft.	December 2022	Will not be met	Following the completion of the legal documents, the contract for the construction of the new library has been awarded. The timetable for construction is on track for 5 June to 20 October 2023. Public communications on the project have been issued and a series of engagement events have taken place. This project is delayed due to delays in signing the legal paperwork, as previously reported, as well as availability of the contractor to construct the library. The project is now planned to be completed by Autumn 2023.

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1.12		Hold cultural and sporting events across Rotherham to appeal to a range of ages and backgrounds, including: • Women's Euro 2022 • Rotherham Show • Rotherham 10k • Summer Reading Challenge • Fun palaces.	Jan – Jul 2022 Sept 2022 May 2022 September 2022 October 2022	Complete	The following events have now been held: • Rotherham 10k – took place on 15 May 2022. 460 adult runners and 240 young runners took part in the event, which drew approximately 1,000 spectators. • Queen's Platinum Jubilee Celebrations – 25 community groups supported to host local celebrations with a 'Garden Party Big Lunch' held at Clifton Park, attended by an estimated 2,000 people. All 15 libraries took part in a variety of activities to celebrate the Jubilee. • Women's Euros – hosted four fan parties and the WOW (Women of the World) Festival took place at Clifton Park. The total attendance across the Fan Parties and WOW Festival was 32,417. • Rotherham Show – took place on 3 to 4 Sept 2022 and welcomed more than 60,000 residents and visitors back to Clifton Park. • Summer Reading Challenge – completed by 740 children. 51 different science and innovation themed activities took place across the 15 libraries. A total of 60 schools engaged in the challenge (face to face or digitally). Celebration event took place at Magna Science Park on the 2 October, attended by 1,255 children/family members (344 finishers with 911 family members. • Fun Palace Ambassador campaign, funded by the National Lottery – work has taken place with communities and partners to provide opportunities for people to showcase their skills and interests. 13 venues across the borough provided spaces for communities, and celebrations took place in September and October 2022. In total, the events attracted over 800 people.

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1.13		Complete restoration of the grade II listed site Keppel's Column.	October 2021 – May 2022	Complete	Restoration works complete, celebrated with a unique art installation and shared oral histories. The column was opened to the public on 10 September 2022 and Keppel's Column has now been removed from Historic England's national 'Heritage at Risk' register
1.14		Complete feasibility study for a new Rotherham Theatre.	October 2021 – April 2022	Complete	Worked with HLM Architects to complete the feasibility study to explore options for a new Centre for Performing Arts in a more central location.
1.15	Local towns and villages are improved	Create a plan of developments across the borough to maximise the impact of the Towns and Villages fund.	October 2021 – April 2022	Complete	Five schemes within Phase 1, as approved by Cabinet, have now been completed. The first three schemes of Phase 2 are currently on site and due to complete in June 2023. The remaining Phase 2 schemes are now completing detailed designs, whilst concept designs have been produced for the first Phase 3 schemes. A Cabinet report is being drafted for July 2023 to update on the scheme proposed at Maltby East.

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Every Neighbourhood Thriving

Outcomes

- Work with communities on the things that matter to them
- Residents, organisations and businesses use their skills and resources to help others
- Neighbourhoods are welcoming and safe
- Local people have access to libraries, cultural activities, parks and green spaces
- Improved local towns and villages are improved

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23						Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	QTR 2 (Jul-Sep)	QTR 3 (Oct-Dec)	QTR 4 (Jan-Mar)	Yr to Date	TARGET			
NE01a	Satisfaction with the borough and local area: a) Proportion of public satisfied with Rotherham Borough as a place to live	ACEX - Comms. & Marketing	Chris Burton	High	A	62.0%	Not Available	57.0%	Not Available	Not Available	57.0%	>62%	🡻	✕	57% (June 2022) very or fairly satisfied. This was below the average across all of the previous surveys (61%) There has been considerable fluctuation between surveys and the variation differs from satisfaction in the local area as a place to live.
NE01b	Satisfaction with the borough and local area: b) Proportion of the public satisfied with their local area as a place to live	ACEX - Comms. & Marketing	Chris Burton	High	A	80.0%	Not Available	76.0%	Not Available	Not Available	76.0%	Equal to or >80%	🡻	✕	76% (June 2022) very or fairly satisfied. The national average is 81% and this measure has remained high and fairly stable since the first satisfaction survey in June 2015. Across the twelve surveys, the average level of satisfaction has been 80% and no previous survey result has varied from this by more than five per cent.
NE02a	Volunteering: a) Number of staff involved in the council employee volunteer scheme to support local communities	ACEX - HR	Lee Mann	High	Q	Not Available	Not Available	Not available	Not Available	Not Available	Not Available	baseline needed - tbc	♦	△	Data not yet available.
NE02b	Volunteering: b) Number of new volunteering opportunities for local people via the voluntary and community sector	ACEX - Policy, Perf & Intell.	Fiona Boden	High	Q	101	23	25	11	15	74	80	🡻	✕	The target for new opportunities for the year was 80. Although not hitting the taget, 74 is a reasonable achievement in the national climate of challenges facing volunteering. The number of re-opened roles, of which there are many, isnt included in this statistic as there isn't a report that captures these. Roles often re-open when someone retires or moves on – which is again a reflection of national trends. We have started the Peer to Peer Network and conducted lots of outreach to try and create more opportunities and remain confident this figure will be met next time around. We usually exceed this target. DoT is comapred to previous year (74 opportunities agasint 101 last year)
NE03a	Anti-social behaviour a) Number of community protection notices issued (anti-social behaviour, waste and noise)	RE - Comm. Safety & Street Scene	Sam Barstow	High	Q	205	42	38	90	243	413	>350	🡹	✔	This measures Community Protection Notices (waste, noise and ASB) ASB & Policing Act 2014 issued by the Community Protection Unit, (CPU). DoT is upwards as Q4 has seen a dramatic increase with 243 CPN's issued exceeding the 350 target with a YTD total of 413
NE03b	Anti-Social behaviour b) Public perception of anti-social behaviour (via the 'Your Voice Counts' quality survey)	RE - Comm. Safety & Street Scene	Sam Barstow	Low	Q	42.0%	45.0%	48.0%	38.0%	46.0%	44.0%	<43%	🡻	✕	Your Voice Counts Survey is conducted quarterly by South Yorkshire Police. Quarterly average for South Yorkshire Neighbouring authorities are, Barnsley 44%, Doncaster 48%, Sheffield 36%. The percentage of people who thought ASB was a big problem in their area has increased by 8% from the previous quarter (based on the sample size and take-up of the survey). For Q4, 214 people were surveyed and 98 of those people thought ASB was a big or fairly big problem in their area For comparison, Q3 surveyed 222 people and 85 of those people thought ASB was a big or fairly big problem in their area. DOT based against previous quarter.
NE04a	Hate crime: a) Number of hate crime incidents	RE - Comm. Safety & Street Scene	Sam Barstow	Neither High/Low	Q	837	234	214	214	200	862	No target	🡻	ⓘ	Q4 breakdown is 174 Crimes and 26 Non-crimes. YTD breakdown is 767 Crimes and 95 Non-crimes.

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23						Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	QTR 2 (Jul-Sep)	QTR 3 (Oct-Dec)	QTR 4 (Jan-Mar)	Yr to Date	TARGET			
NE04b	Proportion of positive outcomes to hate crime investigations	RE - Comm. Safety & Street Scene	Sam Barstow	High	Q	12.8%	9.8%	5.2%	7.4%	9.8%	8.1%	20%	↑	✗	This measure is currently under review.
NE05a	Proportion of the local "principal" road network classed as 'green status' (do not require repair)	RE - Comm. Safety & Street Scene	Sam Barstow	High	A	80.4%			79.4%		79.4%	81%	↓	✗	The annual position on this measure is 79.4% against a Council Plan Target of 81%. Although this is an annual measure where the Council Plan target has not been met, there is a separate set of visual road inspections (CVI) conducted on an ongoing daily basis in order to help direct a maintenance regime. According to this separate monitoring scheme, as of 31/12/2022 82.8% of the principal road network was classed as 'green'.
NE05b	Proportion of the local "non-principal" road network classed as 'green status' (do not require repair)	RE - Comm. Safety & Street Scene	Sam Barstow	High	A	75.3%			77.0%		77.0%	79%	↑	✗	The annual position on this measure is 76.98% against a Council Plan Target of 79%, which is just slightly below the target. DoT is a comparison between this year's data and last year's data.
NE05c	Proportion of the local "unclassified" road network classed as 'green status' (do not require repair)	RE - Comm. Safety & Street Scene	Sam Barstow	High	Q	61.6%	62.9%	63.6%	64.8%	64.2%	64.2%	60%	↑	✔	The highways section has achieved a better than national average outturn for unclassified road network condition in 2022-23. The Q4 position on this measure is 64.21% and the Council Plan target is 60% so has exceeded the expected outcome. Although the Q4 is lower than Q3 in terms of the proportion of road rated green. Direction of travel is based on a comparison between last year's position and the final data point this year - which shows an overall improvement in the condition of the unclassifed road network.
NE06a	Perceptions of feeling safe: a) Proportion of public that feel safe when outside in their local area during the day	RE - Comm. Safety & Street Scene	Sam Barstow	High	A	90.0%	Not Available	87.0%	Not Available	Not Available	87.0%	>90%	↓	✗	Data obtained from results of Residents Survey (June 2022). 87% of respondents said they felt 'very safe' or 'fairly safe' during the day when outside their local area which is lower than the figures observed nationally at 95% and 3% lower than previous response in 2021.
NE06b	Perceptions of feeling safe: b) Proportion of public that feel safe when outside in their local area after dark	RE - Comm. Safety & Street Scene	Sam Barstow	High	A	56.0%	Not Available	56.0%	Not Available	Not Available	56.0%	>56%	→	✔	Data obtained from results of Residents Survey (June 2022). Currently static with the year end position for this measure for 21/22 and the current Council Plan Target however this is significantly lower than the figures observed nationally (76%) and is lower than the average for the previous seven surveys (59%).
NE07a	Number of visits to culture, sport and tourism facilities (all population - cumulative)	RE - Culture, Sport & Tourism	Polly Hamilton	High	Q	3,023,352	1,020,736	1,237,427	1,172,815	872,488	4,005,789	3,500,000	↑	✔	The cumulative total of visitors to CST facilities in 22-23 was 4,005,018 exceeding the target by 505,018 and also approaching the total achieved in the last pre-covid year of 4,249,130. Please note, Q3 numbers have been adjusted to correct an accounting adjustment by service. The DoT is based on a comparison with Q4 21-22 which saw 743,424 visitors.
NE07b	Customer satisfaction with culture, sport and tourism services	RE - Culture, Sport & Tourism	Polly Hamilton	High	Q	91.6%	91.4%	92.3%	92.9%	92.3%	92.2%	>90% across all services	↑	✔	Comprising an amalgamated average of the following service areas: Libraries 99.68% Heritage 94.00% Sports and Leisure 85.66% Parks and Green Spaces 90% Survey results from Parks and Open Spaces are not yet fully complete after the last survey was conducted, results from Thrybergh still outstanding. Clifton Park satisfaction is up slightly and Rother Valley is down slightly on the 2019 survey, but the small 2.1% drop overall is not a statistically significant change and will hopefully move when Thrybergh Country Parks results are added next quarter. Although levels of satisfaction saw a slight decrease between Q3 and Q4, the DoT here looks at the change from last year to this year, overall satisfaction has increased from last year to this year and that is reflected in the DoT.

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CASE STUDY

Project with Swinton Academy students: Hate Crime – We've Got It Covered

The Council's Community Safety Team wanted to engage with pupils in Swinton, where concerns had been raised about the potential for community tensions following the distribution of anti-Muslim DVDs and anti-migrant literature.

Following a meeting between the team and Swinton Academy School Council to discuss actions the school could take, Swinton Academy students designed an exercise book cover to raise awareness of hate incidents and bullying in schools and to help teachers introduce the subject in class.

Of the designs submitted, the council's Head of Community Safety, Emma Ellis, and the Cabinet Member for Community Safety, Councillor Alam, chose two designs for the book cover: one, a striking montage of eyes, denoting a variety of people; the other, the title of a design that summarised the project brief.

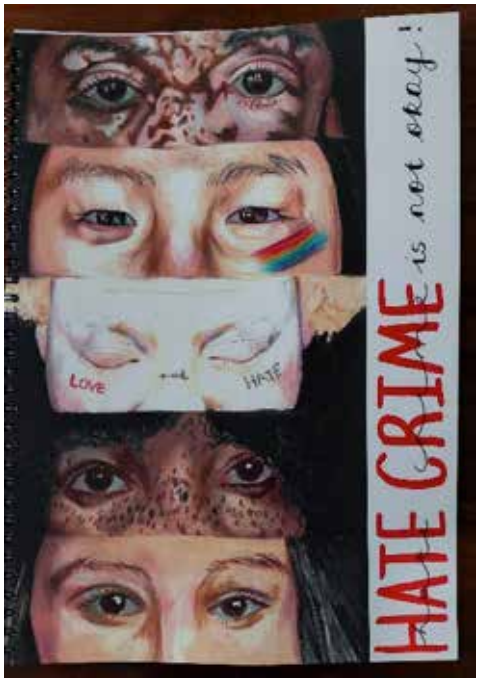


Wales High School Year 7s discussing hate initiatives with Cllr Havard.

The books have given the team good reason to contact secondary schools and discuss hate and bullying with them. Ward members have attended some visits, as community leaders with an interest in the school's performance and to show support for the school in its work to address hate and discrimination.

The team have received positive feedback from pupils and teachers, as well as from councillors:

- *'A great initiative,'* Cllr Dominic Beck
- *'A very practical way of raising awareness of hate incidents and bullying.'* Cllr Ben Whomersley
- *'They will stir thinking about the hurt and harm that hate and bullying cause. They also remind pupils how to report incidents both in and out of school,'* Cllr Marnie Havard



The winning book cover design.

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6.1 THEME 1 – EVERY NEIGHBOURHOOD THRIVING



Amelia and Lucy (Swinton Academy) present ward councillors with copies of the book they designed.

Discussing with schools the hurt that inconsiderate and hateful comments cause has been useful and has enabled the team to identify many who wish to work with them further on projects around hate, discrimination and radicalisation in the future. It has also provided the opportunity to remind schools of the importance of reporting hate incidents through to Early Help colleagues to inform a fuller picture of occurrences in Rotherham.

6.2 THEME 2 – PEOPLE ARE SAFE, HEALTHY AND LIVE WELL

Everyone deserves to feel happy, healthy, and secure. We want to empower everyone to lead fulfilling lives, whilst also keeping them safe from harm.

Outcomes – our ambition	How we will get there
• People have good mental health and physical wellbeing • People feel empowered, safe, and live independently for as long as possible • People can access affordable, decent housing • Inequalities are addressed and nobody is left behind.	• Focus on minimising/tackling the leading risk factors for death and disability in Rotherham, such as tobacco, unhealthy weight, and alcohol • Promote the best possible mental health for all, building on existing campaigns such as the Five Ways to Wellbeing, the Great Big Rotherham To-do list and Be the One • Work with people to build on their strengths and resilience, reducing reliance on social care interventions • Deliver the 'My Front Door' programme, providing adults with learning disabilities and autism with increased choice and opportunities for greater independence • Tackle poverty and financial crisis, including development of a 'social supermarket' which will help people to move on from food banks, a new Rothercard that will provide discounts on Council services for those who most need them, and our Community Energy Scheme, which will enable households to reduce their energy bills • Work with partners to deliver our domestic abuse strategy, taking a coordinated approach to reduce the prevalence of domestic violence • Invest in affordable housing and support those at risk of or experiencing homelessness • CCTV improvements will be realised through the Capital investment currently agreed (£420,000) alongside improving corporate management of CCTV purchases and assets • Continuing to focus on promoting access to services, including out of hours alongside a robust performance management framework within enforcement services • Transformation within Domestic Abuse Services is being delivered through strong partnership working, increased investment and the re-design of both internal and commissioned services.

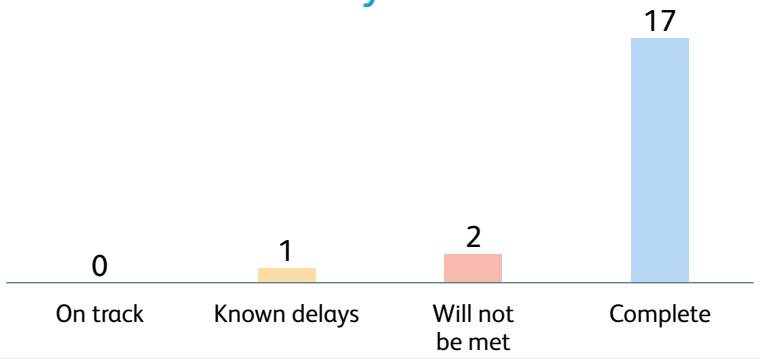
6.2 THEME 2 – PEOPLE ARE SAFE, HEALTHY AND LIVE WELL

HEADLINES – EVIDENCING OUR PROGRESS

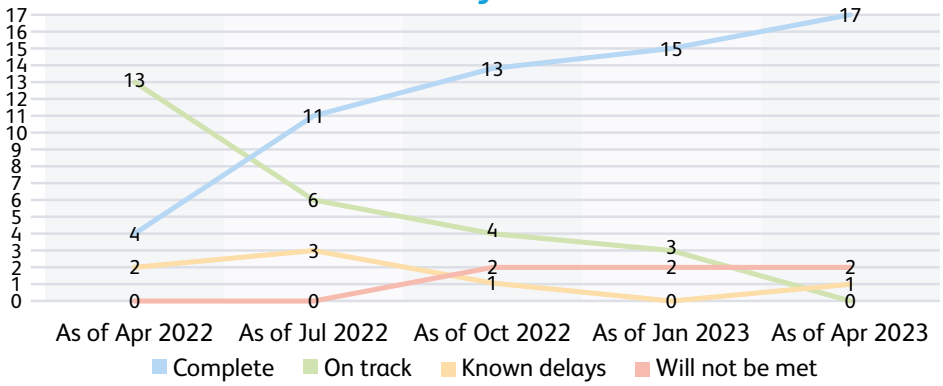
To provide evidence of delivery of the outcomes and commitments within this theme, there are 12 headline performance measures and 20 priority actions/ milestones contained within the Year Ahead Plan Delivery Plan. The diagrams below provide an overview of performance and progress.

YEAR AHEAD ACTIONS AND MILESTONES

Year Ahead Delivery Plan Actions Status

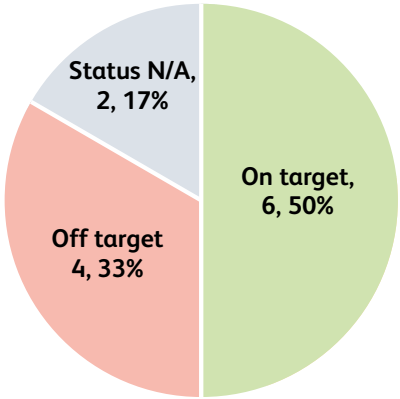


Year Ahead Delivery Plan Action Trend

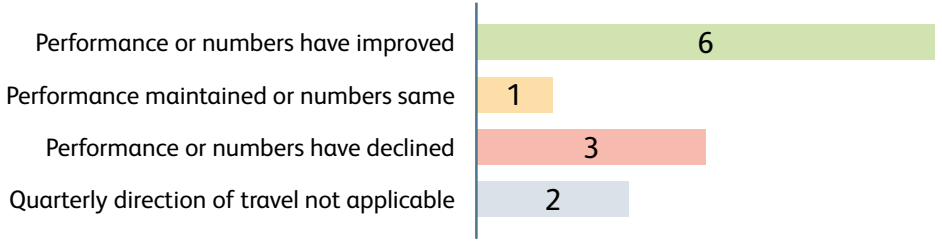


PERFORMANCE MEASURES

Performance Measures Status



Performance Measures Direction of Travel



6.2 THEME 2 – PEOPLE ARE SAFE, HEALTHY AND LIVE WELL

NARRATIVE – THE BIGGER PICTURE

The people are safe, healthy and live well theme focuses on empowering people to lead fulfilling lives, whilst also keeping them safe from harm, with the aim for everyone to feel happy, healthy, and secure. Our ambition is for people to have good mental health and physical wellbeing, to be able to access affordable, decent housing, with nobody left behind. Key areas of progress to deliver on these ambitions are outlined below.

The Council is developing its strategic approach as well as delivering a range of programmes to ensure people have good mental health and physical wellbeing. Actions to deliver against the priorities in the Prevention and Health Inequalities Strategy are in progress and overseen by the Prevention and Health Inequalities Enabler Group and the Place Board, which feed into the Health and Wellbeing Board. The refresh of the partnership Loneliness Action Plan was agreed by the Health and Wellbeing Board in November 2022 and implementation has commenced. A cultural programme for residents aged 55+ completed in September 2022 and included a series of events, exhibitions and performances, and the creation of a new Care Home Choir and of a new circus school. An independent evaluation of the programme evidenced the positive impact it had.

Work continues to ensure people feel empowered, safe, and live independently for as long as possible. The design and build programme of a new in-house day service for people with learning disabilities commenced in November 2022. A contractor has now been assigned to the programme and the building works have commenced, with design and build specification completed, detailed costing, procurement business case provided by the contractor at the end of March. Additional engagement and co-production sessions will be held with staff, service users and carers through the detailed design phase in 2023. The project is scheduled to complete by December 2024.

A review of the supported accommodation offer for those with learning disabilities and autism has been delayed, in order to combine consultation on the accommodation offer, with consultation on the overarching vision and transformation priorities for learning disabilities. In March, Cabinet approved, as part of the next stage of the Rotherham Learning Disability Transformation Programme, to co-produce with local people a refreshed vision and strategy for people with a learning disability. The co-production will be led by people with care and support needs and their families. The strategy will cover all aspects of what is important to them including the future accommodation offer.

To enable people to access affordable, decent housing, development of over 400 homes at various sites across the borough is underway. The Council has built 171 homes across three sites in the Town Centre. Between January and March 2023, a further 45 homes were completed taking the total to 157, and the final 14 units at Millfold Place were completed in May 2023. In addition to the Town Centre project 237 homes are being built on these two formerly owned council sites in Dalton and Thrybergh with the majority being for affordable rent, including bungalows, family homes and single person homes, alongside homes for private rent and shared ownership. The programme has faced unavoidable delays over the year due to an accumulation of issues relating to supply chains, utilities connection and quality assurance. 137 properties were complete by the end of March, a further 15 in April and the final 85 units are forecasted to complete before the end July 2023.

As part of efforts to address inequalities and ensure nobody is left behind, Council teams and South Yorkshire Police are working together closely to design and commission new services to prevent financial

exploitation. The service will sit within Strategic Safeguarding once a provider has been commissioned to deliver this work. This action is delayed by less than three months, and final contract negotiations are ongoing at the current time. The Rothercard review is now complete and the new scheme went live in April 2023, providing discounts to those who most need them, with the changes making it easier for customers to apply for and benefit from the scheme and new discounts.

The project supporting the development of social supermarkets and more holistic support for local people associated with food provision has concluded. The award of the grant funding concluded the project, but the Council is continuing to work with local organisations around crisis support and proactive holistic solutions for local people.

Finally, work continues to reduce the number of homeless people housed in temporary accommodation. From 202 households at the end of March 2022, this has been reduced to a total of 140 households, an overall reduction of 62 at the end of March 2023. There were 90 households in temporary accommodation and 50 within hotels. There continues to be a positive downward trend however there are now emerging additional pressures on the service which relate to wider economic factors and supporting breakdowns within the Ukrainian family scheme. It is therefore expected that the numbers will increase into and during the next reporting year. The Council will continue to support all households in hotels and temporary accommodation to move on to suitable settled accommodation as swiftly as possible, and the situation continues to be monitored on a weekly basis.

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YEAR AHEAD DELIVERY PLAN TRACKER

People are safe, healthy and live well					
Ref	**Outcome**	**Activity**	**Timescales for delivery**	**Status**	**Rationale for status**
2.1	People have good mental health and physical wellbeing	Work with partners to develop a prevention and health inequalities strategy and action plan.	October 2021 – April 2022	Complete	Prevention and Health Inequalities Strategy and action plan completed and agreed by the Integrated Care Partnership Place Board in April 2022. Actions to deliver against the priorities are in progress and overseen by the place-level Prevention and Health Inequalities Enabler Group and the Place Board, which feed into the Health and Wellbeing Board.
2.2		Refresh the partnership Loneliness Action Plan and ensure the delivery of Council owned actions.	September 2022	Complete	The refresh of the partnership Loneliness Action Plan was agreed by the Health and Wellbeing Board in November 2022 and implementation has commenced.
2.3		Produce suicide prevention guidance for staff and Members.	May 2022	Complete	New guidance was published for staff across all organisations in Rotherham on how to have conversations with people who might be thinking about suicide. The guidance has been developed with input from frontline staff and uses three easy steps from Rotherham's 'Be the One' suicide prevention campaign to: Talk, Listen and Care.

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2.4		Create a cultural programme including events, theatre, libraries, music and museums for residents aged 55+ to help with grief, mental wellbeing and physical conditioning.	October 2021 – March 2022	Complete	A programme of activities supporting audiences aged 55+ to reconnect following Covid-19 launched in October 2021 and completed in September 2022. The programme included a series of events, exhibitions and performances, and the creation of a new Care Home Choir and of a new circus school. An independent evaluation of the programme was completed in December 2022.
2.5		Deliver £250k investment works in Herringthorpe Stadium, including completion of flood lighting, refurbishment of internal and external pavilion.	March 2022	Complete	Improvement works to the stadium's changing facilities, track, lighting and PA system have been completed in order to achieve the national TrackMark standard. Consequently, Rotherham Harriers, schools and other groups have returned to use the improved facilities in support of athletics and running to improve physical activity. The stadium reopened to the public in November 2022.
2.6		Meet national contact tracing weekly target of 89% contacts completed successfully.	March 2022	Complete	Since taking on Local Contact Tracing in March 2021, overall engagement rate was 92.3% and local completion rate for contacting positive cases and completing the national survey was 85.2%. Rotherham had the third highest completion rate in the region across 15 councils in Yorkshire and Humber.
2.7		Regular and timely review of all clusters of cases in complex settings (care, schools and workplaces) for requirements to hold an Incident Management Team meeting (IMT).	March 2022	Complete	Throughout May 2022, regular Incident Review Meetings took place, primarily for care settings. From the end of June 2022, reporting processes reverted to pre-Covid-19 for all health protection issues, infectious control measures and Covid-19. All settings report directly to UKHSA.

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2.8		Targeted engagement with communities to promote vaccination take up and dispel myths and fake news.	June 2022	Complete	Bespoke promotional messages for the Spring Booster, Young People and Booster vaccination dosages were promoted during May 2022, and targeted work delivered to those settings most at risk. The primary focus was to promote Living Safely with Covid-19 and comms to encourage vaccination take up.
2.9	People feel empowered, safe and live independently for as long as possible.	Develop new day opportunities for people with learning disabilities, autism and complex needs: Complete 'day opportunities' consultation regarding REACH services. Commence building works to improve day facilities.	 May 2022 March 2023	Complete	On 31 January the Council launched a major consultation as part of its plan to build a new in-house day service for people with learning disabilities. Consultation ended on the 30 April 2022 and Cabinet received details of the consultation in October 2022 and approved the recommendations for a new day opportunities service. The design will be co-produced with those currently using day services. A contractor has now been assigned to the programme and the building works have commenced, with design and build specification completed and detailed costings provided by the contractor at the end of March. Additional engagement and co-production sessions will be held with staff, service users and carers through the detailed design phase in 2023. The project is scheduled to complete by December 2024.

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2.10		Develop and deliver a programme of consultation and engagement on the future supported accommodation offer for those with learning disabilities and autism.	January 2022 – October 2022	Will not be met	The Council is reviewing its offer for people with learning disabilities and / or autism, which will include the future model of accommodation with support. In March, Cabinet approved, as part of the next stage of the Rotherham Learning Disability Transformation Programme, to co-produce with local people a refreshed vision and strategy for people with a learning disability. The co-production will be led by people with care and support needs and their families. The strategy will cover all aspects of what is important to them including the future accommodation offer. The new Year Ahead Delivery Plan will track progress of this co-production process throughout 2023/24.
2.11		Deliver and launch the new Carers Strategy.	June 2022	Complete	The Borough that Cares Strategy was given a soft launch during carers week in June 2022 and was signed off by the Health and Wellbeing Board in September 2022. The Borough That Cares Strategic Group are developing a detailed action plan to facilitate delivery of the ambitions. The Strategy was formally launched in November 2022.

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2.12		Recommission domestic abuse services.	October 2022	Complete	New pathway for accessing domestic abuse support, commenced on 1 October 2022, providing a single point of access to support domestic abuse victims at all risk levels (high, medium, low). The new Rotherham Council Domestic Abuse Assertive Outreach Service will provide a personalised service offer that is strengths based, person centred, and needs led. The service can provide specialist knowledge to aid recovery, amongst the complexities of other ongoing support needs to break the cycle of domestic abuse. Workers seek to establish effective and trusting relationships with individuals to help them move forward with the correct services in place, to provide the tools required to enable the victim to recover and help, where possible, to support the end of an abusive relationship. Other commissioned services are in place such as safe accommodation and refuge service, homelessness support, counselling services and support for young people.
2.13	People can access affordable, decent housing	Refresh the Housing Strategy.	May 2022	Complete	The Housing Strategy was approved by Cabinet on 11 July 2022. The Strategy was produced in consultation with tenants, residents, Members, officers and other key stakeholders and this is a key document which will set out the priorities and vision for housing over the next three years.

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2.14		Deliver the Council's Housing Growth Programme, including: • Town Centre housing programme • Chesterhill Avenue and Whinney Hill • Delivery of Council bungalows on sites in Treeton and Ravenfield	 February 2020 – October 2022 First homes by March 2022, completion by 2023 March 2021 – April 2022	Will not be met	Two programmes are complete, the other milestone will not be met. The Council has built 171 homes across three sites in the Town Centre In Quarter 4 a further 45 homes were completed taking the total to 157. The final 14 units at Millfold Place were completed in May 2023. In addition to the Town Centre project 237 homes are being built on these two formerly owned council sites in Dalton and Thrybergh with the majority being for affordable rent, including bungalows, family homes and single person homes, alongside homes for private rent and shared ownership. These are being delivered by Sanctuary and Great Places housing associations, however through partnership negotiations, the Council will have nomination rights to the majority of the homes for rent. This means that local people from the Council's housing register will be able to access them. The programme has faced unavoidable delays over the year due to an accumulation of issues relating to supply chains, utilities connection and quality assurance (these homes are delivered by a third party and the Council does not control the build out rate). 137 properties were complete by the end of March, a further 15 in April and the final 85 units are forecasted to complete before the end July 2023. The Council has now completed 14 new bungalows for Council rent on land in Treeton and Ravenfield, in partnership with Rotherham based O&P Construction. The new properties offer a range of bedroom options and have been designed in consideration of the needs of those with disabilities and/or in need of carer support.

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2.15	Inequalities are addressed and nobody is left behind	Commission new services to prevent financial exploitation.	March 2023	Known Delays	The number of concerns where financial abuse was alleged is continuing to rise. The number of concerns raised in 2019/20 and 2020/21 was 219 and 364 respectively. Using learning from other police areas the Council is aiming to introduce a new support service to prevent the abuse of vulnerable people in relation to scams, frauds and doorstep crime. The service will sit within Strategic Safeguarding once a provider has been commissioned to deliver this work. Approval has been granted to award the contract to the Financial Exploitation and Abuse Service. Final contract negotiations are ongoing at the current time. The initial contract commencement meeting took place on 11 May 2023 and final legal checks are underway before the service commences. The commission will include a period of awareness raising amongst staff and partners of the new service offer and the signs of Financial Exploitation prior to commencing investigations into suspected cases.
2.16		Complete a review of Rother Card.	June 2022	Complete	Review of the current scheme was completed in June 2022 and Cabinet approved the review January 2023. The changes agreed include making it easier for customers to apply for/benefit from the scheme and new discounts. The new Rothercard scheme is now in place, as of 1 April 2023.

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2.17		Develop three social supermarkets and other measures as part of a preventative approach to help people avoid food crisis.	December 2022	Complete	Delivered a programme of work to support the provision of social supermarkets, including a grants programme to support their sustainability. There are now four in the borough. A formal process inviting bids for this grant funding has been concluded and grants supporting the sustainability of the social supermarkets have been approved and awarded.
2.18		Reduce the number of homeless people housed in temporary accommodation.	April 2022 onwards	Complete	Due to the wider impact of the Covid Pandemic the use of temporary accommodation for those who were homeless significantly increased in the last two years. At the end of March last year, there were 106 households in temporary housing accommodation and 96 in hotels (202 household in total). At the end of March 2023 there were 90 households in temporary accommodation and 50 within hotels. A total of 140 households and an overall reduction of 62. There continues to be a positive downward trend however there are now emerging additional pressures on the service which relate to wider economic factors and supporting breakdowns within the Ukrainian family scheme. It is therefore expected that the numbers will increase into and during the next reporting year. The Council will continue to support all households in hotels and temporary accommodation to move on to suitable settled accommodation as swiftly as possible, and the situation continues to be monitored on a weekly basis.

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2.19		Provide food vouchers to children eligible for free school meals for school holidays through to Easter 2022.	To April 2022	Complete	The provision of food vouchers for those children eligible rolled out for school holidays through to Easter 2022.
2.20		Provide up to £100 reduction in Council Tax liability for working age households eligible for Local Council Tax Support during 2021/22.	March 2022	Complete	Through LCTS 2021/22, £1,447,200.99 in Council Tax hardship grants have been paid out to 16,730 applicants, with 8,135 accounts reduced to nil. In respect of the 2022/23 hardship award. £1,387,546.76 has been awarded through the 2022/23 hardship scheme on 14,567 accounts. Of these 10,403 will have had a nil balance and 4,164 got the full £112.65 so will have a liability for this year. The scheme will run all year picking up new applicants. The Council also delivered the government's Council Tax Energy Rebate payments of £150 in full by the end of June 2022, including the discretionary scheme. This involved paying 108,189 households £150 under the main scheme and 7,222 households £90 under the discretionary scheme. Government has published stats on delivery of the scheme with the Council ranked first across all councils.

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People are Safe, Healthy and Live Well

Outcomes

- People have good mental health and physical wellbeing
- People feel empowered, safe and live independently for as long as possible
- People can access affordable, decent housing
- Inequalities are addressed and nobody is left behind

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23 QTR 1 (Apr-Jun)	2022/23 QTR 2 (Jul-Sep)	2022/23 QTR 3 (Oct-Dec)	2022/23 QTR 4 (Jan-Mar)	2022/23 Yr to Date	2022/23 TARGET	Direction of travel	Progress against target	Notes
PE01	Number of people attending the Make Every Contact Count (MECC) training relating to health and wellbeing issues	ACHPH - Public Health	Ben Anderson	High	Q	152	36	19	265	215	535	150	↑	✔	152 people attended the MECC training for 2021/22 and 535 people attended in 2022/23. MECC training is available to any member of RMBC as well as to partners and businesses, dependant on the focus/topic area. Cost of Living themed training has taknen place and demand has been high.
PE02	The proportion of adults involved in a safeguarding enquiry who felt their personal outcomes were at least partially met	ACHPH - Adult Care	Kirsty Littlewood	High	Q	97.0%	97.0%	98.0%	97.0%	97.0%	97.0%	97%	→	✔	Performance has been stable through out the year and has achieved year end target of 97% with almost all adults involved in a safeguarding enquiry feeling their personal outcomes are being met. This sustained level of good performance remains above the latest 2021/22 regional and national benchmarking average values, that are both reported as 95% performance. Council Plan target for 2023/24 has been set to sustain performance at 97%.
PE03	Proportion of new clients who receive short term (reablement) service in year with an outcome of no further requests made for support	ACHPH - Adult Care	Kirsty Littlewood	High	Q	93.2% revised 93%	89.5%	89.6%	91.7%	97.4%	92.5%	90%	↓	✔	Performance has increased throughout the year outturning at 92.5% and has exceeded target by 2.5%. Whilst it is a small decline from last year when 93.2% this remains sustained good performance, as this is during a time when there has been a change in cohort and the service are assisting TRFT with 'bed flow' due to capacity pressures. For context Rotherham can maintain or, if cases become more complex, see some decline in data but would remain higher than the latest national average benchmarking of 77.6%. Council Plan target for 2023/24 has been set at 90% to reflect potential reduction.
PE04	Manage the number of new older adult admissions to long term residential care (aged 65+)	ACHPH - Adult Care	Kirsty Littlewood	Neither High/Low	Q	324	91 95 Revised	72 89 Revised	74 101 Revised	104	341	No target*	♦	ⓘ	* Although no Council Plan target is set, the measure is tracked against a ceiling number of admissions for the purpose of BCF (Better Care Fund) reporting. Q1-3 activity and outturn data has been refreshed to capture amendments and additional system recording with revised admissions totals for each of the quarters. The provisional year end outturn totals 341 new admissions. This achieves target of being below the BCF ceiling total of 360. A number of factors have impacted, including supporting bed flow at TRFT by taking discharges who may need residential support as not yet able to be independent at home in the community. Actions to continue to mitigate future risk of higher admission rates are in place and the current action plan will assist future tracking of expected impact. SMT continue to rate as RED in latest March 2023 monthly performance report in recognition that reducing numbers is a challenge and for context 320 new admissions is latest 2021/22 benchmark Regional average and reflects nearest next improvement milestone. Council Plan target for 2023/24 has been set at a stretching 300 new admissions.
PE05	Proportion of council housing repairs completed 'Right 1st time'	ACHPH - Housing	James Clark	High	Q	90.9%	91.9%	92.6%	93.8%	93.3%	92.8%	97%	↑	✖	Positive performance is reported in the year-end figure of 92.8% an increase of 1.9% compared to 2021/22. A total of 25848 responsive repairs were completed right first time, an improvement of 363 repairs compared to 2021/22. Performance has continued to improve against Quarter 1, Quarter 2 and the 2021/22 year end figure, but remains below the stretched Council Plan target. The HouseMark 2020/21 benchmark data places Rotherham in quartile 2, to achieve quartile 1 need to achieve above 90.94% (Quarter 3 outturn for 2022/23 YTD would be comfortably within the top quartile performance).
PE06	Number of new homes delivered with Council support, including affordable homes	ACHPH - Housing	James Clark	High	Q	180	52	17	130	174	373	225	↑	✔	Council Delivery: ► The Council has completed all Town Centre housing delivery, with the exception of the open market sale homes at Millfold Rise, which has slipped into April 2023 due to issues with Yorkshire Water. ► 39 homes competed on the Whinney Hill / Chesterhill Avenue development ► A further 2 completions at the former Dalton Allotments site by Gleesons ► The Strategic Housing and Development Team has devised a programme to increase delivery towards a 1,000 homes (800 rent, 200 shared ownership) target by 2026 and this was approved by Cabinet in January 2023.

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Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23						Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	QTR 2 (Jul-Sep)	QTR 3 (Oct-Dec)	QTR 4 (Jan-Mar)	Yr to Date	TARGET			
PE07	Proportion of council housing stock that meets the "Decent Homes" standard	ACHPH - Housing	James Clark	High	Q	99.9%	100.0%	100.0%	100.0%	100.0%	100.0%	100%	↑	✔	The percentage of decent properties as at 31st March 2023, is 99.995% decent (0.005% non-decent) There is 1 property outstanding. The one outstanding property will be addressed during 2023/24.
PE08	Proportion of households prevented or relieved from homelessness	ACHPH - Housing	James Clark	High	Q	76.0%	79.0%	76.0%	76.0%	78.0%	78.0%	85%	↑	✕	The outcome of the measure is to deliver an effective and timely support service for those experiencing or at risk of homelessness. The definition of this measure has been reviewed to ensure it meets the original purpose. The stretching year end target was not achieved. Looking to next year, case management processes are being strengthened and the roles within the homelessness service have been refocused on early intervention and prevention to support households. Prevention and early intervention is one of the priorities in the Homelessness Prevention and Rough Sleeper Strategy 2023 -2026. Homelessness outreach advice services continue to be delivered by Shiloh and work is also taking place to increase awareness and improve information to support those at risk of homelessness.
PE09	Number of households in temporary accommodation	ACHPH - Housing	James Clark	Low	Q	105	102	89	92	90	90	95	↑	✔	The overall usage of temporary accommodation (hotels and temp) has reduced by 63 units from March 2022. Last year the target only included stays in the Councils temporary accommodation. This year the target includes both households in both hotels and temporary accommodation and is reported as is snapshot at the end of the month. Although there continues to be a positive downward trend there are emerging additional pressures on the service, relating to wider economic factors and resettlement scheme/refugee pressures. It is therefore expected that the numbers will increase during the next reporting year. The Council continues to support all households in hotels and temporary accommodation to move on to suitable settled accommodation as swiftly as possible, and the situation continues to be monitored on a weekly basis.
PE10	Total number of referrals to domestic abuse support services	RE - Comm. Safety & Street Scene	Sam Barstow	Neither High/Low	Q	5,395	922	835	538	758	3,300	No target	♦	ⓘ	This measure is included to provide context for PE11 - Engagement rate with Domestic Abuse Services. Please note the methodology for this measure has changed following the recommissioning of this provision. From Q3 onwards, the data will be issued provisionally before being finalised the following quarter when all of the data is available. Q3 figures have now been finalised (in Q4) with the total number of referrals being at 3,300 for the year.
PE11	Engagement rate with Domestic Abuse support services	RE - Comm. Safety & Street Scene	Sam Barstow	High	Q	47.0%	50.0%	49.0%	38.0%	45.0%	46.0%	60%	↓	✕	This measure is the % of clients of DA services who accept support from that agency. The measure records the total number of referrals made to domestic abuse support services who go on to successfully engage with those services. Following the recommissioning of this service, significant work on how the referral process of people on to these services has been undertaken. The performance team is also working with the service to develop a set of performance actions which will result in an increase in performance. As with PE10, the methodology for this measure has changed following the recommissioning of Domestic Abuse support. From Q3 onwards, the data will be issued provisionally before being finalised the following quarter when all of the data is available. Q3 data has been finalised and amended (in Q4). Please note we are currently seeking approval from cabinet re a new definition / methodology for capturing this measure. This change will give a more accurate and reflective engagement rate figure as inappropriate referrals, or uncontactable referrals (include those that have not consented to be contacted) will not be included in the engagement rate calculation but will still count as a referral. In addition having a clear definition of engagement means we are comparing all the services the same. However until the new definition is approved, we have included the old methodology figures for consistency. Although engagement improved between Q3 and Q4, the Direction of Travel is measured against the previous year - engagement is slightly lower this year (46%) than it was last year (47%).
PE12	Average number of days taken to process new claims for Housing Benefits and Council Tax Support	FCS - Finance	Rob Mahon	Low	Q	22.3	25.9	25.3	26.8	26.0	26.0	24	↓	✕	The final performance for 22/23 of 26.04 days was 3.77 days down on 22.27 days reported in 21/22. Performance has been negatively impacted by delays in obtaining data for DWP who do not assess Universal Credit entitlement until a month after application. Most new claims for Council Tax Support are now from new Universal Credit applicants. DoT based on comparison to final performance in 21-22. The KPI target has been revised for 2022/23 to remove the difficulty caused through the delays that are out of the Council's hands.

CASE STUDY

Care Home Choir connects across the generations

A cultural programme to support older people's physical and mental wellbeing ran a variety of events in the borough between 2021 and 2023, initially to support reconditioning during the coronavirus pandemic. One of the projects within this programme was a Care Home Choir which was delivered as part of the Rotherham Christmas Campaign and included performances at the Lights Switch On and a touring programme across the borough.

A choir leader worked with the residents in a number of Care Homes in order to create a care home choir. Two members of staff worked across several care homes in 2021 in order to teach the residents a number of songs that they were familiar with in preparation for a performance. This bought together around 30 Care home residents from different Care Homes.

Performances where recorder in the care homes, compiled into a film and played on a TV van in sites around Rotherham town centre. Care Homes where then invited together for a performance and tea dance in in the Drawing Room at Clifton Park Museum. All of those involved fed back on how much the residents enjoyed the programme and how they would love to repeat the experience.

In December of 2022 some more of the same funding was identified. A plan was drawn up to work with the Care Homes again to take the Care Home Choir idea and place it alongside the Rotherham Youth Choir.

This time a performance was planned as part of Rotherham Music's and The Children's Capital of Culture Signal's festival that took place during February half term 2023. Signals was a week long music event filling Rotherham with music. One of its strands was the installation of a light organ in Rotherham



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Minster. The light organ consists of tubes of different lengths that light up to varying levels of colour and brightness depending on the type, volume and pitch of sound that it hears through microphones attached to it.

The vocal team at Rotherham Music worked alongside Rotherham Youth Choir and the Care Home Choirs to learn a song that they could perform together. The two groups then performed the piece into the light organ on the Friday of February half term 2023. Both groups benefited a lot from taking part on the process and would like to do more similar work in the future.

6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

We want Rotherham to be a great place to grow up, where all children and young people are safe, valued, able to enjoy their lives and achieve their aspirations.

Outcomes – our ambition	How we will get there
• Children get the best start in life • Children and young people safe from harm • Young people feel empowered to succeed and achieve their aspirations • Children and young people have fun things to do and safe places to go.	• Further develop our partnership approach to ensuring that all children and young people get the best possible start in life and are ready to attend school and learn • Continue with the development of residential homes for our looked after children and work with local providers in residential and foster care to access the best local placements • The Council will work to improve our YOT inspection judgement through the delivery of our improvement plan • With our partners, we will address the variability of Education, Health and Care Plans and the quality of provision for children and young people • Collaborate with partners to embed a multi-agency Family Hub Approach for our children, families, and communities • Ensure that they Early Help workforce are equipped with the right, most up to date knowledge and tools to effect outstanding outcomes for children and families • Work with young people that are disengaged to reconnect them to training, further education and employment • Focus on raising the achievement of KS1 and two pupils in reading through the reading fluency project and will support pupils who are currently below the expected standard in reading and/or who may have difficulty accessing reading required in the wider curriculum • Work in collaboration with schools to narrow the persistent attainment gap between disadvantaged and non-disadvantaged pupils and raise the attainment of disadvantaged pupils • Deliver on our commitment to become the first Children's Capital of Culture holding a year-long festival in 2025.

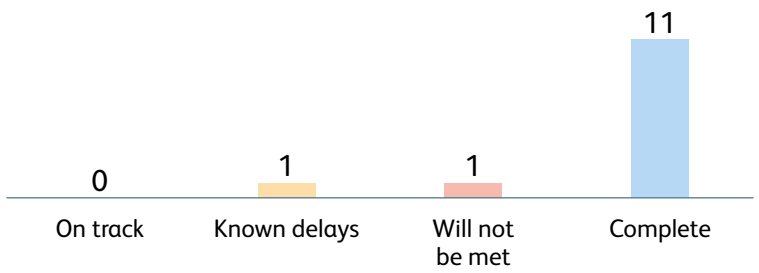
6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

HEADLINES – EVIDENCING OUR PROGRESS

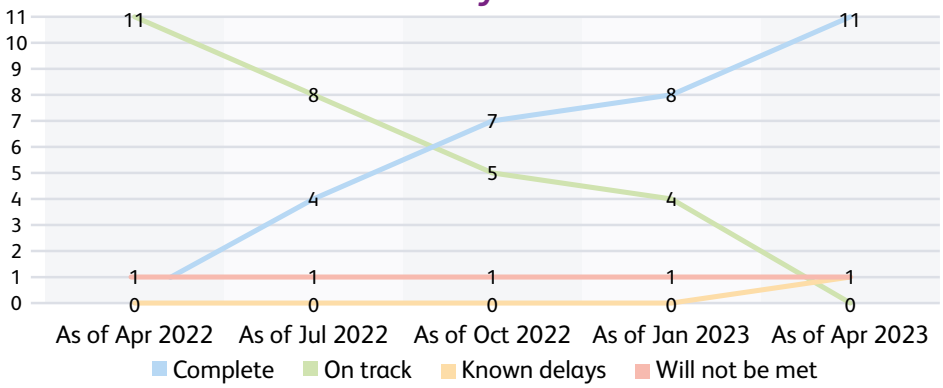
To provide evidence of delivery of the outcomes and commitments within this theme, there are 11 headline performance measures and 13 priority actions/ milestones contained within the Year Ahead Plan Delivery Plan. The diagrams below provide an overview of performance and progress.

YEAR AHEAD ACTIONS AND MILESTONES

Year Ahead Delivery Plan Actions Status

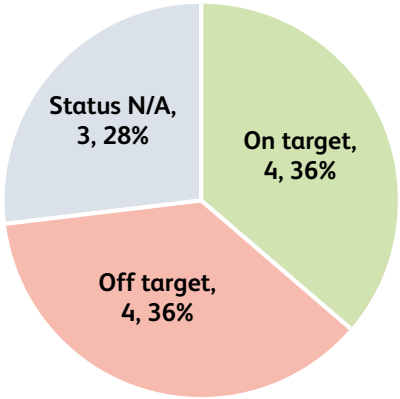


Year Ahead Delivery Plan Action Trend

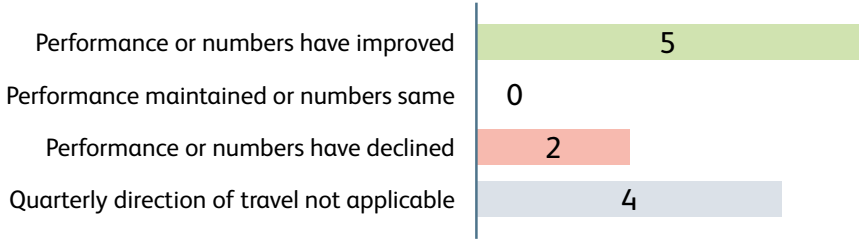


PERFORMANCE MEASURES

Performance Measures Status



Performance Measures Direction of Travel



6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

NARRATIVE – THE BIGGER PICTURE

This theme every child able to fulfil their potential focuses on the ambition for Rotherham to be a great place to grow up, where all children and young people are safe, valued, and able to enjoy their lives and achieve their aspirations. Services provided to children and families by Rotherham Council have been rated as 'good' across the board by government inspectors in an Ofsted report published in August 2022. A summary of progress for this quarter is set out below.

The Council continues to encourage uptake of early years education and has developed a new framework to ensure that children get the best start in life. Targeted activity has continued to maintain the increased levels of two-year-olds taking up an early years education place. In Quarter 4 and across this academic year to date 90% of two-year-olds took up an early education place, compared to 87.6% at the end of 2021/22. Further work to identify lower take up areas and inform further targeted engagement activity has continued on a termly basis during 2022/23. A 'Best Start and Beyond' framework has been developed to enable key health and other services for children to work more cohesively together, this was approved at the Health and Wellbeing Board in September 2022. The framework covers children's health and wellbeing through to adulthood, with a primary focus on the first 1,001 days of life. A steering group is now in place and meeting quarterly.

Following delays, a refreshed Early Help Strategy 2023/28 has now been developed. The refreshed strategy does not contain any significant changes and continues the work of the previous Early Help Strategy, which was previously endorsed by Cabinet in 2018. Additional work will take place during 2023/24 to update the strategy further, prior to Cabinet approval in Quarter 4 of 2023/24.

Support is in place to improve children and young people's health and wellbeing. Kooth, the online mental health and wellbeing service, has been available to all children and young people aged 11 to 25 in Rotherham since November 2021 and will be in place until August 2024. The response to the service has been positive: in Quarter 4 90% of young people said they would recommend KOOTH to a friend.

Programmes with schools and employers are underway to ensure young people feel empowered to succeed and achieve their aspirations. The programme has already matched 22 out of 27 colleges and schools to advisors from local businesses who provide useful careers advice, achieving a match rate of 81% at the end of Quarter 4 and exceeding the 75% target set. All schools are engaged, and the programme continues to identify and recruit Enterprise Advisers.

Additionally, all schools are continuing to make positive progress towards achieving the eight Gatsby benchmarks. In the Spring Term 2023, the Compass evaluation tool was completed by 96% of schools to assess career activity against the eight Gatsby Benchmarks, the highest return rate ever achieved in Rotherham. The Business Education Alliance programme is progressing well and has already met its target of recruiting 33 SMEs, with 35 employers already actively engaged in the project and recruitment remains ongoing. The programme has directly delivered 14 careers events to 1409 students and supported school's existing careers activities.

Delivery of the Year of Reading programme is now complete for 2022/23. This involved a variety of training opportunities, events and campaigns for different age groups. The Year of Reading programme has now been relaunched as 'Rotherham Loves Reading' for 2023/24, with progress to be monitored in the new Year Ahead Delivery Plan for 2023/24.

6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

In line with the Government scheme, the Kickstart placements completed in September 2022. Having recruited 63 young people, the Council employed more Kickstarter's than any other single employer in South Yorkshire, and this was recognised through an award from DWP in December 2022. Following the scheme two thirds of the young people remained in employment, set up their own business or moved into further education. Of those who remained in employment, 24 continued their employment with the Council.

As part of the focus on ensuring children and young people have fun things to do and safe places to go, 17 voluntary and community sector providers have been commissioned to offer universal youth work sessions across the borough during 2022/23. At the end of 2022/23, 1135 additional universal youth work sessions had been delivered, exceeding the annual target of 800 sessions. A new universal Youth offer has been agreed that includes the contributions of both the Council and voluntary sector partners, with the new Youth Offer website 'Places to Go & Things to Do' having launched in November 2022. This website provides information for children and young people to find out about fun activities and youth sessions taking place in Rotherham.

The £100,000 Play Area replacement programme has been delayed. All play area equipment has been ordered and the schemes agreed, but due to the supply chain delays some play areas will now complete in Quarter 1 of 2023/24. When complete, the programme will have undertaken improvements in 28 play areas across the borough, exceeding the initial commitment to deliver improvements across a minimum of 13 play areas.

6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

YEAR AHEAD DELIVERY PLAN TRACKER

Every child able to fulfil their potential					
Ref	**Outcome**	**Activity**	**Timescales for delivery**	**Status**	**Rationale for status**
3.1	Children get the best start in life	Carry out targeted engagement with families to increase take up of early education.	March 2023	Complete	Targeted activity continues to have a positive impact on the uptake of early year education, with 90.0 % of two-year-olds taking up an early education place for this academic year to date, compared to 87.6 % at the end of 2021/22. In the Summer Term 2022, targeted activity improved levels of take-up to 88.1 %. This was the highest recorded summer term take-up level – the average for previous summer terms being 79 %. Uptake of an early education place, increased further to 96.4 % in the Autumn Term 2022. Identification of lower take-up areas will continue on a termly basis throughout 2022/23 to inform further targeted engagement activity.

3.2		Work with Health and Wellbeing Board partners to develop a 'Best Start and Beyond' strategy.	April 2023	Complete	'Best Start and Beyond' framework developed to enable key health and other services for children, (such as the 0 to 19s Public Health Nursing service), to work more cohesively together. The framework covers Rotherham children's health and wellbeing through to adulthood, but with a primary focus on the first 1001 days of life (i.e. from conception to age 2). The framework was approved at the Health and Wellbeing Board in September 2022 and a steering group is now in place and meeting quarterly. The framework has been developed to align with the Prevention and Inequalities Strategy through a set of common principles.

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6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

3.3	Children and young people are safe from harm	Develop and launch the refreshed Early Help Strategy.	October 2021 – February 2022	Will not be met	A refreshed Early Help Strategy 2023/28 has now been developed. The Early Help Strategy 2023/28 was informed by consultation with partners (83 organisations) as well as Members of the Improving Lives Select Commission (ILSC) via a dedicated workshop. The government's Supporting Families Programme, Family Hubs and Start for Life Offer have further informed the Strategy. The Draft Strategy went to SLT in September 2022. In January 2023, the Rotherham Safeguarding Children's Partnership (RSCP), in line with their statutory responsibility, signed off the Early Help Strategy. In April 2023, the refreshed Early Help Strategy was ratified by the Early Help Steering Group. The refreshed strategy continues the work of the previous Early Help Strategy, which was endorsed by Cabinet. It was agreed that a refresh and review would take place later in the year prior to Cabinet approval in Quarter 4 2023/24, along with a launch. This will ensure that any Family Hub developments can also be incorporated into the Strategy.

6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

3.4		Implement KOOTH, the online mental health and wellbeing tool and monitor usage by young people.	November 2021 – October 2022	Complete	Kooth is live in Rotherham and has been available to all children and young people aged 11 to 25 since November 2021. The service was jointly commissioned by the Council and CCG for 23 months and will be in place until August 2024. In Quarter 4 (1 January to 31 March 2023), 376 young people logged in to access support 4,186 times, and there were 271 new registrations. 6% of service users identified as BAME. This quarter's most common presenting issues were anxiety/stress, self-harm and suicidal thoughts. 90% of young people said they would recommend KOOTH to a friend.
3.5	Young people feel empowered to succeed and achieve their aspirations	Implement the Rotherham inclusion Pathway (a school-led, multi-agency approach to supporting young people at risk of exclusion).	October 2021 – July 2022	Complete	The Inclusion Pathway has been fully implemented, with primary and secondary inclusion panels in place and meeting regularly. A review of secondary outreach offer has been completed and commissioning of social, emotional and mental health offer agreed.
3.6		Evaluate the current 'team around the school' project to establish the impact on the sample schools and their pupils.	January 2022 – July 2022	Complete	The Team Around the School (TAS) project is complete with 2,493 pupils supported. An evaluation has been completed and a final impact report was submitted to the Office for Health Improvement and Disparities (OHID) on 22 July 2022. Schools involved in TAS shared case studies and wellbeing surveys to evidence the impact on both pupils and staff.

3.7		Implement the 'Year of Reading' programme and evaluate its success.	January 2022 – July 2023	Complete	The Year of Reading 2022 to 2023 is now complete and has been relaunched as 'Rotherham Loves Reading' to promote a continued ongoing focus on reading within our schools. This is included in, and progress will be monitored through the Year Ahead Delivery Plan for 2023 to 2024. The success of the programme has resulted in the Reading Fluency Project being accessed by 29 schools, and 225 pupils for Y3, Y4, and 67 pupils for Y7 and the monthly Take 10 reading campaign being launched in October 2022. Delivered in partnership with Public Health and Rotherham Council Library Services, this campaign focuses on the power of reading to support wellbeing for children and adults. A school mobile library which visits schools who are unable to walk to their local library has also been introduced. Monthly virtual author visits have also been implemented which will continue throughout this academic year as part of the newly launched Rotherham Loves Reading programme. See case study below.

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3.8		Deliver the Enterprise Adviser Network programme, ensuring 75% of schools and colleges are matched to an adviser from a local business and are demonstrating progress towards achieving the eight Gatsby benchmarks for good quality careers education information, advice and guidance.	March 2023	Complete	There are now 22 out of 27 schools and colleges officially matched to an Enterprise Adviser to date, giving a match rate of 81%, exceeding the target of 75%. Work continues to identify and recruit new Enterprise Advisers, and positive engagement from local businesses, colleges and schools is continuing. All Rotherham schools are engaged with the project and are making excellent progress towards achieving the eight Gatsby benchmarks: Rotherham schools are above the regional average in six benchmarks and above the national average in three benchmarks. Four Rotherham schools are at 100% in all eight benchmarks. During the Spring Term 2023, 96% of schools completed the Compass Evaluation, a tool for schools to assess career activity against the eight Gatsby Benchmarks. This was the highest return rate ever achieved in Rotherham.

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6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

3.9		Deliver the Business Education Alliance programme, with 33 SMEs engaging with schools and colleges to help raise aspirations through meaningful employer encounters.	December 2023	Complete	The project is continuing to progress well, and 35 employers are actively engaged. The target of recruiting 33 SMEs has already been reached, with 35 employers actively engaged in the project. However, recruitment is ongoing as staff and company changes can result in businesses no longer being able to engage with the project and this remains an ongoing consideration. The project has directly delivered 14 careers events to 1,409 students, providing young people with meaningful careers encounters with local employers; and allowing businesses to raise awareness of their sector amongst young people. Further activities are planned, and the project has also supported schools' own careers activities and events.
3.10		Maximise Kickstart placements to provide employment opportunities for local, unemployed, young people'.	September 2022	Complete	In September 2022 the Kickstart placements ended, in line with the Government scheme. The Kickstart scheme provided 63 young people aged 16 to 24 with a placement at the Council, creating employment opportunities for young people on Universal Credit and at risk of long-term unemployment. The Council employed more Kickstart placements than any other single employer across South Yorkshire. This achievement was recognised by an award from DWP in December 2022. Of the 63 people the Council employed via Kickstart, three quarters have secured long term paid jobs, moved into self employment or gone back to education. That number includes 25 young people who secured jobs within the Council.

3.11	Children and young people have fun things to do and safe places to go	Work with children and young people across the borough to co-design the Children's Capital of Culture 2025 programme.	August 2021 – May 2022	Complete	The Children's Capital of Culture launched in February 2022 with a high-profile Skate & Arts Festival taking over the town centre alongside a new exhibition at Clifton Park Museum, a performance of spoken word at Rotherham Civic Theatre and a range of activities at Grimm & Co's Linger Longer Lane, all of which were designed and delivered in partnership with young people. In total, the launch programme engaged with more than 15,000 children, young people and families across the borough. From May 22, work continued: 57 young people (14 of whom are care-experienced) were employed as Young Producers, running a range of creative activities and events with participation of 99,057. Over 70% of Young Producers went on to further jobs or training. 57 schools and colleges were involved and 19 people trained as Arts Award Advisors. The programme is continuing to work with children and young people to co-design the next phase of development.

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3.12		Agree a new universal Youth offer including the contributions of both the Council and voluntary sector partners.	January 2023	Complete	The new Youth Offer website 'Places to Go & Things to Do,' went live in November 2022, having been shaped through consultation with partners and young people at the Rotherham Show in September 2022. The new website provides information for children and young people and families to find out about different activities taking place in Rotherham. 17 Voluntary and Community Sector providers were commissioned to offer universal youth work sessions during 2022/23. These sessions are promoted on the 'Places to Go and Things to Do' website. Between December and March, 383 universal work youth sessions were delivered across the borough. At the end of 2022/23, 1,135 additional universal youth work sessions have been delivered, exceeding the annual target of 800 sessions. Now that the provision is in place a vision and agreement for the Youth Offer over coming years needs to be agreed by Members, and partners.

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6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

3.13		Complete delivery of the £100k Play Equipment replacement programme.	March 2023	Known delays	The Play Area Improvement Programme has met some delays. All play area equipment has been ordered and the schemes agreed but due to delays in the supply chain some play areas will complete in Quarter 1 of 2023/24. Following the first £50,000 phase of play improvements across nine play areas, the second phase of the programme began in November 2022. When complete, the programme will have undertaken improvements across 28 play areas, exceeding the initial commitment to deliver improvements across a minimum of 13 play areas in the borough.

Every Child able to fulfil their potential

Outcomes

- Children get the best start in life
- Children and young people safe from harm
- Young people feel empowered to succeed and achieve their aspirations
- Children and young people have fun things to do and safe places to go

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23						Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	QTR 2 (Jul-Sep)	QTR 3 (Oct-Dec)	QTR 4 (Jan-Mar)	Yr to Date	TARGET			
CH01	Percentage of eligible children accessing their 2-2.5yr health visitor checks	ACHPH - Public Health	Ben Anderson	High	Q	92.0%	94.0%	94.0%	88.0%	90.0%	92.0%	93%	↑	✗	The 2022/23 end of year value is 92%, above the contractual target of 84% (please note the target for the service is 84%). This is greater than the National Benchmarking data of 78%. DOT compares Q3 to Q4 where there was an increase from 88% to 90%.
CH02	Number of Children in Need (rate per 10K population 0-17 as per DfE population)	CYP - Social Care	Monica Green	Low	Q	380.5	380.2	424.9	392.1	378.6	378.6	375.5	↑	✗	The number of children in need (CiN) population has reduced in Q4 to 378.6 (2134 children and young people (CYP)) and is below the latest statistical neighbours average (431.5), although remains above the national (334.3) and regional (354.2) averages. Performance sits 3.1 (18 cyp) above the year-end target (375.5), however, there has been significant progress throughout the year, against the backdrop of the impact of things like cost of living etc. The service remains focused on meeting the target, by providing the right service at the right time. This measure follows the DfE definition which includes CiN, child protection (CP), children in care (CIC) and leaving care cohorts. As such, if any of these cohorts rise then this measure will too.
CH03	The number of children with a Child Protection plan (rate per 10K population 0-17)	CYP - Social Care	Monica Green	Low	Q	82.7	83.7	86	82	70.4	70.4	85	↑	✓	Performance at the end of Quarter 4 is 70.4 (397 children on a plan 31 March 2023) which is the lowest for a number of years and is comfortably below the year-end target of 85.0. However, it continues to be above the latest national (42.1), stat neighbour (59.7) and regional (48.5) averages.
CH04	The number of Looked After Children (rate per 10k population 0-17)	CYP - Social Care	Monica Green	Low	Q	97.8	94.9	96.5	97.8	96.7	96.7	95.2	↑	✗	In Q4 (96.7) children in care (CIC) cohort stabilised following an increase in Q3 (97.8). There have been fluctuations throughout 2022/23, however, the cohort has continued to steadily reduce from 598 at the end of March 2021 to 545 at the end of Q4 with the rate of CIC per 10,000 population aged 0yrs to 17yrs being 96.7. It is important to note that the per 10,000 rate would be 90.3 without the inclusion of the unacompanied asylum seeking children (UASC) population. We have begun to see a slight reduction in the number of UASC young people present with the need to be looked after with our UASC cohort decreasing from 39 at the beginning of Jan 2023 to 36 in March 2023. Focused work continues to ensure that children are brought into care only at the point that it is essential for them to be safeguarded in this way. (It is important to note that supporting children and families in a strengths-based way in order for them to remain together, which may be through use of Child Protection and Child in Need Plans, could, as a consequence, increase these numbers).
CH05	Open Early Help cases at the end of the reporting period (number of children)	CYP - Early Help	David McWilliams	Neither High/Low	Q	2889	2911	2911	3124	3286	3286	No target	♦	ⓘ	There were 3286 children (1507 families) open to the service at the end of Q4 compared to 3124 children (1402 families) at the end of Q3. This shows an increase of 162 children (105 families) since the end of Q3. 597 families were closed to the service during Q4 (2233 in the year 2022/23).
CH06	Proportion of social care re-referrals in 12 months - in current month	CYP - Social Care	Monica Green	Low	Q	18.3%	21.2%	22.7%	15.4%	19.4%	17.2%	22%	↓	✓	Performance in Q4 is below the target, with 19.4% of re-referrals within 12 months and the end of year 2022/23 17.2%, below the target of 22.0% (lower is better).

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Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23						Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	QTR 2 (Jul-Sep)	QTR 3 (Oct-Dec)	QTR 4 (Jan-Mar)	Yr to Date	TARGET			
CH07	Number of children and young people who are currently assessed as having a medium to high risk of CSE (CSE cohort)	CYP - Social Care	Monica Green	Neither High/Low	Q	41	40	39	42	37	37	No target	♦	ⓘ	There were 37 children and young people assessed as having a medium to high risk of Child Sexual Exploitation (CSE) at the end of Q4, a reduction of 5 since Q3.
CH08	Proportion of two-year olds taking up an early education place	CYP - Education & Inclusion	Nathan Heath	High	Q	87.6%	86.4% (Term 2 - 21/22)	88.1% (Term 3 - 21/22)	96.4% (Term 1 - 22/23)	90.0% (Term 2 - 22/23)	90.0% (Term 2 - 22/23 / academic year to date)	80%	🡻	✔	There has been a decrease in two-year-olds taking up an early education place in Q4 (90.0%) compared to the end of Q3 (96.4%). However, this remains positive compared to the latest published benchmarking data of 62% national and 72% stat neighbours. This quarter shows term 2 and year to date as this is an academic year measure which is reported by term on a quarterly basis where available. Term 3 and acdemic year-end performance can be expected in quarter 2 2023/24.
CH09	Proportion of pupils passing the phonics screening check in year 1	CYP - Education & Inclusion	Nathan Heath	High	A	75.0%	-	-	-	-	-	76% (above 21/22 stat neigh av.)	♦	✕	This is an academic year measure which is reported on an annual basis with validated data being published in September/October. Latest available performance is for the 2021/22 academic year. DOT is not reportable against 2020/21 academic year (80.1%) as it is not comparable. Due to the Covid-19 pandemic the DfE announced phonics check in Autumn 2020 and 2021 on Y2 cohort therefore 2020/21 - temporary measure.
CH10	Number of children with Education, Health and Care Plan	CYP - Education & Inclusion	Nathan Heath	Neither High/Low	Q	2640	2724	2788	2873	3019	3019	No target	♦	ⓘ	There were 3019 children with an Education, Health, and Care Plan (EHCP) at the end of Q4, an increase of 146 in the quarter.
CH11	Number of additional universal youth work sessions delivered	CYP - Early Help	David McWilliams	High	Q	339	142	251	359	383	1135	800	🡹	✔	During Q4, 383 universal youth work sessions were confirmed as being delivered. This brings the year total up to 1135, therefore meeting the in-year target of 800 sessions. There are currently 16 providers commissioned to deliver Places to Go & Things to Do across the Borough.

CASE STUDY

Rotherham Loves Reading Programme

As part of our ambition to ensure that young people feel empowered to succeed and achieve their aspirations, we have been delivering a Rotherham Loves Reading programme for children and young people. This has been delivered by Children and Young People's Services, in partnership with Public Health, Libraries Service, and schools across the borough.

The Rotherham Loves Reading programme aims to ensure that Rotherham is a town where reading enables every child to have improved life opportunities. Over the past year, this has included a celebration of reading through events that have taken place around our town, within our libraries and local communities and in our schools.



The main aims of the programme were:

- For pupils to read widely and often, with fluency and comprehension.
- To promote a love of reading by providing children and young people with positive representations of themselves in the books they read.
- For school staff to have an increased knowledge of children's texts, a wider range of authors and foster a love of reading.
- Reading fluency to be explicitly and regularly taught.

As part of the programme, activities have included:

- Monthly virtual author visits – with a diverse range of authors chosen specifically to ensure children had the opportunity to meet authors who wrote stories which reflected their own lives or opened a window to a new world. These visits are continuing throughout this academic year.
- Reading Fluency Project – this aimed to increase the numbers of children achieving age related expectations at the end of the year, support children to have a more positive relationship with books and cultivate enthusiastic, confident, readers who have an increased understanding of challenging texts. The success of the programme has resulted in the Reading Fluency Project being accessed by 29 schools, including 225 pupils in Y3, Y4, and 67 pupils in Y7.
- Take 10 Campaign – this campaign focuses on the power of reading to support wellbeing for children and adults. The campaign promotes better reading by encouraging them to take 10 minutes per day to read something they enjoy. On the 10th of every month a new campaign is launched, offering 'top tips' to help residents get back into reading.
- School mobile library – which visits schools where children are unable to walk to their local library

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6.3 THEME 3 – EVERY CHILD ABLE TO FULFIL THEIR POTENTIAL

Alongside these activities, services have undertaken a range of work to further encourage the Rotherham Loves Reading programme. Examples include:

- Libraries forging stronger links with local schools to increase the number of class visits taking place at libraries.
- Development of Rotherham Loves Reading Champions in all 15 Library & Neighbourhood Hubs
- Free welcome pack to all two-year-olds who take up an early education place that include two good quality story books to share.
- Children who are new into care are presented with books that provide opportunities for them to read in their placement home and develop relationships with foster carers and family members.
- Training workshop for foster carers on the importance of reading, supporting reading at home and accessing books that reflect children's lived experience

Outcomes so far have included

- Key Stage 2 children taking part in the reading fluency project have made an average of 20 months reading progress over 8 weeks.
- Key Stage 1 children taking part in the project have made an average of 17 months reading progress over 8 weeks.
- Additional outcomes included: increased stamina, increased accuracy, increased enjoyment, increased confidence and increased engagement.

Feedback from schools and children has been really positive. One teacher said 'Upon completion, one of our boys (known to not like/want to read) had raised his reading age by over two years. I phoned mum to pass on this good news. Mum nearly cried when she was on the phone. He is now reading at home and enjoying the 'Horrible Histories' set. She said she'd even gone out to buy books for him now that he was enjoying it!' Feedback from children has also been encouraging; 'Since being in this reading group I think my reading has got better and I am a lot more confident at it' and 'My reading has become a lot better since I started. It has also been a lot of fun and has improved my reading a lot!'.

Following the success of the Rotherham Loves Reading Programme last year, it is being enhanced this year and will continue to deliver activities for children. Next steps will include the continuation of monthly virtual author visits, the mobile library service, and Take 10 Campaign. Alongside this, children's authors Bethan Woolvin and Richard O' Neill have agreed to act as Reading Ambassadors for Rotherham. They will promote and encourage reading in Rotherham. The Early years team will also continue to provide opportunities for our youngest children to share a wide range of books with their parents, carers, and early years staff.



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6.4 THEME 4 – EXPANDING ECONOMIC OPPORTUNITY

Our vision is to create a fair and prosperous economy that provides chances for everyone to get a good job, or start and grow a business, and plan confidently for the future.

Outcomes – our ambition	How we will get there
• A growing economy that provides decent jobs and chances to progress • Delivering regeneration schemes that bring investment and opportunity, both in Rotherham town centre and in our towns and villages • Working with partners and suppliers to create more local jobs, paid at the Real Living Wage or above, and apprenticeships • People having opportunities to learn, develop skills and fulfil their potential • Strengthening digital infrastructure and skills which enable access for all.	• Support people to improve their skills and secure decent work through a range of schemes and initiatives • Provide a package of support and advice that enables businesses to start up and thrive, including targeted support to those most affected by the pandemic • Deliver improvements and opportunities for local communities through major regeneration programmes • Create a vibrant town centre, accessible to everyone, through a range of complementary schemes and major projects, including the flagship leisure development at Forge Island • Secure further commitments through our social value policy and work with partners to maximise the impact of our collective spending power • Connect people to economic opportunities through a range of transport schemes and improvements that also offer more environmentally friendly travel options.

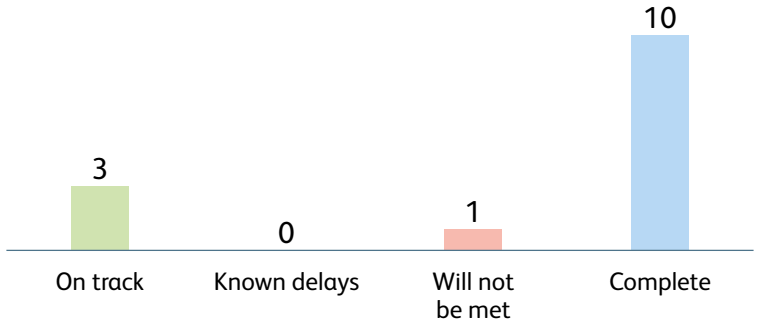
6.4 THEME 4 – EXPANDING ECONOMIC OPPORTUNITY

HEADLINES – EVIDENCING OUR PROGRESS

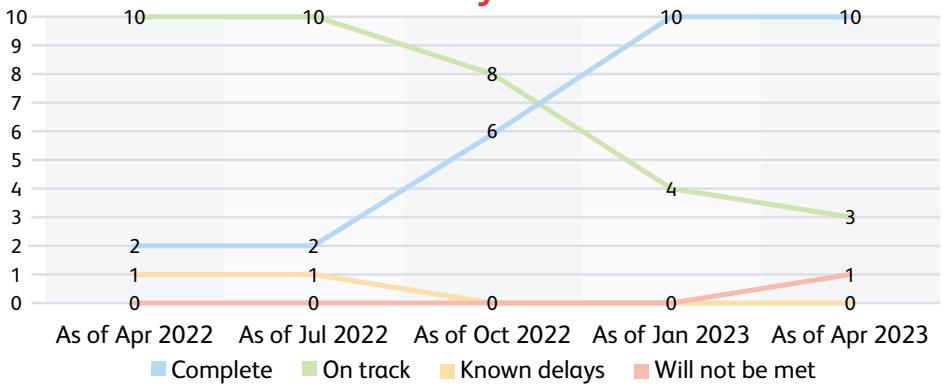
To provide evidence of delivery of the outcomes and commitments within this theme, there are nine headline performance measures and 14 priority actions/ milestones contained within the Year Ahead Plan Delivery Plan. The diagrams below provide an overview of performance and progress.

YEAR AHEAD ACTIONS AND MILESTONES

Year Ahead Delivery Plan Actions Status

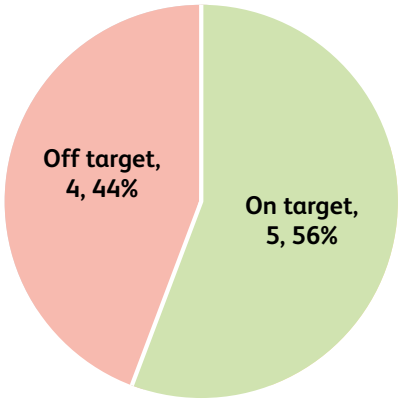


Year Ahead Delivery Plan Action Trend

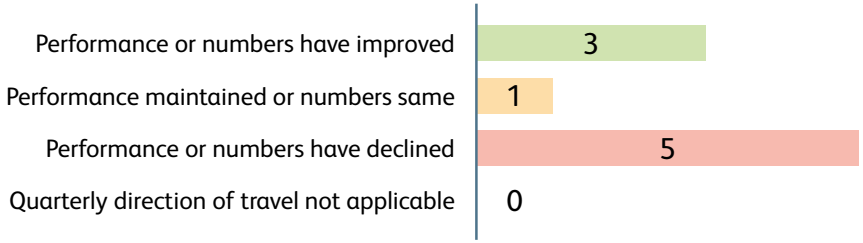


PERFORMANCE MEASURES

Performance Measures Status



Performance Measures Direction of Travel



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6.4 THEME 4 – EXPANDING ECONOMIC OPPORTUNITY

NARRATIVE – THE BIGGER PICTURE

This theme is working towards the vision of a fair and prosperous economy that provides chances for everyone to get a good job, or start and grow a business, and plan confidently for the future. It includes: initiatives with partner organisations and employers to develop skills and enable people to realise their ambitions; tailored support for those who are disadvantaged in the jobs market; the delivery of regeneration throughout Rotherham; and maximising value from the money that is spent to create opportunities; raise living standards; and benefit local communities.

Progress continues on the ambitious regeneration programme, despite the challenging financial situation. Construction has now started on the flagship leisure development at Forge Island – comprising a cinema, hotel, and restaurants – with Derbyshire company Bowmer and Kirkland securing the £33.9m contract. All work is due to be completed by spring 2024. Planning approval for the market and library project was secured in November, with Henry Boot Construction selected to finalise the technical design and build the exciting new facility. The £31.6m Town Investment Plan is moving closer to reality, with projects now moving into delivery following submission of six business cases to government earlier in the year. And the new Century business centre at Manvers, which will provide space for 38 businesses through 20 workshops, 16 office units and two laboratories, is due to be completed in June 2023.

The Council is working with partners and suppliers to create more local jobs paid at the real living wage or above. Local labour agreements are continuing to be applied to large scale developments, using the conditions attached to relevant planning permissions to increase the chances for local people to access jobs. An operational group has been formed to take forward the social value agenda, including planning events and activities with partners, and working with suppliers to ensure social value commitments are met. Additionally, a commissioning toolkit and guidance document has been published, helping contract managers to understand the importance of social value in service design and delivery. This is all part of the Council's ongoing drive to ensure the money it spends generates maximum benefit for local people and communities.

A range of initiatives are supporting residents to gain skills and progress their careers. For those already in work but looking to progress, the Advance project is performing well, with 244 participants signed up (to end March 2023).

The Pathways programme has worked with 1,144 residents, helping them move closer to work by gaining skills and confidence. In the latest reporting year (April 2022 to March 2023), there have been 375 starts on the programme with 136 people securing employment and a further 47 moving into accredited education or training. The project has exceeded all contractual targets and as a result secured additional funding until 31 December 2023.

Libraries across Rotherham are also continuing to provide support to job seekers and those looking to undertake further training. Since December 2021, libraries have delivered 906 sessions with local partner organisations, helping people with job searches, interview techniques, and general advice and support. Sessions currently take place in 11 of the library sites.

The Business and Intellectual Property Service (BIPC) based at the central library in Riverside House provides support and a range of databases for local businesses. Rotherham Investment and Development Office have used the BIPC space to hold workshops for new and growing businesses.

Finally, Rotherham's Digital Inclusion Strategy has been developed and will be launched in the summer, with delivery also now underway to provide public wi-fi in a range of locations, including local neighbourhood centres.

YEAR AHEAD DELIVERY PLAN TRACKER

Expanding economic opportunity					
Ref	**Outcome**	**Activity**	**Timescales for delivery**	**Status**	**Rationale for status**
4.1	A growing economy that provides decent jobs and chances to progress.	Delivery of new Century business centre at Manvers.	January 2022 – July 2023	On track	Work is underway on site and approaching completion. Internal fit out work commenced in November 2022 and, despite some delays experienced in supply of items, handover is on track for June 2023.
4.2		Deliver 'Reload Programme' of sector support for culture and creative industries, including providing 20 microgrants for event organisers and 21 new commissions.	October 2021 – March 2022	Complete	Programme now complete with a total of £285,000 awarded to arts and cultural organisations through grants and new commissions. The programme supported: • 54 artists, performers and musicians • 20 local community event organisers • 31 events and a festival to take place safely • Mentoring and coaching support for seven artists as part of a museum residency programme • Combined audience attendance estimated at over 500,000; combined social media reach in excess of 5 million engagements.

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6.4 THEME 4 – EXPANDING ECONOMIC OPPORTUNITY

4.3	Delivering regeneration schemes that bring investment and opportunity, both in Rotherham town centre and in our towns and villages.	Secure planning approval, complete detailed design and appoint contractor for the construction of the market and library project as part of Future High Streets Fund.	February 2022 (Planning Board) – October 2022	Complete	Planning approved 03 November 2022 with the Stage 3 design completed. Henry Boot Construction selected in November 2022 as the contractor to finalise the technical design and carry out construction.
4.4		Develop business cases for the six Town Deal projects and submit summaries to government by 27 June 2022.	January 2022 – June 2022	Complete	All summary documents now submitted.
4.5		Complete the detailed design prior to construction of the leisure development on Forge Island.	January 2022 – October 2022	Complete	Design completed and construction tender packages returned September 2022.
4.6	Working with partners and suppliers to create more local jobs, paid at the Real Living Wage or above, and apprenticeships	Work with partners to identify their local spending profile as well as promoting living wage accreditation.	September 2022 (progress review date)	Complete	The Council has been working with partners and local spending profile data has now been provided by the Council and NHS Rotherham Foundation Trust for financial years 2020/21 and 2021/22. This has enabled some baselining and trend analysis activity to take place between the two organisations. Work will continue to encourage other partners to participate. The Council is actively promoting real living wage accreditation and a social value event for local organisations is scheduled for 12 July 23, following last year's successful event.

6.4 THEME 4 – EXPANDING ECONOMIC OPPORTUNITY

4.7		Ensure new in scope contracts are in line with Living Wage accreditation.	Ongoing – March 2023 (review date)	Complete	All 'in scope' contracts are required to meet the real living wage standard as part of the procurement process, with standard wording contained in procurement template documents. Updates made to contract data to support ongoing reporting.
4.8		Adopt a local labour policy to encourage and/or enable local people to access job opportunities arising from major development sites.	Ongoing – March 2023	Will not be met	The policy has been successfully embedded in the planning decision making process and is progressing towards formal adoption. Clauses have been applied to developments at: Wentworth Woodhouse, Eastwood trading estate, Bessemer Way (Templeborough) and Rotherham Road (Dinnington). Additional clauses have since been added to developments at the Swinton town centre redevelopment scheme, Churchill House at Eastwood and Callflex Business Park at Golden Smithies Lane to encourage and/or enable local people to access job opportunities arising from major development sites.
4.9	People having opportunities to learn, develop skills and fulfil their potential	Deliver the European Social Fund (ESF) 'Pathways to Success' employment support programme to at least 450 residents, helping them into training and work.	Ongoing to March 2022 (extended to December 2023)	Complete	The ESF Pathways programme has seen 1,144 residents start on the programme since inception. Of these, 391 participants have secured employment and a further 165 have secured accredited education or training. In the latest reporting year (April 2022 to March 2023), there have been 375 starts on the programme with 136 securing employment and a further 47 into accredited education or training. The project has exceeded all contractual targets and as a result has secured additional funding to enable an extension until 31 December 2023.

4.12	Strengthening digital infrastructure and skills which enable access for all	Identify measures to improve digital inclusion through consultation with communities.	December 2022	Complete	Consultation with residents carried out to help establish a baseline level of digital inclusion in Rotherham. Findings and recommendations report has been used to inform the strategy (see 4.13 below).
4.13		Develop a Digital Inclusion Strategy.	December 2022 – July 2023	Complete	Digital Inclusion Strategy and action plan have been developed. They were presented to Rotherham Place Board in April and will also go to the Rotherham Together Partnership Chief Executive's Officer group in July. A public launch is planned for the summer.
4.14		Deliver public Wi-Fi to the new town centre library and markets building and investigate the feasibility of delivering Wi-Fi to other council owned public spaces within the town centre.	March 2023	On track	Investigation complete on areas to deliver public wi-fi, including some council premises such as neighbourhood centres. Delivery is now underway. Activity for the new library/market will be aligned with build timescales, with a similar approach taken for other town centre developments.

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4.10		Commence the delivery of the Advance project and provide assistance to 500 people in employment to enhance their career prospects.	January 2022 – December 2023	On track	The project has signed up 244 clients to end March 2023 against profiled outputs of 237. The project continues to develop new referral streams towards the target of 500 clients over the lifetime of the project.
4.11		Train library staff and work with partners to help people make best use of library resources for job seeking, gaining skills, and supporting small businesses and entrepreneurs to grow. This includes: • Work with partners from the People and Skills Networking Group to set up work coaches and job seeker support across the library network. • Business and Intellectual Property Centre (BIPC) to launch at the Central Library.	November 2021 onwards March 2022	Complete	119 staff have now undertaken the Libraries Connected e-learning training in media and information and key digital skills. Library staff are undertaking digital skills masterclasses delivered through the Advance Rotherham scheme in partnership with RNN Group (Rotherham College). Further courses for staff to gain confidence and skills in delivering support to those job seeking and/or gaining skills are being developed. Since November 2021, 906 sessions have taken place across 13 libraries to support job seekers and those looking to undertake further training. Sessions currently take place in 11 of the library sites delivered by six partner organisations. The BIPC launched in March 2022, since when libraries have worked with Rotherham Investment and Development Office (RiDO) to provide the BIPC space for delivery of business start-up training. Since June 2022, RIDO have delivered eight sessions with 12 attendees overall. A BIPC start up day took place on 22 February 2023, with RiDO delivering a session for start-up businesses.

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Expanding Economic Opportunity

Outcomes

- A growing economy that provides decent jobs and chances to progress
- Delivering regeneration schemes that bring investment and opportunity, both in Rotherham town centre and in our towns and villages
- Working with partners and suppliers to create more local jobs, paid at the Real Living Wage or above, and apprenticeships
- People having opportunities to learn, develop skills and fulfil their potential
- Strengthening digital infrastructure and skills which enable access for all

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23						Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	QTR 2 (Jul-Sep)	QTR 3 (Oct-Dec)	QTR 4 (Jan-Mar)	Yr to Date	TARGET			
EC01	Proportion of working age population who are in work (or actively looking for work) in Rotherham	RE - Planning, Regen. & Transp.	Simon Moss	High	Q	77.0%	76.8%	76.4%	Not Available	Not Available	Not Available	Achieve national average	↓	✗	The data for Economic Activity is taken from the Annual Population Survey. The survey releases data quarterly. The data released is based on surveys conducted with residents over a 12 month period rather than a quarter. The data presented here relates to Jan 2022-Dec 2022. 75.1% of Rotherham's working age population is economically active. In comparison, Yorkshire & Humber and Great Britain are at 77.4% and 78.5% respectively. Currently Rotherham is 3.4% below the national average. The gap has widened since the last quarter. This is because the national economic activity rate has been increasing at the same time that Rotherham's economic activity rate has been falling.
EC02a	Optimistic about the future: a) Proportion optimistic about the future of Rotherham as a place to live	RE - Planning, Regen. & Transp.	Simon Moss	High	A	57%	Not Available	51.0%	Not Available	Not Available	51.0%	>57%	↓	✗	Annual measure and status and DOT not applicable in Q3. Data obtained from results of the Residents Survey (June 2022). 51% of respondents reported feeling "very optimistic" or "fairly optimistic" about the future of Rotherham as a place to live, showing a decrease from previous levels.
EC02b	Optimistic about the future: b) Proportion optimistic about the future of Rotherham town centre	RE - Planning, Regen. & Transp.	Simon Moss	High	A	24%	Not Available	27.0%	Not Available	Not Available	27.0%	>24%	↑	✔	Annual measure and status and DOT not applicable in Q3. Data obtained from results of Residents Survey (June 2022). This is above the average of 22 per cent across all eight surveys, and the highest result since the question was first asked in June 2017.
EC03	Number of new businesses started with help from the Council	RE - Planning, Regen. & Transp.	Simon Moss	High	Q	103	15	13	17	10	55	60	↓	✗	For Q4 the Council supported 4 new businesses via Launchpad and 6 via Business Centres. Launchpad is a regional ERDF funded business support programme for new businesses. The Business Centres are a network of RMBC funded hubs which provide space for businesses and business support. This measure has missed it's annual target of 60 by 5.
EC04a	Actions taken in Rotherham to promote progressive and sustainable Economic Development: a) Survival rate of new businesses supported in RiDO Business Centres over the first three trading years	RE - Planning, Regen. & Transp.	Simon Moss	High	A	93.0%	Not Available	Not Available	Not Available	86.3%	Not Available	81%	↓	✔	The final survival rate is an aggregate of the three years - Moved in 21-22 (1 yr) = 95%, Moved in 20 - 21 (2 yr) = 83%, Moved in 19-20 (3 yr) = 81%. Aggregate 86.3%. DOT is based on the previous year.
EC04b	Actions taken in Rotherham to promote progressive and sustainable Economic Development: b) Provide advice and support to local businesses to help them recover and grow.	RE - Planning, Regen. & Transp.	Simon Moss	High	Q	136	157	117	89	177	540	300	↑	✔	This quarter is higher than the previous quarter. The measure had already exceeded the KPI target during the last quarter. DoT based on comparison to Q3 which was 89.
EC05	Number of engagements with libraries' services which help people learn, acquire new skills or get a job	RE - Culture, Sport & Tourism	Polly Hamilton	High	Q	41,577	19,847	23,379	22,676	27,540	93,442	75,000	↑	✔	YTD value is 93,442 an excess over the target of 18,442 DOT based on comparison with Q3.
EC06	Proportion of new starter apprenticeships created within the Council as a percentage of the workforce	ACEX - HR	Lee Mann	High	Q	0.6%	0.4%	0.6%	0.5%	0.6%	0.6%	1.5%	→	✗	Following the launch of the Council's Workforce Plan, work is being undertaken to identify Council roles that are suitable for new starter apprenticeships. This will enable the Council to provide a range of career development opportunities to Council employees, building talent pipelines to difficult to recruit to roles to ensure we retain the skills and capacity to deliver services for residents. DoT in comparison to 2021-22.
EC07	Number of online customer transactions (digital inclusion measure - aim to achieve 3% increase year-on- year)	FCS - Customer, Info & Digital	Luke Sayers	High	Q	200,200	45,660	44,081	42,818	53,376	185,935	185,400	↓	✔	Qtr4 historically sees an increase in the number of digital transcations; generally due to demand for 'Renew/Sign Up for Garden waste (12,531 transactions in Qtr4). This, together with 6k digital transcactions relating to Energy Crisis Suport schem, took the total for Qtr4 to 53,376; the highest transaction total in any qtr 2022/23. Overall there were less digital self-serve transactions for 2022/23 than 2021/22 (200,200); most likely due to the amount of Covid 19 related online activity that was taking place during most of 2021/22.

6.5 THEME 5 – A CLEANER, GREENER LOCAL ENVIRONMENT

Our vision is to create a clean and welcoming environment across the borough, and in turn secure our natural environment for the next generation.

Outcomes – our ambition	How we will get there
• Increasing satisfaction with the cleanliness of the borough • Creating better transport systems for future generations • Reducing the risk and impact of flooding and other environmental emergencies • Contributing to reducing carbon emissions across the borough.	• Ensure our streets are clean by providing an effective response to fly-tipping and littering, and continually improving our approach to street cleaning • To continue to invest in our urban green spaces and country parks, maintaining our four Green Flag accredited parks, whilst aiming for additional accreditations • Complete masterplans for the borough's three country parks, with an ambition to enhance services provided at these parks, whilst improving the appearance, cleanliness and welcome of our green spaces • Work with regional partners to deliver public transport improvements such as a new Tram-Train stop at Magna, as well as longer term aims a railway station at Waverley and a new mainline station for Rotherham • Develop a new Cycling Strategy and invest in new cycleways across Rotherham • Continue the roll out of public charging points to make electric vehicles a more viable option for residents and visitors • Deliver flood alleviation projects and work with communities and businesses to develop flood resilience measures in the worst-affected areas • Deliver a renewable energy generation project by 2025 • Plant a minimum of 500 new trees every year • Encourage our suppliers to reduce their emissions through implementation of the Council's Social Value Policy • Support residents to access nationally available insulation grants to improve energy efficiency.

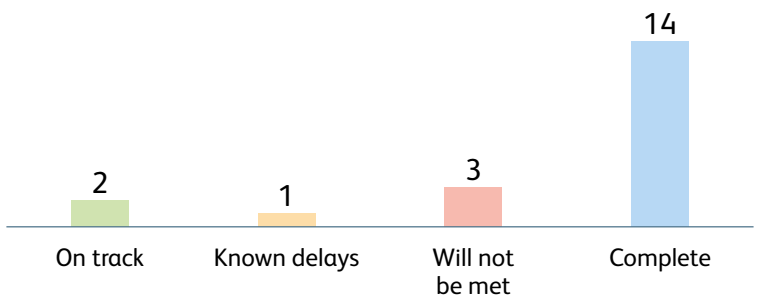
6.5 THEME 5 – A CLEANER, GREENER LOCAL ENVIRONMENT

HEADLINES – EVIDENCING OUR PROGRESS

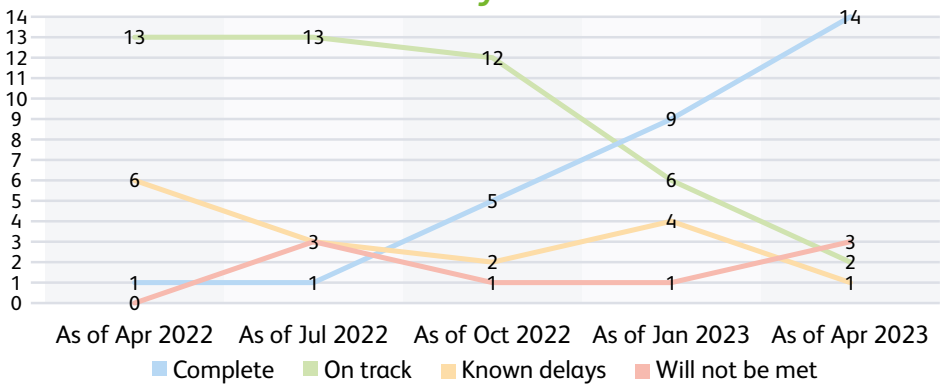
To provide evidence of delivery of the outcomes and commitments within this theme, there are eight headline performance measures and 20 priority actions/ milestones contained within the Year Ahead Plan Delivery Plan. The diagrams below provide an overview of performance and progress.

YEAR AHEAD ACTIONS AND MILESTONES

Year Ahead Delivery Plan Actions Status

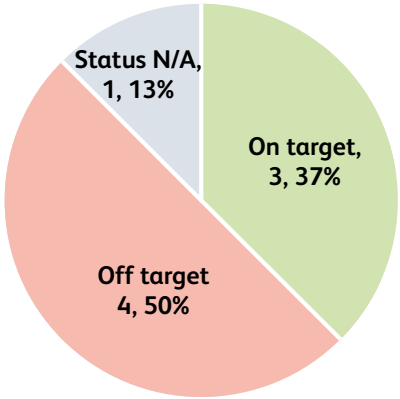


Year Ahead Delivery Plan Action Trend

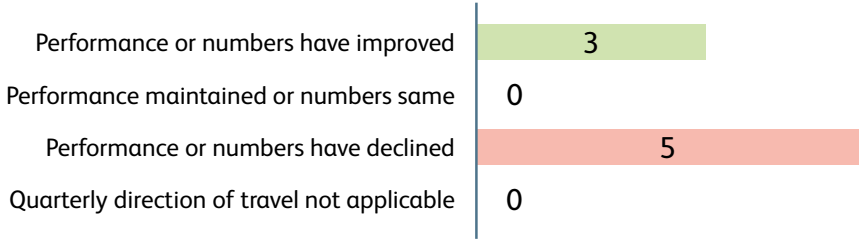


PERFORMANCE MEASURES

Performance Measures Status



Performance Measures Direction of Travel



6.5 THEME 5 – A CLEANER, GREENER LOCAL ENVIRONMENT

NARRATIVE – THE BIGGER PICTURE

This theme aims to create clean and welcoming places across the borough, supporting environmentally friendly activity and initiatives that cut carbon emissions, helping to secure and preserve our natural environment for the next generation. Recent progress is outlined below.

Proposals for the development of masterplans at both Thrybergh and Rother Valley Country Parks are complete after being consulted on at events in autumn 2022. Planning permission has also now been granted, including for a new café at Thrybergh Country Park and for the first phase of regeneration at Rother Valley Country Park to create a new Village Centre with new waterfront buildings, cycle hub and improved car parking.

Enhancements to street cleaning and weed removal across the borough are continuing. New software was rolled out in late 2022 and continues to enable better monitoring and assessment of the environment in local areas. Across the three zonal areas, the agreed target of 240 sites across the borough has been exceeded, with 316 sites in total completed by the end of March 2023 as part of the grounds and streets winter works programme.

A total of 45 fines and prosecutions for fly-tipping were seen between April 2022 and March 2023, exceeding the target of 37. This consisted of 34 Fixed Penalty fines and 11 successful prosecutions heard in Court. 12 enforcement actions took place in Quarter 4, a 50% increase on the previous quarter.

Delivery of significant projects as part of the Transforming Cities programme is continuing, aiming to create better and more sustainable transport systems. The Frederick Street cycleway scheme is now substantially complete, works at Moor Road commenced in April 2023 and construction of the Sheffield Road cycleways scheme commenced in May 2023, which will create new segregated cycle tracks extending the existing route from the Sheffield City boundary near to the Magna Science Adventure Centre on the A6178 through to Rotherham Town Centre. Additionally, construction of the A631 Maltby bus corridor will commence in September 2023 to improve bus journey transport times and reliability.

The new footbridge to Forge Island is progressing, with the 46-metre-long bridge now manufactured and delivered to site in April 2023, with installation planned in the summer. The design takes inspiration from the world-famous Bailey Bridge; a portable, steel truss bridge designed and developed by Rotherham-born civil engineer, Donald Bailey, which was used by the military throughout Europe during the Second World War.

In relation to reducing flood risk, the canal barrier at Forge Island has been operational since summer 2022 and work is progressing on site at Ickles Lock, with part of the Flood Alleviation Wall adjacent to the tow path complete. However, this remains behinds schedule due to the time taken to obtain third party landowner approvals and the construction forecasted completion date is now August 2023. Detailed design on other schemes will be completed in the course of 2023, with each of the six projects in varying stages to achieve 'Shovel Ready' status in 2024 and the majority currently finalising the works required to achieve approval. Work is also underway to support community resilience to flooding and further work continues being carried out to produce a communication and engagement strategy to support the plan.

Progress against the Climate Change action plan and actions outlined for the period of 2023/2024 were approved by Cabinet in March 2023. Further assessment by the Climate Change Team is required to develop an action plan to 2030. Unfortunately, the CO2 emissions data will not be available until July 2023 and therefore the 18% reduction target, from introducing

efficiency measures in Council buildings, will not be known until this point. Alongside this work, a plan to tackle single use plastics was approved by Cabinet in March 2023, working towards ending the provision of unnecessary single use plastics across council buildings and events and supporting Rotherham residents to take action.

As reported previously, a Heat Decarbonisation Plan has been developed and £3.2m Government 'Public Sector Decarbonisation Scheme' grant funding has now been awarded to decarbonise Riverside House; Town Hall; Bailey House; Civic Theatre; Clifton Museum and Orchard Centre. This funding includes enabling works to connect the sites to the planned heat network (Rotherham Energy Network (REN)) using waste heat from Templeborough Biomass Power Plant or an alternative low carbon heating source. Work remains in progress to establish a decarbonisation delivery contract, through which additional works will be carried out on operational properties to reduce energy consumption and reduce electrical capacity to prepare sites for low carbon heating when current systems reach the end of life.

The installation of nine electric vehicle charge points on Council car parks at Drummond St, Constable Lane and Douglas St is now complete, and 14 additional sites are shortlisted and being assessed to extend the Council managed EV charging infrastructure to provide two to three more rapid charging sites (9 to 12 bays). Work is on track to deliver at least two residential charging hubs (4 to 8 bays) based on geographic coverage, housing densities and economic indicators pointing to earlier uptake of EV.

The Fleet Conversion Programme was also confirmed by Cabinet in March 2023, including a commitment to buy 64 new electric vehicles as part of the next stage of the vehicle fleet refresh. The service is commencing engagement with all Directorates across the Council to obtain their vehicle requirements. They are also working closely with procurement partners on market engagement and availability of vehicles, which aligns with the Fleet Conversation Plan, as well as the Council's Climate Change Plan on low carbon fuels.

The ECO4 scheme continues to progress well, with four energy retrofit contractors continuing to work with Rotherham Council to identify qualifying residents and carry out work on Rotherham properties. Support is continuing for residents who need help in applying for government grants and for residents needing support to improve their home's energy efficiency. Work has been signed off on 350 properties since August 2022 and participating residents have now saved an average of £579.99/year on their energy bills

In relation to renewable energy generation, the preferred identified site at Kilnhurst for the £1 million proof of concept renewable energy project is currently on hold. The Coal Authority, who hold restrictions on use, have recently identified the potential need for the entire site for a water contamination project, and until site investigations are conducted, which could take 18 to 24 months, they are unable to release the restrictions. As a result, investigations are underway to identify an alternative location.

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YEAR AHEAD DELIVERY PLAN TRACKER

A cleaner, greener local environment					
Ref	**Outcome**	**Activity**	**Timescales for delivery**	**Status**	**Rationale for status**
5.1	Increasing satisfaction with the cleanliness of the borough	Develop first proposals for country park masterplans (Rother Valley and Thrybergh) for public consultation.	April 2022	Complete	First proposals for the development of Masterplans at both Thrybergh and Rother Valley Country Parks are complete. These were delayed slightly in order to accommodate and prioritise the Levelling Up Fund elements. The plans for Thrybergh Country Park were consulted on at events throughout August and September 2022 with consultation on Rother Valley Country Park proposals taking place throughout October 2022. The new proposals under Levelling Up Fund (LUF) for café facilities in each country park are scheduled to start construction in early autumn 2023.
5.2		Increase the number of fines, prosecutions or legal actions for fly tipping.	August 2022	Complete	A total of 45 fines and prosecutions against the target of 37 has been achieved, consisting of 34 Fixed Penalty fines for fly-tipping and 11 successful prosecutions heard in Court. In addition, 35 'Producer' Notices; 16 'Producer' fixed penalties and 10 Duty of Care Fixed Penalties have been issued along with one Vehicle Seizure to tackle fly-tipping.

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5.3		Implement systems to monitor and assess the environment in local areas and enable improvements in grounds maintenance and street cleansing.	April 2022	Complete	Software purchased and training carried out across all zones. System initially implemented in the north zone and since week commencing 24 October 2022 implemented in all grounds and streets zones. The plan was initially to pilot the system in the north zone, however the Council felt that this could be rolled out across all zones to make the best use of the system and benchmarking statistics. The first set of benchmark stats were received during October 2022, the service receives the benchmarking data every eight weeks. Benchmarking stats for streets cleansing operations are shared with the performance team so it can be built into the quarterly reporting mechanism
5.4		Target an extra 240 local areas for additional cleaning and weed removal.	March 2023	Complete	The target of 240 local areas for additional grubbing and weeding activities that formed a part of the grounds and streets winter works program has been complete. The winter works program runs from October to March. As of the end of March 2023 the Council completed 316 out of 240 areas. This is on average 105 areas per zone.

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5.5	Creating better transport systems for future generations.	Deliver bus, tram and cycle improvements through the Transforming Cities Fund (TCF) programme, including: • Sheffield Road Cycleway • Frederick Street public realm with cycleway • Forge Island footbridge • Moor Road, Manvers cycle route • Doncaster Road, Dalton • A631 Maltby bus corridor	Revised target date: March 2024 (as agreed at Cabinet in September 2022)	On track	In agreement with SYMCA, TCF project completion dates across the region have been extended to March 2024. An update report was presented and approved at Cabinet in December 2022 with updates on specific schemes as follows: • **Sheffield Road** – construction commenced in May 2023. • **Frederick Street Works** substantially complete, with some works in vicinity of the Howard Street junction to be completed alongside the works in Howard Street. • **Forge Island footbridge** is being delivered as part of the wider Forge Island development. The footbridge has been manufactured and was delivered to site in April 2023, with installation planned in the summer. • **Moor Road** – construction commenced April 2023. • **Doncaster Road** – scheme withdrawal confirmed at December TEB. Funding to be used to address inflation and supply chain cost pressures for other TCF schemes within the Rotherham programme. • **A631 Maltby bus corridor** – construction planned to commence in September 2023.
5.6		Finalise delivery plan for the approved cycling strategy.	March 2023	Complete	Final Delivery Plan approved 30 March 2023.
5.7		Complete A630 Parkway Improvement Scheme to reduce speeds (50mph), reduce congestion and improve air quality.	June 2023	Complete	The scheme achieved practical completion on time and within budget. The scheme was formally opened on 6 December 2022.

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6.5 THEME 5 – A CLEANER, GREENER LOCAL ENVIRONMENT

5.8	Reducing the risk and impact of flooding and other environmental emergencies.	Achieve 'shovel ready' status for the six priority flood alleviation schemes and work to secure funding to implement the schemes.	March 2024	On track	The six schemes are in varying stages with the majority currently finalising the works required to achieve approval, which will then lead to detailed designs being produced during 2023. Each of the six priority Flood Alleviation Scheme Projects being delivered in a three staged approach to achieve "Shovel Ready" status in 2024. These three stages are: Stage 1: Mobilisation of resources, surveys and investigation Stage 2: Initial design work and engagement with third parties Stage 3: Detailed design, finalisation of third party approvals and work up to procurement of construction suppliers
5.9		Construct the Forge Island canal barrier.	August 2022	Complete	Canal barrier is complete and has been operational since 18 August 2022.
5.10		Construct the Ickles Lock to Centenary Way flood wall and embankment.	October 2021 – December 2022	Will not be met	Works are progressing as part of the Ickles Lock programme. The section of the Flood Alleviation Wall adjacent the tow path is complete and currently the Contractor is delivering the flood prevention works on Brinsworth Street. The start of construction was delayed due to delay in obtaining third party landowner approvals. However, work has commenced on site with a revised completion date of July 2023.

5.11		Develop plans to support community resilience and community-led activities in areas at risk of flooding.	September 2022	Complete	The Connected By Water team – which includes the Environment Agency, Yorkshire Water and Doncaster, Barnsley and Sheffield Councils – have recently recruited a Project Manager and a Communication & Engagement Officer who joined in January 2023. The Plan has been in place and operational for some time. Further work is being carried out to produce a communication and engagement strategy to support the plan. The new communication and engagement officer will promote the excellent work delivered by Rotherham in Whiston, Dinnington and Woodsett with the Parish Councils to share with other Neighbouring Local Authorities.
5.12	Contributing to reducing carbon emissions across the borough.	Develop a medium term and long-term Climate Change Strategy and Action Plan.	March 2022	Complete	Action plan refreshed and approved at Cabinet on the 17 October 2022, which included short to long term measures, and a commitment to update the action plan annually at Cabinet. Recruitment of the Climate Change Delivery team has now been met. The action plan has been updated with progress and actions planned for the period of 2023/2024 and this has been included within the Climate Emergency Action Report. Further assessment by the Climate Change Team is required to develop an action plan to 2030. The annual report was approved at Cabinet in March 2023.

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5.13		Implement heating or energy efficiency measures in Council buildings that reduce CO2 emissions, working towards the target of an 18% reduction by March 2023.	April 2022 – March 2023	Known delays	The status of this action has changed to 'known delays' as the data for 2022/23 will not be available until July 2023 and the Council will not know whether the target has been achieved until this point. As reported previously, a heat decarbonisation plan has been developed and £3.2m Government 'Public Sector Decarbonisation Scheme' grant funding has been awarded to decarbonise Riverside House; Town Hall; Civic Theatre; Clifton Museum and Orchard Centre. The funding includes enabling works to connect the sites to the planned heat network (Rotherham Energy Network (REN)) using waste heat from Templeborough Biomass Power Plant or alternative low carbon heating source. Work is in progress to establish a decarbonisation delivery contract, through which additional works will be carried out on operational properties to reduce energy consumption and reduce electrical capacity to prepare sites for low carbon heating when current systems reach the end of life. The CO2 emissions report for 2021/22 shows emissions from operational buildings decreased by 4%, contributing to the 18% target.

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5.14		Install additional eight vehicle charging units to complement existing provision, and two residential charging hubs.	April 2022 – March 2023	Will not be met	The installation of nine electric vehicle charge points on Council car parks at Drummond St, Constable Lane and Douglas St is now complete. 14 additional sites are shortlisted and being assessed to extend the Council managed EV charging infrastructure to provide two to three more rapid charging sites (9 to 12 bays) and work is progressing to deliver at least two residential charging hubs (4 to 8 bays) based on geographic coverage, housing densities and economic indicators pointing to earlier uptake of EV. Delivery has been focussed initially on the nine charging points which have time-limited funding from SYMCA. The two residential hubs have been delayed in the assessment and design stage but will be delivered in 2023/24 as part of the additional shortlisted sites and will be informed by updated data as part of the development of a new EV strategy by March 2024.
5.15		Develop a fleet conversion programme to low carbon fuel.	November 2022	Complete	Cabinet confirmed approval of the Fleet Conversion Programme in March 2023. The service is commencing engagement with all Directorates across the Council to obtain their vehicle requirements. They are also working closely with procurement partners with market engagement and availability of vehicles, which aligns with the Fleet Conversation Plan, as well as the Council's Climate Change Plan to low carbon fuels.

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5.16		Develop a plan to tackle single use plastics across council buildings and events.	May 2022	Complete	An action plan to tackle single use plastics has been developed and the draft document was shared in June 2022 with relevant Cabinet Members and the Climate Change Members Working Group for initial approval, and changes have been made as a result. The new Climate Change Team is now leading on this action and an updated plan for action in 2023 has been created with the support of a buildings audit to create a baseline. This plan was included in the Climate Change Annual Report and approved at Cabinet in March 2023.
5.17		Deliver a communications plan to raise awareness about climate change and influence positive changes in behaviour across the borough.	Ongoing – March 2023	Complete	The plan was developed and agreed with the Climate Change Manager and has now been delivered. Due to its nature, many actions within the plan are ongoing. A carbon literacy project 'proof of concept' business case has been agreed at the Climate Change Project Board and this will help shape the delivery of awareness raising amongst council officers and then be scaled up for wider consumption.
5.18		Plant 10,000 new trees across the borough, working with community groups and schools.	November 2021 – March 2023	Complete	32,891 trees have been planted since November 2021: 22,139 trees in 2021/22 and 10,752 trees in 2022/23. Community involvement and work with schools has taken place wherever possible, including projects with Redscope School, Laughton All Saints Primary, residents of the White Bear estate in Wath and community groups in Dinnington and Brinsworth.

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5.19		Continue to provide direct support to residents to enable them to apply for insulation grants where applicable through the ECO3 and ECO4 programmes.	March 2023	Complete	The ECO4 scheme continues to progress well, and there are now four energy retrofit contractors working with Rotherham Council to identify qualifying residents and carry out work on Rotherham properties. Support is continuing for residents who need help in applying for government grants and for residents needing support to improve their home's energy efficiency. Rotherham Council have signed off ECO4 work on 350 properties since August 2022. Following the work on a property, participating residents have now saved an average of £579.99/year on their energy bills.
5.20		Find a suitable site for renewable energy generation, obtain planning permission and commence procurement.	March 2023	Will not be met	The preferred identified site at Kilnhurst for the £1 million proof of concept renewable energy project is currently on hold. The Coal Authority, who hold restrictions on use have recently identified the potential need for the entire site for a water contamination project, and until site investigations are conducted, which could take 18 to 24 months, they are unable to release the restrictions. Therefore, investigations are underway to identify an alternative location . Following the unexpected set-back work will continue to identify suitable site(s) to develop low carbon energy generation plans during 2023/24 as part of the Council's commitment to deliver a renewable energy project by 2025.

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A Cleaner, Greener Local Environment

Outcomes

- Increasing satisfaction with the cleanliness of the borough
- Creating better transport systems for future generations
- Reducing the risk and impact of flooding and other environmental emergencies
- Contributing to reducing carbon emissions across the borough

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23						Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	QTR 2 (Jul-Sep)	QTR 3 (Oct-Dec)	QTR 4 (Jan-Mar)	Yr to Date	TARGET			
EN01a	Fly tipping and environmental crime: a) Effective enforcement actions; fly-tipping	RE - Comm. Safety & Street Scene	Sam Barstow	High	Q	61	22	5	6	12	45	37	↓	✔	Breakdown of 12 enforcement actions: 3 Fly Tipping FPN's 3 Small Fly tipping FPN's. 6 Prosecutions secured for Fly Tipping offenses This metric measures FPNs issued specifically for fly tipping. Wider activities such as other FPNs, warnings issued in advance of prosecutions are all part of the work the council undertakes to combat enviro-crime. YTD total at Q4 is 45, against an annual target of 37. There has been a significant increase between Q3 and Q4 which has meant exceeding the Council Plan target, however the direction of travel, in comparison to last year is down, 21/22 saw 61 effective enforcement actions and this year has seen 45.
EN01b	Fly tipping and environmental crime: b) Effective enforcement actions; other environmental crime (cumulative)	RE - Comm. Safety & Street Scene	Sam Barstow	High	Q	780	384	337	307	217	1245	2,000	↑	✕	Enforcement actions taken against Enviro-crime in partnership with Kingdom and Doncaster Council have seen a decrease in Q4 figures, in comparison to Q3 which was 307. Kingdom have really struggled with the recruitment and retention of enforcement staff in Rotherham. They have done a lot of work on recruitment events and have had people take on roles only for them to drop out quite soon afterwards. However, we still remain a long way (755) from the Council Plan target. Q4's enforcement actions were lower than Q3 this year. However, looking at direction of travel between last year and this year, enforcement actions are significantly up this year.
EN02	Proportion of waste sent for reuse (recycling and composting)	RE - Comm. Safety & Street Scene	Sam Barstow	High	Q	38.8%	43.7%	40.7%	36.0%	33.6%	38.5%	45%	↓	✕	Performance in Q4 has slightly decreased. The measure is subject to seasonal variance. NB -This is just % of kerbside waste that is collected for recycling, not overall recycling rates, so is purely driven by what residents put in their bins. A meeting to be scheduled with the service to look at ways this measure can be improved i.e. Social media post, leaflet drop, information on Rotherham Bins App as a reminder to residents.

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23 QTR 1 (Apr-Jun)	2022/23 QTR 2 (Jul-Sep)	2022/23 QTR 3 (Oct-Dec)	2022/23 QTR 4 (Jan-Mar)	2022/23 Yr to Date	2022/23 TARGET	Direction of travel	Progress against target	Notes
EN03	Number of official complaints and service requests relating to a) street cleaning, b) grounds maintenance and c) waste management i) Complaints ii) Service Requests	RE - Comm. Safety & Street Scene	Sam Barstow	Low	Q	a) Street Cleansing i) 5 ii) 7,458 b) Grounds Maintenance i) 17 ii) 1,343 c) Waste Management i) 143 ii) 85,941 Total: Complaints= 165 Service Requests= 94,742	a) Street Cleansing i) 3 ii) 550 b) Grounds Maintenance i) 6 ii) 337 c) Waste Management i) 31 ii) 12,538 Totals: Complaints= 40 Service Requests= 13,425	a) Street Cleansing i) 6 ii) 1,915 b) Grounds Maintenance i) 4 ii) 301 c) Waste Management i) 85 ii) 8,156 Totals: Complaints= 95 Service Requests= 10,372	a) Street Cleansing i) 3 ii) X b) Grounds Maintenance i) 3 ii) X c) Waste Management i) 61 ii) 10,592 Totals: Complaints= 67 Service Requests= 10,592	a) Street Cleansing i) 8 ii)1,359 b) Grounds Maintenance i) 3 ii) 104 c) Waste Management i) 53 ii) 39,058 Totals: Complaints = 64 Service Requests = 40,521	a) Street Cleansing i) 20 ii) 3,824 b) Grounds Maintenance i) 16 ii) 742 c) Waste Management i) 230 ii) 70,344 Totals: Complaints = 266 Service Requests = 74,910	190 cumulative for year in the number of official complaints received.	↓	✗	64 complaints were received in Q4, which is 3 less than received in Q3 (67). Unfortunately the cumulative complaints total is now (266) above the Council Plan target for the year which was to have 190 complaints or less for the year. Service requests have peaked during Q4 due to Garden Waste subscriptions.
EN04	Carbon dioxide emission levels for the Council (for specific areas, for example operational buildings, street lighting)	RE - Planning, Regen. & Transp.	Simon Moss	Low	A	a. Fleet 2433 b. Council Buildings-Electric 1890 c. Council Buildings-Gas 1749 d. Streetlighting 1396 e. Grey Fleet 222 f. Onsite Generation 7 g. EV Charging 1 Above in Emissions (tco2e)	Not Available	Not Available	Not Available	Not Available	2% reduction by 2023	18% reduction by 2023	↓	✗	This is an annual measure. There has been some confusion about the point in the year that this data becomes available for reporting. So although this has been included under Q2 it has been added to the Council Plan with Q4 data. The target for this measure was a reduction of 18%. This year the reduction delivered was 1.59%. Some of difference between the target and level of CO2 reduction has been due to the lag between planning, carrying out the work and seeing results. However, there will also be some impact of a return to normal post COVID. This can be seen in the increase in CO2 for both the Gas and Grey Fleet.
EN05a	Number of trees planted by the Council a) Number of Hectares	RE - Culture, Sport & Tourism	Polly Hamilton	High	A	9.4			11	10	21	5	↑	✔	Measure defined as the number of hectares of land given to woodland creation. While there are a lot of potential sites for urban tree planting there is limited local authority land to use for woodland creation ,and liaison with private land owners is essential as part of the process. Due to the Accelerator fund the Trees Service expects woodland creation will become easier.
EN05b	Number of trees planted by the Council b) Number of trees	RE - Culture, Sport & Tourism	Polly Hamilton	High	A	22139			1874	523	2397	500	↓	✔	This measure tracks tree planting in urban areas. This year's total tree planting is below last year's planting season (21-22). This has been due to the reduction in the number of funding sources from last year. Last year, financial resources were available from the Mayor's fund, Local Authority Tree Scape Fund, Urban Tree Challenge and Green Recovery fund. This year funding comes from Urban Tree Challenge and Grow Back Greener fund. Some of the funding has also been delayed in coming through, e.g. the Woodland planting funding which was only received at the end of January 23. Although lower than the 21/22 total, planting is substantially higher than the Council Plan target. The projected total for planting this season was around 9,761 trees, counting both Woodland and Urban Trees, 11,316 trees have been planted in this planting season.
EN06	Proportion of council housing with an Energy Performance Certificate (EPC) rated C and above	ACHPH - Housing	James Clark	High	A	46.48% (Oct'21)			49.7%	50.9%	50.9%	baseline year	↑	ⓘ	Baseline position relates to October 2021. The national target is to aim to have all stock at EPC C-rated by 2030. Total proportion of dwellings rated band C and above = 50.9% (10,168 of 19,963 properties). Benchmarking received from Housemark 2021/22: 72% of existing social homes had an EPC rating of C+. 29% of landlords were unable to provide the EPC rating for their homes. 3 additional officers approved 24/01/23 to focus on EPC surveys and improvements using full SAP analysis during summer months. Retrofit (SHDF) works ongoing to 131 properties in Maltby - due to be completed in May 2023, where all 131 properties to achieve EPC C rating . Data has commenced to be reported from Quarter 3, and this has informed the proposed target for 2023-24 50.1%.

CASE STUDY

Institution of Civil Engineers Yorkshire and Humber region Smeaton Award for the Forge Island Canal Barrier

Following past flood events in Rotherham town centre, the £17m Rotherham Renaissance Flood Alleviation Scheme was developed, including three advanced phases, to reduce the risk of future flooding to the town centre and railway station.

One of these phases was constructing a new multi-million-pound canal barrier adjacent to the regeneration scheme on Forge Island. Jacksons Civil Engineering Group (JCE) were commissioned to complete this work.



Rotherham's former Mayor, Cllr Tajamal Khan, presents the award at Full Council in April 2023 to Paul Woodcock and Peter Henchley from the Council, as well as Mark Duquemin from the Council's partners at Pell Frischmann.

The project was innovative not only in its iconic curved design, which forms a central part of the Forge Island redevelopment, but also in its construction. The overall carbon footprint of the project was reduced by JCE using an alternative, lower-carbon concrete, known as Earth Friendly Concrete (EFC), for the non-structural elements of the flood barrier.

The barrier and associated works in this phase cost £4.45 million and took a year to build. Construction included the use of 450 tonnes of low carbon, cement free concrete which resulted in a 70% reduction (44 tonnes) of embedded CO2 compared to traditional cement concrete.



The Rotherham Canal Barrier.

This reduction in CO2 forms part of the Council's ambitious climate change programme, completing vital work to reduce the risk and impact of flooding while also contributing to reducing carbon emissions across the borough.

Following the barrier becoming fully operational in November 2022, the project's pioneering use of EFC was this year recognised with a top engineering industry award.

The Canal Barrier was announced as the winner of the Smeaton Award at this year's Institution of Civil Engineers (ICE) Yorkshire and Humber Awards,

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which took place on 3 March 2023. The accolade recognises excellence and innovation in schemes costing less than £5 million.

The Council delivered this project with the help and support of partners at Pell Frischmann (designers), Jackson Civil Engineering (contractor), South Yorkshire Mayoral Combined Authority, European Regional Development Fund, Environment Agency, Network Rail, KGAL Consulting Engineers, Ecus, Centregreat, and IMAC.



Rotherham Council representatives, including Cllr Dominic Beck and Cllr David Sheppard, and Pell Frischmann, Jackson Civil Engineering and South Yorkshire Mayoral Combined Authority representatives at the Canal Barrier ICE Smeaton Award handover ceremony in April 2023.

The Council will be the custodians of the trophy. A handover ceremony took place on Monday 3 April, with representatives from the Council and partners present.

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6.6 THEME 6 – ONE COUNCIL

As a Council we have an important part to play in addressing the challenges faced and achieving better outcomes for the people of Rotherham. Our vision is to work with communities to deliver responsive and modern services that are easily accessible to all.

Outcomes – our ambition	How we will get there
• Effective customer services – residents know we mean what we say, are kept informed and can access the services they need in the way that suits them • Engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers • Sound financial management and governance arrangements • Effective leadership, working with our partners to achieve better outcomes across the whole borough.	• Work with services, partners and communities to promote equality, celebrate diversity and ensure fairness for everyone • Communicate and engage with residents so that they feel informed about council services and how to access these • Work in an efficient, open, transparent and accountable way, in partnership with key stakeholders • Work to improve customer satisfaction, including by developing and implementing a new set of customer service standards.

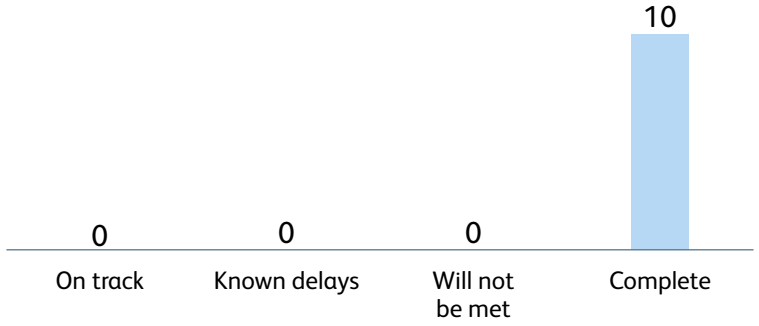
6.6 THEME 6 – ONE COUNCIL

HEADLINES – EVIDENCING OUR PROGRESS

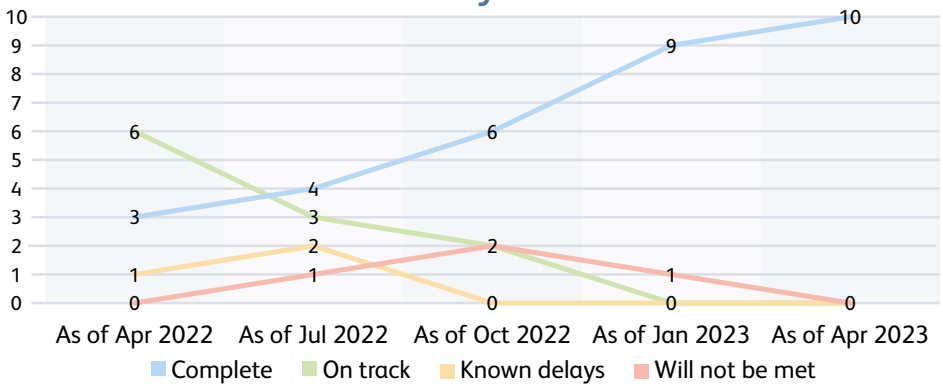
To provide evidence of delivery of the outcomes and commitments within this theme, there are 11 headline performance measures and 10 priority actions/ milestones contained within the Year Ahead Plan Delivery Plan. The diagrams below provide an overview of performance and progress.

YEAR AHEAD ACTIONS AND MILESTONES

Year Ahead Delivery Plan Actions Status

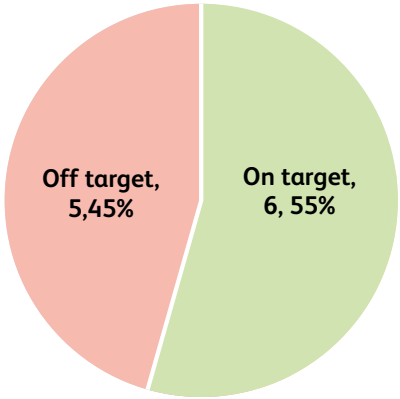


Year Ahead Delivery Plan Action Trend

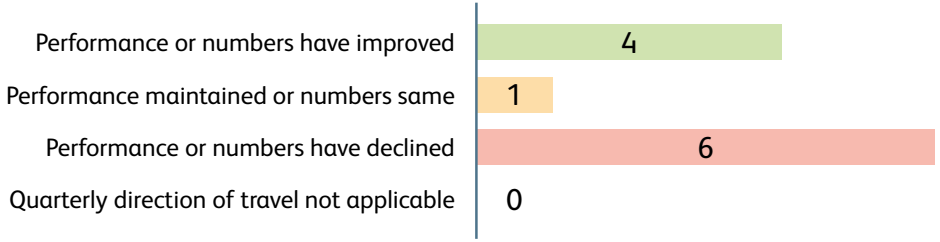


PERFORMANCE MEASURES

Performance Measures Status



Performance Measures Direction of Travel



6.6 THEME 6 – ONE COUNCIL

NARRATIVE – THE BIGGER PICTURE

The One Council theme is focussed around working with communities to achieve the Council's vision and deliver responsive and modern services which are accessible to all.

Customer Service standards have been agreed at the Customer Experience Strategic Board and the Council remains committed to increasing the range of services available online and reducing unnecessary call demand to improve customer waiting times. The call back facility continues to be popular with callers during busy times and 2,800 call backs were requested in Quarter 4. Throughout the year, over 14,000 call backs were made to customers who requested this service.

A review of demand management is continuing to identify opportunities for service redesign but, for Quarter 4, customer wait times have reduced to only 3 minutes and 33 seconds. This has been achieved through the additional recruitment which was carried out earlier in the financial year. In addition, there were 185,400 digital transactions in the financial year – this is evidence of continued take up/choice of online services.

Following the refresh of the Consultation and Engagement Framework, which was reported in the previous quarter, the toolkit that supports the framework has also now been refreshed.

Work continues to deliver another important foundation of the Council's service delivery, which is the Workforce Plan. Covering the period 2022/25, it outlines five workforce priorities and various supporting activities to be delivered under each priority. Implementation is overseen by the Workforce Strategy Board. The Council continues to work with partners across Rotherham to market careers in health and social care and is actively engaging with schools and higher education providers to raise the profile of careers within the Council.

Workforce planning analysis and mitigating actions are in place for the top three critical roles for each directorate and these plans continue to be reviewed. These are roles where recruitment issues have been identified, enabling a targeted and comprehensive approach to be applied. Following research and benchmarking, an updated recruitment brochure, supporting videos and a refreshed summary of staff benefits have been produced. A review of recruitment processes is being carried out to make the process easier from a candidate perspective and proportionate to the role being recruited to. Mitigating actions are in place to increase capacity and work will continue to review additional critical roles across Council services. Work is also continuing to implement the corporate action plan which was developed in response to the most recent Employee Opinion Survey and was approved by SLT in November 2022.

Sickness absence levels have been decreasing during the year, with Covid having less of an impact on the rolling 12-month absence calculation, additional support provided to managers and updated absence management information reports. Sickness absence days have now reduced to 12.79 per FTE, having been 13.57 days at the same point last year.

Absence management clinics are continuing to take place to advise and upskill managers. Absence data is also being shared with senior management to ensure effective oversight. Managing attendance is a standing agenda item at Workforce Strategy Board and regular deep dives are undertaken to identify common themes and share best practice. Development work is also being undertaken to automate sickness absence triggers for managers through the Council's online HR system, due to launch in the summer of 2023.

6.6 THEME 6 – ONE COUNCIL

The Member Development Plan is continually being refreshed to include sessions which are specifically requested by members and officers alike. Consideration is currently being given to repeating the Member Survey to further inform the Development Plan in the future and to include parts of the Council's operations that have not been covered to date.

As reported in the last update, the Council's budget and council tax report for 2023/24 was considered by Cabinet in February 2023 and was approved at Council in March 2023.

An update of the Rotherham Plan 2025, an overarching plan setting out partner organisations' joint priorities to improve outcomes for local people, was approved by the Cabinet in December 2022 and formally launched at University Centre Rotherham at the end of January 2023.

YEAR AHEAD DELIVERY PLAN TRACKER

One Council					
Ref	**Outcome**	**Activity**	**Timescales for delivery**	**Status**	**Rationale for status**
6.1	Effective customer services – residents know we mean what we say, are kept informed and can access the services they need in the way that suits them.	Develop and implement a new set of cross organisational customer service standards following consultation with customers (internal and external stakeholders).	December 2023	Complete	Customer Experience Strategic Board approved new Customer Standards in January 2023.
6.2		Expand and improve the range of services available online and identify ways to reduce unnecessary call demand to improve average customer wait times to a maximum of 6 minutes.	Ongoing – March 2023	Complete	New Council Plan measure for 2022/23 – quarterly target of 6-minute average customer wait time to corporate contact centre. This was achieved in Quarter 4 (3 mins 33 secs). The recruitment challenges experienced in previous quarters were overcome with most vacancies now filled. This increase in capacity significantly increased the contact centre's ability to answer more calls more quickly, resulting in the lowest average wait time in any quarter of 2022/23. Call back facility continues to be popular with callers during busy times – (2,800 requested in Quarter 4). During 2022/23, over 14,000 call backs were made to customers who requested this service. Review of demand management continuing to identify opportunities for service redesign. In 2022/23 there were 185,400 digital transactions – evidencing continued take up/choice of online services

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6.3		Refresh the Council's equality strategy and objectives.	April 2022	Complete	The Equality, Diversity and Inclusion Strategy was approved by Cabinet in June 2022.
6.4		Review the Corporate Consultation and Engagement Framework.	November 2022	Complete	The Consultation and Engagement Framework has been refreshed and is available for staff to use. This was a delegated Officer Decision, in consultation with the Cabinet Member. A Toolkit to accompany the Framework has also been completed.
6.5	Engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers.	Implementation of the Workforce Plan.	January 2022	Complete	The Workforce Plan 2022/25 went live on the intranet on 29 June 2022 and was referenced in the Chief Executive's Briefing on 1 July. A management briefing was issued on 4 July 2022 to support the launch. Implementation is overseen by the Workforce Strategy Board.
6.6		Assess and implement a strategic workforce planning approach to attraction and retention for high priority roles such as care and social work, with a focus on encouraging applications from Rotherham residents.	September 2022	Complete	Research and benchmarking to identify opportunities to further enhance the approach to attraction and retention of key staff has been completed. This has included an updated recruitment brochure, supporting videos and a refreshed summary of staff benefits. A review of recruitment processes to make the process easier from a candidate perspective and proportionate to the role being recruited has also been carried out. Analysis of top three critical roles in each directorate and associated workforce planning activity has been delivered and will be kept under review.

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6.7		Review feedback from the Employee Opinion Survey 2021, identify priority areas and agree corporate and directorate action plans.	June 2022	Complete	Results of the 2021 Employee Opinion Survey were shared with senior leaders from March 2022, with a request to develop directorate and service level action plans that identify areas for improvement, share best practice and raise engagement levels across the whole of the Council. Action plans are reviewed on a regular basis to ensure key activity is being delivered, including monitoring at Workforce Strategy Board. Based on the findings from the latest report and building on actions within the Workforce Plan to better engage with employees across the Council, a corporate Employee Opinion Survey action plan designed to increase engagement levels of staff across the organisation was agreed in November 2022.
6.8	Sound financial management and governance arrangements.	Deliver a balanced budget and Medium-Term Financial Strategy approved by Council.	March 2022 (annually)	Complete	The Council's balanced budget and MTFS was approved at Council on the 2 March 2022. The MTFS has been further updated for 2022/23 to 2025/26, with a report taken to Cabinet in November 2022. The Council's Budget and Council Tax Report 2023/24 was developed and approved at Cabinet February 2023 and Council in March 2023.

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6.9	Effective leadership, working with our partners to achieve better outcomes across the whole Borough.	Refresh the Member Development Programme.	April 2022	Complete	The Member Development Plan is continually being refreshed to include sessions which are specifically requested by Members and officers. As part of member catch-up meetings, discussions will take place regarding individual development needs and aspirations to support delivery of ward priorities. The results of the Member Survey completed in May 2022 were fed back to the Member Development Panel in November 2022. Discussions are currently taking place around repeating the Survey to cover other areas of the Council in the future.
6.10		Refresh the Rotherham Together Plan.	June 2022	Complete	Following a Rotherham Together Partnership showcase event held in June 2022, the refreshed Plan was developed, informed by public consultation undertaken in September and early October 2022. The Plan was agreed by the Partnership, endorsed by Cabinet in December 2022 and formally launched in January 2023.

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One Council

Outcomes

- Effective customer services – residents know we mean what we say, are kept informed and can access the services they need in the way that suits them
- Engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers
- Sound financial management and governance arrangements
- Effective leadership, working with our partners to achieve better outcomes across the whole borough

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23						Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	QTR 2 (Jul-Sep)	QTR 3 (Oct-Dec)	QTR 4 (Jan-Mar)	Yr to Date	TARGET			
OC01	Proportion of complaints closed within timescales	ACEX - Policy, Perf & Intell.	Fiona Boden	High	Q	85.0%	87.0%	81.0%	84.0%	85.0%	85%	85%	→	✔	Quarter 4 performance indicates that the Council Plan target has been achieved. DoT in comparison to 2021-22.
OC02a	Satisfaction: a) The proportion of residents who feel that the Council keeps them informed	ACEX - Comms. & Marketing	Chris Burton	High	A	50.0%	Not Available	48.0%	Not Available	Not Available	48%	>50%	↓	✘	Annual measure and status and DOT not applicable in Q3. 48% (June 2022) of residents said that RMBC keeps residents 'very well' or 'fairly well' informed about the services and benefits it provides This is below the most recent national result (57%) and just below the average percentage across all Rotherham surveys (51%).
OC02b	b) To what extent do you think that the Council acts on the concerns of local residents	ACEX - ACEX	Chris Burton	High	A	48.0%	Not Available	42.0%	Not Available	Not Available	42%	>48%	↓	✘	Annual measure and status and DOT not applicable in Q3. 42% (June 2022) great deal or fair amount. This is below the national average which is 52%. Respondents aged 35-44 were most likely to think that the Council acts on the concerns of local residents whilst those aged 25-34 were least likely to have this view.
OC03	Average customer wait time to corporate contact centre (in minutes)	FCS - Customer, Info & Digital	Luke Sayers	Low	Q	Not available - New measure for 22/23	6mins 8 secs	8 mins 50 secs	6 mins 55 secs	3 mins 33 secs	6 mins 8 secs	6 (Quarterly target)	↑	✔	New Council Plan measure for 2022-23. 6 minute target is a quarterly target - achieved in Qtr4. The recruitment challenges experienced in previous quarters has been overcome with most vacancies now filled.; leading to increased capacity which significantly increased the contact centre's ability to answer moew calls more quickly. This resulted in an average wait time of 3mins 33 in Qtr4, which was the best quarter of 2022/23. Call back facility continues to be popular with callers during busy times - (2.8k requested in Qtr4). During 2022/23, over 14k call backs were made to customers who requested this service. Review of demand management continuing to identify opportunities for service redesign.
OC04	Number of council working days lost to sickness per full time equivalent post	ACEX - HR	Lee Mann	Low	Q	13.6	13.9	13.6	13.1	12.8	12.79	10.3	↑	✘	The 10.3 days lost per FTE target is based on benchmarking by the CIPD of public sector organisations with over 5000 employees, reflecting absence levels in similar sized organisations in the public sector. Sickness absence levels have bee decreasing during the year, with covid having less of an impact on the rolling 12 month absence calculation, additional support provided to managers and updated absence management information reports. Absence management clinics are continuing to take place to advise and upskill managers. Absence data is also being shared with senior management to ensure effective oversight. Managing attendance is a standing agenda item at Workforce Strategy Board and regular deep dives are undertaken to identify common thems and share best practice. Development work is also being undertaken to automate sickness absence triggers for managers through the Council's online HR system, due to lauch in the summer of 2023.
OC05	The proportion of completed annual staff performance development reviews	ACEX - HR	Lee Mann	High	Q	78.6%	3.5%	48.1%	67.5%	96.5%	96.5%	95%	↑	✔	The Council Plan target has been exceeded. DoT positive in comparison to 2021-22.
OC06a	Diverse workforce: a) Overall proportion of disabled employees	ACEX - HR	Lee Mann	Rep. of borough	Q	9.3%	9.2%	9.3%	9.6%	9.7%	9.7%	9%	↑	✔	Currently on track to achieve year end target and DOT positive in comparison to previous quarter. The new Workforce Plan sets out key activity to become an employer of choice, including a review of how the Council attracts, recruits, develops and retains staff from different sections of the community.

Ref	Key Performance Indicators	LEAD SERVICE	LEAD OFFICER	Good is?	Qtrly or Annual?	2021/22 (Yr End)	2022/23						Direction of travel	Progress against target	Notes
							QTR 1 (Apr-Jun)	QTR 2 (Jul-Sep)	QTR 3 (Oct-Dec)	QTR 4 (Jan-Mar)	Yr to Date	TARGET			
OC06b	b) Overall proportion of Black, Asian and Minority Ethnic employees	ACEX - HR	Lee Mann	Rep. of borough	Q	4.7%	4.6%	4.5%	4.5%	4.5%	4.5%	6.3%	↓	✗	Seek to achieve 6.3% working age population in the borough, ONS Census. The new Workforce Plan sets out key activity to become an employer of choice, including a review of how the Council attracts, recruits, develops and retains staff from different sections of the community.
OC06c	c) Proportion of workforce under 25	ACEX - HR	Lee Mann	Rep. of borough	Q	4.2%	3.8%	3.8%	2.9%	2.9%	2.9%	4.6%	↓	✗	Benchmark LGA Average in Local Government December 2021. The new Workforce Plan sets out key activity to become an employer of choice, including a review of how the Council attracts, recruits, develops and retains staff from different sections of the community.
OC07a	Council tax and business rates collected: a) Proportion of Council Tax collected in the current financial year compared with other Met Councils	FCS - Finance	Rob Mahon	High	Q	97.4%	27.2%	53.5%	79.3%	97.0%	97.0%	Top Quartile	↓	✔	The final collection performance for 21/22 of 97.42% was a 0.87% increase on 96.55% reported in 20/21. This was the 4th highest collection rate reported by Metropolitan Councils. The final performance for 22/23 of 97% is 0.4% down on performance last year. Performance has been impacted by tax payers being impacted by increases in the the cos of living and the large proportion of Council Tax staff time taken up dealing with the Energy Rebate work rather than collecting Council Tax. It is anticipated that the target of Top Quartile Metropolitan Council will be achieved as 97% last year would have still seen Rotherham as 4th best Metropolitan Council. Other councils performance will however not be available until June 2023. DoT based on comparison to final performance in 21-22.
OC07b	b) Proportion of business rates collected in the current financial year compared with other Met Councils	FCS - Finance	Rob Mahon	High	Q	97.4%	28.8%	56.3%	79.0%	97.1%	97.1%	Top Quartile	↓	✔	The final collection performance for 21/22 of 97.35% was a 0.47% increase on 96.95% reported in 20/21. This was the 3rd highest collection rate reported by Metropolitan Councils. The final performance for 22/23 of 97.1% is 0.3% down on performance at the same time last year. It is anticipated that the target of Top Quartile Metropolitan Council will be achieved as 97.1% last year would have still seen Rotherham as 7th best Metropolitan Council. Other councils performance will however not be available until June 2023. DoT based on comparison to final performance in 21-22.

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Ref: 87346 / JUNE 2023

Appendix 2

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: Council Plan 2022-2025 (Quarter 4) and Year Ahead Delivery Plan Progress update	
Date of Equality Analysis (EA):	
Directorate: Assistant Chief Executive	**Service area:** Policy, Performance and Intelligence
Lead Manager: Simon Dennis	**Contact:** simon.dennis@rotherham.gov.uk
Is this a: [x] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance		
Name	**Organisation**	**Role (eg service user, managers, service specialist)**
Tanya Lound	Rotherham Metropolitan Borough Council	Corporate Improvement and Risk Officer
Simon Dennis	Rotherham Metropolitan Borough Council	Corporate Improvement and Risk Manager
Steve Eling	Rotherham Metropolitan Borough Council	Policy and Equalities Manager
Levi Karigambe	Rotherham Metropolitan Borough Council	Policy Officer
Michael Homes	Rotherham Metropolitan Borough Council	Partnership Officer
Leonie Wieser	Rotherham Metropolitan Borough Council	Policy Officer
Florence Drew	Rotherham Metropolitan Borough Council	Corporate Improvement Officer
Laura Stapleton	Rotherham Metropolitan Borough Council	Policy Officer

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

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

The Council Plan is a key document which sets out the Council's vision for the borough and priorities for serving residents and communities. This plan provides the medium-term basis for targeting resources, informing the budget-setting process and planning cycles, and ensuring that residents can hold the Council to account for delivery.

The Year Ahead Delivery Plan sits alongside the Council Plan. To ensure delivery of the Council Plan, the first annual Year Ahead Delivery Plan runs until March 2023 and, following a review has been updated for the 2023-24 financial year. This is the fifth and final quarterly progress report to Cabinet for the 2022-23 financial year.

The report focuses on progress made in delivering the 92 priority actions/milestones contained within the Year Ahead Delivery Plan and the 66 headline performance measures that best demonstrate progress in achieving the 26 key outcomes. It also brings together wider information, key facts and intelligence to explain how the Council is working and performing, including timelines and case studies to demonstrate our impact.

Through directorate and service-level business plans the Council carries out wider work to measure performance and quality. This report is intended to provide an overview of the contribution that the Council makes across all its activities to improving Rotherham as a place to live, work and spend time.

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

A mix of contextual equalities information, such as the census, and consultation on the Council Plan is provided here.

Population

- Population estimates indicate that the borough is becoming increasingly diverse with significant international migration, mainly from other EU countries. Based on the 2021 census, the proportion of residents from ethnic minority communities increased from 8.1% in 2011 to 8.9% in 2021. Ethnic diversity is most evident amongst young people illustrated by the 17.8% of school pupils who were from ethnic minority groups in 2018. The Pakistani community is the second largest ethnic group in Rotherham after White British, with 3.8% of residents in 2021 and 6.8% of school pupils in 2018.
- Rotherham's ethnic minority population is very concentrated in the inner areas of the town (Boston Castle/Rotherham East and Rotherham West wards) whilst the outer areas were 95.3% White British in 2021. 42% of residents from ethnic minorities live in areas that are amongst the 10% most deprived in the country and for some groups the figure is higher. This compares with the Borough average of 19.5%.
- The population is ageing; Rotherham has 52,228 people aged 65 years or over or 19.6% of the population, above the national average of 18.4%. The population aged over 65 is projected to increase to over 21% by 2026, with the largest increase being in the number of people aged over 75.

Economy

- Rotherham has a polarised geography of deprivation and affluence with the most deprived communities concentrated in the central area whilst the most affluent areas are to the south, although the overall pattern is complex.
- Rotherham is one of the 20% most deprived areas in England with 12,667 children living in "absolute poverty" 2018/19.
- The inequality in the pay gap between men and women is substantial. According to the 2022 ONS Annual Survey of Hours and Earnings full-time male workers in Rotherham earn £10,583 more than full-time female workers, on average (median gross annual pay). This means women's pay in Rotherham is only 65% of men's pay, compared with 68% nationally.
- In the consultation for the Council Plan, 45% of respondents stated there were not enough job opportunities in their area, as opposed to 19% who stated there were enough. Those with no disabilities were more likely to state there were enough job opportunities in their area (21%) than those with disabilities (15%), with female respondents more likely to be unsure about the opportunities (37%), than men (32%).

Health and wellbeing

- Rotherham had 56,177 people with a limiting long-term health problem or disability in 2021, with 9.8% saying this limits their activity a lot, compared with the average of 7.3% in England. Although there have been health improvements, health inequalities remain and in some cases are widening.
- Health inequalities are also significant, both between the borough and the national average and between the most and least deprived communities in Rotherham. In addition to these factors, the COVID-19 pandemic has exacerbated existing inequalities, with the most disadvantaged communities being hit the hardest.
- In the Council Plan consultation, in response to the question on what would have the biggest positive impact on wellbeing and quality of life, men (30%) and those without a disability (27%) were more likely to state environmental improvements (23% overall), while more women and those with a disability stated 'More things to do in the community' (16% women, 22% with disability, 13% overall). Male respondents (14%) and those with a

disability (12%) were also more likely to state 'improved working conditions' as factors (8% overall).

Neighbourhoods

- In the survey consultation on the Council Plan, men were more likely to say they used parks daily (46%) than women (28%), while women were more likely to never use parks at all (7%), than men (1.2%).
- With regards to crime and community safety, tackling anti-social behaviour (79%), tackling crime such as car crime (67%), and protecting vulnerable older people (62%) emerged as respondents' top priorities, over preventing harassment and violence against women and girls (42%), and preventing hate crime (includes disability/ racial/ religious/ homophobic/ transphobic crimes) (35%) – which might partly be due to the age profile and the overrepresentation of older age groups, as well as the underrepresentation of religious and ethnic minorities.

The statistics above have been updates to reflect the 2021 Census data.

Resident Satisfaction Survey

The Council Plan includes eight performance measures from the Resident Satisfaction Survey. The 2022 results included:

- **Satisfaction with Local Area as a Place to Live** – 76% of respondents in reported feeling 'very satisfied' or 'fairly satisfied' which is just below the average recorded level across all waves. Adults aged 45-54 were the *least* likely to report being 'satisfied' (68%). People aged 55-64 years and aged 65+ are the *most* likely to be satisfied with their local area (87% and 83% respectively).
- **Satisfaction with Rotherham as a Place to Live** – 57% of respondents said that, overall, they were satisfied. This was below the average across all of the previous surveys. Respondents aged 65+ were most likely to feel satisfied with Rotherham as a place to live, with 65 per cent satisfied. Respondents aged 45-54 had the lowest level of satisfaction with Rotherham as a place to live, with only 41% satisfied. Dissatisfaction with Rotherham as a place to live was highest amongst people aged 18-24.
- **Feelings of Safety** – 87% of respondents in Rotherham said they felt 'very safe' or 'fairly safe' during the day when outside in their local area (lower than the figures observed nationally at 95%). 56% reported the same feelings of safety after dark, significantly lower than the figures observed nationally (76%). This is lower than the average for the previous seven surveys (59%). There was a significant difference between men and women's feelings of safety in the Rotherham survey, with 64% of men reporting feeling 'very safe' or 'fairly safe' compared to only 47% of women. People aged 25-34 are most likely to feel safe after dark and those aged 45-54 least likely to feel safe. People with low skilled manual occupational backgrounds are least likely to feel safe.
- **Feelings of Optimism** – 51% of respondents reported feeling 'very optimistic' or 'fairly optimistic' about the future of Rotherham as a place to live, the lowest recorded level across all surveys. Young people aged 18-24 were the most likely to be optimistic about the future of Rotherham as a place to live (70%) and men were more optimistic than women overall. Fewer respondents felt as positive about the future of Rotherham town centre (27% felt 'very optimistic' or 'fairly optimistic') as they did about the future of the wider borough. This is above the average of 22% across all eight surveys, and the highest result since the question was first asked in June 2017. Young people aged 18-24 years were the most optimistic about the future of Rotherham town centre, whereas older people (aged 55 and over) were most likely to not be optimistic. Low skilled workers were more optimistic than professional and managerial workers.
- **Keeping Residents Informed** – 48% of Rotherham respondents said that RMBC keeps residents 'very well' or 'fairly well' informed about the services and benefits it provides. This

is below the most recent national result (57%) and just below the average percentage across all Rotherham surveys (51%). Younger respondents (aged 18-34) were more likely than older people to think that the Council keeps residents well informed.

- **Responsiveness of Rotherham MBC** – 42% of respondents in Rotherham answered positively when asked about the extent to which RMBC acts on the concerns of residents (i.e. 'a great deal' or 'a fair amount'). This is lower than the national result (52%). Respondents aged 35-44 were most likely to think that the Council acts on the concerns of local residents whilst those aged 25-34 were least likely to have this view.

Council Plan data Quarter

- The Council Plan includes three performance measures which aim to create a diverse workforce and quarter data includes within the report states:
  - Overall proportion of disabled employees – 9.7% against a year-end target of 9%
  - Overall proportion of Black, Asian and Minority Ethnic employees – 4.5% against a year-end target of 6.3%
  - Proportion of the workforce under 25 – 2.9% against a year-end target of 4.6%.

The targets are designed to drive the Council towards having a workforce that better reflects the diversity of the Borough.

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

Promoting equality, celebrate diversity and ensuring fairness for everyone runs throughout all the themes in the Council Plan and Year Ahead Delivery Plan, however some updates are lacking information regarding equalities and equalities data, and it is therefore unclear what data is being collected and used and how outcomes for different communities and protected characteristic groups are being improved. For example, subscriptions and visits are not broken down by protected characterises groups to determine whether these are diverse and representative of the borough. Case studies also lack reference to how seldom heard and protected characteristic groups have been involved.

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

Progress updates on the Council Plan Year Ahead Delivery Plan are produced on a quarterly basis. These updates are reviewed by both SLT, Cabinet and Scrutiny and are publicly available online. The update reports include progress in relation to actions within the Year Ahead Delivery Plan, as well as performance relating to a suite of key performance measures.

In addition, as the Year Ahead Delivery Plan activities are implemented, services are required to complete an equality screening and/or analysis to ensure due regard has been given and that there is an understanding of the effects of a strategy, policy, service or function on those from a protected characteristic group, where this is applicable to do so.

Engagement undertaken with customers. (date and group(s) consulted and key findings)	To help inform the priorities and actions in the Council Plan, various consultation exercises took place between August and September 2021. There were over 1,300 interactions across all engagement methods. The consultation was part of an ongoing dialogue between the Council and members of the public. Customers are consulted and engaged in different ways by services when delivering the Year Ahead Delivery Plan activities. The performance measures monitored include resident satisfaction and a resident satisfaction survey is conducted

	annually in June. Between 9th June and 4th July 2022, a statistically representative random sample of 501 Rotherham residents (aged 18 or over) was polled mainly by landline telephone using quotas set by age and gender. The data was further weighted to reflect the age, gender, and social grade profile of Rotherham. This ensures that the sample is as representative of adults in the borough as possible as there is often a bias in the profile of people who respond to any survey. See results from 2022 survey above. Some performance measures are also based on customer perceptions in relation to the quality of the service received.
Engagement undertaken with staff (date and group(s)consulted and key findings)	Engagement with staff was undertaken through directorates contributing to writing the report informing us of progress made on actions/milestones that applied to them. Staff also provided performance data and contributed to the gathering of case studies used in this report.

4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)

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

Equalities is cross cutting throughout the Council Plan and Year Ahead Delivery Plan.
Of the five guiding principles, two in particular aim to meet residents' and communities' differentiated needs:

- Expanding opportunities for all
- Working with our communities

Expanding opportunities encompasses the Council's essential priority to tackle inequality striving to ensure that the health and life chances of the most disadvantaged communities are improving the fastest. To complement this approach, 'working with our communities' ensures that to achieve the best outcomes for local people, local residents are involved in the things that matter to them and services are designed based on input from those who use them. This will enable service users to take an active role in improving access to services, highlighting any barriers for those sharing protected characteristics in designs and services, making sure that specific needs are met.

There is also an outcome focussed on addressing inequalities and leaving no one behind within the 'people are safe, health and live well' theme. This will involve providing support to our communities at a level that is proportionate to the degree of need – taking a universal approach where appropriate whilst also providing targeted support to those who most need it.

Furthermore, the underlying 'One Council' theme encompasses two specific areas, which ensure different needs are met:

- All customers at the heart of everything we do
- Engaged, diverse and skilled workforce who feel empowered to adopt new ways of working to meet the needs of all customers.

The Council's commitment to place all customers at the heart of service delivery includes a strengthened approach to equalities and being inclusive. This will involve working with services and partners to promote equality, celebrate diversity and ensure fairness for everyone. The commitment to an engaged, diverse and skilled workforce is expected to improve the council's response to diverse customer needs, by bringing a more differentiated understanding of equality and diversity considerations and barriers.

The quarterly reports capture progress in relation to all activities within the Year Ahead Delivery Plan and a suite of key performance measures.

Within **five themes of the Council Plan**, a series of universal offers are aimed at all of Rotherham's residents, while several actions are specifically aimed at tackling inequalities and issues of access. The following expands both on the universal and the targeted offers within each theme.

Every neighbourhood thriving
Activities in this area are aimed at meeting the needs of all residents and ensure they benefit from thriving neighbourhoods. The priorities of making neighbourhoods welcoming and safe, local people having access to libraries, cultural activities, parks and green spaces, improved local town and village centres, reducing crime and anti-social behaviour and improving street safety are for the benefit of all residents regardless of protected characteristics. Residents, organisations and businesses are encouraged and enabled to use their skills and resources to help others.

Individual services, such as parks, libraries, cultural offers and neighbourhood working will each undertake an equality analysis, where required to do so, to identify gaps, making sure that any physical, cultural, language or other access barriers are identified, and all residents have offers meeting their needs.

Progress made which links to improving equality, diversity and inclusion outcomes include:

- 25 Ward Plans produced and published - Borough-wide and local VCS organisations and groups representing communities with protected characteristics invited to contribute the priorities. Census data and other equalities data also used to inform the priorities.
- The Ward Bulletin and Rotherham Round-up newsletters contain a facility to open in browser and translate into various languages.
- Evaluation of the Controlling Migration Fund Programme completed and submitted to the Department for Levelling Up, Housing and Communities end April 2022. The programme delivered various interventions aimed at making a long-term positive impact on community cohesion with tangible improvements for individuals.
- During July 2022 a range of cultural events took place across the town to celebrate the Women's Euros, alongside the four matches and Women of the World Festival. The WOW festival tackled subjects that matter most to women, girls and non-binary people, and was open for everyone to attend. The event also had a British Sign Language Interpreter for the talks.
- In September 2022 Rotherham Show welcomed more than 60,000 residents and visitors back to Clifton Park, a free event for everyone to enjoy.
- The Summer Reading Challenge has been completed by 740 children and a total of 60 schools engaged in the challenge (face to face or digitally). Celebration event attended by 1,255 children/family members.
- Fun Palace Ambassador campaign has provided opportunities for people to showcase their skills and interests. The campaign included a Fun Palace for people with disabilities and events attracted over 800 people.

- Projects to reduce hate crime and improve community safety by tackling harmful narratives via Remedi, including 'who is your neighbour', 'Step Up, Beat Hate', and restorative hate crime work.
- Hate crime is also being tackled by working directly with schools, including on projects such as 'HappinessB4Hate' and an anti-hate crime exercise book cover designed by students.
- Five Towns and Villages Fund schemes completed, many of which improve accessibility, including:
    - Dalton and Thrybergh included new dropped kerbs around the site and a level access into a new community garden
    - Laburnum Parade installed a new crossing point between the bus stop and shops
    - Greasbrough created a wider, level access route between Greasbrough Park and Recreation Ground.
    - In Hoober, a new path and benches improved the accessibility of the Masefield Road shopping area.
    - Previously, Broadway shopping area in Swinton was difficult to navigate, with various sets of steps, ramps and uneven surfaces. New surfacing, ramps, footways and benches have now improved the accessibility.

People are safe, healthy and live well
Actions in this area are aimed at protecting everyone's physical and mental health, while focusing on the most vulnerable. Within actions to ensure that people have good mental health and physical wellbeing, programmes to tackle loneliness and isolation will have particular benefits to older people and those living with disabilities. Within the priority for children, families and adults to feel empowered, safe and live independently for as long as possible, actions focus on children in care, people with learning disabilities, independent living and adult social care ensure that the needs of these vulnerable groups are prioritised. Actions further include for everyone to have access to affordable, decent housing.

One specific priority within this area focuses on addressing inequalities, ensuring nobody is left behind. This includes the confidence to understand inequalities, and actions in particular tackle financial exclusion, homelessness and domestic abuse.

Ongoing monitoring and improvement of these services contributing to this theme is key, as the most vulnerable often face the most barriers. Monitoring should identify and address gaps in provision, and in particular ensure that individuals sharing several protected characteristics, and thus potentially facing multiple barriers, can access the support they need.

Progress made which links to improving equality, diversity and inclusion outcomes include:

- Prevention and health inequalities strategy and action plan completed and agreed
- The refresh of the partnership Loneliness Action Plan was agreed by the Health and Wellbeing Board in November 2022 and implementation has commenced
- An evaluation report was completed for a cultural programme for residents aged 55+. 60% of participants said their wellbeing had improved as a result of attending, 55% of participants said that they were thinking more clearly and 45% of participants said that they were more physically active
- Promoted bespoke promotional messages to specific groups to encourage people to receive the Covid-19 vaccine
- Consultation on the build of a new in-house day service for people with learning disabilities is complete. The design and build programme will commence November 2022 with the new service expected to be operational from winter 2024/25.
- The new Carers Strategy, "The Borough that Cares", was launched in June 2022 to coincide with National Carers Week

- New pathway for accessing domestic abuse support, commenced on 1 October 2022 to provide complex support. Commissioned services are also in place to provide refuge service, homelessness support, counselling services and support for young people
- Work to address inequalities and ensure nobody is left behind includes - Review of the current RotherCard scheme was completed in June 2022 and Cabinet approved the review January 2023
- Delivered a programme of work to support the provision of social supermarkets, a preventative approach to help people avoid food crisis, and there are now four in the borough
- Council Tax support for those eligible, free school meals and hardship grants
- Housing Growth Programme continues to be delivered, which includes a range of homes designed in consideration of the needs of those with disabilities and/or in need of carer support.

Every child able to fulfil their potential

Actions under this theme are aimed at children having the best start in life, children and young people having a voice and feeling listened to, young people empowered to succeed and achieve their aspirations, and children and young people having fun things to do and safe places to go. Activities in the early years aim to address educational inequalities, collaborative working with schools to give children the opportunity to fulfil their potential, regardless of ability, including vulnerable and disadvantaged children, and reconnect those disengaged from education to opportunities and training.

Services contributing to this theme, again, will carry out equality analyses where appropriate and monitor equality data.

Progress made which links to improving equality, diversity and inclusion outcomes include:

- Online mental health service Kooth has been available to all children and young people aged 11-25 in Rotherham since November 2021 and will be in place until August 2024. In Quarter 4, 6% of service users identified as BAME and 90% of young people said they would recommend KOOTH to a friend.
- The Best Start and Beyond Framework was approved in September 2022 to enable key health and other services for children (such as the 0-19s Public Health Nursing service) to work more cohesively together.
- Disadvantaged Pupils Making the Difference project working with targeted schools
- Inclusion Pathway fully implemented to support pupils' mental health and well-being, increase attendance, and reduce suspensions and permanent exclusions
- Targeted activity with families is improving levels of take up in early education places with over 90% of two-year-olds taking up a place. As part of this, translated Early Education leaflets have been produced and distributed, childcare providers encouraged to produce videos to showcase settings and there has been a proactive early identification of SEND needs and supported offered to parents / settings
- Universal training on early reading offered to all schools
- A school mobile library which visits schools where children are unable to walk to their local library has been introduced
- Monthly author visits and books promoted in schools have been carefully chosen to reflect the diverse communities of Rotherham and their heritage
- 63 young people provided with a Kickstart placement
- Children's Capital of Culture launched in February 2022 with a high-profile Festival and a new exhibition and a wide range of free activities. The programme will continue to work with children and young people to co-design the next phase of development.

- Council and SYICB awarded Standout Partnership Award from DFN Project Search. This recognised the provision of supported internships for young people with an EHCP in Rotherham
- New universal Youth Offer agreed, enabling all children and young people to find out about fun activities to do in Rotherham, supported by the new website 'Places to Go and Things to Do' that went live in November 2022.
- Elements Academy officially opened in January 2022, providing new provision for children with special educational needs and disabilities.

Expanding economic opportunity

Aims for this theme include growing the economy to provide decent jobs and chances to progress; rejuvenating places through regeneration schemes across the borough; giving people the chance to learn, develop skills and fulfil their potential; working with partners and suppliers to create more local jobs paid at the living wage or above and more apprenticeships; and increasing digital access through infrastructure enhancements and skills development.

Contributing to these aims are projects supporting residents to gain skills and enhance their employment prospects, a range of regeneration programmes across the borough, action around social value and local labour policies, and the development of a digital inclusion strategy.

Equality analysis and monitoring will be carried out where appropriate to ensure vulnerable residents sharing protected characteristics benefit from this support. Given the gender pay gap in Rotherham is substantial and above the national average, activities in this area will need to be monitored closely to ensure they do not widen the gap.

Activity that links to improving equality, diversity and inclusion outcomes includes:

- The Council is actively promoting the living wage accreditation
- A range of initiatives are supporting residents to improve their skills and enhance their employment prospects, including the Pathways project which helps unemployed people into work or training, job seeker support sessions in libraries, and the Advance project, which helps people in work to gain skills and further their careers
- Local labour clauses are being applied to major planning permissions, increasing the chances for local people to access jobs
- Regeneration project designs are developed in consultation with Rotherham residents, including consideration of accessibility
- Consultation with residents to help establish Rotherham's digital inclusion baseline and identify actions to reduce digital exclusion.

It will be important to assess and monitor the extent to which these activities are directly addressing the inequalities identified in section 3, for example the gender pay gap and geographical disparities.

A cleaner, greener local environment

The priorities of making neighbourhoods cleaner and greener are for the benefit of all residents regardless of protected characteristics.

This theme encompasses reductions in carbon emissions, working towards net zero targets, better transport systems for future generations, reduced risks of flooding and other environmental emergencies. There are no immediate equality implications in this area, although any direct impacts on residents, such as through actions in housing, transport and in work with community organisations, will be monitored.

Progress made which links to improving equality, diversity and inclusion outcomes include:

- Delivering bus, tram and cycle improvements through the Transforming Cities Fund (TCF) programme. The work on the A631 Maltby bus corridor will improve bus journey transport times and reliability, while the work on the Sheffield Road Cycleways, alongside other investments, aims to connect developing communities and support healthy lifestyles for a wide range of people.
- The Rotherham Cycling Strategy Delivery Plan, approved March 2023, includes a commitment to continue to deliver participation events around cycling, such as supporting 'Wheels for All', a national accessible cycling charity which promotes inclusive cycling through a range of community engagement programmes.
- Local flood risk management strategy has been updated, incorporating objectives relevant to community resilience and a communication strategy is being developed to support the underlying plan.

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

No problems or barriers have been identified or flagged as part of the quarterly reporting process.

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

Yes as detailed above.

What affect will the Policy/Service have on community relations? (may also need to consider activity which may be perceived as benefiting one group at the expense of another)

No negative impacts expected – any targeted activities are based on known needs and vulnerabilities.

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

5. Summary of findings and Equality Analysis Action Plan

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

Title of analysis: Council Plan 2022-2025 (Q4 data) and Year Ahead Delivery Plan progress update
Directorate and service area: Assistant Chief Executive, Policy, Performance and Intelligence
Lead Manager: Simon Dennis
Summary of findings:
The Year Ahead Delivery Plan addresses inequalities in several of its key themes, including the overarching theme 'One Council' and guiding principles, with the aim to reduce inequalities and for the council's services to deliver for all residents. Equality and access data will need to be monitored closely, especially in the 'People are safe, healthy and well' and 'Everyone has economic opportunities' themes, as these are areas of considerable existing inequalities, which will make it more difficult for some individuals and groups to access opportunities and services.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Provide quarterly update reports to Cabinet, including consideration of the equality implications.	All	Quarterly
All services to undertake equality analyses where applicable and monitor.	All	Ongoing
Continue to obtain updates from directorates, regarding what has been done to consider equalities when delivering the Year Ahead Delivery Plan actions/activities.	All	Quarterly

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

6. Governance, ownership and approval		
Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.		
Name	**Job title**	**Date**
Jo Brown	Assistant Chief Executive	June 2023
Cllr Chris Read	Leader	June 2023

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	2 June 2023
Report title and date	Council Plan 2022-2025 and Year Ahead Delivery Plan progress update
Date report sent for publication	19 June 2023
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	13 June 2023

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Appendix 3 - Carbon Impact Assessment – Council Plan 2022-25 (Quarter Four) and Year Ahead Delivery Plan progress update

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	The Council has developed a heat decarbonisation plan, which targets operational buildings with heating systems that are reaching the end of their serviceable life. The CO2 emissions report 21/22 shows emissions from operational buildings decreasing by 4% to 31 March 2022, contributing to the 18% target. Whether this target has been met will not be known until July 2023 once data becomes available. Alternative sites are being investigated for the £1 million proof of concept renewable energy project, with the preferred site at Kilnhurst on hold due to potential need of the site by the National Coal Authority.	Delivery of new Century business centre at Manvers and delivery of a range of business support and advice projects to help local companies recover are likely to increase emissions from new office buildings or other businesses.	Asset Management Board adopted a policy that all new and refurbishment properties will look at the feasibility of low carbon heating and energy efficiency measures as a first option. Business centres are included in the Council's decarbonisation Plan. See actions outlined in previous two columns.	Carbon Impact Assessments required for all Cabinet reports. All emissions from operational buildings are monitored and reported publicly.
Emissions from transport?	N/A	A fleet conversion plan was approved at Cabinet in March 2023. The plan commits to replacing around 35% of the Councils fleet with over half of those purchases intended	Transforming Cities Fund programme includes various bus, tram, and cycle improvements. These will be expected to reduce transport emissions.	See actions outlined in previous two columns.	Approaches to monitoring vehicle usage, emissions and fuel efficiency.

		to be electric vehicles and the remainder meeting the latest emission standards.	Decreases may be offset by induced demand for transport arising from other projects (e.g. Century Business Centre). Currently not possible to calculate net impact. The plan for neighbourhood road safety engagement, including 20 mph zones will, if successful, decrease emissions. 9 electric vehicle charge points have now been installed on Council car parks at Drummond St, Constable Lane and Douglas St. 14 additional sites are shortlisted and being assessed to extend the Council managed EV charging infrastructure to provide 2 -3 more rapid charging sites (9 to 12 bays). Work is also underway to deliver at least 2 residential charging hubs (4 to 8 bays) based on geographic coverage, housing densities and economic indicators pointing to earlier uptake of EV. Completion of the A630 Parkway Improvement Scheme to reduce speeds (50mph), reduce congestion and improve air quality, and delivery of bus, tram and cycle improvements through the Transforming Cities Fund		Carbon Impact Assessments required for all cabinet reports. Data captured from the pilot to monitor and assess the environment in local areas.

			programme, and Cycleways schemes in line with the cycling strategy will decrease emissions and encourage people to cycle more. New systems implemented to monitor and assess the environment in local areas and enable improvements in grounds maintenance and street cleansing. This will help to reduce unnecessary visits/travel to certain zones.		
Emissions from waste, or the quantity of waste itself?	N/A	An action plan to tackle single use plastics has been developed was approved by Cabinet in March 2023, working towards ending the provision of unnecessary single use plastics across council buildings and events and supporting Rotherham residents to take action.	BDR (Barnsley, Doncaster and Rotherham) Waste Partnership consultation to find out what people think of the household waste recycling service.	See actions outlined in previous two columns.	A baseline for single use plastics across council buildings and events will be identified. Improved information and data to take further action in reducing waste, improving recycling rates and reducing contamination. Carbon Impact Assessments required for all cabinet reports.
Emissions from housing and domestic buildings?	N/A		Delivery of 171 homes across 3 sites underway as part of the Council's Housing Growth Programme, including: • Town Centre housing programme • Chesterhill Avenue and Whinney Hill	Housing Strategy for 2022-2025 agreed by Cabinet in July 2022 includes the Green Housing Strategy to reduce energy costs and improve efficiency of homes.	Establish housing stock emission baselines, consolidating the available intelligence and gathering further data as required, using existing data on

			• Delivery of Council bungalows on sites in Treeton and Ravenfield. These houses will imply an increase in emissions from domestic buildings, however in the case of buildings being taken up by existing residents this may not be significantly different to current domestic emissions from those residents.	The ECO4 scheme to provide support for residents installing home insultation started on 1 July 2022 and continues to progress well. There are now 4 energy retrofit contractors working with the Council to identify qualifying residents and carry out work on Rotherham properties. The Council has signed off ECO4 work on 350 properties since August 2022. Following the work on a property, participating residents have now saved an average of £579.99/year on their energy bills	council-owned housing stock, and developing intelligence on the wider housing stock across the Borough. Carbon Impact Assessments required for all cabinet reports.
Emissions from construction and/or development?	N/A	Construction and planned developments, such as improving the condition of local neighbourhood roads through the 2024 roads programme, provision of the new library at Thurcroft, building works to improve day facilities, developing new and improved play areas for children and young people will increase emissions. Plans for large scale developments and improvements, such as the towns and villages fund, construction of the market and library schemes as part of Future High Streets Fund programme and construction		Emission considerations as part of the Council's social value policy are being developed, exploring how the policy can be used to incentivise climate change commitments and CO2 reductions within tender processes. Introduction of further SPDs (supplementary planning documents) relevant to climate change – SPDs can elaborate on Local Plan policies, giving developers additional technical guidance, speeding up applications and resulting in better quality development for the community and environment.	Carbon Impact Assessments required for all cabinet reports.

		of the leisure development on Forge Island could significantly increase carbon emissions. Plans connected to the construction of flood alleviation schemes and barriers, such as achieving 'shovel ready' status for the six priority flood alleviation schemes, securing funding to implement the schemes, constructing the Forge Island canal barrier and the Ickles Lock to Centenary Way flood wall and embankment will all entail emissions.		The Forge Island Canal Barrier used ultra-low carbon concrete during construction, which resulted in a 70% reduction in embedded carbon. The canal barrier was recognised for innovation and excellence with the Smeaton award at this year's Institution of Civil Engineers Yorkshire and Humber Awards. See actions outlined in previous two columns.	
Carbon capture (e.g. through trees)?	N/A		In the first season of the Council's tree planting programme (November 2021 - February 2022), 2,000 new trees were planted across the borough. The planting season for 2022-23 started in November 2022 and ran until February 2023. A total of 2,397 trees were planted against a target of 500. Improvement of approach to weed control and removal, as well as sustainable management of verges and greenspaces to encouraging biodiversity and increase wildflower areas, with potential	See actions outlined in previous two columns.	The Council currently has little data related to carbon sequestered via trees, limiting our understanding of the planting required to offset emissions. Carbon Impact Assessments required for all cabinet reports.

			(but likely negligible) impact on carbon capture.		

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

25 ward plans produced and published informed by local communities, many of which include priorities to improve the local environment and tackle climate change.

The Climate Change Action plan was refreshed and approved at Cabinet on the 17 October 2022, which included short- and long-term measures and a commitment to update the action plan annually at Cabinet. The annual report was considered by Cabinet in March 2023, with actions for 2023/24 approved.

Finally, a communications plan to raise awareness of climate change has been produced and agreed with the Climate Change Manager and has now been delivered. Due to its nature, many actions within the plan are ongoing.

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

Given that this is a progress report, and implies no direct recommendations or decisions, there are no relevant emission impacts to consider. Where progress on certain actions has implied a specific definable impact on emissions, this has been included indicatively.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Tanya Lound Simon Dennis Michael Holmes Leonie Wieser Florence Drew Laura Stapleton Policy, Performance and Intelligence, Assistant Chief Executives Directorate.
Please outline any research, data, or information used to complete this [form].	Directorate Year Ahead Delivery Plan trackers and KPI data for Quarter 4 Fifth Council Plan 2022-2025 and Year Ahead Delivery Plan Progress report

If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	

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