



CABINET

Monday 16 October 2023

10.00 a.m.

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

Cabinet Members:-

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

Councillor Chris Read
Councillor Sarah Allen

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

Rotherham
Metropolitan
Borough Council 

CABINET

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

Date and Time: Monday 16 October 2023 at 10.00 a.m.

Agenda Contact Governance Unit – governance@rotherham.gov.uk

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

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

A G E N D A

1. Apologies for Absence

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

2. Declarations of Interest

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

3. Questions from Members of the Public

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

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

Councillors may also ask questions under this agenda item.

4. Minutes of the Previous Meeting held on 18 September 2023 (Pages 7 - 24)

To receive the record of proceedings of the Cabinet meeting held on 18 September 2023

5. Exclusion of the Press and Public

To consider whether the press and public should be excluded from the meeting during consideration of any part of the agenda, however, there are no agenda items that contain exempt appendices.

ADULT SOCIAL CARE AND HEALTH

6. Tobacco Control Review (Pages 25 - 66)

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

Recommendations:

Cabinet is asked:

1. To note that whilst this approach will maximise the impact of stop smoking and wider tobacco control work in Rotherham, that current national investment is still not sufficient to meet the Smokefree 2030 ambition.
2. To endorse the Tobacco Control Work Plan (2022/23 – 2024/25).
3. To invest £139,478 to balance our investment across the 5 areas of the Tobacco Control Work Plan. This funding will be drawn from the existing Smoking at Time of Delivery (SATOD) provision.

7. Adult Social Care Local Account 2022-23 (Pages 67 - 110)

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

Recommendations:

That Cabinet resolves to:

1. Approve the publication of the 'How Did We Do?' Adult Social Care Local Account for 2022 – 2023.

CHILDREN AND YOUNG PEOPLE

8. Short Breaks Innovation Programme (Pages 111 - 130)

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

Recommendations:

That Cabinet:

1. Accept the Short Breaks Innovation grant funding from the Department for Education and approve the approach to management of the grant as outlined in the Cabinet report.

9. Family Hubs Update (Pages 131 - 162)

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

Recommendations:

That Cabinet:

1. Note the update and progress made in delivery of the Family Hubs programme.
2. Agree the approach in relation to utilising existing Early Help sites for continued delivery of Family Hubs.
3. Agree to hold a formal launch in the autumn of 2023.
4. Agrees that the next update report should be submitted for consideration in October 2024, with an update to Improving Lives Select Commission in March 2024.

TRANSPORT AND ENVIRONMENT

10. Rotherham Council Electric Vehicle Infrastructure (Pages 163 - 200)

Report from the Strategic Director for Finance and Customer Service.

Recommendations:

This report recommends that Cabinet:

1. Notes the progress of the EV infrastructure expansion in Rotherham.
2. Approves the delivery of schemes as set out in the proposed forward programme.
3. Delegates authority to make any necessary technical and feasibility adjustments to the Strategic Director for Finance and Customer Services in consultation with the Cabinet Member for Transport and Environment.

CORPORATE SERVICES, COMMUNITY SAFETY AND FINANCE

11. Cabinet's Response to Scrutiny Review Recommendations - Modern Slavery (Pages 201 - 224)

Report from the Strategic Director for Regeneration and Environment.

Recommendations:

1. That the Cabinet response to the Scrutiny Review Recommendations in respect of Modern Slavery as set out in section 1.4 of this report be approved.

HOUSING

12. Housing Acquisitions Policy (Pages 225 - 268)

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

Recommendations:

That Cabinet

1. Notes that since January 2018 the Council has completed 484 homes for rent and shared ownership.
2. Notes that, of these, 83 were "strategic acquisitions" of new homes from developers as part of Section 106 planning agreements, and none were acquisitions of homes available on the open market.
3. Approves the Housing Acquisitions Policy at Appendix 1 to increase the number of housing acquisitions.
4. Delegates authority to the Assistant Director of Housing, in consultation with the Cabinet Member for Housing, to acquire up to 100 homes by 31 March 2026, in line with the Housing Acquisitions Policy and subject to available budget. This is in addition to any acquisitions already approved by Cabinet.

13. Eastwood Sites Housing Development (Pages 269 - 299)

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

Recommendations:

That Cabinet:

1. Approves development of the Netherfield Court and York Road sites in Eastwood to build a projected 31 new homes for council rent.

2. Delegates authority to the Assistant Director of Housing in consultation with the Cabinet Member for Housing to make amendments to the scheme design, where this is necessary to comply with Planning and other statutory consultee requirements, or where site conditions otherwise prescribe a design alteration.

14. Maltby Sites Housing Development (Pages 301 - 331)

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

Recommendations:

That Cabinet:

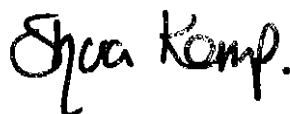
1. Approves development of the Addison Road and Larch Road sites in Maltby to build a projected 43 new homes for council rent.
2. Delegates authority to the Assistant Director of Housing in consultation with the Cabinet Member for Housing to make amendments to the scheme design, where this is necessary to comply with Planning and other statutory consultee requirements, or where site conditions otherwise prescribe a design alteration.

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

To receive a report detailing the recommendations of the Overview and Scrutiny Management Board in respect of the above items that were subject to pre-decision scrutiny on 11 October 2023.

16. Date and Time of Next Meeting

The next meeting of the Cabinet will be held on Monday 20 November 2023 commencing at 10.00am in Rotherham Town Hall.



SHARON KEMP,
Chief Executive.

THE CABINET

Monday 18 September 2023

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

45. DECLARATIONS OF INTEREST

The following declarations of interest were made:

Member	Agenda Item	Interest Type	Nature of Interest
Councillor Sheppard	Agenda Item 13 Scrutiny Review Recommendations – Selective Licensing	Personal Interest	Personal property is within Parkgate which is within a Selective Licensing designated area.

46. QUESTIONS FROM MEMBERS OF THE PUBLIC

The first question was from Mr Tareen who referred to a previous Cabinet meeting held on 7th August 2023 and the request for a meeting with the Muslim Burial Council which took place on 5 September 2023. Mr. Tareen expressed his gratitude for the arrangements and the positive meeting that took place. He, therefore, asked if he was able to have a recording of the meeting and for an update as to the time of a further meeting scheduled for 5th October 2023 which it was hoped the Muslim Burial Council would be invited.

The Leader had yet to catch up with officers following the meeting but welcomed the news that the meeting had been positive. He would provide an update in due course.

In addition, the Monitoring Officer confirmed a call for items for the agenda of 5th October would be circulated shortly.

In the second question Councillor Ball explained he understood that several Councillors had been prevented from standing in next year's local elections by the National Labour Party including it was alleged, the Deputy Mayor, at least one Cabinet Member and also the Chair of Planning, in addition to one member who had already resigned forcing a by-election.

If this was correct, why, if the Labour Party deemed them not fit to be Rotherham Councillors, were those Members still in their positions this morning?

The Leader declined to comment and would not speculate on an ongoing Labour Party process. However, he confirmed that no-one had either been selected or de-selected by the Labour Party at this moment in time.

Councillor Sansome had clearly stood down from the Council and had his own reasons for doing so.

In a supplementary question Councillor Ball asked if those Members were deselected would the Leader remove them immediately and put out a statement to the public and Elected Members to say what had changed from 2016 after the Casey Report and now?

The Leader again reiterated that he would not speculate on an ongoing Labour Party process.

In the third question Councillor Bennett-Sylvester confirmed that later on today the results of the latest ballot for industrial action by Grave Diggers at East Herringthorpe Cemetery would be known and he asked for an assurance that should there be any disruption to services that Dignity would face any financial penalties. It was Dignity's responsibility to maintain good industrial relations with their contracts and their people.

The Leader expected that the contract applied in full and would still continue to have the same expectations. He was uncertain if there were contractual provision for industrial action.

The Monitoring Officer advised that a response would be provided on the specific points raised to ensure contact advice offered was accurate and confirmed that the Council would be liaising with Dignity to ensure that any disruption to service was minimised to those who were bereaved.

The final question was from Councillor Tinsley who referred to the Selective Licensing report on the agenda. He noted that the latest figures for HHSRS Inspections 715 out of 2185 completed. Of the inspected properties 16% have been found to have category 1 hazards and 39% with category 2 hazards do you think with the backlog of inspections and percentage of category hazards already identified that this could constitute a Selective Licensing crisis.

The Leader advised that he did not feel this constituted a crisis but that it demonstrates that the Council were right to implement a Selective Licensing scheme in those areas. A high number of issues with properties in these areas have been identified and the Policy means that improvements for tenants are able to be implemented in these areas.

The Leader advised that this also illustrates challenges with the way

Selective Licensing Legislation was formed in so far as the Council are only able to charge to landlords the costs of administering the scheme. The Scheme has to be self-financing meaning that there are limited resources available to undertake inspections. This means that the team has to prioritise activity.

Councillor Tinsley noted that additional challenges had been seen e.g., Covid Outbreak which had limited inspections. He said it would be usual for these houses to be inspected twice however, they have only been inspected once which is below 50%. He asked if the Leader thought the Council should be providing more resource to get these inspections done so at least one inspection has been completed. He also asked if the Leader agreed that more information be given to residents so they are not sat waiting for inspections to take place and they can raise any property issues as they come along.

The Leader said he would take forward the request to provide additional information to tenant on how to raise concerns if this is an ongoing problem.

The Leader said that all would want the Selective Licensing Team to be fully resourced to the point where it is effective and at the end of the 5-year cycle could reduce the scheme. However, the Leader noted that the challenge with this is where the resources would be taken from to increase this area.

The Leader said he felt the team were doing a good job and improving people's homes within the resources available to them.

The Leader said he was happier having the conversation now than with the previous opposition who opposed the scheme altogether.

47. MINUTES OF THE PREVIOUS MEETING

Resolved:

That the minutes of the previous meeting held on 7 August 2023 be approved as a true and correct of the proceedings.

48. EXCLUSION OF THE PRESS AND PUBLIC

The Chair advised that appendices to Minute numbers. 58, and 59, contained exempt information, however, the meeting remained open to the public and press throughout.

49. PUBLIC HEALTH PROPOSALS TO DRUGS AND ALCOHOL GRANT 2022-25 - ANNUAL UPDATE

Consideration was given to the report which provided Cabinet with an update on the last years activity regarding the Office for Health

Improvement and Disparities (OHID) grant for Drugs and Alcohol. The grant was initially awarded to 50 local authorities as accelerator sites to combat drugs and alcohol. The report outlined the activities to date and the proposals for Year 2 (23/24) of the grant which were agreed by the Combatting Drugs Partnership, an officer decision and OHID.

In July last year Cabinet accepted the Drug and Alcohol Grant funding and the spending proposals outlined in the Cabinet report 'Public Health Proposals for Drugs and Alcohol Grant 2022-2025'. The present paper provided an update on those proposals and an overview of progress and achievements of the grant spend.

Section 2.5 of the report outlined a number of the work streams which were all progressing with the exception of the Dual Diagnosis Social Worker stream where two recruitment exercises yielded no successful candidates. Discussions were taking place to determine next steps.

Delivery through the reprofiling of spend had included additional workforce training packages, drug awareness resources for young people, 20 additional places for inpatient detoxifications and an online alcohol intervention tool (DrinkCoach).

Section 2.9 and 2.10 of the main report detailed why those outcomes were not at the preferred stage. It was noted that whilst this had been made part of a 10-year national strategy, that there was currently no certainty of any funding beyond 2025.

The Director of Public Health reinforced the progress being made regarding drugs and alcohol due to the investment. He noted that some levels of underspend were bound to happen and the ability to continue to make sure that the funding was invested within aspects that supported the plan in Rotherham was really important.

Resolved:

1. That this report was accepted as the first annual update on the 3-year outlined grant plan for use of the Supplementary Substance Misuse Treatment and Recovery Grant as set out in July the 2022 Cabinet Paper.
2. That Cabinet noted that the Council is in year two of the current three-year grant commitment. Whilst this has been made as part of a 10-year national strategy, there is currently no certainty of funding beyond 2025.
3. That Cabinet chose to continue to support the reprofiling of spend across the agreed Grant Plan categories to mitigate the risk of underspend and returning unspent grant to the Office for Health Improvement and Disparities.

50. STAG WILLOW EXTRA CARE SCHEME

Consideration was given to the report which noted that Oaktrees was built as an extra care scheme in 2006, by Together Housing, Housing Association on land leased for 125 years from the Council with a condition, that it was only used for social housing. Any change of use would need to comply with that condition.

The Scheme comprised a main building (referred to as the Oak Trees Resource Centre) which contained the typical communal facilities associated with an extra care scheme and 8 individual flats. Adjacent to the Resource Centre were 20 bungalows.

The Resource Centre was closed in 2020 and whilst options were considered tenants of the flats and community centre were rehoused. The Together Housing sustainability options appraisal considered six options in total before reaching a decision.

It was understood that to remodel or rebuild the resource centre would have proved exceedingly expensive. Section 2.3 of the report indicated there was a high demand for Council housing for those aged 55 with over 12,000 bids in 2021.

A recent survey showed that 13% of tenants made a trigger call at least once a week, 61% indicated they would only make a call in an emergency and 26% had never made a trigger call. It was noted that calls could be readily responded to by Rothercare, and the recommendation was that Adult Social Care continued and provided for those existing tenants who required support, however this would not apply to new tenants unless there was an assessed need.

The Council had full nomination rights and a number of consultation exercises would be undertaken if approved. Two options had been considered with Option 1 being the preferred option.

The Assistant Director Adult Care and Integration explained tenants had been briefed in August on the proposals and planned changes. Understandably there were some concerns around ongoing support for tenants in the scheme who had adult social care needs so a commitment had been made to complete Care Act assessments for those individuals who may require an increased or more intensive level of support to the wrap around service provision.

The Leader clarified that tenants who were already in place there would continue to receive support in the same way. There would be a change to the building, which was currently out of use.

Resolved: That Cabinet:

1. Noted the decision by Together Housing to permanently close the

Resource Centre and the change in type of housing scheme from Extra Care to General Housing.

2. Approved the permanent change in service delivery to an offsite wrap around care and support service in line with the current delivery model.

51. RE-PROCUREMENT OF A LOCAL HEALTHWATCH SERVICE

Consideration was given to the report which noted that the Health and Social Care Act 2012 made having a local Healthwatch a statutory service and it was the role of the Council to set up that statutory service. Healthwatch Rotherham was expected to be the local consumer champion for patients, service users and the public covering both health and social care, for all ages including children. It was also expected, in future, that they would become a member of the Integrated Care Partnership as well as integrated care system and the Health and Wellbeing Board. It was confirmed that they were already a member of the Health and Wellbeing Board.

The main statutory functions were to obtain the views of people about their needs, their expectations, their experience, make reports and recommendations about how those services could be improved or whether they should be improved. They would promote and support the involvement of people in the monitoring, commissioning and provision of local health and social care services via information and advice to the public. Along with making the views and experiences of people known to Healthwatch England.

The Healthwatch service currently in Rotherham was delivered under the brand Healthwatch Rotherham by Citizens Advice. During the time they've had the contract they had undertaken research. They had published a wide-ranging number of reports including accessing dentistry, GP surgeries, and health and social care information. They had explored barriers to accessing mental health services. They had assessed the experiences of maternity services in Rotherham amongst other areas.

The current contract for provision of local health was in place until 31 March 2024 and a formal procurement process was now required to secure ongoing arrangements after that date.

The suggested increase in contract value was due to the recognition of increased responsibilities of local Healthwatch brought about by the Health and Care Act 2022, in particular to be involved in the integrated care partnerships and to develop an integrated care strategy and attend partnership meetings along with sharing system wide relevant reports and recommendations.

Two options were considered, given the statutory nature of the service. The first was to undertake a competitive grant process which carried

significant risk to the Council should the service performance deviate from the standard required. This option was not recommended. The recommendation was for the Cabinet to approve the undertaking of a competitive procurement exercise to establish a contract to deliver local Healthwatch service via a competitive tender exercise. Application submissions would be assessed on their track record and achievements, approaches for delivery of the new contract and against the objectives of the Integrated Care Partnership Board's and working with neighbouring Healthwatch England to engage with all local people, including those with disabilities or disadvantages.

If approved, the tender would be published late September 2023 and awarded in December 2023 to allow any transition to a new organisation, if required by April 2024.

The Assistant Director Adult Care and Integration explained the main point was around the funding and the increase to the funding envelop to make sure a service could be procured that could drive forward those statutory responsibilities that Healthwatch should be able to undertake.

Resolved: That Cabinet:

1. Approved Option 2 to procure a local Healthwatch Service for a contract period of 3 years from 1st April 2024 to 31st March 2027 (with an option to extend for a further year).
2. Noted the increase in the contract value.

52. NEW APPLICATIONS FOR BUSINESS RATES RELIEF

Consideration was given to the report what was new applications for business rate relief. Section 1.2 of the report details the organisations which were Labre's Hope Community Interest Company, the company of Beacon South Yorkshire Ltd, Miramar Judo Academy Ltd and Unity Boxing Centre CIC.

The applicants had completed the full application form and met the criteria and assessment therefore it was proposed that the applications be approved.

Resolved: That Cabinet:

1. Approved the applications for Discretionary Business Rate Relief for Labre's Hope Community Interest Company, Beacon South Yorkshire Ltd, Miramar Judo Academy Ltd and Unity Boxing Centre CIC in accordance with the details set out in Section 6 to this report for the 2022/23 and 2023/24 financial years.

**53. POLLING DISTRICTS AND POLLING PLACES REVIEW 2023-
APPROVAL FOR CONSULTATION COMMENCEMENT**

Consideration was given to the report which was to provide information regarding the statutory review of polling districts and polling places that must take place within a 16-month window between 1 October 2023 and 25 January 2025 and to seek approval for the proposed timetable.

The report set out a number of key issues that the returning officer must consider in the initial proposals of the polling district and polling schemes. Finding the time to conduct the statutory review was severely restricted with scheduled elections and a Parliamentary General election due to take place within the 16-month review window.

Following the consultation, the final recommendations would be submitted to Cabinet and Council for approval.

The Leader explained that Appendix 4 of the report detailed a number of the changes being considered. These were minor changes.

Resolved: That Cabinet:

1. Noted the information in this report regarding the scope of the review.
2. Approved the timetable for the review, as set out in Appendix 2.

54. DIGITAL INCLUSION STRATEGY AND ACTION PLAN

Consideration was given to the report was to provide an update on progress on the Rotherham Digital Inclusion programme. This was established in 2021 to tackle inequalities and digital exclusion and the funding was provided through the NHS Digital Aspirant Programme grant, RMBC Capital Digital Strategy, and 2021/22 Council revenue budget.

The Digital Inclusion Stakeholder group currently consisted of representation from different organisations within the Rotherham Place including AGE UK Rotherham, Rotherfed, Voluntary Action Rotherham (VAR), Rotherham Ethnic Minority Alliance (REMA), NHS, RNN Colleges and Rotherham Council along with engaging with key stakeholders including older people, people living in deprived areas or disadvantaged groups, along with areas of concern which were East Herringthorpe, Rotherham Central, Thrybergh, and Maltby East.

The Council wanted to ensure this was co-produced with key stakeholders which would involve some outreach work ensuring that no one was left behind. It would also include evaluation and monitoring of progress going forward.

The report was considered by the Overview and Scrutiny Management

Board (OSMB), who felt it was a clear report. Questions were asked around consultation, how the locations were chosen, how the seldom heard groups were reached, and OSMB felt positive that the student volunteers were available. Clear and satisfactory explanations were provided. OSMB reviewed the report and supported the recommendations.

The Leader noted that two members of staff were being recruited so the actions, which had already begun, would be stepped up over the coming months.

Resolved: That Cabinet:

1. Noted the work undertaken to date as part of the Digital Inclusion programme.
2. Endorsed the co-designed Digital Inclusion Strategy and support the approach being taken to help people and communities who are most at risk from digital exclusion.

55. JULY 2023-24 FINANCIAL MONITORING REPORT

Consideration was given to the report which was the financial position at the end of July 2023 including the forecast for the remainder of the year. It estimated an overspend of £4.5m for the financial year, which was largely due to demand led pressures on children's placements, demand led pressures on home to school transport, the impact of inflation and the economy generally regarding food prices. The current economic climate remained turbulent. The Council had some mitigating factors. There was also overall funding uncertainty for the local government sector beyond 2023-24 as the local government settlement was only for one-year allocations.

The Leader noted this was quarter one monitoring data but there were clearly considerable demand pressures continuing with services and some uncertainty around funding going forward.

The Assistant Director – Finance explained that an intensive review of current forecasts had commenced with the Strategic Directors to ensure the Council could be as robust as possible moving forward for the rest of the financial year.

Resolved: That Cabinet:

1. Noted the current General Fund Revenue Budget forecast overspend of £4.5m.
2. Noted that actions would continue to be taken to reduce the overspend position but that it was possible that the Council would need to draw on its reserves to balance the 2023/24 financial

position.

3. Approved the capital budget variations as detailed in section 2.61 of the report.

56. SCRUTINY REVIEW RECOMMENDATIONS - SELECTIVE LICENSING

Consideration was given to the report which was a good example of cross party working and it was felt it was very timely for this to be considered. The Council had limited powers over private landlords, but a huge chunk of housing was provided by the private rented sector. Selective licensing was one thing the Council could do to look at housing which was below standard.

The review looked at how the scheme was aimed at keeping landlords accountable and holding them to maintain decent standards in rented properties within those designated areas.

The review found that some people thought selective licensing was regarding aesthetics, about regeneration, about schemes of environmental improvement, however the funding was around keeping people safe.

The report showed the inspections delivered by the service were working and hazards were being found and notices had been served to put those right. The potential impact of improving people's health and safety was significant where those inspections had been carried out. Members of the review did feel the service was struggling, the progress with inspections was behind schedule and it was recognised that there was a difficult period during the pandemic, which was outside of the services control. It was felt there was difficulty in getting and retaining the right number of skilled people required for the task at hand.

The inspections were deemed even more important during the cost-of-living crisis with more homes at risk of damp and mould. It was felt more could be done to understand the impact of the service, what it delivered, and what it did to try to keep people safe.

The review recommended a more joined up approach across the Council, working with internal services and with the community, more effective engagement. Communication and engagement with this group needed to be increased.

The people who participated in the review were thanked for their time. The recommendations were around targeting resources where they were needed, around working with landlords to get reassurance that things were working well. It was also around engagement and identifying other gaps, including issues around financial inclusion.

The Leader noted that it looked a very thorough review with Cabinet's response to following in November 2023.

Resolved That:

- 1) Cabinet noted the following recommendations for consideration and response.
 - a) That reinspection be prioritised for landlords whose properties have required action previously.
 - b) Consideration be given to how the Council may support retention of experienced inspectors already in the Council's employment.
 - c) That consideration be given to incentivising responsible landlords, and, where there is a proven track record, empowering landlords to self-assess, provided that the service can still obtain assurances that decent standards are maintained.
 - d) That consideration be given to managing expectations around selective licensing as a measure focused on the health of residents, rather than aesthetics or regeneration.
 - e) That consideration be given to how uptake of the cost-of-living support offer among families in selective licensing areas may be further promoted and monitored, with a view to identifying gaps and promoting financial inclusion.
 - f) Given the complexity of measuring impact on deprivation and difficulty in improving relative levels of deprivation, that consideration be given to how internal measures may better reflect the real impact of the scheme.
 - g) That a joined-up approach be sought with relevant Council strategies and services, with partner and voluntary sector organisations and with resident-led initiatives prior to any future selective licensing declaration.
 - h) That engagement with landlords and with tenants be considered alongside any response to the above recommendations, and that the response to the above recommendations be subject to the learning derived from continued engagement with landlords and tenants.
- 2) Cabinet responds to the recommendations by November 2023 in accordance with the Overview and Scrutiny Procedure Rules.

57. DAMP, MOULD AND CONDENSATION POLICY

Consideration was given to the report which explained the policy set out the Council's approach to supporting residents prevent, identify and deal with damp, mould and condensation in their homes. It also set out the Council's responsibilities both as a landlord for 20,000 households and as the enforcement body for private sector housing.

Damp and mould were unpleasant and unattractive, but it could also be extremely harmful to health and wellbeing. It could trigger respiratory infections and worsen asthma and allergic conditions and in the most serious cases it could lead to serious illness or even sadly death.

This issue was brought into focus a couple of years ago now, following the coroner's report into the tragic death of two-year-old Awaab Ishak, who lived with his parents in a housing association home in Rochdale. The report found the cause of death was a severe respiratory condition caused by the presence of mould in the home. The property had inadequate ventilation and was not equipped for normal day to day activities which led to excess damp and mould and the landlord placed too much emphasis on the parent's lifestyle, which was the landlord's term, and were too slow to implement remedial works.

Sadly, the Ombudsman had noted that those sorts of practices were not isolated to that landlord, that it had dealt with hundreds of maladministration complaints over the years and while there were a range of factors at play, a common theme was the issue of culture and lack of clear expectations on landlords. Too often landlords were jumping to blaming tenants, instead of recognising the root causes which might include poor energy efficiency, structural issues, lack of outside space to dry washing or fuel poverty.

In Rotherham, all reports of damp and mould were taken seriously, and the Council aspired to adopt a zero-tolerance approach. Since 2017 the Council had invested over £14m in everything from mould treatment work to damp proofing through to extractor fan installations and insulation programmes. It also had an active programme of inspections for private sector housing. This was not a new approach but there had been a significant increase over the last couple of years.

The policy would include a set of principles to guide all the work, as well as detailed procedures for dealing with issues when they arose. The regulations in this area were evolving so the report also sought a delegation to enable small changes to be made as regulations were issues enabling the Council to react quickly as a landlord and as an enforcement body.

The draft policy was consulted upon with residents, including the Housing Involvement Panel and members of the Rotherham Strategic Housing Forum. Landlords were also consulted, and the draft policy was

considered by the Improving Places Select Commission with their comments being included.

Councillor Cusworth welcomed the separation of the policies, and clarification was sought as to whether partners in housing associations and other organisations were as dedicated to mitigating this?

The Assistant Director, Housing believed they were, and all social landlords had been asked to develop their own policy for their properties. There would be some minimum regulations that applied to everyone however the Council had also tried to incorporate what they wanted to do for private tenants. The Strategic Housing Forum would be used as a mechanism for monitoring.

Resolved: That Cabinet:

1. Approved the specific Damp, Mould and Condensation Policy.
2. Delegated authority to the Assistant Director of Housing, in consultation with the Cabinet Member for Housing, to alter the Policy to bring it into line with forthcoming new legal time limits for social landlords to address damp and mould, if required.

58. MAINLINE STATION UPDATE

Consideration was given to the report which noted that connectivity was the key to unlocking employment opportunities and investment opportunities. Economic and regeneration development would be stifled without having a good transport network.

In March 2022, Cabinet approved the acquisition of one property and since then work had continued to design the station and the Masterplan had progressed. Additional land requirements had been identified as essential. The report provided an update on that project and sought approval to acquire land needed to deliver the new mainline station. It sought approval to acquire four additional properties, two were essential for the station and two more which would be beneficial and could potentially become essential as the project developed.

The Leader felt it was the most significant project for the Rotherham economy that the Council was able to undertake at the current time. If agreement from Government and the necessary funding was put in place it would have a massive impact on the opportunities for jobs and leisure for Rotherham's residents. He noted that the Council was some way off delivering the scheme in the way it was hoped, there was funding that was secured through the Town's deal to start pulling the site together hence these proposals were being considered. It was national infrastructure meaning it was not within the Council's gift to be able to deliver the whole scheme, but it was something the Council would continue to press Government for.

The Assistant Director, Planning, Regeneration & Transport noted it was part of the long-term strategy and plan but highlighted that the report covered the next steps and timelines. The outline business case was being compiled, working with Network Rail and other key partners to get it in a position to be submitted early next year.

Resolved: That Cabinet:

1. Authorised the Assistant Director of Planning, Regeneration and Transport to negotiate the acquisition by agreement of the property interests in Appendix 1 Appendix 2 and Appendix 3 and within the available funding, in consultation with the Council's S.151 Officer, Assistant Director, Legal Services, the Cabinet Member for Jobs and the Local Economy, and the Cabinet Member for Transport and Environment.
2. Granted a Resolution in Principle to investigate the use of powers, under either the Compulsory Purchase Order or Transport and Works Act Order, to acquire the necessary property interests.

59. COUNCIL BUILDING DECARBONISATION PROGRAMME

Consideration was given to the report which noted that the Council declared a climate emergency in October 2019. In 2020, Cabinet resolved to be nett zero as a Council by 2030 and as a borough by 2040. A significant challenge in delivering the action plan was the reduction in emissions from its own buildings, which could include any or all of the following, such as LED lighting, improved insulation, double glazing and solar panels. Government funding was received to enable the decarbonisation of buildings and Cabinet approved £6.4m to begin the decarbonisation work.

Approval was sought for the work needed in five buildings, which included, the Town Hall, Riverside House, Civic Theatre, Clifton Park Museum and the Orchard Centre. In addition to the decarbonisation of the buildings there was a need to find an alternative heat source for the buildings from those currently used. A head source network could be considered but in order to connect to one, the Council would need to secure a partner, as there wasn't a heat source network in the borough currently. The report was seeking the procurement of a partner but due to the nature of the procurement specific requirements were needed which were listed in the exempt appendix.

The Leader clarified that Cabinet were approving a programme of works to design and fit LED and solar panel to the five council buildings mentioned. To approve the appointment of a partner to support and advise the development of the remaining operational estate and deliver decarbonisation works contained in the report. To approve the use of the Government grant funding from the public sector decarbonisation scheme

as well as the funding put aside to deliver the proposed work and to approve the procurement process as to establish a heat source network or heat delivery contract to provide a heat source to Council owned buildings.

Resolved: That Cabinet:

1. Approved the programme of works to design and fit the LED and Solar PV works to the five Council buildings listed in Section 2.5 of this report to be delivered through a procurement process.
2. Approved the appointment of a partner to support and advise on the development of the remaining operational estate and to deliver the decarbonisation works contained in this report, to the five Council buildings, to be identified through a procurement process.
3. Approved the use of grant funding from the Public Sector Decarbonisation Scheme and a contribution from the existing Council capital decarbonisation project to deliver the proposed works to the Council's operational property, as set out in exempt Appendix 1.
4. Approved a procurement process to be undertaken to establish a heat delivery contract to provide a heat source to the proposed Council owned properties.
5. Approved that a report would be to be submitted to Cabinet following this process that would detail the outcome of the procurement, its financial feasibility and recommendations for heat delivery for the five buildings listed within Section 2.5.

60. JOINT REGIONAL STATEMENT OF COMMON GROUND

Consideration was given to the report which noted that all Council's had a statutory duty to co-operate when preparing local plans. Local planning authorities in South Yorkshire had worked together in a joint statement of common ground for the region. The statement covered energy, climate change, housing, employment, transport, natural environment, waste and digital connectivity.

This statement had been updated from the previous version, approved in 2019, and covered current challenges with an additional focus on energy, climate change, the natural environment and the waste.

This statement would help all councils in the region as they prepare and reveal their Local Plan as it demonstrates they had met the duty to co-operate at a strategic scale.

Resolved: That Cabinet:

1. Approved that the Council be a signatory to the Joint Regional Statement of Common Ground.

61. LGA CORPORATE PEER CHALLENGE REPORT AND ACTION PLAN

Consideration was given to the report which noted this was the first time since the period at the close of intervention that the LGA had been back to Rotherham to conduct an independent assessment of where the Council was. It was clarified that it was not an inspection, but it was an opportunity for other people who worked in similar authorities to bring the benefit of their experience to have oversight of what was happening at the Council and provide their view as to where the Council was and what the challenges were.

As a result of things that had happened in the past, the Council also invited Dame Mary Ney, who was one of the Commissioners but was also part of Louise Casey's best value inspection team in 2014/15 to be part of the inspection team. This was done to ensure it was a rigorous piece of work undertaken by someone who knew the Council. It was to ensure someone was part of it who understood where the Council had come from to be able to assess where it was now.

The Leader was pleased to report that a glowing report about the progress made was received. The LGA were able to provide an assurance about the Council's financial sustainability. They were pleased about the ambition and progress made in terms of children's services and that it's always at the top of the agenda. They recognised the significant amount of additional investment that had been secured into the borough over the last few years, which was beginning to transform the communities across the borough. The LGA wanted the Council to do better and make it a sustainable position going forward. A number of recommendations were made. The first was around recognising the progress made and highlighted the need to celebrate that and that the story was told externally so that people knew Rotherham was a good place to live and work and do business. Recommendations three and four were around the future of the economy, challenging the Council to ensure it was getting the full benefit of investment to bring in further private sector investment and jobs over the years to come. Recommendation four was around effect benefits and pathways for the young people of Rotherham to ensure the investment wasn't passing them by.

Recommendation five was around reviewing performance management to ensure using capacity in the right way for the best benefit of the borough and not spending time reporting back when it's not needed.

Recommendation six, the Peers were asked to look at the neighbourhood working model, which they liked with strong feedback from Members on a cross party basis on the way that Councillors were empowered to work in their communities. The Peers asked that this be strengthened further to consider how the Council worked on a multi-agency footprint to ensure

services were being delivered well in localities. Along with ensure online access for residents was as good and as easy to use as it could be.

Recommendation seven was about the financial outlook, ensuring the Council was not being complacent about the financial pressures it continued to face.

The report contained an action plan, which gave high level activities which would be undertaken to achieve those recommendations. The Peers will return in around six months' time to review how they were progressing.

The Leader recorded his thanks to everyone who had undertaken the journey over the course of the last 7-9 years that had put in place such strong foundations for the ambitions the Council had for Rotherham and its people over the years to come.

Councillor Cusworth said she was proud to be part of a capable and effective top team, driving the strategic leadership, demonstrating and remodelling how the Council could work effectively through those member officer relationships.

The recommendations did not contain any surprises, all things that were already being addressed. It was recognised that the Council was working really hard.

The report was considered by the Overview and Scrutiny Management Board (OSMB), who noted it was a positive report. OSMB concentrate on the recommendations but also considered the action plan. Questions were asked regarding the under representation of people under 25, how private investment would be attracted, and on MTFS and were satisfied with all responses. OSMB Members were pleased it was acknowledged that scrutiny worked well. OSMB reviewed the report and supported the recommendations with the addition that OSMB receive an update on the Council's progress against the action plan, including any next steps following the six-month Corporate Peer Challenge check-in session, which should be provided to OSMB before the end of the municipal year.

Resolved: That Cabinet:

1. Noted the observations and key recommendations made by the Corporate Peer Team to the Council.
2. Approved the high-level action plan which is the Council's response to the findings.
3. That OSMB receive an update on the Council's progress against the action plan, including any next steps following the six-month Corporate Peer Challenge check-in session, which should be provided to OSMB before the end of the municipal year.

62. 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, with the exception of the Financial Monitoring report.

The report was considered by the Overview and Scrutiny Management Board (OSMB), who raised queries regarding the use of agency staff and the use of hotels and received a clear explanation on both points. OSMB reviewed the report and supported the recommendations.

63. DATE AND TIME OF NEXT MEETING

Resolved: That the next meeting of the Cabinet be held on Monday 16 October 2023, commencing at 10.00 a.m. in Rotherham Town Hall.

Committee Name and Date of Committee Meeting

Cabinet – 16 October 2023

Report Title

Tobacco Control Review

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)

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Ward(s) Affected

Borough-Wide

Report Summary

This report sets out options and recommendations regarding the funding of Tobacco Control in Rotherham. In 2019, the Government set an ambition to make England smokefree (defined as achieving a smoking prevalence of <5%) by 2030 and commissioned an independent review into smokefree 2030 policies. The Khan Review was published in 2022 and found that without further action the 2030 target would not be met. Therefore, the review made several recommendations, including a recommendation to increase investment into smokefree policies nationally.

Currently the Government has not set out plans to increase national investment in Tobacco Control; therefore, this report recommends the re-allocation of current Council spending to deliver a more balanced approach for Rotherham. The Tobacco Control Work Plan (2022/23 – 2024/25) sets out Rotherham's local ambition to achieve the smokefree target; however, current projections estimate smoking prevalence in Rotherham will be 10.2% in 2030.

Recommendations

Cabinet is asked:

1. To note that whilst this approach will maximise the impact of stop smoking and wider tobacco control work in Rotherham, that current national investment is still not sufficient to meet the Smokefree 2030 ambition.
2. To endorse the Tobacco Control Work Plan (2022/23 – 2024/25).
3. To invest £139,478 to balance our investment across the 5 areas of the Tobacco Control Work Plan. This funding will be drawn from the existing Smoking at Time of Delivery (SATOD) provision.

List of Appendices Included

Appendix 1 Tobacco Control Work Plan (2022/23 – 2024/25)
Appendix 2 Initial Equality Screening Assessment
Appendix 3 Full Equality Screening Assessment
Appendix 4 Carbon Impact Assessment

Background Papers

The Khan review: making smoking obsolete. Available online at: [GOV.UK - The Khan review](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/812212/Khan_review.pdf)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

Tobacco Control Review

1. Background

- 1.1 Prevalence of smoking in Rotherham is significantly higher than the England average. 16.9% of Rotherham adults (around 35,400 people) were smokers in 2021 compared to 13.0% nationally, creating a significant health, care and productivity burden for the Borough.
- 1.2 Smoking is the single greatest contributor to the total burden of disease in Rotherham. An estimated 13,836 Disability Adjusted Life Years (DALYs) in Rotherham were caused by smoking in 2019 alone. This demonstrates the health and societal impact smoking still has within the Borough and accounts for 16% of all DALYs in Rotherham.
- 1.3 Smoking negatively affects earnings and employment prospects. In Rotherham, the cumulative impact of these effects amounts to a total loss of £81.3million through productivity losses of £30.4million in smoking related lost earnings, £43.0million in smoking related unemployment and £7.9million in smoking related early deaths.
- 1.4 In 2019 the Government set an ambition to make England smokefree (defined as achieving a smoking prevalence of <5%) by 2030 and commissioned an independent review into smokefree 2030 policies. The Khan Review was published in 2022 and found that without further action the 2030 target would not be met. The review highlighted a need for further investment, for action to 'Stop the Start', to continue supporting people to 'quit for good', and for the NHS to play a critical role in delivery of the ambitions. Overall, the review made 15 recommendations to government, highlighting the following four critical recommendations:
 - Urgently invest £125m per year in interventions to reach smokefree 2030.
 - Raise age of sale of tobacco by one year, every year.
 - Offer vaping as a substitute for smoking, alongside accurate information on the benefits of switching, including to healthcare professionals.
 - That the NHS needs to prioritise prevention, with further action to stop people smoking, providing support and treatment across all its services, including primary care.
- 1.5 Rotherham's Tobacco Control Steering Group has developed the multi-partner Tobacco Control Work Plan for Rotherham (2022-2025) with an ambition for Rotherham to become smokefree by 2030 (<5% prevalence). The Work Plan is aligned to the evidence base behind the Khan Review and structured into the following five key aims which focus on the local

actions within the remit of local partners to deliver and recognise that successful tobacco control requires a coordinated approach with a balance of delivery across the five elements:

- A) **Strategy and Coordination:** Deliver a coordinated tobacco control policy, strategy, governance and monitoring system.
- B) **Quit for good:** Encourage and support smokers to quit for good.
- C) **Enforcement:** Tackle suppliers of cheap, counterfeit, and illicit tobacco and nicotine containing-products through delivery of effective enforcement.
- D) **Reduce variation** in smoking rates by tackling inequalities.
- E) **Stop the start:** Reduce the number of people taking up smoking, particularly young people.

- 1.6 Despite this locally coordinated approach, current projections estimate that Rotherham is set to miss the Smokefree 2030 ambition, with an estimated smoking prevalence of 10.2% in 2030, the highest projection in South Yorkshire. This demonstrates the importance of maximising value from the current spending on tobacco control, and indicates a requirement for further resource, as advocated for in the Khan Review, for the full benefits of a Smokefree Rotherham to be achieved.
- 1.7 Investment in tobacco control is highly cost effective. Every £1 spent on smoking cessation services is estimated to deliver a saving of £10 in future health and care costs and health gains. However, there has been a national and local decline in spending on tobacco control. In Rotherham, spend on tobacco control per head of population fell by 49% between 2013 and 2018; this means that local spend is now lower than for all England and other authorities in Rotherham's deprivation decile.
- 1.8 Regional analysis of the 2021/22 Public Health Grant spend by the Office for Health Improvement and Disparities (OHID) showed Rotherham spend on 'Stop Smoking and Tobacco Control' was 2.47% of its grant allocation, with all spend allocated to Stop Smoking and zero spending allocated to wider Tobacco Control. Whilst being below England's spend Rotherham's overall spend is in line with the regional average of 2.46% (range of reported spend in Y+H from 0.79% to 4.35% of PH Grant allocation), however this does not reflect Rotherham's level of deprivation and higher smoking prevalence. The Steering Group acknowledge the limitations reflected by the Government not committing to the Khan review recommendation to increase investment for smokefree policies nationally. The lack of spend on wider Tobacco Control activity is recognised in the Tobacco Control Work Plan, and Cabinet is asked to endorse the Plan to realign the spend in line with this Plan.

2. Key Issues

- 2.1 Rotherham's Tobacco Control Work Plan has been developed by the Tobacco Control Steering Group to ensure that all local activity on Tobacco Control (including stop smoking activity) is coordinated and delivered in a way that maximises impact and progress towards a Smokefree Rotherham. Delivery of the Work Plan will see a re-balancing of focus, ensuring Rotherham residents continue to receive support to stop smoking whilst also reducing the numbers taking up smoking and tackling the issues of cheap and illicit tobacco and organised crime.

2.2 Strategy and coordination

The Rotherham Tobacco Control Steering Group is Chaired by an RMBC Public Health Consultant and has good engagement from partners across the Borough. Membership is from a range of organisations, including from across Council Directorates (Adult Care, Housing and Public Health, Regeneration and Environment and Children and Young People's Services); providers and commissioners of the QUIT programme, Community Stop Smoking Service, and the Smoking at Time of Delivery (SATOD) service (SY ICB, TRFT, RDASH and Connect Healthcare CIC). This collaborative approach is working well to progress work to deliver the aims outlined in the Work Plan. Governance of the Work Plan is via the Health and Wellbeing Board which endorsed the Plan at the January 2023 meeting. The Steering Group are working to develop a better understanding of local inequalities in prevalence to target delivery and maximise impact as it is recognised that additional resource is required to achieve all actions outlined in the Work Plan.

2.3 Quit for good

- 2.3.1 Rotherham Metropolitan Borough Council commission the community stop smoking programme which aims to support smokers to quit for good. Connect Healthcare Rotherham CIC became the providers of this service on 1st October 2023. Prior to this the service was provided by Parkwood Healthcare as Get Healthy Rotherham from April 2018 to September 2023. The new service will work to maintain the high quit rates in Rotherham, continue to reach areas of highest deprivation and target our highest risk smokers.
- 2.3.2 In addition to community support, The South Yorkshire Integrated Care Board (ICB) supports the QUIT programme in the NHS. The QUIT programme aims to implement a Smokefree NHS by providing structured interventions and nicotine replacement therapy to support patients and staff who are addicted to tobacco. The QUIT programme is operational in all Trusts across South Yorkshire; including The Rotherham NHS Foundation Trust (TRFT) and Rotherham Doncaster and South Humber NHS Foundation Trust (RDASH).

- 2.3.3 The SATOD Service is provided by The Rotherham NHS Foundation Trust (TRFT) and currently funded through the Public Health Grant (£143,383.00 in 2022/23). The service provides evidence-based stop smoking support for pregnant people with the aim of supporting them to stop smoking, reducing harm to the unborn baby and to reduce the risk of passive smoking in the household post-delivery. The current NHS Long Term Plan commits to further NHS action on prevention and health inequalities and specifically on smoking to “supporting people in contact with NHS services to quit based on a proven model implemented in Canada and Manchester”, and that “the new model will also be adapted for expectant mothers, and their partners, with a new smoke-free pregnancy pathway”. This NHS commitment removes the need for continued funding of SATOD services from the Public Health Grant, which would enable the rebalancing of the Council’s tobacco control spend towards wider tobacco control. The table below shows that in recent years the SATOD rate in Rotherham has continued to decline but remains consistently higher than the national rate.

	17/18	18/19	19/20	20/21	21/22
Rotherham	19.9%	17.9%	16.2%	14.0%	12.8%
England	10.8%	10.6%	10.4%	9.5%	9.0%

- 2.3.4 Through combined activity of the Community Smoking Cessation programme, the QUIT programme and the SATOD service, 918 people set a quit date in Rotherham between April 2022 and December 2022. Of these 70% (643 people) had a successful quit attempt. This quit rate compares well to the England average of 54%. Despite the excellent quit rate however, the Steering Group recognise that a wider approach is needed to further reduce smoking prevalence. To achieve a Smokefree Rotherham (prevalence of <5%) by 2030 at least 1,625 quits per year are needed, with no one new taking up smoking.

2.4 Enforcement

- 2.4.1 Through the delivery of effective enforcement, the Work Plan sets out an aim to tackle suppliers of cheap, counterfeit, and illicit tobacco. In addition, Trading Standards also enforce underage sales legislation and some advertising and marketing regulations.
- 2.4.2 Illicit tobacco products present a serious risk to users. Their reduced price and lack of quality assurance undermines both local and national strategies to make smoking less attractive and minimise harm. Cheap and illicit tobacco availability in our communities also makes tobacco use more accessible to younger people, creating the next generation of smokers.
- 2.4.3 Organised crime gangs (OCGs) target cheap and illicit tobacco availability towards areas of high deprivation, exacerbating health inequalities, and enabling OCGs to take a foothold in more vulnerable communities.

2.4.4 Over the past twelve months, the Trading Standards team have responded to a significant increase in demand; however, without additional resources, this level of work is not sustainable.

2.4.5 One example of a recent single operation resulted in the seizure of illicit products with a street value of £45,186.80. If these were genuine products, their estimated value would be £108,526; therefore, if they had entered the market, HMRC would have lost £63,340. Whilst the work undertaken by the Trading Standards team is an essential part of tackling underage sales and illicit tobacco, it also facilitates the disruption organised crime. The operation also included the seizure of processed cannabis, live ammunition, and links to a known organised crime group.

2.4.6 In 2022/23, Public Health provided Trading Standards with additional funding of £10,336.27 through underspend in the Public Health Grant to undertake tobacco control work. This included undercover test purchasers, detection dogs, responsible retailer packs and disposal of seized illicit e-cigarettes. It is recognised that more sustainable funding streams are required for Trading Standards to continue to support the Tobacco Control work at the same pace to effectively reduce and remove accessibility to illicit tobacco in Rotherham.

2.5 **Reduce variation in smoking prevalence**

2.5.1 Smoking prevalence is the single largest driver of health inequalities in England. The more disadvantaged someone is, the more likely they are to smoke and to suffer from smoking-related disease and premature death. Populations who have the highest smoking prevalence are:

- People who work in routine and manual occupations
- People from lower socioeconomic groups
- People with long term mental health conditions
- People with drug and alcohol addiction
- People from some ethnic groups – including mixed ethnic groups and white British populations
- LGBTQ+ people

2.5.2 Inequalities in Rotherham are more pronounced than seen nationally. For example, smoking rates amongst routine and manual workers in Rotherham are 2.45 times those of the general population, compared to an odds ratio of 2.1 nationally.

2.5.3 Currently, there are number of strategies that aim to reduce the inequalities in smoking prevalence across the Borough, these include:

- RDASH's specialist smoking cessation programme which focuses on people with long term and serious mental health illnesses.
- The Health Checks programme, which is a major source of referrals to smoking cessation services, is targeted at people living in the most deprived LSOAs in Rotherham.

- The community smoking cessation programme (delivered by Connect Healthcare Rotherham CIC) has performance targets focusing on reaching high prevalence groups including routine and manual workers, and those from the seven wards that are above the Rotherham Local Authority Index of Multiple Deprivation etc).

2.5.4 There is an opportunity to further embed smoking cessation support in communities that need it the most through the implementation of the new Community Smoking Cessation Service. The new contract, which came into effect on 1 October 2023, has a non-core element to which further interventions, such as targeting support or uptake at specific demographic groups, could be added should further funding become available.

2.6 **Stop the start**

2.6.1 RMBC is currently working to support schools to minimise uptake of smoking and e-cigarette use amongst children and young people, by reviewing the implementation of smokefree policies in educational settings and providing information to Personal, Social, Health and Economic (PSHE) education coordinators. The Steering Group would like to provide further support for schools by adapting, piloting, and evaluating a smokefree toolkit. This would be consistent with local and national messaging and include information on vaping. However, the Group recognises that funding would need to be identified to progress this work.

2.6.2 As part of the aim to reduce the number of people who start smoking, there is a drive to denormalize smoking. This is based on evidence that suggests that when smoking is visible in public places people overestimate smoking prevalence. In turn when young people perceive smoking prevalence to be high, they are more likely to start smoking themselves.

2.6.3 Therefore, the Work Plan sets out ambitions to introduce Smokefree Places in areas regularly frequented by children, young people, and families. Introducing voluntary smokefree policies in outdoor spaces has been found to be an effective measure to reduce the number of people visibly smoking within the defined area.

2.6.4 It is expected that investment into this area would significantly reduce smoking prevalence in Rotherham. A similar approach was launched in Barnsley in 2017, where the use of smokefree areas to drive their 'Making Smoking Invisible' vision along with a coordinated approach appeared to produce a fall in prevalence greater than the national average. Resource is required to publicly engage with communities, publicise and develop signage for smokefree areas.

2.6.5 The Work Plan outlines an action to use targeted and mass communications to change attitudes and social norms around smoking and to increase quit attempts. This requires an evidence-based enhanced communications strategy to be developed and resource to deliver wide-spread and targeted communications and marketing activity. There is scope

to deliver some of this work through partnership work across South Yorkshire with potential investment from the ICB in the coming year.

2.7 Current Spending on Tobacco Control

Work Plan Aim	Intervention	Value	Funding Source
Quit for good	Community Stop Smoking Service (Not contracted separately, part of combined smoking and weight management service based on quit KPI not spend)	£324,000 in 2021/22 total services spend as per Revenue Outturn (RO) return.	Core Public Health Budget
	SATOD Service	£139,478 spend in 2021/22 (this is part of the £324K outlined above)	Core Public Health Budget
	QUIT Programme	£1.4M from financial years 2020/21 to 2023/24 (Programme is funded for all SY, this denotes value received by TRFT and RDASH)	ICB funded programme, supported by Yorkshire Cancer Research
Enforcement	Trading Standards – enforcement of illicit tobacco/underage sales	£40,000	Core Regeneration and Environment Budget
	Public Health Contribution to Trading Standards	£10,336.27 contribution made in 2022/23	Funding through Public Health Underspend (non-recurrent funding)
Reduce variation	NHS Health Checks (prescribed functions)	£134,000 in 2021/22 total services spend as per Revenue Outturn (RO) return	Core Public Health Budget

Stop the Start	Mass Communications (includes all Public Health communications)	£24,000	Better Care Fund (non-recurrent funding)
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3. Options considered and recommended proposal

- 3.1 Option 1 (not recommended) – Continue with current RMBC spending on Tobacco Control, acknowledging that this is not balanced across the full Tobacco Control Work Plan. This arrangement assumes budgets are spent according to historical agreements and would see a continuation of focus on smoking cessation, including the Council funding NHS activity on smoking in pregnancy, leaving gaps in sustainable delivery across the wider tobacco control remit.
- 3.2 Option 2 (recommended) – Endorse the Tobacco Control Action Plan and support the approach to re-allocate current Council spending on tobacco control to deliver a more balanced approach in Rotherham. In particular supporting the managed withdrawal of Public Health Grant contribution to the Smoking at Time of Delivery service as NHS partners progress delivery of the NHS Long Term Plan commitments on smoking and health inequalities which include a smokefree pregnancy pathway.
- 3.3 Option 2 is recommended, as it will ensure that Tobacco Control in Rotherham can progress in line with national best practice, the recommendations of the Khan Review and the Tobacco Control Motion supported by Full Council in April 2023.
- 3.4 It should be noted that, whilst this approach will maximise the impact of stop smoking and wider tobacco control work in Rotherham, current resourcing is still not thought to be sufficient to meet the Smokefree 2030 ambition. The Rotherham Tobacco Control Steering Group will continue to work in partnership to maximise the impact of its work, and to seek out additional resource to enable Rotherham to go further and faster in reducing smoking prevalence, reducing the inequalities in smoking prevalence within our communities and to maximise the health, care and economic benefits of doing so.

4. Consultation on proposal

- 4.1 The Tobacco Control Steering Group have worked in partnership to develop the Tobacco Control Work Plan (2022/23 – 2024/25) and recognise the need to reallocate current Council spending on tobacco control to deliver a more balanced approach in Rotherham. They are aware of the proposal in this report.
- 4.2 Representation from Rotherham Place ICB have confirmed that they will meet the requirements as set out in the NHS Long Term Plan, ensuring

ongoing smoking cessation treatment for pregnant people through maternity services. As the ICB are the contract holders for the SATOD service, the withdrawal of funding contribution from the Public Health grant does not require any contractual changes on behalf of the Council.

5. Timetable and Accountability for Implementing this Decision

- 5.1 If Option 2 is taken forward, a phased approach will be adopted to reallocate the funding of the SATOD programme to ensure there is no disruption to the service.

6. Financial and Procurement Advice and Implications

- 6.1 Transferring funding from SATOD to Tobacco Control should be cost-neutral to RMBC. It should result in more spend on tobacco activity within Rotherham as the NHS should take up the SATOD spend.
- 6.2 There are no direct procurement implications. Reference is made to procurement activity within the main body of the report, and this was undertaken in compliance with the Public Contracts Regulations 2015 and the Council's own Financial and Procurement Procedure Rules.

7. Legal Advice and Implications

- 7.1 Section 12 of the Health and Social Care Act 2012 introduced a duty for local authorities to take appropriate steps to improve the health of the people who live in their areas. This report sets out how the Council will fulfil that duty in relation to tobacco control and stopping smoking.
- 7.2 As the matters set out within this report do not relate to functions which are reserved to Council in legislation or regulations, they are executive functions exercisable by Cabinet.

8. Human Resources Advice and Implications

- 8.1 There are no HR/Staffing implications associated with this paper.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 By implementing a wider approach to Tobacco Control in the Borough, we will be more able to protect children and vulnerable adults from tobacco harms and the lure of cheap and illicit tobacco which is linked to organised crime.
- 9.2 Specifically, actions aiming to reduce the number of people taking up smoking will focus on reducing youth smoking initiation through partnership work with schools and making smoking less visible in the Town Centre. This work aims to protect children and reduce the burden of smoking-related ill health for future generations.

- 9.3 The aim to reduce variation in smoking rates will also direct efforts to support Rotherham's most vulnerable groups, including those with long-term mental health conditions.
- 9.4 Increased enforcement will reduce the harm caused by organised crime gangs (OCGs) who often target Rotherham's most vulnerable communities.

10. Equalities and Human Rights Advice and Implications

- 10.1 Some demographic groups are known to have higher rates of smoking and therefore are at greater risk of tobacco related ill health, including people from lower socioeconomic groups etc. Interventions to reduce smoking in our communities will help to reduce this health inequality.
- 10.2 The UN Convention on the Rights of the Child, Article 24 outlines that every child has the right to the best possible health. Many smokers become addicted to nicotine in childhood; therefore, measures outlined in the Work Plan that aim to Stop the Start, including the introduction of Smokefree Places and support for schools, are vital to protecting children from smoking-related harm. Additionally, support for adults to quit increases the likelihood of children living in smokefree homes.

11. Implications for CO2 Emissions and Climate Change

- 11.1 There are no specific implications for CO2 emissions and climate change from this change in approach. If we are successful in reducing tobacco consumption in Rotherham, there will be indirect benefits along the tobacco supply chain.

12. Implications for Partners

- 12.1 The re-prioritisation of the Council's spending on tobacco control will see a withdrawal of current funding of NHS activity on smoking in pregnancy. Whilst there is a clear NHS Long Term Plan commitment to delivery of a smoke-free pregnancy pathway, the withdrawal of Council funding for this service will need to be managed to allow a sustainable hand over of the responsibility. Due to the Long Term Plan commitment, it is not expected that there will be a change in service for the residents of Rotherham.
- 12.2 Schools and other partners working with young people are frequently voicing concerns regarding vape use amongst young people and illicit sales. Reallocation or additional funding to resource wider priorities would help address these identified gaps.

13. Risks and Mitigation

- 13.1 If Option 1, continue as present, is implemented, there is a risk that the prevalence target of <5% by 2030 will be missed by a significant margin. This will result in a missed opportunity for prevention of future ill health and

have ongoing impacts on the local economy through increased levels of disability and ill health from an earlier age.

- 13.2 If Option 2, reallocation of current funding, is implemented, there is likely to still be difficulty in achieving the target without additional national interventions, such as those proposed in the Khan Review, but these are currently uncommitted to by Government. However, reallocation does enable more priority areas to be addressed which supports a greater impact.

14. **Accountable Officers**

Gilly Brenner, Public Health Consultant

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	02/10/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	28/09/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	28/09/23

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Appendix 1: TOBACCO CONTROL STEERING GROUP – WORK PLAN 2022/23 – 2024/25

This workplan is aligned against five strategic aims designed to deliver a smokefree Rotherham by 2030.

Ambition: For Rotherham to become smokefree by 2030 (<5% prevalence)

A. Strategy and Coordination. Deliver a coordinated tobacco control policy, strategy, governance and monitoring system	B. Quit for good. Encourage and support smokers to quit for good	C. Enforcement. Tackle suppliers of cheap, counterfeit, and illicit tobacco and nicotine-containing products through delivery of effective enforcement	D. Reduce variation in smoking rates by tackling inequalities	E. Stop the start. Reduce the number of people taking up smoking, particularly young people
1. Create a shared vision, plan, governance structure, and set of policies for effective tobacco control across Rotherham. 2. Improve the availability and use of local data on tobacco use, exposure, and related health outcomes.	3. Provide high quality community-based smoking cessation support 4. Deliver a smokefree NHS. 5. Eliminate tobacco dependence in pregnant women. 6. Work with local employers to help staff to quit.	7. Create a hostile environment for tobacco fraud and underage sales through intelligence sharing. 8. Tackle illegal activity including sales of counterfeit and illegal nicotine containing products. 9. Change perceptions about illegal tobacco sales and the harms of buying and using illegal vape products.	10. Deliver targeted and tailored smoking cessation services and communications to reach groups with highest prevalence of smoking.	11. Support schools to minimise uptake of smoking and e-cigarette use amongst Rotherham children and young people. 12. Reduce exposure to second-hand smoke and de-normalise smoking by expanding and enforcing smokefree place policies. 13. Use targeted and mass communication to change attitudes and social norms around smoking and increase quit attempts.

Ref	Action	Timescale							Output	Notes
		2022/3		2023/4			2024/ 2025			
		Q3	Q4	Q1	Q2	Q3		Q4		
A	Strategy and Coordination. Deliver coordinated tobacco control policy, strategy, governance and monitoring systems across Rotherham									
1	Create a shared vision, plan, governance structure, and set of policies for effective tobacco control across Rotherham									
1.1	Establish Tobacco Control Steering Group (TCSG) with representation from partners across Rotherham	X							Tobacco Control Group Workplan and Terms of Reference developed and approved by HWBB	Complete
1.3	Renew TC Commitments - RMBC – Local government declaration - RMBC – CRUK motion - TRFT – NHS smokefree pledge			X	X				Commitments approved, publicised, and enacted	Signing of declarations agreed, motion delivered. Communication tbc.
1.4	Develop a Rotherham partnership position paper on vaping/e-cigarettes, including use as quit aid and addressing normalisation	X	X						Policy position paper approved by partner orgs	Complete Presented to H&WbB
1.5	Review validity of and progress of e-cigarette position paper					X		X		Complete. Action to be revisited.
1.6	Support development of RMBC Advertising Policy to ensure inclusion of e-cigs and tobacco related restrictions					X			Advertising policy incorporating measures on tobacco control approved	In progress
1.7	Maintain partner awareness and buy-in to workplan and progress:		X							Ongoing action. Taken to HWBB Jan 2023 and updates as required

Ref	Action	Timescale							Output	Notes
		2022/3		2023/4				2024/ 2025		
		Q3	Q4	Q1	Q2	Q3	Q4			
	<ul style="list-style-type: none">- Prevention and enablers group- HWBB									
1.8	Review progress against workplan and strategy (annually) and update					X		X		Progress to be reviewed in Q3.
1.9	Hold regular information sharing and problem-solving sessions to improve coordination between smoking cessation service providers				X			X		Ongoing action. On track.
1.10	Link with Personalisation Steering Group to ensure that stop smoking approaches in Rotherham focus on individual patient needs and preferences				X					In progress.
1.11	Meet with Oral Health Improvement Group to explore opportunities for collaboration			X						Complete. AT attended in June 2023 AT attended Local Dental Committee in July 2023
2.	Improve the availability and use of local data on tobacco use, exposure, and related health outcomes									
2.1	Develop dashboard of indicators, progress measures and targets for Rotherham to enable meaningful tracking of progress against the strategy and action plan		X						Dashboard of targets and indicators developed and approved by TCSG	Complete
2.2	Use data from CACI to profile existing smokers in Rotherham / identify areas with			X	X				Local profile of smokers developed to identify groups and geographical	In progress

Ref	Action	Timescale							Output	Notes
		2022/3		2023/4				2024/ 2025		
		Q3	Q4	Q1	Q2	Q3	Q4			
	high prevalence to inform communications and targeting of work.								areas with highest prevalence	
2.3	Explore opportunities to align Rotherham Schools' Survey questions about smoking and e-cig use with national, validated surveys to enable comparison		X	X						Complete
2.4	Conduct targeted behavioural insights / coproduction research with local communities to inform stop smoking service development	X								Complete
2.5	Identify and agree measures for monitoring trends in e-cigarette quit rates and long-term use amongst stop smoking service users				X	X			Indicators for e-cigarette use included in Better Health supplier's contract and data reported regularly	In progress - During Better Health contract mobilisation
2.6	Review JSNA tobacco control data and intelligence ensuring integration of smoking dashboard indicators	X				X		X		Complete. To be revisited Q3 23/24.
B.	Quit for good. Encourage and support smokers to quit for good									
3	Provide high quality, community-based smoking cessation support									
3.1	Ongoing delivery of an effective local smoking cessation service	X	X	X	X	X	X	X		In progress - Mobilisation of new contract in second half of 2023
3.2	Launch new smoking cessation service – including communicating any contract change and adaptations in referral systems for professionals (including					X	X			Action on track. New service launches on 1 st October 2023.

Ref	Action	Timescale							Output	Notes
		2022/3		2023/4				2024/ 2025		
		Q3	Q4	Q1	Q2	Q3	Q4			
	Dental Practitioners, Housing, Fire and Social Services)									
3.3	Review and update MECC training, systems and practice to ensure <ul style="list-style-type: none">- alignment with current best practice and policy (including e-cigarette policy)- implementation of very brief advice- easy referral to community smoking cessation services (e.g. through online platform)			X	X			X	Smoking content for MECC updated to align with best practice	In progress.
3.4	Review opportunities to enhance stop smoking support; and smokefree homes communications to smokers living in social housing (including through very brief advice; referrals to smoking cessation services; targeted messaging) offered through housing services; midwifery services; 0-19 services and other contacts			X	X					In progress – working with SY Tobacco Leads network to develop a SY approach
3.5	Deliver MECC across council departments and explore wider partner opportunities – ensuring appropriate evaluation	X	X	X	X	X	X	X	MECC commitment in Council plan for 150 attendees/annum	Ongoing action.
4	Implement a truly smokefree NHS									
4.1	Provide Tobacco Treatment Services to all TRFT secondary care patients	X	X	X	X	X	X	X	Expansion to Outpatient and community services	Ongoing action. Criteria aged 12 years and over

Ref	Action	Timescale							Output	Notes
		2022/3		2023/4				2024/ 2025		
		Q3	Q4	Q1	Q2	Q3	Q4			
4.2	Publish 2022 updated TRFT Policy to Promote a Smoke Free NHS Site			X					Formal policy publication	Complete Updated policy published 27/01/2023
4.3	Provide Tobacco Treatment Services to household members of admitted children					X			Increased service activity and onward community referrals	Introduction of household member screening required
4.4	Roll out of lung health checks	X	X	X	X	X	X	X	Smoking cessation referrals from lung health check	Ongoing action.
4.5	Regularly identify smokers and refer to cessation support through NHS Health Checks	X	X	X	X	X	X	X	Smoking cessations referral from NHS health check	Ongoing action.
4.6	Explore potential for quality contract to include focus on smoking and respiratory health – through Core 20+5 agenda			X						In progress.
4.7	Deliver training to Primary Care Trusts PLT re. lung health and smoking cessation			X						Complete.
5	Eliminate tobacco dependence in pregnant women									
5.1	Ongoing deliver of Rotherham-wide service supporting pregnant women and their families to quit smoking during pregnancy	X	X	X	X	X	X	X		Ongoing action.
5.2	Review feasibility of delivering an evidence-based incentive-to-quit scheme in Rotherham – targeting low-income families		X	X						In progress, awaiting outcome of national Smokefree commitments.

Ref	Action	Timescale							Output	Notes
		2022/3		2023/4				2024/ 2025		
		Q3	Q4	Q1	Q2	Q3	Q4			
5.3	Implement findings from incentive programme review				X	X	X	X		Budget not yet identified. Potential link to national Smokefree commitments.
5.4	Review and strengthen messaging around smoking in pregnancy delivered at pre-conception stage (family planning, nurse family partnerships and other services)				X					In progress.
5.5	Strengthen post-partum support for women who have quit during pregnancy						X			Action to be picked up in Q4.
5.6	Coordinate maternity focused tobacco control work with Local Maternity Neonatal System	X	X	X	X	X	X	X		Ongoing action.
6	Work with local employers to help staff to quit									
6.1	Expand the BeWell@Work award scheme – working to become a smokefree place		X	X						Ongoing action. BeWell@Work award scheme continues to be rolled out
6.2	Provide Tobacco Treatment Services to all TRFT and RDASH staff	X	X	X	X	X	X	X	Increased staff service utilisation and quit rates	Ongoing action. Now embedded as business as usual.
6.3	Explore opportunities to build smoking cessation support to staff as part of anchor institution commitments.		X							Complete.
C	Reduce variation in smoking rates by tackling inequalities									
7	Deliver targeted and tailored smoking cessation services and communications to reach groups with highest prevalence of smoking.									
7.1	Deliver specialist stop smoking services for people with mental health conditions	X	X	X	X	X	X	X		Ongoing action. Now embedded.

Ref	Action	Timescale							Output	Notes
		2022/3		2023/4				2024/ 2025		
		Q3	Q4	Q1	Q2	Q3	Q4			
7.2	Identify opportunities to strengthen referral to smoking cessation services from SMI health checks				X					Action to be completed in Q3.
7.3	Incorporate smoking into template for PCN Health Inequalities Action Plans			X						Complete.
7.4	Consolidate smoking focused actions from PCN health inequalities action plans and identify support needs				X					Action to be completed in Q3.
7.5	Explore opportunities to improve reach to manual workers as a group with disproportionately high prevalence of smoking						X			Action to be picked up in Q4.
7.6	Increase referrals to community smoking cessation services in high deprivation LSOAs through targeted health checks programme			X	X	X	X			In progress. Data indicates increase in uptake high deprivation.
7.7	Pilot integration of e-cigarette programme into drug and alcohol service users			X	X	X	X			Action on hold due to change of drug and alcohol service provider.
7.8	Explore opportunities to improve reach to ethnic groups with high prevalence				X					In progress.
7.9	Explore opportunities to improve reach to LGBTQI+ people				X	X				In progress – Evidence review being conducted
D.	Enforcement - Tackle suppliers of cheap, counterfeit, and illicit tobacco and nicotine containing products through delivery of effective enforcement									
9	Create a hostile environment for tobacco fraud and underage sales through intelligence sharing									

Ref	Action	Timescale							Output	Notes
		2022/3		2023/4				2024/ 2025		
		Q3	Q4	Q1	Q2	Q3	Q4			
9.1	Trial of joint schools' work with RUFC and RMBC Trading Standards to identify sites selling tobacco products and e-cigarettes to under-18s			X	X	X	X	X		Requires further discussion. Currently hope to pursue SYP work.
9.2	Collaborate with SY police and local partners on intelligence gathering and sharing about sale of counterfeit and illegal tobacco and nicotine-containing products	X	X	X	X	X	X	X		In progress. Planned additional capacity in Q4 for intelligence gathering
9.3	Engage with retailers to improve awareness of legislation around tobacco control, of what to with information about illicit tobacco locally, and implications of operating illegally	X	X	X	X	X	X	X		In progress. Responsible retailer visits to start by end of Q1.
10	Tackle illegal activity including sales of counterfeit and illegal nicotine containing products (including unlicensed nicotine containing e-cigarettes)									
10.1	Develop Trading Standards costed action plan for tobacco and e-cigarette enforcement in line with NICE 2021 Tobacco Control guidance, including: <ul style="list-style-type: none">'Systems' measures of success to monitor planPriority activities to maximise impact on local smoking rate – focusing on areas close to schools, and in wards with highest rates of smoking (informed by PH intelligence).				X					In progress.

Ref	Action	Timescale							Output	Notes
		2022/3		2023/4				2024/ 2025		
		Q3	Q4	Q1	Q2	Q3	Q4			
10.2	Implement tobacco control and e-cigarette enforcement action plan including through targeted test purchasing operations, and investigations of repeat offenders			X	X	X	X	X		In progress. Several investigations ongoing.
11	Change perceptions about illegal tobacco sales and the harms of buying and using illegal vape products									
11.1	Work with locally e-cigarette retailers to ensure that they offer MHRA-approved products, guidance on safe and effective use of e-cigarettes, and referrals into local stop smoking services.			X	X	X	X	X		In progress. Responsible retailer visits to start by end of Q1.
11.2	Help the public to identify responsible vape shops and retailers						X	X		Action to be picked up in Q4.
11.3	Generate comms output using behavioural levers to expose the true nature of the fraud and the consequences for those involved in it				X			X		
E.	Stop the start: Reduce the number of people taking up smoking – particularly young people									
12	Support schools to minimise uptake of smoking and e-cigarette use amongst Rotherham children and young people									
12.1	Review status and experiences of implementing school smoke-free policies in primary schools across Rotherham		X	X						Complete. Scoping at Senior Leaders Meeting (April 23)
12.2	Adapt, pilot, roll out and evaluate school smokefree toolkit (primary and secondary) – including a focus on vaping - in line with local and national messaging and tools)			X	X	X	X	X		In progress - No budget yet identified. New vaping resource has been shared.

Ref	Action	Timescale							Output	Notes
		2022/3		2023/4				2024/ 2025		
		Q3	Q4	Q1	Q2	Q3	Q4			
12.3	Provide local PSHE coordinators with information about the prevalence of smoking locally and resources to support anti-smoking education across all age groups.			X	X	X	X	X		Exploring offer from 0-19 Team with Senior Leaders meeting. Lifestyle survey results to be shared – awaiting publication.
13	Reduce exposure to second-hand smoke and de-normalise smoking by expanding and enforcing smokefree space policies									
13.1	Identify opportunities to expand smokefree places in Rotherham				X					In progress – funding opportunities being explored
13.2	Review existing smokefree places policies to integrate e-cig guidance				X					In progress
13.3	Increase signage around smokefree places				X	X	X			No budget yet identified
14	Use targeted and mass communications to change attitudes and social norms around smoking and increase quit attempts									
14.1	Develop enhanced tobacco control communications strategy* focusing on social norms change, and inspiring quitting <ul style="list-style-type: none">- Horizon scanning and evidence review to identify materials, campaigns and opportunities for collaboration- Identify priority target groups in reference to local data- Produce 3 year comms strategy- Generate / adapt and test tailored messages- Produce comprehensive communications calendar to be			X	X	X	X	X	Strategic communications partner identified Costed tobacco control comms strategy developed	No budget yet identified.

Ref	Action	Timescale							Output	Notes
		2022/3		2023/4				2024/ 2025		
		Q3	Q4	Q1	Q2	Q3	Q4			
	utilised and owned by all local partners									
14.2	Develop and launch a prevention brand and campaign, including smoking cessation messaging and the expansion of RotherHive.		X	X						Complete.

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: Tobacco Control Review	
Directorate: Adult Care, Housing and Public Health	Service area: Public Health
Lead person: Amelia Thorp	Contact: amelia.thorp@rotherham.gov.uk
Is this a:	
<input type="checkbox"/> Strategy / Policy	<input checked="" type="checkbox"/> Service / Function
<input type="checkbox"/> Other	
If other, please specify	

2. Please provide a brief description of what you are screening
The Cabinet report sets out options and recommendations regarding the delivery of the Tobacco Control Work Plan (2022/23 – 2024/25). The report includes proposals regarding how current Council spending can be reallocated to deliver a more balanced approach in Rotherham.

3. Relevance to equality and diversity

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

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

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

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

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

--

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

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

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?**

Tackling health inequalities is a key strand of the Tobacco Control Work Plan, where interventions that aim to reduce the variation in smoking prevalence across communities in Rotherham are outlined. A Health Needs Assessment was completed prior to the development of the Tobacco Control Work Plan which set out key findings and made recommendations which are all addressed in the Plan. Therefore, targeting underserved communities and those at the greatest level of need is a key part of the proposed Plan and is outlined clearly within the Plan. These groups include:

- people with mental health conditions
- people working in routine and manual jobs
- communities in areas of high deprivation
- Ethnic groups with high smoking prevalence
- LGBTQIA+ people

- **Key findings**

More recent data available indicates the same issues as identified in the needs assessment and state that:

- The odds of smoking amongst adults (aged 18-64) with a routine and manual occupation in Rotherham are 2.45 times the odds of smoking amongst people in other occupations.
- 30% of adults with long term mental illness and 25% of adults with anxiety or depression smoke in Rotherham.
- 26% of unemployed people smoke compared to 13 % of employed people, nationally.
- 20% of people who are from a Mixed ethnic group smoke, followed by Other ethnicities (16%); White (14%); Black (10%) Asian (8%) and Chinese (7%) groups
- 22% of people who identify as gay or lesbian smoke compared to 16% of straight people nationally
- 15.1% of men smoke compared to 11.5% of women nationally.

- **Actions**

The findings from the needs assessment identify several key groups for whom smoking is a key factor in exacerbation of health inequalities and therefore impacts on equality. These key groups are therefore identified in the Tobacco Control Work Plan as key priorities. The current proposal for reallocation of funding will help to fund areas of work where current resource is not available to implement the necessary interventions to support these key groups.

Date to scope and plan your Equality Analysis:	Done alongside Part A screening
Date to complete your Equality Analysis:	Completed August 2023
Lead person for your Equality Analysis (Include name and job title):	Amelia Thorp Public Health Specialist

5. Governance, ownership and approval

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

Name	Job title	Date
Gilly Brenner	Consultant in Public Health	23 rd August 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	23 rd August 2023
Report title and date	Tobacco Control 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	Cabinet – October 2023
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	24 th August 2023

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: Tobacco Control Review	
Date of Equality Analysis (EA): 23/08/2023	
Directorate: Adult Care, Housing and Public Health	Service area: Public Health
Lead Manager: Gilly Brenner	Contact number: 01709 254116
Is this a: <input type="checkbox"/> Strategy / Policy <input checked="" type="checkbox"/> Service / Function <input type="checkbox"/> Other	
If other, please specify 	

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance

Name	Organisation	Role (eg service user, managers, service specialist)
Gilly Brenner	RMBC	Consultant in Public Health
Amelia Thorp	RMBC	Public Health Specialist

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 Tobacco Control Steering Group have developed a Tobacco Control Work Plan (2022/23 – 2024/25) that aims to meet the nationally set Smokefree (defined as <5% smoking prevalence) by 2030. Before developing the Plan, a Tobacco Control Health Needs Assessment was conducted. This identified several key groups for whom smoking is a key factor in exacerbation of health inequalities. The Plan outlines actions to target interventions to the populations with the highest prevalence.

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

The key sources of information used were:

- Office for National Statistics: Adult smoking habits in the UK
- Office for Health Improvement & Disparities Fingertips profiles
- Information from the Tobacco Control Health Needs Assessment (undertaken in April 2022) and associated consultation and engagement.

Age

The 2021 Census showed that there are 265,807 people living in Rotherham, which is a 3.3% increase from the previous Census in 2011. Rotherham has a similar age structure to England. In the UK those aged 25 to 34 years had the highest proportion of current smokers (15.8%), compared with those aged 65 years and over who had the lowest (8.0%).

Sex

In 2021 Rotherham displayed a similar proportion of male and female residents across all age groups. National data shows that a higher proportion of men smoke (15.1%) than women (11.5%).

Disability

The 2021 census showed that 9.9% of Rotherham's population are disabled and day-to-day activities were limited a lot by long term conditions (when compared to 7.5% in England). A further 11.4% of Rotherham's population are disabled and day-to-day activities are limited a limited a little (when compared to 10.45% in England). The proportion of Rotherham residents who were not disabled was 78.7%, a 1.0% increase when compared to the 2011 Census.

It is estimated that 18.6% of residents aged 16 and over have a common mental health disorder. In Rotherham, 30% of adults with long term mental illness and 25% of adults with anxiety or depression smoke.

Race/Ethnicity

In the 2021 Census 88.3% of residents in Rotherham identified their ethnic group as “White: English, Welsh, Scottish, Northern Irish or British,” a decrease from 91.9% in 2011. The next most common ethnic group was “Asian, Asian British or Asian Welsh” accounting for 5.3% of the population. National data shows that 20% of people who are from a Mixed ethnic group smoke, followed by Other ethnicities (16%); White (14%); Black (10%) Asian (8%) and Chinese (7%) groups.

Families and people on low incomes

In Rotherham, 21% of LSOAs are in the 10% most deprived LSOAs in England. Employment in Rotherham has risen to 73.4% in 2021/22, which is lower than the England average (75.7%). In Rotherham, average weekly full-time earnings are 89% of the national average.

The odds of smoking amongst adults (aged 18-64) with a routine and manual occupation in Rotherham are 2.45 times the odds of smoking amongst people in other occupations. Nationally, 26% of unemployed people smoke compared to 13 % of employed people.

Sexual orientation

Census data from 2021 shows that 91.6% of Rotherham residents are heterosexual, 2.4% of Rotherham residents were gay or lesbian, bisexual, pansexual asexual, queer, or other. The remaining 6.0% did not respond to the question on sexual orientation. Nationally 22% of people who identify as gay or lesbian smoke compared to 16% of heterosexual people.

Gender reassignment

Census data from 2021 shows that 94.6% of Rotherham residents’ gender identity was the same as their sex assigned at birth, 0.5% of residents’ gender identity was different from their sex assigned at birth. The remaining 4.9% did not respond to the question on gender identity.

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

There is a wealth of information regarding smoking trends nationally, however detailed smoking prevalence data which outlines the demographic groups most likely to smoke is not available at a local level. The Tobacco Control Steering group are currently working in partnership to build local intelligence to mitigate these gaps in the data.

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

The Tobacco Control Steering Group meet quarterly to monitor the progress of actions outlined in the Tobacco Control Work Plan (2022/23 – 2024/25). Additionally, a Tobacco Control Dashboard has been developed. The Dashboard is reported through the Tobacco Control Steering Group on a quarterly basis.

<p>Engagement undertaken with customers. (date and group(s) consulted and key findings)</p>	<p>Engagement was conducted as part of the procurement of the Better Health Service in August – September 2022 which included tobacco control as a key topic. This included:</p> <ul style="list-style-type: none"> • Consultation using ‘Textocracy’ (a texting service, aimed at anyone who lives in Rotherham.) – August-September 2022 • Three facilitated in-person workshops with underserved communities within: <ul style="list-style-type: none"> ○ Rawmarsh (23rd September) ○ Maltby with an older people’s group (27th September); and ○ Ferham with an ethnic minority women’s group (28th September.) <p>These workshops were targeted at those living in the 20% most deprived communities but aimed to reach diverse groups within this population segment, acknowledging the heterogeneity of socioeconomic deprivation.</p> <ul style="list-style-type: none"> • Engagement with community groups including: <ul style="list-style-type: none"> ○ Social supermarket cooking class – 16th September. ○ Crossroads Care – 21st September. ○ Rotherham RISE Mums and Toddlers Group – 22nd September. <p>Key findings from these include:</p> <ul style="list-style-type: none"> • Taking a compassionate approach – multiple groups mentioned themes that link with services offering a compassionate approach • Sustainability – both in terms of favouring sustainable approaches to staying healthy and sustainable support in communities • Communication – Social media was important but alternative communication methods should also be utilised • Tackling wider determinants – issues relating to cost-of-living crisis etc. • Motivation – potential for incentives to be utilised
<p>Engagement undertaken with staff (date and group(s) consulted and key findings)</p>	<p>The Tobacco Control Work Plan (2022/23 – 2024/25) was produced by the Tobacco Control Steering Group, a multi-agency group that aims to achieve the Smokefree (defined as smoking prevalence <5%) by</p>

	<p>2030 target for Rotherham. The Group meets quarterly to monitor progress of actions of the Plan.</p> <p>The Terms of Reference for the group state that representatives should include (but are not limited to) senior representatives from the following:</p> <ul style="list-style-type: none"> • RMBC – public health • RMBC – Trading Standards and environmental health • RMBC – housing • RMBC – children’s services • RMBC – school improvement service • South Yorkshire Fire and Rescue • ASH • QUIT • REMA • SATOD (Stop Smoking at Time of Delivery) • South Yorkshire ICB – respiratory leads • PCN clinical lead/manager • Pharmacy representative • Dental representative • Breathing Space (community respiration team) • RDASH • ROADS • Healthy Hospital Lead TRFT • Respiratory Consultant/Lead TRFT
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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 services, through regular commissioned services, are available to everyone in Rotherham that has would like support to quit smoking. The proposals will have no impact on the current offer of Community Smoking Stop Smoking Service or the QUIT programme, therefore will continue to meet the needs of all regardless of individual protected characteristics.

Pregnancy and Maternity

The proposal calls for the managed withdrawal of the Public Health Grant contribution to the Smoking at Time of Delivery (SATOD) service. This will see commissioning responsibilities transfer to the NHS as outlined in the NHS Long Term Plan. As the NHS

are the current provider of the SATOD service it is expected the NHS will continue to meet the needs of people seeking support to quit in pregnancy.

Gender Reassignment, Sexual Orientation and Race

Findings from the tobacco control health needs assessment identified that LGBTQIA+ people and particular ethnic groups have high prevalence of smoking. The reallocation of Tobacco Control spending will enable the exploration of opportunities to improve reach to these communities as outlined in the Tobacco Control Work Plan (2022/23 – 2024/25).

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

The options proposed have no impact on the Community Stop Smoking Service and therefore there are no foreseen problems with access to this service from any communities or groups.

The proposal includes the managed withdrawal of the Public Health contribution to the Smoking at Time of Delivery (SATOD) service as NHS partners progress delivery of the smokefree pregnancy pathway. As the NHS are the current providers of the SATOD service there are no expected changes to the delivery of this service, therefore no barriers are expected.

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

The proposal to withdraw the Public Health Grant contribution to the SATOD service is to enable funding to be reallocated to other areas of the Tobacco Control Work Plan which would improve provision of smoking-related support to groups with the highest smoking prevalence. For example, spending can be reallocated to further explore opportunities to reach populations with highest smoking prevalence including manual workers, ethnic groups with highest prevalence and LGBTQIA+ people.

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 expected that the proposal will have a significant effect on community relations. However, as it is proposed that the commissioning responsibility of the SATOD service will transfer from Rotherham Metropolitan Borough Council to the NHS the uncertainty has to be acknowledged. A managed withdrawal of the Public Health Grant contribution will be adopted to mitigate any risk of disruption to the service.

The managed withdrawal of the Public Health Grant contribution will enable the funding of broader tobacco control activity which would benefit the wider community. For example, increased spend on Enforcement activity would tackle suppliers of illicit tobacco, enforce underage sales legislation, and disrupt organised crime. This will result in health benefits for children and vulnerable adults. It is expected that this will have a positive 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: Tobacco Control Review
Directorate and service area: Adult Care, Housing and Public Health – Public Health
Lead Manager: Gilly Brenner
Summary of findings:
A tobacco control health needs assessment was conducted in 2022 and outlined the communities that have high smoking prevalence in Rotherham. These findings informed the development of the Tobacco Control Work Plan (2022/23 – 2024/25).

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Monitor the impact of the proposed reallocation of Tobacco Control spending on users of the SATOD service	PM	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
Ben Anderson	Director of Public Health	24 th August 2023
Councillor David Roche	Cabinet Member, Adult Social Care and Public Health	20 th September 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	24 th August 2023
Report title and date	Tobacco Control Review – October 2023
Date report sent for publication	20 th September 2023
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	24 th August 2023

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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?	No impact				
Emissions from transport?	Small increase	See borough comments.	Small increase projected due to increase in officer time available due to changes in spend allocation. However, this is offset by the impact of reduction of a high carbon intensity commodity such as tobacco.	Action to reduce smoking will reduce scope 3 impact of the carbon emissions associated with the tobacco supply chain.	No monitoring is currently available other than through borough wide carbon emissions accounting.
Emissions from waste, or the quantity of waste itself?	Small increase		Expected disposal of waste illegal tobacco and materials. Encouragement to use vapes and associated paraphernalia could result in increases in inappropriately disposed of electronic waste.	Mitigation could be in the form of information provision relating to vape disposal to vape providers to ensure waste is disposed of appropriately.	Cannot be specifically monitored.
Emissions from housing and domestic buildings?	No impact				
Emissions from construction and/or development?	No impact				
Carbon capture (e.g. through trees)?	No impact				

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

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

Impacts on the Council and Borough emissions are considered to be small. A slight increase may be observed through travel by officers undertaking tobacco control work and through the increase in emissions associated vape waste processing. This increase is likely to be offset by the overall impact of the Borough's reduction in use of tobacco products which are considered to have a carbon intensive supply chain.

Supporting information:

Completed by: (Name, title, and service area/directorate).	Louise Preston, Climate Change Manager, Regeneration & Environment
Please outline any research, data, or information used to complete this [form].	Data taken from ASH (Action on Smoking and Health): Tobacco and the Environment - ASH
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]	Louise Preston, Climate Change Manager CIA138

Committee Name and Date of Committee Meeting

Cabinet – 16 October 2023

Report Title

Adult Social Care Local Account 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

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

Report Author(s)

Kirsty-Louise Littlewood, Assistant Director, Adult Care and Integration

kirsty-louise.littlewood@rotherham.gov.uk

Dania Pritchard, Change Lead

danialpritchard@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

The 'How Did We Do?' Adult Social Care Local Account summarises the achievements of adult social care for the last 12 months and sets out the Council's Adult Social Care's priorities for the coming year. These priorities are aligned to the Council Year Ahead Delivery Plan (YADP) and the Adult Social Care Service Plan.

The Local Account celebrates the hard work and dedication of the workforce and provides case studies to reflect the real impact of adult social care on residents.

Recommendations

That Cabinet resolves to:

1. Approve the publication of the 'How Did We Do?' Adult Social Care Local Account for 2022 – 2023.

List of Appendices Included

Appendix 1: Local Account 2022 – 2023

Appendix 2: Local Account 2016 – 2017

Appendix 3: Part A - Equality Analysis screening

Appendix 4: Part B - Equality Analysis Form

Appendix 5: 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

Adult Social Care Local Account 2022 - 2023

1. Background

- 1.1 Adult Social Care, in preceding years, has published a Local Account of the service performance on behalf of the Council. The Local Account was last published in Rotherham in 2017 (Appendix 2).
- 1.2 Since that time, the Association of Directors of Adult Social Services (ADASS), which sets policy and practice expectations for adult social care, had not required formal publication of the Local Account. However, this approach changed in 2022, as local Councils commenced their preparedness ready for inspection by the Care Quality Commission (CQC) from 2023/2024.
- 1.3 *'How Did We Do?'* is Rotherham's Adult Social Care Local Account for 2022/2023 (Appendix 1). The Local Account summarises the work of the Council's Adult Social Care Team for the preceding 12 months and outlines priorities for the coming year linked to the Council Year Ahead Delivery Plan (YADP) and Adult Social Care Service Plan.
- 1.4 The Local Account:
 - Sets out the Council's adult social care ambitions for residents.
 - Focuses on safeguarding vulnerable adults.
 - Provides data insights about the people supported and how their needs have been met.
 - Outlines how adult social care use resources to meet people's needs.
 - Looks at achievements over the preceding 12 months.
 - Reports on the independent care sector and commissioning activities.
 - Provides a voice for residents in relation to complaints and compliments.
 - Illustrates the impact of the best work of our lives.

2. Key Issues

- 2.1 The Local Account outlines the Council's achievements within adult social care for the preceding 12 months which includes:
 - Supporting an increasing number of residents to live independent, safe and well lives.
 - The Integrated Discharge Team Service Lead won the Big Hearts, Big Changes 'Inspirational Leader Award' and the Team won the 'South Yorkshire Teaching Partnership Team of the Year Award'.
 - The Localities Service won awards for Social Worker of the Year, Social Care Assessor of the Year and Long Service Award at the South Yorkshire Teaching Partnership Awards.
 - The number of reviews offered to people with care and support needs in Rotherham increased by 5% and the current rate of annual reviews is exceeding targets.
 - The Integrated Discharge Team (IDT) has worked with health partners to develop the Community Hub. The Hub aims to improve the support available

to people being discharged from hospital and supports admission avoidance to keep people safe and well at home.

- The number of families living in temporary accommodation has reduced following the introduction of the Domestic Abuse Housing Officers.
- Our Community Connectors have continued to work closely both alongside our staff and local groups in the community to ensure people's social outcomes are met individually and through the ongoing development of a wide range of community groups.
- Conway Crescent Respite Service was rated 'Good' by the Care Quality Commission (CQC).
- Funding was secured for Dual Diagnosis workers. These roles will enable more integrated responses to physical and mental health for drug and alcohol users.
- The Community Catalysts project has led to the creation of at least 20 enterprises that now provide quality, creative support for people with a learning disability who live in Rotherham.

2.2 The Local Account also outlines the Council's adult social care priorities for the year ahead:

- Developing a new Adult Social Care Strategy and Vision for Rotherham in partnership with residents and partners.
- Working with partners to develop an approach to prevention for adult social care which supports people to maintain their independence and maximise their wellbeing.
- Ensuring timely completion of Care Act Assessments for people needing support.
- Expanding access to Assistive Technology to support people to live independently.
- Collaboratively working with partners to complete the Mental Health Service Review and implement a future 24/7 delivery model.
- Ensure take up of adult social care is representative of local communities.
- Identify areas of good practice and areas for improvement to ensure full preparedness for formal regulation.
- Design and implement a feedback mechanism to capture the voice of the resident with care and support needs is capture and actively shapes future delivery of service.
- Co-produce a new Strategy for Learning Disability Services.
- Design and begin construction of 'Castle View', a new day opportunities centre for people with complex support needs.

2.3 In addition, the Local Account provides a view of the real and tangible impact adult social care has for residents through several case studies as well as highlighting the voice of residents through the complaints and compliments process. The Local Account includes the improvements being implemented within services to address issues raised by residents to ensure there is continual service improvement aligned with expected standards.

2.4 Across the South Yorkshire region, Barnsley, Doncaster and Sheffield Councils have continued to publish their Local Accounts of Adult Social Care in preceding

years. Publication of Rotherham's 'How Did We Do?' Adult Social Care Local Account for 2022/23 will ensure alignment with neighbouring authorities approaches.

3. Options considered and recommended proposal

Option 1: Do Nothing

- 3.1 This option would seek to retain the 2017 Adult Social Care Local Account rather than publish the updated iteration 'How Did We Do?'. This option is not considered to be viable as it does not reflect the current operating environment of adult social care, recent successes, and future priorities.
- 3.2 Furthermore, it is essential that residents understand the important adult social care work that the Council are delivering on behalf of people with care and support needs as the breadth of their role is often misunderstood or not fully appreciated.

Option 2: Publish 'How Did We Do?' Adult Social Care Local Account 2022/23

- 3.3 Option 2 is the preferred option as it would result in the Council's latest performance for adult social care being published for residents. It would enable a transparent, open and accountable view of adult social care performance.
- 3.4 With formal regulation commencing in 2024 of Council Adult Social Care departments by CQC, Association of Directors of Adult Social Services (ADASS) has recommended that Local Accounts of adult social care performance are formally published. It would also align Rotherham's approach with that of other Council's within the South Yorkshire region.

4. Consultation on proposal

- 4.1 Adult Social Care are currently consulting on the future vision and strategy for the Service. As part of this consultation, the service is seeking expressions of interest from residents who would like to form part of an Adult Social Care Co-Production Board.
- 4.2 Future iterations of the Local Account will subsequently be co-designed and co-produced with residents via the Co-Production Board.

5. Timetable and Accountability for Implementing this Decision

- 5.1 October 2023 – publish the Local Account subject to Cabinet approval.
- 5.2 Annually – seek approval from Cabinet each September to publish the Local Account.

6. Financial and Procurement Advice and Implications

- 6.1 There are no financial implications of this report.

- 6.2 There are no direct procurement implications arising from the recommendations detailed in this report. However, where the Council engages third party suppliers to support delivery of the forthcoming priorities, these must be procured 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 There are no legal implications in relation to the report.

8. Human Resources Advice and Implications

- 8.1 There are no HR implications arising from this report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 There are no implications arising from this report for this area.

10. Equalities and Human Rights Advice and Implications

- 10.1 Equality screening and assessments have been completed and are attached as appendices to the report (Appendix 3 and 4).
- 10.2 The equality assessment identifies two actions:
- The Local Account will be made available in other formats and languages as requested to ensure accessibility on an ongoing basis.
 - The Local Account has been designed to support use of software for reading text in line with our website standards, which will be completed by October 2023.

11. Implications for CO2 Emissions and Climate Change

- 11.1 A Carbon Impact Assessment form has been completed and can be reviewed at Appendix 5.

12. Implications for Partners

- 12.1. The Local Account documents the positive work across partners through our integrated and collaborative models of delivery for learning disabilities, mental health and transfer of care hub. Partnership working is paramount to maximise our efforts, resources, and capacities to improve the health and wellbeing outcomes for residents.

13. Risks and Mitigation

- 13.1 Whilst the Local Account does not present any risks, there are risks associated with this document not being published.
- 13.2 Clear strategic priorities for adult social care will communicate the direction of travel for the service and illustrate how it will further build on the positive work

already being delivered within adult care.

14. Accountable Officers

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

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	02/10/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	28/09/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	21/09/23

Report Author:

Kirsty-Louise Littlewood, Assistant Director, Adult Care and Integration
Kirsty-louise.littlewood@rotherham.gov.uk

Dania Pritchard, Change Lead
danialpritchard@rotherham.gov.uk

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

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HOW DID WE DO?

Adult Social Care Local Account 2022 – 2023

People are safe, healthy and live well



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FOREWORD

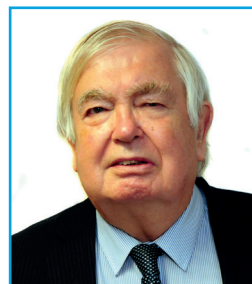
I am pleased to introduce our Local Account which allows us to celebrate all that we have accomplished over the last year and commit to our aims for Adult Social Care for the coming year.

In Rotherham we believe in a strength-based person-centred approach to achieve our aim of 'People are safe, healthy and live well'. To achieve this, we must put our residents at the heart of what we do and Adult Social Care is committed to this ethos.

We are proud of the relationships we have built within our local communities to improve our services and of the improvements we have made in terms of timeliness of the services that we offer. Looking forward, we are committed to gaining meaningful feedback that will actively shape future services that we deliver for the residents of Rotherham.

We will also continue to work collaboratively with partners to ensure that what we offer enables our residents to thrive and live their best lives.

Councillor David Roche



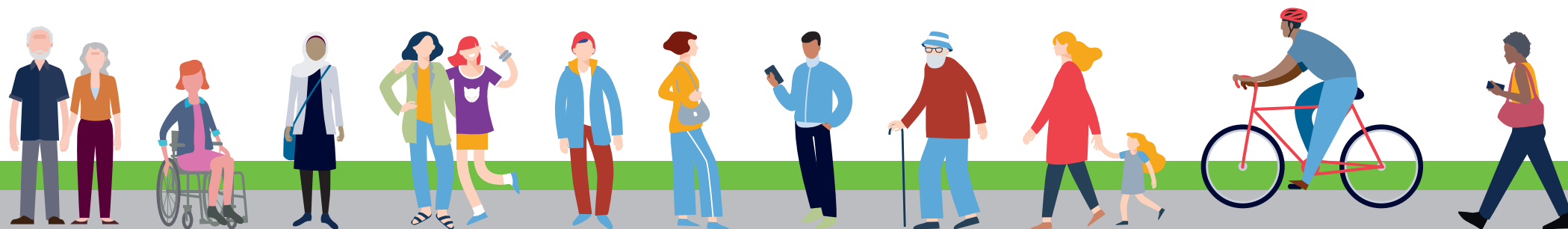
Councillor David Roche

Cabinet Member for Adult Social Care and Health



Ian Spicer

Strategic Director of Adult Care, Housing and Public Health



ADULT CARE AND SAFEGUARDING

About the Local Account

The Local Account aims to summarise our achievements and celebrate the hard work and dedication from our teams over the last year. We will set out our priorities for the coming year and highlight where we still need to improve and make progress and how we plan to do that.

The Adult Social Care Context

Our ambition is to support our residents to be independent and resilient. We do this by:

- Enabling them to be the healthiest they can be to lead full active lives, live independently and play an active part in their communities
- Ensuring choice about how they live their lives so they feel happy, safe and secure
- Focussing on prevention so that people have more control over their lives
- A 'doing with' and not 'doing to' approach so that our interventions respond to the needs of the person

There have been many achievements in the last 12 months and we have a number of key priorities for the coming year to support achieving our ambition for residents.

Safeguarding Adults

Safeguarding is about protecting people from abuse or neglect and educating those around them to recognise the signs and how they can report their concerns. To keep our residents safe we know there are lots of actions we currently do and more we can do. Amongst our aims are improving mental health, developing resilience and giving choice and control to support people stay as safe as possible.

As a Council we have a Safeguarding Adult Pathway to protect vulnerable residents and ensure we make safeguarding personal to the person at risk of harm or abuse. Our Rotherham Safeguarding Adults Board (RSAB) is committed to taking a partnership approach to help protect adults at risk of or experiencing neglect, harm or abuse.

In 2022, Adult Social Care reviewed the safeguarding adult pathway to further strengthen practice and legal compliance with the Care Act 2014.

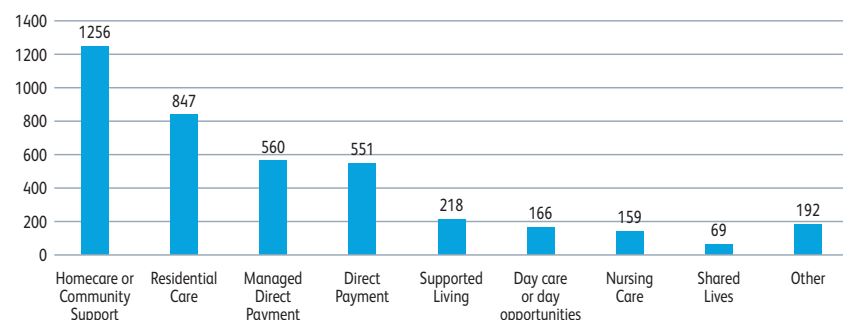
During the 2022/2023 year, 449 people were subject to a new Safeguarding enquiry and 631 had an enquiry completed. The majority of enquiries relate to older people and happen in a person's own home. Of the enquiries completed 432 people felt they had their voices heard in the safeguarding process under Making Safeguarding Personal.

SUPPORTING OUR RESIDENTS

During the last 12 months we have provided support services for 5,273 residents.

At the end of March 2023, there were 3,579 people receiving 4,018 services (meaning some people access multiple services) from adult social care.

Number of services being provided at 31 March 2023



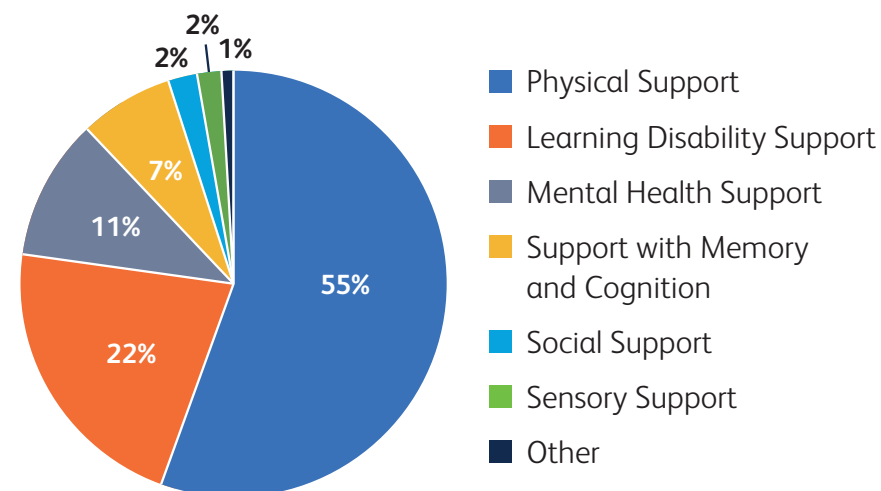
31% of people being supported were aged 18-64 and 69% were aged 65+.

Primary Support Reason	AGE GROUP		ALL
	18-64	65+	
Physical Support	414	1,570	1,984
Learning Disability Support	698	87	785
Mental Health Support	230	150	380
Support with Memory and Cognition	11	247	258
Social Support	48	34	82
Sensory Support	37	24	61
Not yet recorded	3	26	29
Everyone on service at 31 March 2023	1,441	2,138	3,579

During the 2022/2023 year, 59% of residents receiving support identified as female and 41% of residents identified as male.

Of the 3,579 people accessing services at the end of March 2023, 53% also received support from an unpaid carer.

Percentage of everyone on support service



Equality, Diversity and Inclusion

There is under-representation of people from Ethnic Minority Communities for residents who access our services. 4% of people who received services are from these communities.

This is low compared to the Rotherham Ethnic Minority population rate of 10%. One of our priorities and areas of focus is to ensure more representative take up of adult social care across all our local communities.

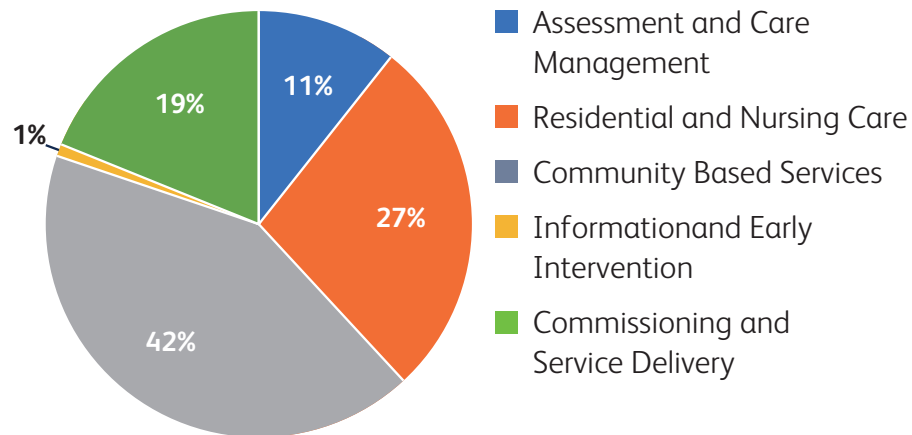
OUR ACHIEVEMENTS OVER 2022/23

- Supported an increasing number of residents to live independent, safe and well lives
- Increased the number of reviews offered to people with care and support needs above regional averages
- Worked with health partners to develop the Community Hub which aims to improve the support available to people being discharged from hospital and admission avoidance to keep people safe and well at home
- The number of families living in temporary accommodation has reduced following the introduction of the Domestic Abuse Housing Officers
- Community Connectors have continued to work closely with local community groups to ensure people's social outcomes are met individually and through the ongoing development of a wide range of community groups
- Conway Crescent Respite Service was rated 'Good' by the Care Quality Commission (CQC)
- Funding was secured for Dual Diagnosis workers to support people with the impact of substance misuse
- The Community Catalyst project has led to the creation of at least 20 enterprises that now provide quality, creative support for people with a learning disability in Rotherham. By the end of the project enterprises provided 555 day opportunities and created 137 new jobs for local people.
- Launched our Mental Health Recovery Flexible Purchasing System to develop a range of services within Rotherham to support people with mental ill health
- Completed the Department of Health and Social Care national exercise to ensure that we are paying a fair price for care services and that care workers are paid an appropriate wage to provide quality care services to vulnerable adults living in the Borough
- The Integrated Discharge Team won the 'South Yorkshire Teaching Partnership Team of the Year Award'
- The Localities Service won awards for Social Worker of the Year, Social Care Assessor of the Year and Long Service Award at the South Yorkshire Teaching Partnership Awards

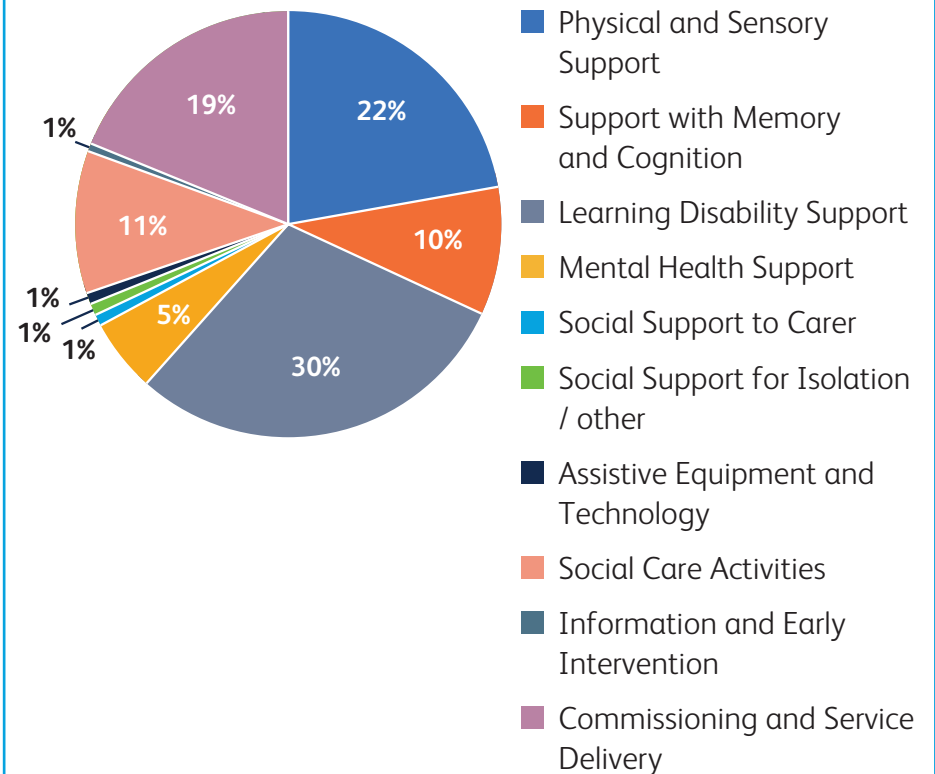
HOW WE USE OUR RESOURCES

Our latest financial data shows Rotherham spent a total of £74.8 million on Adult Care and Support services in 2021/22 (for which the latest full financial year figures are available). This was funded through a mixture of Council Tax, Adult Social Care Precept and grant. The spend was broken down as follows;

Type of Services



Category and Support



OUR PRIORITIES FOR THE YEAR AHEAD

- Develop a new Adult Social Care Strategy and Vision for Rotherham in partnership with residents and partners
- Work with partners to develop an approach to prevention for adult social care which supports people to maintain their independence and maximise their wellbeing
- Ensure completion of Care Act Assessments are timely for people needing support
- Access to Assistive Technology to support people to live independently is expanded by Rothercare
- Collaboratively work with partners to complete the Mental Health Service Review and implement a future delivery model which operates 24/7
- Ensure take up of adult social care services is representative of our local communities
- Identify areas of good practice and areas for improvement to ensure we are fully prepared for regulation
- Design and implement a feedback mechanism to capture the voice of the resident with care and support needs following dealings with Adult Social Care. Use this feedback to actively shape future services
- Co-produce a new Strategy for Learning Disability Services
- Design and begin construction of 'Castle View' day opportunities for people with complex support needs
- Work with partners to develop an approach to prevention for adult social care which supports people to maintain their independence and maximise their wellbeing
- Launch the Borough that Cares Strategy and work with unpaid carers to develop services that meet the identified priorities
- Publish the Learning Disability/Autism Supported Living Flexible Purchasing System to enable us to continue to expand the opportunity for people to live as independently as possible
- Develop and publish a Flexible Purchasing System to further increase the number of day time opportunities for people with a Learning Disability and Autistic people
- Continue to ensure that commissioned services are of a high quality and can effectively meet peoples care and support needs
- Ensure there is a vibrant care market in Rotherham which can continue to meet the demand for services.

VOICE OF THE RESIDENT

During 2022/23 we received **166 compliments** compared to **62 complaints**.

"They often go above and beyond to ensure patients do not become delayed transfers of care" and they were described as "warm, friendly, dedicated and knowledgeable".

Compliment for a **Social Worker** in the Access Team.

"The service from all the staff visiting has been exemplary and they have gone above and beyond what was expected".

Compliment for the **Reablement Team**.

"They took the time to assess my needs and explain how different bathing aids would help me. They were professional and friendly and allowed me to ask questions".

Compliment for a **Community Occupational Therapist**.

"On behalf of the family thanks to you and the Together Housing team for your help and support. In their time there, my parents were able to enjoy living at Potteries Court because the staff and carers were very compassionate and professional".

Compliment for **Potteries Court**.

"Thank you for all your support and hard work over the past four or five months. I know it's not been easy and very stressful at times but you got us there in the end and we do really appreciate the time and effort from all of you".

Compliment for **Potteries Court**.

"Thank you for your valuable help and support recently. You have clarified everything for me and gone above and beyond to find answers to my questions".

Compliment for a **Social Worker** in the Localities Team.

Complaints reduced by 18.4 % on the previous year with the majority being around the actions or attitude of a social worker, insufficient provision of information and delays in service. This reflects the high demand for support and we are working to improve access to our services. We are doing this by an improved information and advice offer, increasing capacity in care services to provide services quicker and having clear practice standards for Social Workers. Of the 62 complaints received, 55 (88.7 %) were satisfied at stage one without further escalation.

THE BEST WORK OF OUR LIVES

Sally was open to the Complex Lives team following concerns that she was being exploited in the community. Sally had periods of low mood due to her circumstances and had frequent hospital admissions due to her physical and mental health. Sally was supported to engage with services including tenancy and crisis support. A new bank account was set up to reduce Sally's dependence on others, she was supported to apply for benefits and attend appointments to manage her own affairs. Sally now lives independently and safely and has reconnected with supportive family members.

Billy was experiencing falls, had heart problems, recurrent chest infections and could not walk independently. Billy was admitted to hospital for treatment of a chest infection and a fall. Billy went home with services to support him in his recovery but shared concerns that his family could no longer provide the support he needed and chose to move into a Care Home.

Billy's health has now improved and he has treated himself to new clothes. Billy's family visit him regularly, as does his Social Worker, who is on hand to support as he settles into his new routine and environment.

Paul was matched with a Shared Lives couple for day support alongside two of his friends. The match flourished and Paul, his friends and his Shared Lives carers enjoy many activities together such as visits to local places of interest, local cafés and parks. Paul made an instant connection with his Shared Lives carers and their family and soon they all agreed to extend his support to overnight stays. This arrangement has enabled Paul's mum to keep caring for her son from the family home whilst the Shared Lives Carers ensure he maintains good health and wellbeing, enjoys his time with his friends and mum can take a break from caring. Paul is enjoying his best life with support from his mum and Shared Lives family and says "I am happy spending time with my friends".

Elaine has motor neurone disease which has affected the use of her upper limbs and significantly impacts on her ability to feed herself independently. Elaine tended to leave her food rather than ask for help as the family have two young children who require supervision at mealtimes.

Elaine was assessed by adult social care and it was agreed with Elaine to commission a Neater Eater Robot. The Neater Eater Robot is a piece of assistive technology that helps Elaine to eat independently with her family as she can operate the robot with a foot switch.

Elaine and her family can now sit down at mealtimes to eat their meals together which makes such a difference to both her and her family's quality of life. Elaine's nutrition is also significantly improved which is vital for her wellbeing.



USEFUL CONTACTS

Safeguarding (Customer Contact Team) – **adults** – 01709 822330

Safeguarding (M.A.S.H Team) – **children** – 01709 336080

Mental Health Crisis Team – 0800 652 9571

RDASH Switchboard – 03000 213000

Housing Services – 01709 336009

Reablement Services – 01709 336096

Shared Lives – 01709 334948

Supported Employment – 01709 249600

Age UK Rotherham – 01709 835214

Citizen's Advice Bureau – 0808 278 7911

Your own important numbers



Adult Social Care Local Account 2016 –17

Improving the health and wellbeing of people of Rotherham



In Rotherham we want to ensure every adult is secure, responsible and empowered. We want to help all adults enjoy good health and live independently in the community for as long as possible and to support people to make choices about how best to do this.

We want a Rotherham where vulnerable adults, such as those with disabilities and older people and their carers, have the necessary support within their community.

The Adult Social Care context

- People want and deserve more choice about how they live their lives.
- There is a need to shift towards supporting more people in the community.
- In Rotherham, the number of people over 65 is expected to increase by 18 % over the next ten years from 50,500 to 59,700. Almost all of this growth will take place in people aged over 70 years.
- The number of people aged over 85 will increase twice as fast as the over 65 rate, rising by 41 % from 5,900 in 2016 to 8,300 by 2026.

See Rotherham's Joint Strategic Needs Assessment for more information.

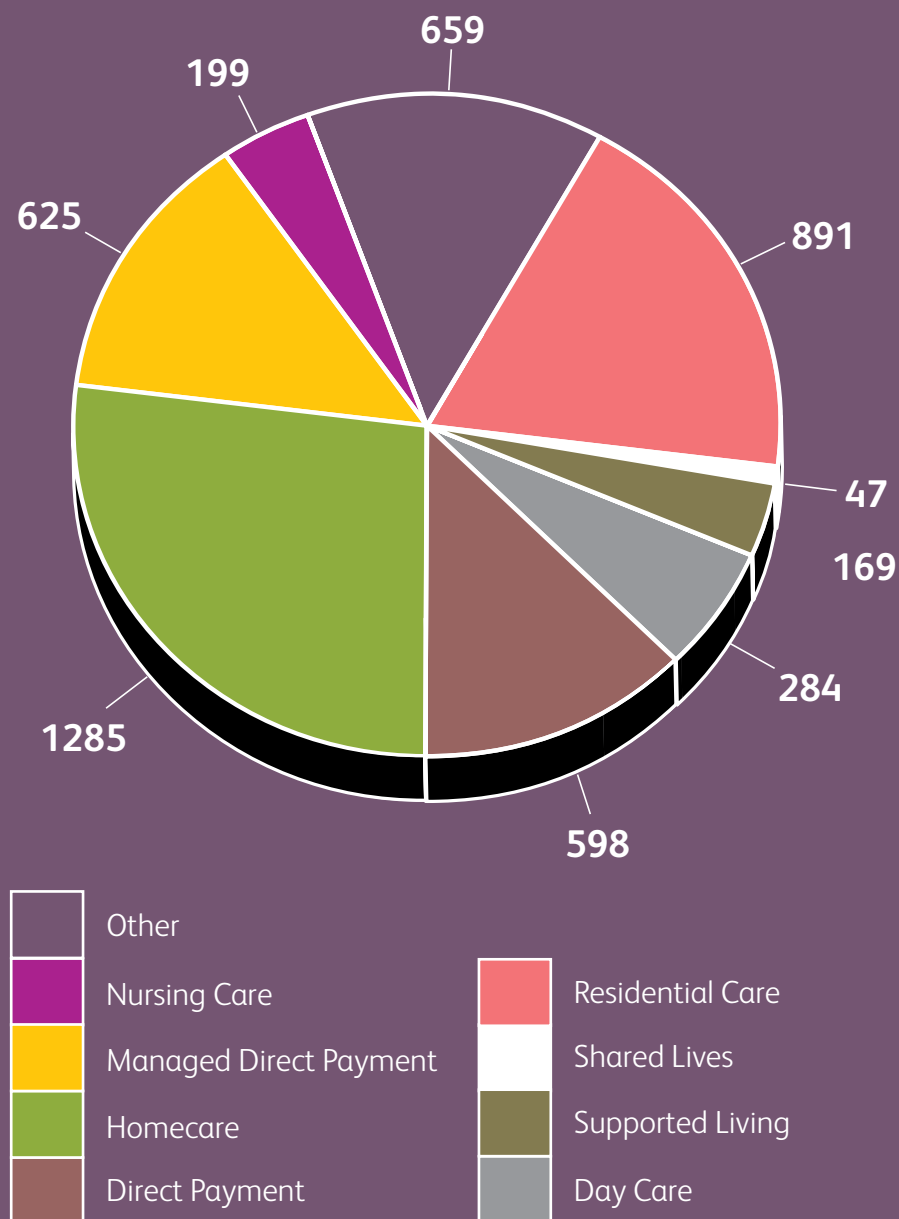


Anne Marie Lubanski
Strategic Director
Adult Care, Housing and
Public Health



Cllr. David Roche
Cabinet Member
for Adult Care and
Health

How we support our residents



What is Supported Living

To live in the way you want.

Your housing and support is built around you rather than you fitting in to a service to live as independently and safely as possible.

What is Shared Lives

Shared Lives matches an adult who has care needs with a carer to live or spend time with them and their families - as valued members of their own communities.

Day Care

Services help older people stay in their community and function to the fullness of their ability.

Direct Payments

Are a way of letting you have more choice and control over your day-to-day life through flexible care arrangements.

Homecare

Is support provided within your home.

Residential & Nursing Care

Is a care home that provides accommodation, meals and personal care. In Rotherham there are 37 residential and nursing care homes.

Managed Direct Payment

The Council has a contract with Action for Employment to help you with all aspects of managing your direct payments.

Our achievements over 2016/17

- Supported over 80 % of people through our reablement service to live at home independently with no additional support.
- Supported more people with mental health conditions to live independently than other local authorities in Yorkshire and Humber.
- Launched the 'I age well tool' to allow residents to take control and support them to look after themselves as they age <https://www.iagewellrotherham.co.uk/>.
- Continued to improve our complaint handling process by reducing the number of complaints, including those that escalate through the complaints procedure.
- Established a vulnerable persons team to work alongside the historic survivors of child sexual exploitation and those individuals who came to the attention of services due to episodes of crisis who require support and specialist services.
- Commissioned the new "Sight and Sound" Centre with Sheffield Royal Society to offer a range of services for those with sensory impairment. For more information: <http://www.srsb.org.uk/>



Our commitments for the year ahead

- Continue to analyse complaints by service and type to inform learning and improve our customer experience.
- Identify partnership opportunities with the Community Safety Partnership to put an end to human trafficking and modern day slavery.

We will also continue to work with health and third sector partners to:

- Integrate health and social care services to reduce duplication and provide high quality services that are easy to access.
- Identify and support families at the earliest opportunity so that it can improve outcomes and reduce the need for social care intervention.
- Ensure information and advice is easily accessible.
- Ensure that we make safeguarding personal.
- Improve our approach to personalised services.
- Commission services effectively working in partnership and co-producing with users and carers.

Read our Adult Social Care Strategy 2017- 2020

Improving Outcomes for Rotherham

During the year we saw an increased demand within our Assessment and Care Management teams. Improved partnership work has meant quicker hospital admissions and the reduction in delayed discharges. In addition, there have been considerable resources committed to ensuring the effective implementation of the Care Act legislation. Despite these challenges our performance and standard of services have remained high in almost all areas. There are a number of areas where we have improved and some where we have seen a slight decline in our performance.

Here's an overview:

- **1480** social care assessments completed
- **759** people supported with a learning disability
- **322** people supported with a mental health problems
- **167** people accessing supported living
- **1090** people in care and residential homes
- **1,700** people who have been provided with pieces of assistive technology equipment
- **1,600** customers supported to live independently and safely in their own home

Rotherham Safeguarding Adults

We are committed to protecting our most vulnerable residents with a number of specialist teams from our Vulnerable Persons team to our Safeguarding Investigations team.

During 2016/17, 2456 alerts were reported to the Safeguarding Team. Of those, 641 of became section 42 enquiries, where an investigation begins and further enquiries are made.

[Link to Rotherham Safeguarding Board Annual Report 2016/17](#)



Compliments

During 2016/17 we received some excellent feedback about our services and the care we have provided.

Overall we received 59 compliments, which represent a decrease on the previous year, where 104 compliments were received.

Compliment for **Davies Court**. "The stay at Davies Court was a first class experience".

Compliment for the **Unplanned Review Team** "We cannot thank and praise Janet enough for her professionalism and sensitivity".

Compliment for the **Hearing Impairment Officer**. "For her prompt and sensitive assessment".

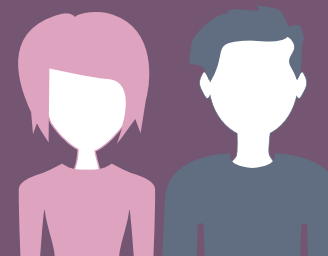
Compliment for the **Unplanned Review Team**. "Thanks for the tremendous job they have done. They have shown great compassion, a can do attitude and I have been continually appraised of the position and given common sense advice from day one. My mother is safer and happier because of your work and devotion".



Compliment for the **Enabling Service**. "Treated both of us with the utmost respect and kindness. Worked out a suitable programme which is working perfectly. Your ladies are all wonderful".

Compliment for the **Social Worker** in the Learning Disabilities Service. "Thank you for all your help in the past".

Compliment for the **Direct Payments Team**. "Thank you for your prompt replay and thanks to the member of staff whose efforts I have no doubt have gone a long way towards sorting out this audit".



Complaints

In 2016/17 we received 76 complaints about our services, this represents a slight increase on the previous year (73 complaints received).

Although complaints come from all services, 66 % were received by the Independent and Support Planning Service area and 45 % by the Locality Social Work teams. This is an annual trend in Adult Social Care and reflects the number of customers that are processed through these service areas and the nature of the care that is provided, such as assessment of care, and care often to customers and their families who are new to Social Care services.

Common areas of complaints were communication, the quality of information provided, attitude of staff and cost of service. Delays in the assessment process were a significant cause of a number of complaints (17 complaints were received regarding delays and 12 were received in Independent and Support Planning). Complaints were also received regarding the outcome of assessments.

The number of complaints upheld has continued to reduce and the number of complaints escalating through the complaint procedure has also reduced. There are also a very low number of complaints being considered by the Ombudsman. Overall these measures indicate good complaint handling and improvements in the way in which we respond to formal complaints.

Lord Hardy Court

Meet Ivan H who has received care at Lord Hardy Court.



Ivan came to Lord Hardy for intermediate care from hospital after being admitted because of respiratory problems. Ivan came to us lacking confidence, looking and feeling frail with a poor appetite.

Ivan received care, help and guidance from Occupational Therapists, Physiotherapists and care enablers whilst he was in Lord Hardy Court to make sure he could go home and not have to rely on his wife to take care of him. His appetite returned and his mobility has improved tremendously. He's now looking forward to getting back home to be with his wife.

Ivan said: ***"Staff are very helpful and overall I've had a good experience - it was the best thing I could have done."***

Assistive Technology Service

Meet Jamie who has cerebral palsy and has been supported by the Council to receive assistive technology.



After attending an exhibition, Jamie saw a demonstration of a 'meal mate', which is a programmable robot with an arm and a plate that allows the user to press a peddle and eat their meals. Soon after, Jamie contacted the Single Point of Access team and was referred to the Occupational Therapy service, who arranged for a successful trial with the machine. Through the service, Jamie has also been provided with equipment to help him with personal tasks such as bathing.

Jamie's partner says: ***"It is fantastic! Jamie is now no longer underweight because he enjoys his food more and is eating a more normal diet."***

The technology means that Jamie is more able to look after himself, giving him more dignity and allowing the whole family to spend more time together.

AD-Pro Employment Services

Meet Daniel and David who have both secured employment opportunities after receiving support through the Council's Ad-Pro service.



The service supports anyone who has a learning disability to access employment. Daniel and David found out about the service through Sarah Stanley from the Rotherham Investment Development Office (RIDO) who introduced them both to the service.



Both Daniel and David are now trainees at local firm History & Heraldry, located within Hellaby Industrial Estate. They have started on a 15 hour week paid contract, working 2 days within the warehouse.

Daniel said: *"I am enjoying the experience and looking forward to continuing my work there."*

Sarah Stanley said: *"I was pleased to be able to promote the good work of Ad-pro to my HR contacts in local Rotherham companies and it's great that two trainees have been given an opportunity at History & Heraldry".*

Linda at History & Heraldry said: *"This is the first time that we have ever worked with people with learning disabilities. Both Daniel and David work extremely hard and we are very impressed with them both, also the support we have had from staff at Ad-pro".*

Learning Disability Service

Diane, mum to Richard aged 24 who has autism, talks about the support her son receives from the Council.

"Throughout Richard's life (and until two and half years ago) he only attended Special Needs Education through which he was severely bullied and became suicidal.

"Since connecting with the Council's Learning Disability Service we have been introduced to so many rewarding activities. Richard is now able to travel independently and has been involved with Ad-pro's supported employment services for the past two and a half years. Richard is treated with respect and consideration and is now working towards a position of employment. Everyone at Ad-pro is caring and friendly, not just to my son but to us as a family. Richard enjoys his time at Ad-pro and has progressed so much."

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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: Adult Social Care Local Account – How did we do?

Directorate: Adult Care, Housing & Public Health

Service area: Adult Care and Integration

Lead person: Dania Pritchard

Contact:
dania.pritchard@rotherham.gov.uk

Is this a:

☐

Strategy / Policy

☐

Service / Function

☒

Other

If other, please specify: an annual report that summarises the work of Adult Social Care in Rotherham

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

The aim of this report is to celebrate the hard work that our staff do to support residents in the borough, showcase positive examples of these and communicate the priorities for the coming 12 months and how we aim to achieve these.

3. Relevance to equality and diversity

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

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

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

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

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?**

We have considered the audience who are likely to engage with the Local Account and what they may need to be able to access it. We know that there may be a limited understanding of what adult social care is and who the Local Account is pertinent to. We also know that the layout and format need considering to ensure accessibility for all.

- **Key findings**

We know that –

- The local account needs to be laid out in an accessible way and be understandable to a range of audiences including those with care and support needs.
- People may not know what Local Account means.
- The local account needs to be created in a way that AT can be used to support the reading / understanding of it.
- We cannot just have it available online.

- **Actions**

To mitigate these possible issues we have done the following –

- Pitched the design so it is less corporate and as engaging as possible with interesting graphics and lots of plain English.
- Changed the title to 'HOW DID WE DO? Adult Social Care Local Account 2022 – 2023' instead of just 'Local Account' so that people will have an idea of what the content may be before opening it / as a way of communicating that it should be of interest to them.
- Designed it to support the use of software for reading text in line with our website standards.
- Arranged that it be available as a paper version in all 15 libraries across the borough for those to access who do not use computers.
- Anticipated that it may be requested in other languages to aid understanding and avoid isolating non-English speakers.

Date to scope and plan your Equality Analysis:	05/07/2023 – 06/07/2023
Date to complete your Equality Analysis:	11/08/2023
Lead person for your Equality Analysis (Include name and job title):	Dania Pritchard, Change Lead

5. Governance, ownership and approval

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

Name	Job title	Date
Cllr Roche	Cabinet Member for Adult Social Care & Health	12/09/2023
Ian Spicer	Strategic Director, Adult Care, Housing & Public Health	04/09/2023
Kirsty-Louise Littlewood	Assistant Director, Adult Care and Integration	17/09/2023

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	11/08/2023
Report title and date	Adult Social Care Local Account – How did we do?
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	Report Date: 2022 – 2023 Publication Date: 31/10/2023
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	16/08/2023

APPENDIX 4

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: Adult Social Care Local Account – How did we do?	
Date of Equality Analysis (EA): 11/08/2023	
Directorate: Adult Care Adult Care, Housing & Public Health	Service area: Adult Care and Integration
Lead Manager: Kirsty-Louise Littlewood	Contact number: Kirsty-louise.littlewood@rotherham.gov.uk
Is this a: <input type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input checked="" type="checkbox"/> Other	
If other, please specify: Local Account report.	

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)
Dania Pritchard	Rotherham Council	Change Lead
Scott Clayton	Rotherham Council	Change Lead
Laura Thornley	Rotherham Council	Head of Service – SIG Team

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 Local Account gives an overview of all service areas within Adult Care in Rotherham. It is a document that will be in the public domain and any resident can access it, however, it is expected that those adults who have accessed services – or their families and carers – will be more likely to engage with it.

During the last 12 months we have provided support services for 5,273 residents. At the end of March 2023, there were 3,579 people receiving 4,018 services (meaning some people access multiple services) from adult social care.

Age and gender

31% of people being supported were aged 18-64 and 69% were aged 65+. During the 2022/2023 year, 59% of residents receiving support identified as female and 41% of residents identified as male.

Ethnicity

There is under-representation of people from Ethnic Minority Communities for residents who access our services. 4% of people who received services are from these communities. This is low compared to the Rotherham Ethnic Minority population rate of 10%.

Primary Support Reasons

The below table is broken down by reason and age group –

Primary Support Reason	18-64	65+	ALL
Physical Support	414	1,570	1,984
Learning Disability Support	698	87	785
Mental Health Support	230	150	380
Support with Memory and Cognition	11	247	258
Social Support	48	34	82
Sensory Support	37	24	61
Not yet recorded	3	26	29
Everyone on service at 31 March 2023	1,441	2,138	3,579

Religion or Belief

- 990 (26.95%) of the current customers with an open service have a Christian religion record.
- 69 (1.88%) of the current customers with an open service have a religion of Islam recorded on the system.
- 1471 (40.05%) of the current customers with an open service have not declared their religion.
- 1034 (28.15%) of the current customers with an open service haven't had the religion recorded on the system

Marital Status

- 751 (20.45%) have a marital status of widowed. Significantly more are female 624 compared to 127 males.
- 724 (19.71%) have a marital status of married. Slightly more are female 408 compared to 316 males..
- 1174 (31.96%) have a marital status of single slightly fewer are female 516 compared to 658 males.
- 685 (18.65%) don't have a marital status recorded

Sexual Orientation

Sexual orientation can be captured within the case management system but has not been collected for the majority of clients. Only 106 (2.89%) having a valid sexual orientation recorded. Of these 85 are Heterosexual and 21 are LGBTQ. We have 1499 customers recorded with "don't know" or "preferred not to say" which is a valid option. 2065 (56.22%) of current customers with an open service don't have the sexual orientation recorded

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

Data regarding people with a care and support need and their carers is captured on the Adult Care LAS system. However, people with care and support needs may be accessing this support privately or informally so may not be known to adult social care and, therefore, will not be reflected in the figures and narrative in this report. It is essential that the Local Account be easily accessible and available to all residents to give insight to people about what is available and what functions Adult Social care carry out - so that they can access support if needed.

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

As noted in the previous response, some people with care and support needs or carers may not be known to adult social care. This could be through choice or not being eligible for care and support services due to the level of presenting needs. There are several self-funders in Rotherham (figure unknown which is a national gap in data and not just a local issue). It is therefore important that access to and availability of the Local Account is clear for residents and that it is promoted borough wide.

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

Not applicable – screening has identified no impact

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

Not applicable

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

Not applicable

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)**

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

Data is available for all people receiving adult social care support and unpaid carers. Data is captured on the Adult Care LAS case management system.

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

There may be a limited understanding of what adult social care is and who the Local Account is pertinent to. To mitigate the design is pitched so it is less corporate and as engaging as possible with interesting graphics and lots of plain English. The title was also changed to 'HOW DID WE DO? Adult Social Care Local Account 2022 – 2023' instead of just local Account so that people had an idea of what the content may be before opening it / as a way of communicating that it should be of interest to them.

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

Not applicable

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 hoped that the Local Account will showcase the work Adult Social Care do and that the dedication and progress is evident. In addition it should communicate the awareness we have as a council around what we need to improve – from the complaints section and the priorities, for example.

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: Adult Social Care Local Account – How did we do?
Directorate and service area: Adult Care, Housing & Public Health, Adult Care and Integration
Lead Manager: Dania Pritchard
Summary of findings:
The equality analysis has been completed to ensure that residents across the borough including those with care and support needs, their families and unpaid carers, can access the Local Account. Care has been taken in the design of the document, from the images to the language, so that key information and data can be understood meaning that the document is effective, inclusive, and accessible to all.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
The Local Account will be made available in other formats and languages as requested to ensure accessibility	D	Ongoing
The Local Account has been designed to support use of software for reading text in line with our website standards	D	October 2023

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

6. Governance, ownership and approval

Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.

Name	Job title	Date
Adult Care, Housing and Public Health DLT	Directorate Leadership Team	11/07/2023
SLT	Senior Leadership Team	01/08/2023
Cllr Roche	Cabinet Member for Adult Social Care & Health	12/09/2023
Ian Spicer	Strategic Director, Adult Care, Housing & Public Health	04/09/2023

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	11/08/2023
Report title and date	Adult Social Care Local Account – How did we do?
Date report sent for publication	31/10/2023
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	16/08/2023

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APPENDIX 5: 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?	Nil				
Emissions from transport?	Nil				
Emissions from waste, or the quantity of waste itself?	Minimal	Paper versions will be available in libraries across the borough so the report is accessible to those who do not use / have access to the internet.		The online version will be promoted but 13 paper copies will be produced so that they're accessible across the borough. We will provide 1 copy per library to minimise any chance of waste.	
Emissions from housing and domestic buildings?	Nil				
Emissions from construction and/or development?	Nil				

APPENDIX 5: CARBON IMPACT ASSESSMENT

Carbon capture (e.g. through trees)?	Nil				
Identify any emission impacts associated with this decision that have not been covered by the above fields:					
None					

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

We will encourage and promote online access to the report as much as possible with minimal paper copies being produced. There may also be the opportunity in forthcoming iterations of the local account to consider climate mitigation and climate impact should data be available in the future.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Dania Pritchard, Change Lead, Service Improvement and Governance, Adult Care, Housing and Public Health
Please outline any research, data, or information used to complete this form.	None
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	Not applicable
Tracking [to be completed by Policy Support / Climate Champions]	Louise Preston, Climate Change Manager CIA133

Committee Name and Date of Committee Meeting

Cabinet - 16 October 2023

Report Title

Short Breaks Innovation Programme

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

Yes

Strategic Director Approving Submission of the Report

Nicola Curley, Strategic Director of Children and Young People's Services

Report Author(s)

Helen Sweaton, Assistant Director, Commissioning, Performance and Quality
helen.sweaton@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

The Short Breaks Grant was made available to Rotherham under the open application round of the Short Breaks Innovation Fund (previously called the Better Integrated Care Fund) for year two of the programme between April 2023 and March 2024 for the Department for Education's (DfE).

This report requests that the Short Breaks Innovation Grant 2023 – 2024 is accepted and allocated against the priorities outlined within the Cabinet report. The report also provides an update on progress made on the grant since its commencement on the 1st of April.

Recommendations

That Cabinet:

1. Accept the Short Breaks Innovation grant funding from the Department for Education and approve the approach to management of the grant as outlined in the Cabinet report.

List of Appendices Included

Appendix 1 Part A Initial Equality Screening Assessment
Appendix 2 Part B Equality Analysis Form
Appendix 3 Carbon Impact Assessment

Exempt from the Press and Public

No

Background Papers

None

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Short Breaks Innovation Programme

1. Background

- 1.1 This report sets out the proposals for the Short Breaks Innovation Grant, which Rotherham previously successfully applied for as part of year two of the short breaks innovation fund programme from the Department for Education (DfE). The report also provides an overview of progress on delivery of the grant since its commencement on the 1st April 2023.
- 1.2 The current grant funding is a one-year allocation of £569,940 for delivery of the project during 2023/2024. Children accessing the project requiring overnight short breaks receive support from existing overnight short breaks provision. The cost of the delivery of existing overnight short breaks is not funded by the short breaks innovation grant, this is provided as matched funding by RMBC.
- 1.3 This project supplements existing short break provision by developing a short break hub incorporating community-based care and support for children aged 10 years upwards with complex SEND needs e.g., children and young people with Intellectual Disability and/or Social Emotional and Mental Health and/or Autism.
- 1.4 The Short Break Hub is linked to the current short break residential staff team with a psychologist, additional management capacity and specialist practitioners (residential and outreach/community based). A rolling programme of development and training of Personal Assistants is being developed to increase quality and capacity to enable step down and continued ongoing community-based support avoiding high-cost education and residential provision.
- 1.5 This short break offer (max 12 weeks) will combine an opportunity for overnight respite with an intensive behavioural offer linking school, community, and home-based support. A comprehensive holistic assessment will be undertaken, and positive behavioural support plan formulated, offering a joint intensive intervention in education and at home. This will transition into a sustainable short break offer utilising (improved) existing provision.
- 1.6 A minimum of 12 young people will be supported throughout the year. Selection will be via referral following discussion at Dynamic Support Register, Inclusion Panel, Joint Resource Panel, EHCP panel and/or Short Breaks panel.
- 1.7 The grant will be used to fund a team to deliver the short breaks, including a part time Psychologist, Deputy Manager, Senior Practitioners, Practitioners and Personal Assistants. Funding will also be available for training, staffing expenses, travel and community activities.
- 1.8 Additional key deliverables will include:
 - No of Young People Allocated to the Project for Support
 - No of Allocated Young People in local special education
 - No of Allocated Young People accessing local short breaks provision
 - Direct Payment/ PA Support
 - Overnight respite
 - Agency Support

- No of Allocated Young People in Independent Specialist Provision (ISP)
- No of Allocated Young People in residential school
- No of Allocated Young People in out of area residential
- No of Allocated Young People in tier 4 hospital
- No of Allocated Young People attending UECC (Urgent and Emergency Care Centre)
- Project Overnight respite days accessed
- Project Sessions delivered at home
- Project Sessions delivered in community
- Project Sessions delivered in school
- No of staff recruited to the project
- No of staff in post
- No of staff who have completed all bespoke training package
- No of PA sessions provided by staff outside of the project

- 1.9 The aim of the project is to successfully support the young people to access education in a local special school, at an annual average cost of £25k per annum per child. Short breaks would be provided based on assessed need at an annual average cost of £18k for PA support at home and in the community and respite of £57k per annum per child. The total cost to support a child in the community and to remain in a special school would total £100k per annum per child, compared to a residential placement of £300k per annum, per child.

2. Key Issues

- 2.1 The Short Breaks Programme is a DfE Major Project, and therefore required to meet internal DfE standards. To meet the requirements for the programme board and grant management protocols, monthly project updates must be provided. This will include:

- Highlight Report
- Financial Forecast
- KPIs

- 2.2 The table below shows the high-level reporting requirement for the existing grant 23/24:

Quarter	Outputs
Q1 - 01/04/2023 - 30/06/2023	<ul style="list-style-type: none"> • 3 Young People Allocated to the Project for Support • 2 Young People in local special education • 2 Young People accessing local short breaks provision • 1 No of Allocated Young People in residential school • 0 No of Allocated Young People in tier 4 hospital
Q2 - 01/07/2023 - 30/09/2023	<ul style="list-style-type: none"> • 3 Young People Allocated to the Project for Support • 1 Young People in local special education • 1 Young People accessing local short breaks provision • 2 No of Allocated Young People in residential school • 0 No of Allocated Young People in tier 4 hospital

Q3 - 01/10/2023 - 31/12/2023	<ul style="list-style-type: none"> • 3 Young People Allocated to the Project for Support • 2 Young People in local special education • 2 Young People accessing local short breaks provision • 1 No of Allocated Young People in residential school • 0 No of Allocated Young People in tier 4 hospital
Q4 - 01/01/2024 - 31/03/2024	<ul style="list-style-type: none"> • 3 Young People Allocated to the Project for Support • 1 Young People in local special education • 1 Young People accessing local short breaks provision • 2 No of Allocated Young People in residential school • 0 No of Allocated Young People in tier 4 hospital

- 2.3 Payments are made in arrears and claims can only cover actuals where there is evidence of spend (e.g., invoices, proof of payment, etc.). As per the conditions of the grant agreement, any funds that will not be used will need to be clawed back.

Quarter	Claims Forms Commission Dates	Payment Date
Q1 (April-June 2023)	10 th – 17 th July	3 rd August
Q2 (July-September 2023)	9 th – 16 th October	3 rd November
Q3 (October-December 2023)	8 th – 15 th January	3 rd February
Q4 (January-February 2024)	February 28 th – March 6 th	31 st March
Q4 (March 2024 Accruals)	4 th – 11 th March	31 st March

- 2.4 The aim of the project is to successfully support the young people to access education in a local special school, at an annual average cost of £25k per annum per child. Short breaks would be provided based on assessed need at an annual average cost of £18k for PA support at home and in the community and respite of £57k per annum per child. The total cost would total £100k per annum per child, compared to a residential placement of £300k per annum, per child. This presents an opportunity for resources to be redirected to enable continuation of the delivery model.
- 2.5 The DfE have confirmed there is an opportunity to apply for a second year of the Short Breaks Innovation Fund. The project team are currently scoping the potential for a second-year application taking into consideration project evaluation to date. The project could be extended to offer the service to more children and young people with similar needs, further developing the current short breaks/ shared care offer or widened in terms of age and/ or primary need. Year 2 applications will be assessed and awarded from November 2023 with successful projects commencing on 01/04/2024 for 12 months.
- 2.6 It is anticipated that the Personal Assistants' resource (who offer the outreach support to schools and families and who receive training and support) to grow and expand during the first year and for this to continue in future years.

- 2.7 The project launched for a period of mobilisation and implementation with delivery commencing in April 2023. Since commencement of the grant, 6 young people have received support. This is in line with the original project plan and associated outcomes of the grant. The remaining 6 young people are profiled to join the project in Q3 and Q4. As part of the monthly highlight reporting to the DfE a case study of one young person accessing the project has been shared to demonstrate positive outcomes and impact.

3. Options considered and recommended proposal

- 3.1 Option one and recommended: That Cabinet approve the outline plans to accept the grant allocation for Rotherham as outlined noting progress made on the project to date.
- 3.2 Option two: That the funds are not accepted. Despite the risks of non-continuation of the funding this is not recommended as the fund presents an opportunity for innovation that would not otherwise be available.

4. Consultation on proposal

- 4.1 Key Stakeholders were engaged in the development of the proposal including NHS South Yorkshire Rotherham Place, NHS South Yorkshire ICB, The Rotherham NHS Foundation Trust, Rotherham, Doncaster and South Humber NHS Foundation Trust, Rotherham Special Schools, Rotherham Parent Carer Forum.
- 4.2 Letters of support were provided by Rotherham Parent Carer Forum and NHS South Yorkshire ICB, Rotherham Place.

5. Timetable and Accountability for Implementing this Decision

- 5.1 The first claim form for payment was completed by 17th July, with the first payment being received in August 2023.
- 5.2 Timelines for submission for year 2 are 15th September with decisions on successful applications from November 2023.

6. Financial and Procurement Advice and Implications

- 6.1 As outlined in the report the Short Breaks Innovation fund is £569,940 for the 2023/24 financial year and the aim of the scheme is to support young people to remain in their families and avoid family breakdown and the young person being placed in an external residential placement at £300k per annum.
- 6.2 To avoid entry into care the two main elements are having an education placement and access to respite and short breaks, which provide support to the families.
- 6.3 As outlined the report there is an opportunity to submit an application for a second year of funding from the Short Breaks Innovation Fund and refinements to the original proposal are currently being drafted for approval.

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

7. Legal Advice and Implications

- 7.1 Part 3 of the Children Act 1989 sets out local authorities' powers and duties to provide support services for children in need and their families. Short breaks can be provided by local authorities through the use of their powers under:
- section 17(6) of the 1989 Act, which grants local authorities a power to provide accommodation as part of a range of services in order to discharge their general duty to safeguard and promote the welfare of children in need; and
 - section 20(4) of the 1989 Act, which grants local authorities a power to provide accommodation 'for any child within their area (even though a person who has parental responsibility for him is able to provide him with accommodation) if they consider that to do so would safeguard or promote the child's welfare'.
- 7.2 The short break provision as set out in the body of the report is consistent with fulfilling the statutory duty set out above and is in accordance with the requirements of the funding from the DfE.

8. Human Resources Advice and Implications

- 8.1 Where additional staff are required to deliver the Short Breaks then RMBC safer recruitment processes will need to be followed.
- 8.2 Recruitment to temporary roles in the current climate has been challenging. To mitigate this existing staff have been offered additional hours and the DfE approved use of the funding to cover agency staffing for personal assistants. In addition, consideration has been given to how recruitment to the short breaks project is aligned to recruitment for residential workers to maximise opportunities.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 Implications to vulnerable children and young people are covered within the report.

10. Equalities and Human Rights Advice and Implications

- 10.1 Equality and human rights are considered within the report.

11. Implications for CO₂ Emissions and Climate Change

- 11.1 Any implications are included in Appendix 3 Carbon Impact Assessment

12. Implications for Partners

- 12.1 Implications for partners are reflected in the report.

13. Risks and Mitigation

- 13.1 These are referred to in the report and application (appendix one).

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	02.10.23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	27.09.23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	27.09.23

Report Authors:

Helen Sweaton, Assistant Director, Commissioning, Performance and Quality
helen.sweaton@rotherham.gov.uk

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

Appendix 1

PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
Title: Children and Young People's Services Proposals for Short Breaks Innovation Grant 2023 - 2024	
Directorate: CYPS	Service area: Education and Inclusion
Lead person: Mark Cummins	Contact: mark.cummins@rotherham.gov.uk
Is this a:	
<input type="checkbox"/> Strategy / Policy	<input checked="" type="checkbox"/> Service / Function
<input type="checkbox"/> Other	
If other, please specify	

2. Please provide a brief description of what you are screening
The report screens the activities undertaken in relation to the successful application and implementation of the Department for Education Short Breaks Innovation Grant.

3. Relevance to equality and diversity

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

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

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

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

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?**

Equality and diversity has been considered at all key stages during the successful application process for the Short Breaks Innovation Grant.

This has included a gap analysis on Short Breaks provision, particularly focusing on young people who are at risk of education and family breakdown should they not be able to access sustainable short break provision.

- **Key findings**

In Rotherham 19.7% of pupils have a statutory plan of SEND (Education Health Care plan) or are receiving SEN support (previously school action and school action plus). This compares to an average of 17.4% across all English metropolitan boroughs.

In order that the educational, care and wider support needs of children and young people in the borough with SEND can continue to be met, there is a requirement for some young people to access short break provision. 58 young people in Rotherham access short break provision with 91 young people being in receipt of direct payments.

- **Actions**

Wide ranging consultation has taken place across our short breaks planning and this work has informed and highlighted the requirements which support our short breaks innovation project.

Equality and Diversity information will continue to be monitored throughout the delivery of the project through regular reporting back to the Department for Education and internally through our CYPs Transformation Programme Board

Date to scope and plan your Equality Analysis:	January – March 2023
Date to complete your Equality Analysis:	August 2023
Lead person for your Equality Analysis (Include name and job title):	Mark Cummins SEND Transformation Project Lead

5. Governance, ownership and approval

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

Name	Job title	Date
Helen Sweatton	Joint Assistant Director Commissioning, Performance and Quality	July 2023
Monica Green	Assistant Director Children's Social care	July 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	01/08/2023
Report title and date	Children and Young People's Services Proposals for Short Breaks Innovation Grant 2023 - 2024
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	21/08/2023

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: Children and Young People's Services Proposals for Short Breaks Innovation Grant 2023 - 2024	
Date of Equality Analysis 21/08/23	
Directorate: CYPS	Service area: Commissioning
Lead Manager: Mark Cummins	Contact number: 01709 807123
Is this a: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <input type="checkbox"/> Strategy / Policy </div> <div style="text-align: center;"> <input checked="" type="checkbox"/> Service / Function </div> <div style="text-align: center;"> <input type="checkbox"/> Other </div> </div>	
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)
Monica Green	RMBC	Assistant Director Children's Social Care
Helen Sweatton	RMBC	Joint Assistant Director Commissioning, Performance and Inclusion
Carlene Deveroux	RMBC	Head of Service – Locality Social Work

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 report screens the activities undertaken in progressing the successful Department for Education Short Breaks Innovation Fund Application to increase access to short breaks provision for young people with complex SEND needs.

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

Equality information is captured as part of our existing short breaks offer. This includes data of all young people who qualify for a short break. This includes pupil level data such as name, DOB, address, SEND Primary need type, Ethnicity, Gender and detail of the short breaks activity currently being accessed.

Data was used to inform our Short Breaks Innovation Funding Application to meet the identified gap in provision.

There has been wide reaching and ongoing consultation with stakeholders during the bid development and subsequent implementation of the Short Breaks Innovation project.

Parents / Carers Forum
Community engagement
Schools
Young People accessing
Staff

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

None identified.

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

A multi – agency Looked After Children’s Strategic Board retains oversight of the project, implementation and impact.

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

There has been ongoing engagement throughout the bid planning, award and implementation phases. This has included continuous sessions with stakeholders such as:

Schools
CYPS Staff
Elected members
Parent/carer forum
Parents/children who are accessing short break provision
Neighbouring schools across the authority Wider DfE
Health Services
Commissioned Short Break providers

The ongoing engagement has been used as part of the process to bring about the proposals the Short Break Innovation Fund project.

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

Staff in both the LA and partners have been involved (as above) and where necessary / appropriate this has also included involvement from wider staffing including RMBC HR, legal and Finance.

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)

In order that the educational, care and wider support needs of children and young people in the borough with SEND can continue to be met, there is a requirement for some young people to access short break provision. 58 young people in Rotherham access short break provision with 91 young people being in receipt of direct payments.

The Short Breaks Innovation Project will test an innovative approach to short breaks delivery, by developing a new short break hub linked to the current short break residential staff team. The approach will improve access to a short break for young people who are currently struggling to access due to their complex SEND needs.

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

No – the Short Breaks Innovation Fund Grant are for young people in Rotherham with identified SEND needs who are eligible to access short break provision.

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

Yes – the Short Break Innovation Fund project removes to barriers for young people who are currently struggling to access a regular short break.

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)

The Short Breaks Innovation Grant was subject to wide-spread consultation across a range of stakeholder groups prior to submission and award of the grant from the DfE. The criteria for accessing the project, intended outcomes and timescales were communicated extensively as part of the consultation with this being maintained during the implementation phase of the project.

Any impact on community relations are likely to be positive in line with the intended outcomes of the grant.

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: Children and Young People's Services Proposals for Short Breaks Innovation Grant 2023 - 2024
Directorate and service area: CYPS. Commissioning, Performance and Quality
Lead Manager: Mark Cummins
Summary of findings:

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Children and Young People's Services Proposals for Short Breaks Innovation Grant 2023 – 2024. Improving access to short breaks provision for young people with complex SEND needs.	A, D, S, GR, RE,	March 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
Monica Green	Assistant Director Education and Inclusion	August 2023
Helen Sweatton	Joint Assistant Director Commissioning, Performance and Quality	August 2023
Cllr Victoria Cusworth	Cabinet Member for Children and Young People	August 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	August 2023
Report title and date	Children and Young People's Services Proposals for Short Breaks Innovation Grant 2023 - 2024
Date report sent for publication	August 2023
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	August 2023

Appendix 3 – Children and Young People’s Services Proposals for Short Breaks Innovation Grant 2023 - 2024

Will the decision/proposal impact...	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	No change		.		
Emissions from transport?	No change	Emissions will remain at similar levels to current across the borough			
Emissions from waste, or the quantity of waste itself?	No change				
Emissions from housing and domestic buildings?	No change				
Emissions from construction and/or development?	No change			.	.
Carbon capture (e.g. through trees)?	No change	N/A	N/A	N/A	N/A
Identify any emission impacts associated with this decision that have not been covered by the above fields:					
None					

<p>Please provide a summary of all impacts and mitigation/monitoring measures:</p> <p>None</p>

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Mark Cummins SEND Transformation Project Lead
Please outline any research, data, or information used to complete this [form].	None required
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.	Not relevant
Tracking [to be completed by Policy Support / Climate Champions]	None required

Committee Name and Date of Committee Meeting

Cabinet – 16 October 2023

Report Title

Family Hubs Update

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

Nicola Curley, Strategic Director of Children and Young People's Services

Report Author

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Assistant Director, Early Help

Susan Claydon

Head of Service Early Help

Ward(s) Affected.

Borough-Wide

Report Summary

Family Hubs are a way of joining up the planning and delivery of family help and support services to improve access, connections between families, professionals, services, and providers, and to put relationships at the heart of family support. For families this means that they can access support digitally through a self-serve option, by visiting their local Family Hub or a Family Hub Satellite site.

This report provides a progress update on the implementation and the spend associated with the Family Hubs & Start for Life grant since the previous update provided in February 2023. The grant was made available to Rotherham from the Department for Education (DfE) and the Department for Health and Social Care (DHSC) as one of 75 pre-selected Local Authorities. It provides additional investment circa £3.4m over 3 years to RMBC (to March 2025).

The funding is predominantly allocated for transformation, (with 5% ring fenced for capital adjustments & upgrades to existing buildings).

Recommendations

That Cabinet:

1. Note the update and progress made in delivery of the Family Hubs programme.
2. Agree the approach in relation to utilising existing Early Help sites for continued delivery of Family Hubs.
3. Agree to hold a formal launch in the autumn of 2023.
4. Agrees that the next update report should be submitted for consideration in October 2024, with an update to Improving Lives Select Commission in March 2024.

List of Appendices Included

Appendix 1 Amended Governance Structure
Appendix 2 Family Hub Locations
Appendix 3 Equality Analysis Form
Appendix 4 Carbon Impact Assessment

Background Papers

None

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Improving Lives Select Commission – 01 March 2024

Council Approval Required

No

Exempt from the Press and Public

No

Family Hubs Update

1. Background

- 1.1 The Government has funded the delivery of a network of Family Hubs across the Country to make effective, integrated early help more easily accessible and impactful for families. Whole family working is at the heart of the programme; children aged 0-19 or 25 with Special Educational Needs and/or Disabilities (SEND) and there is a particular focus on the first 1001 days of a child's life.
 - 1.1.1 Rotherham is one of 75 Local Authorities that received funding to support this national priority. Rotherham was pre-selected using the Income Deprivation Affecting Children Indices (IDACI) average rank and received funding based on submission and approval of a completed Family Hubs Delivery Plan.
- 1.2 A key objective of Family Hubs is to improve access to 'whole family' service delivery, including Start for Life services in areas with the highest levels of deprivation with an expectation of much broader colocation of services and agencies to facilitate better multi-disciplinary working.
- 1.3 The key funded strands are listed below:
 - Family hubs transformation/ digital offer
 - Perinatal mental health and parent-infant relationships
 - Parenting support
 - Infant feeding support
 - Home learning environment support
 - Publishing a start for life offer
 - Establishing a parent carer panel
- 1.4 **What families can expect:**
 - 1.4.1 A family can typically expect a range of support, from learning parenting strategies to supporting family life, to information on infant feeding through the digital offer, through self-referral or self-serve. Families can also attend group provision through the Hubs, such as a 12-week parenting programme or a Baby Massage group. These programmes will be available on a regular basis in the hubs and other community venues across Rotherham.
 - 1.4.2 All parents of babies aged 3-4 months old will receive a visit from a Health Visitor in addition to the two other visits currently in place. This was only previously available to those with complex needs and offers additional support to all new parents.
 - 1.4.3 Families with more complex needs can expect to have family support offered from a range of practitioners through an Early Help Assessment (EHA) and Plan to help improve issues that are affecting the family.
 - 1.4.4 Families with more complex needs can expect visits from trained practitioners to understand their needs and offer appropriate support.

- 1.4.5 Parents registered with the Job Centre can expect to attend their appointments in a Family Hub, rather than the Job Centre, making this more convenient and user friendly for families with children.
- 1.5 In February 2023, Cabinet accepted the grant funding and approved the approach to the governance and delegated management of the grant. As the programme has progressed, the standalone Task & Finish Groups across the various practice elements have merged to enable more efficient use of time, as many of the strands overlap. The overarching governance arrangements for Family Hubs remain unchanged. See governance diagram (**Appendix 1**).

2. Key Issues

2.1 Rotherham's Model

- 2.1.1 Family Hubs are designed to transition from the existing Children's Centre and Early Help services, by moving to a 0-19/25 with SEND (Special Educational Needs and Disability), whole family approach, bringing together multiple organisations in a 'one stop shop' to make it easier for families to get the help that they need. This is being delivered through a digital offer as well as face to face.
- 2.1.2 Rotherham has worked with partners and service users to coproduce the Family Hubs model and is transitioning all existing early help sites across the Borough to the new model. Rotherham is in a good position to implement Family Hubs, as whole family working has been in place since 2016.
- 2.1.3 All existing and new sites will adopt the Rotherham Family Hubs title and deliver consistently to the family hubs model. Three of the existing sites in north, south and central areas of the Borough have capacity and space for additional agency collocation, face to face group and 1-2-1 delivery and to offer drop-in facilities. The existing offer will continue and be enhanced by the new model. An overview of existing sites is outlined in Appendix 2.

2.2 Satellite Hubs - The Voluntary & Community Sector (VCS)

- 2.2.1 Satellite Hubs across the VCS will be linked digitally to the main Hubs, so that families can access support from a wide number of community buildings and not have to tell their story numerous times. This will also enable 'live time' booking from the Satellite Hubs directly onto available Family Hub appointments and programmes.
- 2.2.2 This development will also support work taking place via the Integrated Care System (ICS) to align their priorities with Family Hubs.

2.3 Transformation/ Colocation

- 2.3.1 An agreement with sexual health services has been achieved to collocate and offer sexual health drop-in and 1-2-1 support for families across the cohort. The drop-in sessions began in June 2023.

- 2.3.2 Purchase of the case management Liquid Logic Portal for partners is now complete and work is underway to organise implementation. This will enable partners to complete Early Help Assessments directly into the system and has the potential to support further transformation in relation to case management.
- 2.3.3 Agreement for Child Adolescent Mental Health Services (CAMHS) to collocate practitioners in Family Hubs was secured in June 2023 and detail is being discussed to progress this to mobilisation.
- 2.3.4 In June 2023 agreement was achieved with the Department for Work & Pensions (DWP) to collocate the Job Centre Plus (JCP) Work Coaches in Family Hub sites. This will enhance engagement with parents attending JCP appointments and complement existing arrangements such as appointments in libraries. This will be a particular benefit to those families and parents with children. The DWP have indicated that they are recruiting additional staff to scale up improved community involvement and access. Cohort and volume assessment is taking place to enable discussions with Asset Management to progress mobilisation.

2.4 Workforce

- 2.4.1 Increasing the competency of the workforce to improve skills, planning, delivery and outcomes for children and families has been a key priority and the investment in new evidence-based programmes has led to:
 - 214 practitioners and managers attending Family Hubs half-day induction events. This included practitioners from across Early Help, Midwifery, 0-19 Public Health Nursing, Childrens Social Care, Local Authority Education and Data & Performance.
 - 50 multi-disciplinary practitioners have been trained in cultural competency in infant feeding.
 - 180 practitioners have undertaken training in recognising red flags in maternity, delivered by the Perinatal Mental Health Service.
 - The Solihull Approach (a well-established, validated, evidence-based parenting programme). To date three of the 16 training programmes have been delivered.
 - Solution Focused Brief Intervention Approach. Two of four training programmes have been completed.

2.5 Digital

- 2.5.1 The procurement of support to assist in development of the Digital and Communication element of Family Hubs has progressed.
- 2.5.2 After a consultation exercise, children and families have selected their preferred logo through a voting system. The new branding and logo will feature on building signage, online, in promotional materials, letter headers etc. to enable a clear identity for Rotherham's Family Hubs.

- 2.5.3 The digital and communication element of Family Hubs has progressed with a key representative from the Communications Team supporting alongside the commissioned partner, to deliver key activities, including supporting a launch event, developing the website, and raising the profile of the programme in Rotherham.
- 2.5.4 The Rotherham Family Hub website is live (phase one), giving an overview of the services and information available to families in supporting a child make the best start in life.
- 2.5.5 The current website is in an early development phase acting as a holding platform whilst a new web function is in development.
- 2.5.6 The launch of an online suite of parenting programmes took place in August 2023. The commissioned parenting support will be part of a toolkit available to families to receive supportive information about parenting and provide practical help and advice. It is anticipated that there will be a comprehensive reporting facility to help officers across the Rotherham Family Hubs partnership understand take-up and direct resource to areas where there may be greater positive impact.
- 2.5.7 A Task and Finish group is in place and incorporates key leads from across the Rotherham Family Hubs partnership, to ensure the digital offer for families makes best use of technology available, is accessible and does not exacerbate any existing digital exclusion. This project group reports progress to the Rotherham Family Hub Operational Group with attendance from Customer Services and Information Technology departments of the Council.
- 2.5.8 Work has commenced on developing a simple and effective registration process, making it easier for families to register and thereafter receive key information about Family Hubs, including events and available support.
- 2.5.9 Family Hubs' soft launch events have taken place throughout August in the north, south and central localities of the borough to socialise the offer with families. A formal launch of Rotherham's Family Hubs is being planned for the Autumn.

2.6 Recruitment

- 2.6.1 Short-term capacity has been developed to test new approaches and build positive aspects into mainstream delivery when the programme funding comes to an end. The capacity includes a core delivery team from the existing workforce as well as:
 - Voluntary Action Rotherham (VAR) were commissioned to provide pivotal support mechanisms to Rotherham's Family Hub development work. VAR has recruited to key posts to enable this; a VAR Volunteer coordinator to develop and support new family hub volunteers and a VAR Voluntary sector coordinator to enable a rigorous interface and development of Satellite Hubs.

- Recruited to three Nursery Nurses to work alongside early help in direct support for families.
- Recruited to a specialist breastfeeding lead, to build capacity in the peer support offer.
- Recruited one Data Officer.
- Recruited two Home-learning Officers.
- Recruitment agreed and underway for one Advanced Practitioner.

2.7 Perinatal mental health and parent-infant relationships (PNMH)

- 2.7.1 The predominant investment in PNMH so far has been in training, to better equip the workforce and enable delivery of new high-quality evidence-based approaches that can be delivered digitally or via family support work and group programmes for families.
- 2.7.2 Rotherham is proposing to invest in additional Video Interaction Guidance (VIG) training places to add value to the national training offer which only allows 3 places on the training programme. This programme has been recognised as effective by the national programme team. It is a strengths-based intervention that uses short videos to help the parent/child relationship and covers important elements such as attachment and bonding. A worker will use video clips of real situations taken with the parent and infant to enhance communication within the relationship and help parents to recognise positive cues from their child.
- 2.7.3 Identification of gaps in the lower-tier PNMH pathway (i.e. mild to moderate perinatal mental health issues) has highlighted the need to explore additional support with the Childrens Development Team and this work is underway.
- 2.7.4 Rotherham has secured new interventions to support PNMH, such as the Family Foundations 'Journey to Parenthood' offer which helps to equip prospective parents to offer safe and nurturing parenting to their baby.
- 2.7.5 New expectations were received from the DfE in late June 2023 that outlined the need for the use of impact tools. Two of these tools are already in use by health colleagues; however, the expectation is for wider uptake from a range of Family Hubs practitioners to inform the impact and evaluation work on the programme. Development of this will be incorporated into the Early Help Steering Group priority of agreeing the Shared Evidence Based Impact Toolkit to ensure consistency.

2.8 Parent Support

- 2.8.1 Practitioners have undertaken a range of new training opportunities to enable upscaled delivery of evidence-based approaches in their direct work with families and through group delivery.
- 2.8.2 A targeted pilot programme has been delivered during the school summer holidays to support school readiness and this aligns with the Place Plan priority, 'Ready to Learn'. Parents of children due to start nursery or school are being offered support in partnership with school that covers issues such as children starting school ready to learn and achieve. Increased access to support for infant

mental health and/ or children with complex needs is a focus of this work, for example, through an improved pathway for referrals to the Child Development Centre (CDC) reducing and mitigating the impact of waiting times. The learning from this approach will be disseminated across schools and via the Parent Carer Panel as the programme progresses.

- 2.8.3 All Rotherham parents-to-be will have access to an online digital “Journey to Parenthood” programme, providing a true preventative approach to helping families parent their children in a nurturing and positive environment. The plan is to promote this through a ‘free voucher’ scheme, which enables parents to ‘cash in’ their voucher to access a programme. This will support the normalisation of accessing parenting programmes and is part of our plan to reduce the stigma that can be associated with accessing support.
- 2.8.4 The suite of parenting programmes will enhance our offer to parents across a wide range of subjects and covers parenting, child development, relationships, emotional wellbeing health etc:
 - Journey to Parenthood
 - Understanding Pregnancy
 - Labour, birth, and your baby
 - First Five Years
- 2.8.5 Rotherham has a well-established evidence-based parenting programme offer and this has been strengthened by investing in new programmes. The Evidence Based Hub (a small coordination function in Early Help), is being expanded across Family Hubs with the development of a multi-disciplinary training pool of staff to enable better co-facilitation of group programmes and to share responsibility more evenly across the sector.
- 2.8.6 At present, data on registration with Family Hubs is reliant on existing Childrens Centre registration data. Work is in development to formalise online registration within the Family Hub digital offer, which will enable organisations outside of the council to capture Family Hub registrations.
- 2.8.7 DadPad will be included in the digital offer to engage fathers in more sessional activity.

2.9 Infant feeding:

- 2.9.1 UNICEF Baby Friendly accreditation is being explored across Family Hubs. This is an external accreditation scheme that sets best practice standards in infant feeding and the parent-baby relationship. A business case will progress internally in September 2023.
- 2.9.2 The recruitment of an Infant Feeding Co-ordinator and the partnership working agreed with Voluntary Action Rotherham is enabling Family Hubs to transform the Infant feeding Peer Support offer. The recruitment, training and support of Infant Feeding Peer Support volunteers will be increased through working together to offer increased access to support improving breastfeeding rates in Rotherham.

2.10 Home Learning Environment

- 2.10.1 Investment is being made in the Peer Early Education Programme (PEEP) programme as the evidence-based intervention to support home learning and improve outcomes for 3 and 4 year olds.
- 2.10.2 Two Home Learning practitioners will deliver the PEEP programme direct to families through group activity and home visits. These posts will also enable the training/upskilling of wider practitioners across Family Hubs.
- 2.10.3 All parents will be able to access information on how to support their child's learning and development. This offer will expand on the existing Tiny Talkers speech and learning support that is current available in the borough.
- 2.10.4 The three Family Hubs Nursery Nurses are in post and supporting the 0-19 service to deliver a universal review to every baby at 3–4-months old in Rotherham. At present, there is a review at eight weeks and then at one year. Previously, the 3–4-month review is only offered to families who are identified for targeted or specialist support, which is less than 5% of the population. This additional review for all children will inform best practice standards for all children and will include:
 - Getting ready to start solid food at 6 months.
 - Ages and Stages Questionnaire (ASQ-3) and information on growth and development.
 - Discuss how to encourage future communication, speech, and language development.
 - Provide advice on home safety and safer sleep advice.
 - Managing minor illnesses and when to call the doctor including immunisation stages.
 - Assess emotional wellbeing of mother and father/ partner.
 - Promotion of Family Hubs information about groups and activities.

2.11 Start for Life

- 2.11.1 Work to date has achieved Phase One of publishing the Start for Life Offer and the wider digital offer for Family Hubs. A Family Hubs page is now live, with a Best Start in Life section, which outlines key information for parents on the early years, what Family Hubs in Rotherham are and how they will help every child in Rotherham have the best start in life.
- 2.11.2 The completion of Phase One of the Start for Life offer work has created for the first time, a single digital access point that brings together key links from partners

websites into one place, and other useful additional information, specifically to support and inform parents on the journey through the first 1001 days. The new page is still at a rudimentary stage and is the beginning of an ongoing development process. A workshop took place with stakeholder professionals in July 2023 to inform Phase Two development. This will inform an iterative process of improvements and refinement. Key to the success of this will be the involvement of parents and carers at key points, to ensure the resource is coproduced to optimise its look, feel, content and usability and best meet the needs of our families.

- 2.11.3 Discussions have now commenced about how best to do this, through the development of an engagement plan. This will maximise input from the Family Hubs Parent/Carer Panel and other key groups, such as the Maternity Voices Partnership and the Rotherham Parent Carer Forum.
- 2.11.4 This engagement exercise will be of greatest value in the creation of a printed version of the Start for Life Offer, which needs to be developed in a way that is future proofed, to avoid this resource becoming out of date soon after publication. The digital offer will be highlighted within the printed resource as a place to go for additional information and advice. The physical version of the Start for Life Offer is therefore envisaged as an outcome in year 3 of programme delivery.

3. Options considered and recommended proposal

- 3.1 It is recommended that Cabinet note the update and progress made in delivery of the Family Hubs programme and agree the approach in relation to utilising existing Early Help sites for continued delivery of Family Hubs.
- 3.2 The alternative is not to accept the formal plan around Family Hubs and take an alternative approach to delivering early help 0-19 services. This is possible and may offer more flexibility but would carry the risk of not meeting the conditions of the grant and potentially triggering a request for return of funds. Partners are already committed to the current approach and may find a change of direction difficult to manage. An alternative approach could deliver some of the benefits outlined in this report, but not to the same extent or degree. For all these reasons, this is therefore not recommended.

4. Consultation on proposal

- 4.1 Consultation, A key deliverable of the Family Hubs model is to establish a whole family 'Parent/Carer Panel' and ensure that user voice is central to ongoing development.
- 4.2 Recruitment to the Rotherham Family Hub Parent Carer Panel has taken place with membership being drawn from across the Borough. Parents and carers are beginning to shape service delivery and have taken part in a 'check and challenge' session on the following: *'Babies Health Stories; do families have to tell their babies health story more than once?'*

- 4.3 Rotherham Maternity and Neonatal Voices Partnership has agreed to focus on this subject, to ensure the capturing the voices of Rotherham parents and carers in the first 1001 days.
- 4.4 To explore male parents/carers experience of pregnancy, birth and beyond, local fathers have shared their personal experience of antenatal appointments through to the birth and the first few weeks of their baby's life which is influencing thinking about engaging with fathers.
- 4.5 The next stage in the development of the Rotherham Family Hub Parent Carer Panel is to bring together parent and carer volunteer panels from across various partnership groups to share good practice, expertise and to develop a collaborative approach using the Four Corners Stones framework.
- 4.6 A public poll has taken place to establish the preferred branding for Rotherham Family Hubs with just under 500 votes recorded.

4.7 Monitoring

- 4.7.1 The national programme monitors progress through the Family Hubs Delivery Plan and regular progress meetings with the designated lead.
- 4.7.2 In April 2023, Management Information and a Maturity Self-Assessment was submitted to DfE, and in July 2023, a progress interview took place. This was requested by DfE to capture baseline information and understand progress made from submission of initial delivery plan in December 2022. Both were received positively.
- 4.7.3 An internal Performance Management Scorecard has been developed as this enables a central capture of all relevant data required by DfE along with clear and robust performance monitoring and reporting. Outcomes will be measured using data from the scorecard, through impact evaluation tools which reflect family level distance travelled and through capturing the child and family voice.
- 4.7.4 To-date, all performance scorecard objectives that were required to commence have started and progressed.
- 4.7.5 Future submissions will include an update of the delivery plan (August 23), the Management Information and the Maturity Assessment data is due in October 2023, covering Q4 22/23 and Q1 23/24.
- 4.7.6 Reporting is focused around seven areas:
- Access – this covers the establishment and locations, increasing the number of families registered and engaging with a family hub.
 - Connection - is focussed on multi-disciplinary partnership working, use of the family hubs website, use of the evidence-based toolkit, and the forums and operational groups that take place.

- Relationships – this covers satisfaction rates and the extent to which partnership working has been enhanced by family hubs.
- Wider services – encompasses integrated pathways and approaches.
- Funded strands - Covers parenting support, parent-infant relationships, early language and the home learning environment, and infant-feeding support and include practitioner training, parents accessing evidence-based programmes, breastfeeding initiation, impact of the 3 to 4 months check and preparation for parenthood programmes etc.
- Parent/ Carer Panel- the establishment and use/ impact of the family voice in service delivery.
- Start for life offer - Proportion of the family hubs cohort that access the start for life offer, and antenatal and health visiting contacts.

5. Timetable and Accountability for Implementing this Decision

- 5.1 Following Cabinet in February 2023, delivery of the Family Hubs Programme has commenced. Approval to continue delivery as outlined will enable borough wide communication to be developed to promote the offer widely to families in the autumn 2023.

6. Financial and Procurement Advice and Implications

6.1

<u>Funding Allocation</u>	<u>Total</u>	<u>Family Hubs Transformation</u>	<u>Family Hubs Transformation</u>
		<u>Funding - Capital</u>	<u>Funding - Revenue</u>
Allocation 31/3/2023	856,000	42,800	813,200
Allocation 31/3/2024	1,463,100	62,600	1,400,500
Allocation 31/3/2025	1,220,400	80,500	1,139,900
Total Original Allocation	3,539,500	185,900	3,353,600
Actual Spend Reported to 31/3/2023	864,033	45,000	819,033
Cumulative Available to 31/3/2024	2,319,100	105,400	2,213,700
Available in year to 31/3/2024	1,455,067	60,400	1,394,667

- 6.2 The table sets out the total funding allocation with funding confirmed until March 2025. Capital spend is limited relative to the overall funding available and this restricts the impact which can be made in terms of asset improvement.
- 6.3 Spend to March 2023 was in line with allocation and reported to DfE in April 2023. The funding requires two reports per annum, in addition to other data monitoring, one interim in October and one final report in April of each year covered by funding.
- 6.4 There is a requirement to spend the allocation in line with the yearly profiled spend set out above. In addition, the funding is further broken down across

funded strands with a clear directive to spend in line with the strand allocations by March 2025. The allocations across strands are dictated by DfE. Spend within each strand includes an allocation for the Transformational Delivery Team.

- 6.5 The spend for 2023/24 and 2024/25 is being finalised for approval through the relevant internal processes.
- 6.6 As the funding ends in March 2025, none of the spend incurred or activity undertaken, should result in the council being obligated to liabilities beyond that date and this key requirement is being managed by the Family Hubs delivery team in conjunction with the Finance and Commissioning Task and Finish Group.
- 6.7 Staffing appointed to roles to deliver Family Hubs have been appointed on fixed term contracts with any back fill subject to the same requirement to ensure that there is no staffing liability beyond March 2025.
- 6.8 **Procurement**
The procurement activity arising from the expenditure with 3rd party providers and referenced within the body of this report has been completed in line with the Councils Financial and Procurement Procedure Rules and Public Contract Regulations 2015 (as amended).

7. Legal Advice and Implications

- 7.1 The proposed arrangements are in accordance with the following statutory duties under the Children Act 1989, specifically under section 17, where there is a duty to provide services for children in its area. When assessing a child in need, a local authority is required to assess and identify a child's needs and try to minimise any parenting deficits through the provision of services before it gets to the point that a child is likely to suffer significant harm. Furthermore, under Section 10 Children Act 2004 there is a duty to promote co-operation between the local authority and other organisations/agencies to improve the wellbeing of children in its area. Section 16 of the Children Act 2004 as amended by Children and Social Work Act 2017 imposes duties on key agencies in the locality including police, NHS clinical commissioning groups and the local authority to make arrangements to work together to achieve this.
- 7.2 The proposed arrangements are also in accordance with Statutory Guidance, Working Together to Safeguard Children 2018, regarding early help, assessing need and providing help which also includes transition proposals detailing the whole family approach including arrangements for SEN/SEND children. The statutory guidance also sets out the organisational responsibilities which has been addressed in the Family Hubs Reporting and Governance Arrangements flow chart.
- 7.3 In accordance with Children Act 1989, Schedule 2 para 2 which refers to the support for children and families provided, the LA must take steps to ensure that details of services to be provided are published and that those who may benefit from its services receive the information that may assist them. However, given the current progress, consultation with parents and work with other organisations described at paragraph 4 of this paper, this serves to identify needs and raise

awareness of services to be provided. Therefore, there are no legal implications that arise from the progress noted in this paper.

8. Human Resources Advice and Implications

- 8.1 Appointments to the posts, on fixed term contracts (not beyond March 2025), have already been made in order to deliver Family Hubs. There are no additional resources or staffing required beyond the life of the programme.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 The Family Hubs and Start for Life Programme adds value to existing provision for children, young people, and families across the Borough.
- 9.2 To date the programme has created new integrated approaches between the public, voluntary, community and faith sectors and new evidence-based programmes.

10. Equalities and Human Rights Advice and Implications

- 10.1 Representatives on the Family Hubs Parent Carer Panel have been engaged from the diverse communities within Rotherham and represent families from a range of socio-economic backgrounds.
- 10.2 Family Hubs are available to all, universal through to complex needs, reducing stigma in accessing early help support in the Borough. Support is offered through a scale and can span a parent needing information and advice about feeding to a family requiring intensive family support. Resources are allocated according to need, with the self-serve digital option being available to all, and more intensive support available for those with additional and complex needs.
- 10.3 Equality and Human Rights implications in relation to the programme are positive as the work will enhance cross-agency pathways and bring about more colocation of practitioners, making access to support easier and less stigmatising for children and families.
- 10.4 The programme is focused on narrowing the gap of deprivation and reducing inequalities in health, education, pregnancy and birth, youth and children and families across Rotherham, by ensuring that intervention provided is delivered collaboratively, is evidence based and tackles inequalities to serve underrepresented groups.
- 10.5 Whilst there is a spotlight on the first 1001 days through the funded strands of the programme, this is a programme that supports children and young people of all ages. Adolescent support, for example, is available through the Family Support Offer and through the Outreach and Engagement elements of the programme, which offers youth activity and support for young people to successfully access training, further education and/or employment after leaving school. The investment in evidence-based programmes supports parents with children of all ages and is available digitally in a wide range of languages.

11. Implications for CO2 Emissions and Climate Change

11.1 See attached updated screening document.

12. Implications for Partners

12.1 As the programme develops, partners are benefitting from access to enhanced training, expanded, cohesive pathways, joint approaches, and better understanding of the shared impact on children and families.

13 Risks and Mitigation

13.1	Risk	Impact	Mitigation
	Unable to meet expectations of the programme (minimum and go further deliverables)	<ol style="list-style-type: none"> 1. Reputational risk to the Local Authority 2. Reduced funding/ clawback. 3. Reduced opportunities for children and families. 	<p>A self-assessment exercise with partners has taken place and Rotherham is in a good position to meet minimum expectations and a number of go further expectations will be prioritised.</p> <p>The Early Help partners have been developing a strong early help system in Rotherham since 2016, and this has enabled a strong foundation from which to progress family hubs and meet expectations.</p> <p>The Early Help Steering Group will enable rigorous oversight of the key deliverables and report annually to the RSCP and Cabinet.</p>
	As this grant requires a multi-agency approach it is imperative that all key stakeholders are involved and engaged in the process. A lack of engagement could result in not being able to deliver necessary colocation and	<ol style="list-style-type: none"> 1. Reputational risk to the Local Authority 2. Reduced funding/ clawback. 3. Reduced opportunities for children and families. 	Developing clear terms of reference to the delivery group alongside the added capacity to support transformation mitigates this.

collaborative approaches.		
Financial risks of building a financial commitment beyond the life of the programme	1. Budget pressures	<p>Strict financial principles to be adhered to.</p> <p>Application of short term, transformational spend only; building expertise and capacity across the wider public and voluntary sector to ensure long term and sustainable integration.</p> <p>Business case approval process from DLT in place outlining financial principles.</p>
Unable to meet expectations of the programme (minimum and go further deliverables)	1. Reputational risk to the Local Authority 2. Reduced funding/ clawback. 3. Reduced opportunities for children and families.	<p>A self-assessment exercise with partners has taken place and Rotherham is already in a good position to meet minimum expectations and a number of go further expectations will be prioritised.</p> <p>The Early Help partners have been developing a strong early help system in Rotherham since 2016, and this has enabled a strong foundation from which to progress family hubs and meet expectations.</p> <p>The Early Help Steering Group will enable rigorous oversight of the key deliverables and report regularly to the RSCP.</p>
As this grant requires a multi-agency approach it is imperative that all key stakeholders are involved and engaged in the process. A lack of	1. Reputational risk to the Local Authority 2. Reduced funding/ clawback	Developing clear terms of reference to the delivery group alongside the added capacity to support transformation aims to mitigate this.

engagement could result in not being able to deliver necessary colocation and collaborative approaches.	3. Reduced opportunities for children and families	
Financial risks of building a financial commitment beyond the life of the programme	1. Budget pressures	<p>Strict financial principles to be adhered to.</p> <p>Application of short term, transformational spend only; building expertise and capacity across the wider public and voluntary sector to ensure long term and sustainable integration.</p> <p>Business case approval process in place outlining financial principles</p>
Achieving value for money on spend	1. Funding opportunity does not deliver sufficient benefits in targeted areas	<p>Spend planned across the funding period to ensure benefits identified are delivered</p> <p>Review of spend within delivery team and Operational Group and through internal audit to establish reassurance as to value for money</p>
Limited amount of capital spend available	1. Minor capital spend will not enable significant asset improvements	<p>Identify specific key elements of capital spend which though of low value, will make noticeable difference in service delivery</p> <p>Focussed delivery from sites which are already fit for purpose.</p>

14. Accountable Officers

David McWilliams, Assistant Director, Early Help, Youth Justice, Family Engagement & Business Support, Children & Young Peoples Services

Approvals obtained on behalf of Statutory Officers: -

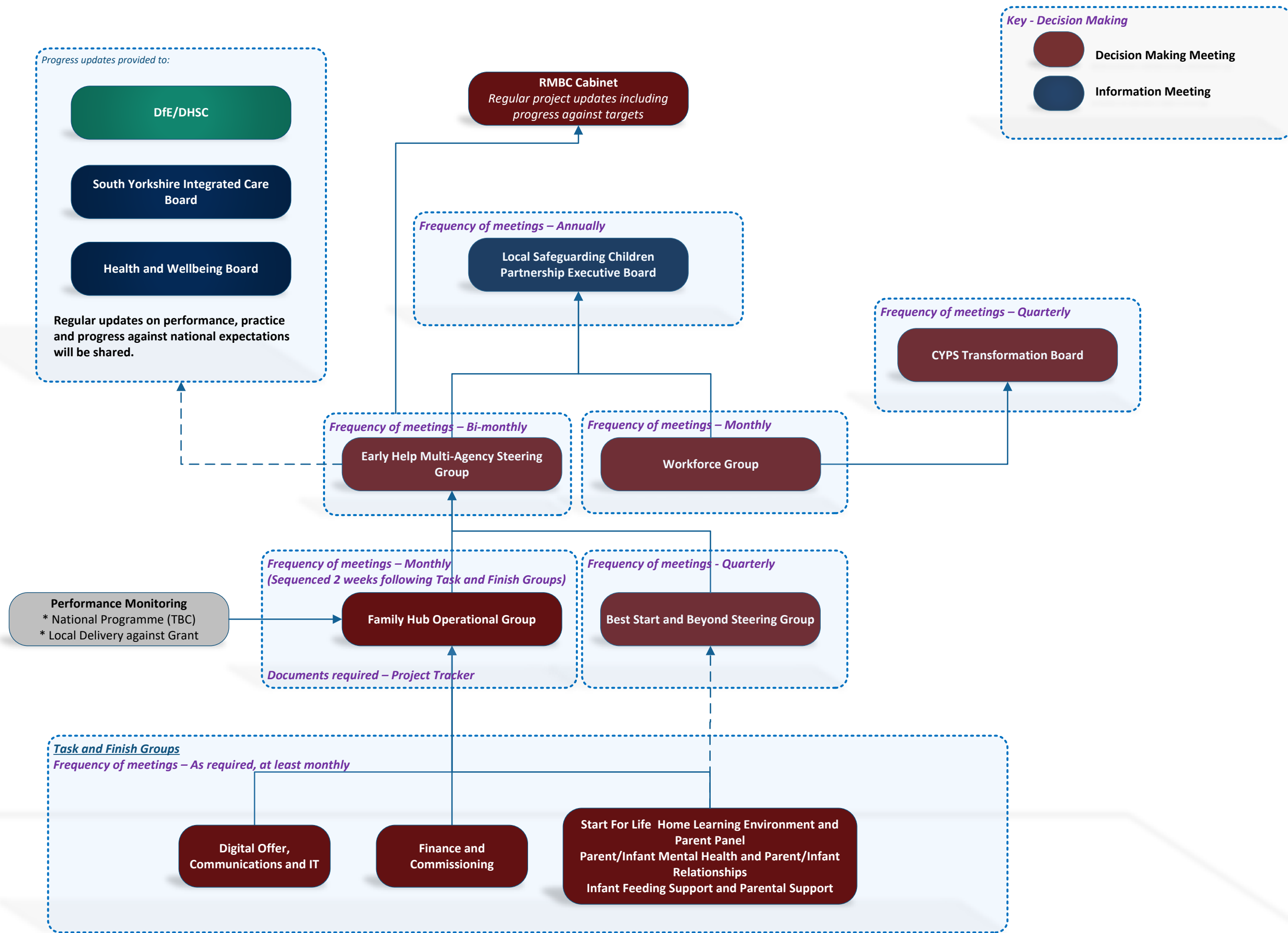
	Named Officer	Date
Chief Executive	Sharon Kemp	02/10/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	28/09/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	28/09/23

Report Author:

David McWilliams
Assistant Director, Early Help

Susan Claydon
Head of Service Early Help

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



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Family Hubs sites: Winterhill Family Hub, Wingfield Family Hub, Ferham Family Hub, Wath Family Hub, Dalton Family Hub, Dinnington and Wales Family Hub, Dinnington Family Hub, Aston Family Hub and Catcliffe Family Hub



Locations of sites offering additional agency collocation, face to face group and 1-2-1 delivery and to offer drop-in facilities: Clifton Family Hub, Swinton Brookfield Family Hub and Maltby Steppingstones Family Hub

Partners co-located includes a combination of:

- Early Help
- 0-19 Health Service
- Midwifery
- Children's Social Care
- Housing
- MESMAC
- CAMHS
- With me in Mind
- Children's Disability Team
- Chat and Chill
- Housing
- Police (drop-in)
- Parental Substance Misuse
- SALT
- Primary Care
- Rothercare
- Job Centre Plus

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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: Family Hubs & Start for Life	
Date of Equality Analysis (EA): 6th November 22 Reviewed 07 September 2023	
Directorate: CYPS	Service area: Early Help & Family Engagement
Lead Manager: Susan Claydon	Contact number: 07557312933
Is this a: <input type="checkbox"/> Strategy / Policy <input checked="" type="checkbox"/> Function <input type="checkbox"/> Other	
If other, please specify	

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance

Name	Organisation	Role (eg service user, managers, service specialist)
Alex Hawley	LA Public Health	Lead for Start for Life Publication
Kirsty Woodhead	LA CYPS	Locality Manager
Anne hawke	LA CYPS	Head of Service Data, Performance & Quality

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)

Family hubs is a national grant funding stream that requires Local Authorities to work with existing services/ agencies to ensure closer collaborative working and develop a digital offer for children and families in the borough.

Prior to sign-up, a national Equality Impact exercise took place to determine which areas were in need for the Family hubs grant. Rotherham was selected to receive the funding, based on the Indices of Multiple Deprivation and national data related to the under-5 population in Rotherham.

As part of developing initial Family Hub collaborative work, two large scale, interactive workshops have taken place to consult with a wide range of organisations from the public and voluntary/ community sectors (including the Rotherham Parent carer Forum) on how they would like to influence the development of Family Hubs in Rotherham.

Consultation and co-production will be an iterative and ongoing process throughout the programme.

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

Equality information is already used to shape priorities and deliver existing services across the Local Authority, health and education sectors.

The three-year Family Hubs & Start for Life Programme sets an expectation that a needs analysis will take part in the initial phase of the programme. In Rotherham this will provide a sophisticated , cross sector analysis to build on the strong foundation of data that is available and use this new needs analysis to shape delivery over the next three years. This has commenced and is required by April 2023.

Equality information is available through existing delivery in the following ways:

Parents/carers involved in Family Support
 Parents/carers involved in Outreach & Engagement
 Parents / Carer Forum
 Regular community engagement

School Attendance Matters Pathway

Elected Members

DfE

Department for Health & Social Care

Ofsted

Staff

Regular monitoring and oversight through the Early Help Steering Group

Reporting to Rotherham Safeguarding Childrens Executive Board

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

Not that we are currently aware of, we have rich cross organisational data, and the new/ planned Family Hubs Needs Analysis will add value to existing data sets and analysis already held in Rotherham.

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

A multi – agency Strategic Board retains oversight of the programme implementation and impact.

Existing data and well-established methodology across the children's workforce will continue to be used to monitor impact on those groups with protected characteristics. This will not change, as this programme will not detract from existing provision and is not a new service but is a way to join up different services in a more meaningful and accessible way for children and families.

The national programme has a rigorous performance monitoring and evaluation element to it, and we will adhere to this.

The governance arrangements (the Early Help Steering Group) will monitor and oversee performance and impact on children and families.

As part of current practice, the voice of children and families is routinely sought through the assessment, planning and exit stages. We will continue to utilise these methods of monitoring delivery of the programme and we will also introduce training in the use of a range of evidence-based impact tools to be adopted by multi agency settings.

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

February 22: Rotherham Parent Carer Forum attended a multi-agency workshop to ensure that service user voice and early consultation took place.

August 22: Rotherham Parent Carer Forum attended a multi agency workshop to ensure that service user voice and early consultation took place.

The national programme requires the setting up of a Parent Panel by April 2023 and we will work with this group to ensure that front line service users shape and influence delivery at all stages. This will include

	<p>enabling a diverse range of participants in that group to represent families from across different communities with diverse needs.</p> <p>Key findings enabled the development of a proposed model in Rotherham and shaped the sign up documentation that was submitted to Government on 31st October 22.</p> <p>Further engagement and consultation will take place with parents and carers now that we have been given corporate permission to sign up to and commit to the national programme. There will be a lead for the parent carer consultation process and setting up of the Parent Panel.</p> <p>Update August 23</p> <p>Engagement with the community to influence Family Hubs branding and logo</p> <p>Engagement with the public to engage volunteers for the parent/carers forum; engagement with fathers is a key priority and the team has managed to secure commitment from some Rotherham fathers.</p> <p>Soft launch events have taken place over the summer to socialise the transition to Family Hubs with children and families with over 500 parents and children in attendance.</p> <p>The needs analysis continues to develop and is enabling the team to target resources and interventions at communities that are seldom heard from, e.g. late booking in pregnancy etc.</p>
<p>Engagement undertaken with staff (date and group(s) consulted and key findings)</p>	<p>February 22: Multi Agency Workshop with over 20 agencies involved. This included front line users of services via the Rotherham Parent carer Forum.</p> <p>August 22: Multi Agency Workshop with over 25 agencies involved. This included front line users of services via the Rotherham Parent carer Forum.</p> <p>DLT and SLT engagement between August and October 22</p> <p>Lead Elected member for Childrens Services and health & Wellbeing Board engagement between August and October 22</p>

	<p>Forward Plan- Paper for cabinet in December 22 for information and scrutiny</p> <p>Key findings:</p> <ul style="list-style-type: none"> • Strong consensus that Family Hub development would be a positive change in Rotherham • Development of a proposed model for Family Hubs in Rotherham <p>August 23</p> <p>Series of staff induction events have taken place with over 200 colleagues taking part.</p> <p>Voluntary sector mobilising engagement with volunteers to support and shape the programme in Rotherham</p>
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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)

Service delivery is regulated by a range of legislation (the Children Act (1989, 2004) Working Together to Safeguard Children, Working Together to Improve School Attendance (2022). Services work in an inclusive way, utilising restorative practice and will continue to work within these parameters.

The following are key strands of the work that will be taking place:

Family hubs transformation- better integrated working across agencies
Perinatal mental health and parent-infant relationships- adding value to those children and families with mental and emotional difficulties
Parenting support- to bring additional support with parenting children of all ages, starting prenatally
Infant feeding support- to enhance uptake of the healthiest form of infant feeding across a range of communities
Home learning environment services- to bring support into family homes when communities are less likely to enrol their child in early years education
Publishing start for life offers and establishing parent carer panels- for all children under 5 in Rotherham with a focus on the first 1001 days

Family Hubs are based in existing Early Help/ children's centre sites and there is no change to geography of where families can access support.

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

No barriers identified, the Family Hubs Programme will focus on better equipping the existing workforce to deliver additional evidence-based programmes that better meet the needs of children and families. It will also provide better digital access to support and will enable more colocation between agencies to enhance access for children and families across the range of communities in Rotherham. Parenting programmes are available in a range of languages that meets the needs of communities in Rotherham.

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

A range of new evidence-based programmes will be added to existing provision. There are no plans to reduce or scale down existing provision.

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

The programme is for all residents of Rotherham with children and does not differentiate between protected characteristics and different groups. We will utilise the diverse parents panel to ensure that all community groups are represented.

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: Rotherham Family Hubs & Start for Life programme
Directorate and service area: CYPS
Lead Manager: David McWilliams AD.
Summary of findings:
<p>The Equality Impact Analysis reassures that there is no change to existing provision for children and families in Rotherham and rather, the programme will add value and bring new support mechanisms to families through a more integrated approach.</p> <p>The Family Hubs Needs Analysis will inform equality impact considerations throughout the delivery of the programme</p>

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Complete and submit a Family Hub Delivery Plan template	A, D, S, RE, RoB, PM C, O Youth	December 22
Cabinet Update Paper	As above	December 2022
Complete family Hubs Needs Analysis	As above	March 2023
Publish Start for Life Offer	As above	April 2023
Establish Family Hub Parent/Carer Panel	As above	April 2023

Launch digital Family Hub offer	As above	September 23
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***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
David McWilliams	Assistant Director Early Help	November 2022
Susan Claydon	Head of Service Early Help	November 6 th 2022
Nicola Curley (name updated August 23)	Director of Childrens Services	November 6 th 2022
Cllr Cusworth	Lead Member Children's Services	November 2022

7. Publishing

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

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

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

Date Equality Analysis completed	11 th January 2023 Updated August 22 nd 23 September 2023
Report title and date	Rotherham Family Hubs
Date report sent for publication	07/09/23
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

Appendix 4

Will the decision/proposal impact...	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	N/A	No impact on emissions.			
Emissions from transport?	N/A	No impact on emissions.			
Emissions from waste, or the quantity of waste itself?	N/A	No impact on emissions.			
Emissions from housing and domestic buildings?	N/A	No impact on emissions.			
Emissions from construction and/or development?	N/A	No impact on emissions.			
Carbon capture (e.g. through trees)?	N/A	Not planned.			

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

N/A

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

The Family Hubs Cabinet paper describes the local authority's responsibility to deliver on the national Family Hubs Programme to transform inter agency working to enable better access to services for children and families and provision of a comprehensive digital offer, again to improve accessibility to support. This is likely to impact positively on carbon impact with more worker collocated and ultimately less buildings required long term

Working Together to Safeguard Children, (2018) provides the legislative framework for Early Help and describes how local organisations and agencies should have in place effective ways to identify emerging problems and potential unmet needs of individual children and families.

The Multi-agency Early Help Steering Group will oversee the implementation of the delivery plan reporting to the Rotherham Safeguarding Children Partnership.

Supporting information:

Completed by:

(Name, title, and service area/directorate).

Susan Claydon Head of Early Help & Family Engagement

Please outline any research, data, or information used to complete this [form].

N/A

If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.

N/A

Tracking [to be completed by Policy Support / Climate Champions]

Committee Name and Date of Committee Meeting

Cabinet – 16 October 2023

Report Title

Rotherham Council Electric Vehicle Infrastructure Expansion

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)

Andy Wilson, Energy Efficiency Officer
01709 254804 andy.wilson2@rotherham.gov.uk

David Rhodes, Environment, Energy and Data Manager
01709 254017 david.rhodes@rotherham.gov.uk

Ward(s) Affected

All

Report Summary

In March 2019, the Council declared a climate emergency. Since then the Council has annually produced a climate change action plan which covers seven themes, one of which relates to transportation. Transport is the largest emitting sector of greenhouse gas emissions, producing 24% of the UK's total emissions in 2020 and in November 2020 the Government announced the end of the sale of new petrol and diesel cars in the UK by 2030 (though this was pushed back to 2035 in September 2023). Therefore, part of the Council's climate change action plan focusses on expanding the Council's operational and Borough-wide Electric Vehicle (EV) Charging Infrastructure in support of the transition to low carbon modes of transport. This report will cover the proposed programme of work for the 2023 – 2025 period, covering sites at seven locations across the Borough, plus one reserve, which will be considered for the suitability for EV infrastructure installations and if suitable progressed and commissioned.

This report therefore details the progress made to date with regards to the installation and commissioning of EV charging infrastructure and presents several sites for future infrastructure expansion for approval as part of the forward programme of EV infrastructure installation.

Recommendations

This report recommends that Cabinet:

1. Notes the progress of the EV infrastructure expansion in Rotherham.
2. Approves the delivery of schemes as set out in the proposed forward programme.
3. Delegates authority to make any necessary technical and feasibility adjustments to the Strategic Director for Finance and Customer Services in consultation with the Cabinet Member for Transport and Environment.

List of Appendices Included

Appendix 1 Resident EV Survey Results

Appendix 2a RMBC Public EVI Retrospective Initial Equality Screening Assessment

Appendix 2b RMBC Public EVI Equality Analysis

Appendix 3 Carbon Impact Assessment

Background Papers

Sheffield City Region Mayoral Combined Authority, South Yorkshire Electric Vehicle Charging Infrastructure 2021/22, Business Case Analysis, 25 May 2021 (Arup study)

[Sheffield City Region Transport Strategy](#)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

Rotherham Electric Vehicle Charging Infrastructure Expansion

1. Background

1.1 In June 2019 the UK became the first major economy in the world to pass laws to end its contribution to global warming by 2050. The national target will require the UK to bring all greenhouse gas emissions to net zero by 2050.

- The Council declared a Climate Emergency on 30 October 2019 and subsequently adopted the following targets:
 - The Council's carbon emissions to be at net zero by 2030.
 - Borough-wide carbon emissions to be at net-zero by 2040.

1.2 Transport is the largest emitting sector of greenhouse gas emissions, producing 24% of the UK's total emissions in 2020 (406 MtCO₂e). In November 2020 the Government announced the end of the sale of new petrol and diesel cars in the UK by 2030 (though this was pushed back to 2035 in September 2023).

1.3 Plug-in electric and hybrid vehicles now number over 1.1 million on UK roads with new registrations continuing to grow strongly in 2022 (+40%) and more affordable used EVs are now appearing on the market (used battery EV sales up 37.5% in 2022).

1.4 On 1 January 2023, there were 37,055 public EV charging devices available in the UK. To match demand this is required to increase eightfold to 300,000 devices by 2030.

1.5 In 2019 the Council installed 39 public bays of fast EV chargers at 12 sites across the Borough, with 4 sites connected to Solar PV, to supply or offset the electricity used in charging. The infrastructure for these sites is owned by the Council but the operating system is run by MER Charging UK Limited.

1.6 The existing Council EV charging infrastructure in Rotherham consists of:

Public Charge Bays:

Site	EV Bays		
	Standard 7 Kw	Fast 22Kw	Rapid 50Kw
Wellgate Multi-Storey Car Park	8	2	
Clifton Park Museum		2	
Scala Car Park		2	
Aston Service Centre		2	
Rother Valley Country Park	4		
Thrybergh Country Park	2		
Wath Community Library		2	

Rawmarsh Library	2		
Walker Street Car Park		2	
Drummond Street Car Park		3	2
Constable Lane Car Park		1	2
Douglas Street Car Park		1	2

- 1.7 A national campaign has raised the issue that EV charge points are a concern for vulnerable people and therefore lighting, rain covers, clear signage and CCTV should be included where possible. Access and mobility will also be a consideration with current and future EV charge points.
- 1.8 South Yorkshire Mayoral Combined Authority (SYMCA) allocated £1.85m from the Government 'Getting Building Fund' to promote EV uptake across the region by increasing public charging facilities. Arup was commissioned to carry out an EV priority study across the region to identify sites that required EV charging points with scoring focused on:

Criteria	Weighting
Clear use case	1
Additional or multiple use case for same equipment	1
Deliverability (ownership or full control)	4
Promotes public transport or taxis	4
Promotes active travel (e.g., 'Park and Walk')	2
Promotes economic development (use of shops / town centres)	2
Promotes equality and inclusion	2
Unique location (not seeking to compete)	2
Scope for future expansion	1

- 1.9 The project has been led by Barnsley Metropolitan Borough Council (BMBC) and steered by SYMCA. The procurement process (led by BMBC) launched the tender, using Crown Commercial Service framework, in November 2021 and the contract was awarded to EB Charging Ltd (now known as Blink Charging UK Limited) on 12th January 2022.
- 1.10 The procurement provided that additional sources of funding could be used to expand the scope of the scheme.
- 1.11 The SYMCA funding has enabled the installation of 3 EV Chargers at each of the sites below. The final costs of the completed installations including 5 years Warranty, Charge Point Management System, Operation and Maintenance are shown below per site.

SYMCA Project Costs

Total Douglas Street	£58,699
Total Drummond Street	£53,298

Total Constable Lane	£68,659
Programme Cost	£5,152
Total	£185,808

2.0 Key Issues

- 2.1 The following table details the Council's available funding sources, expenditure incurred to date on fast and rapid charging provision at the recently installed sites (at Drummond Street, Constable Lane and Douglas Street Car Park) and funding remaining for the proposed expansion of public EV charging infrastructure within 2023/24

Source	Funding Available	Spend to date	Funding Remaining
SYMCA Getting Building Fund	£343,660	£185,808	£157,852
JACU Clean Air Zone	£81,250		£81,250
Council Capital Allocation	£648,000		£648,000
Totals	£1,072,910	£185,808	£887,102

- 2.2 The Clean Air Zone (CAZ) funding is targeted at encouraging Taxi / Private Hire operators serving Sheffield to convert to EV and Maltby is a key area identified for this.

- 2.3 The Council Capital allocation is split between residential provision (addressing lack of off-street parking within a 10 minute walk-time) and public provision (e.g., car parks or destinations of interest) as follows:

		2022/23	2023/24	2024/25	2025/26
1.	Residential Charging Infrastructure	£52,000	£53,560	£55,167	£56,822
2.	Public Charging Infrastructure	£121,000	£100,000	£103,000	£106,090
	Total	£173,000	£153,560	£158,167	£162,912

- 2.4 The funding is being directed to optimise the spend of external funding sources under the relevant frameworks, whilst maximising the outcomes across all projects.

2.5 The proposed forward programme includes the following sites:

Site	Connector Type & Qty	Status	No. dwellings <10-min walk	Fund	Estimated costs
Greenlands Park, N Anston	2 x Rapid, 1 x Fast	In scope	831	SYMCA	£60,000
Clifton Park, Doncaster Rd	2 x Rapid, 1 x Fast	In scope	1716	SYMCA	£60,000
Laburnum Parade, Maltby	2 x Rapid, 1 x Fast	In scope	1103	Council Capital	£60,000
Mowbray Gardens Library	2 x Rapid, 1 x Fast	In scope	1317	Council Capital	£60,000
Greasborough Library	2 x Fast	In scope	1264	SYMCA	£20,000
Kiveton Park Library	2 x Fast	In scope	1262	SYMCA	£20,000
Customer Service Ctr., Maltby	4 x Rapid, 2 x Fast	In scope	887	JAQU Clean Air Zone	£85,000
Main St, Rotherham	2 x Rapid 1 x Fast	Reserve site	TBC	Council Capital	TBC
Estimated total cost of installations					£365,000

*This programme is unlikely to utilise the full Council Capital allocation, as such this will be available to support any unexpected increases in cost throughout the programme.

- 2.6 The definitive list of sites for this phase and specification will be determined when final designs and costings are obtained.
- 2.7 The forward programme therefore has seven proposed sites and an additional reserve site for investigation should the initial proposed site become unfeasible due to grid connection costs.
- 2.8 Full costs for each site cannot be determined until grid connection costs are assessed. This is a paid service provided by Northern PowerGrid and will form part of the final feasibility assessment of each site if the proposed programme is approved. The costs for the proposed works estimated at £365k provided above at section 2.5 are therefore indicative and subject to change. The above

programme for 2023/24 and 2024/25 would utilise the remaining external grant funding from JAQU clean air zone funds and the SYMCA funds, with the remaining costs funded through the Council Capital allocation. In total this equates to an indicative total spend of approximately £550k (including the 3 sites that have already been funded through these resources). External funding will be utilised first to meet funding deadlines, minimise any risk of funding clawback and make best use of the Council's capital budgets.

- 2.9 The procurement, undertaken by SYMCA has been structured to include the operation and maintenance (O&M) costs for five years as part of the contract and these costs will be covered by the funding from SYMCA. Throughout the duration of the contract, the assets would be owned by the Council, but the installation and ongoing maintenance is funded by SYMCA. At the end of the five years, operation and maintenance costs would become the responsibility of the Council offsetting any income generated through the units use once electricity costs and standing charges are accounted for. The SYMCA funded O&M contract expires in May 2025, after which a compliant procurement will need to be undertaken and revenue implications assessed.
- 2.10 Future sites selected will align with the Council's EV strategy. Work is currently ongoing to create this strategy and will be submitted to Cabinet for approval before the end of the Civic Year.

3. Options considered and recommended proposal

- 3.1 SYMCA commissioned a study by Arup to carry out an EV priority study across the region to identify sites that required EV charging points. The study informed the location of the EV chargers, however detailed site surveys resulted in some sites becoming financially non-viable due to connection costs to the national grid.
 - 3.1.1 The three sites listed at 1.12 were chosen as the most technically and financially viable sites where EV chargers are required. These sites have since been delivered. The options based on the remaining feasible sites are as follows:
- 3.2 **Option 1: Approve the forward programme of EV infrastructure assessment and if appropriate installation at the seven identified sites.**
 - 3.2.1 This option recommends moving forward with further technical feasibility assessments (such as grid connectivity) and if acceptable proceed with installation at the seven remaining sites, plus one reserve, proposed above in section 2.5
 - 3.2.2 These seven sites would therefore form the next stage of the wider EV infrastructure programme an support existing action within the Council's year ahead and climate change action plans.
 - 3.2.3 As future sites and funding is made available, initial feasibility assessments will be undertaken for consideration against relevant funding stipulations and brought forward separately for approval at Cabinet. This will be linked to the EV Strategy. This is the recommended option.

3.3 **Option 2: Do nothing.**

3.3.1 Another possible option would be to not proceed with further investigation or installation at the sites proposed in section 2.5. There are limited alternative sites within the Council's land portfolio for installation of EV charging infrastructure unless significant investment is made in increasing grid capacity at certain sites, therefore no alternative sites are yet available for consideration. The seven sites detailed in section 2.5 are therefore the most appropriate locations given current constraints and suitability.

3.3.2 The options to do nothing is not recommended as it will not cater for the expanding demand of Rotherham EV users and visitors. It will also not allow for the Council's commitments with regards to EV infrastructure expansion as set out in the Year Ahead Plan to be achieved.

3.3 Recommendation

This report therefore recommends that Cabinet:

1. Notes the progress of the EV infrastructure expansion in Rotherham.
2. Approves the delivery of schemes as set out in the proposed forward programme.
3. Delegates authority to make any necessary technical and feasibility adjustments to the Strategic Director for Finance and Customer Services in consultation with the Cabinet Member for Transport and Environment.

4. **Consultation on proposal**

4.1 Limited consultation has taken place with taxi drivers through the Business Regulation Team to assess the potential of conversion to EV's if rapid chargers are available. All rapid charging sites have been selected under the scoring criteria to facilitate the conversion of taxi / private hire vehicles to EV.

4.2 A study has been carried out through the Council website, social media and a voluntary survey to identify EV hotspot locations, if off-street parking is available and any perceived charging requirements for resident EV owners. The full results are presented at Appendix 1, in summary:

- 108 residents took part in the survey.
- EV hotspots ownership is more prevalent in Wath and Hoover.
- Approximately 1/3rd of EV owners don't have a suitable place to charge their vehicle during the day e.g., work and 90% have suitable charging facilities at night.
- 85% stated they would use public off-road carpark charging points.

- Around 80% of fossil fuel vehicle drivers would be more likely to consider transitioning to an EV if public off-road charging points were available in their local area.

4.3 Care is taken as the respondents form a very low percentage of drivers in Rotherham and additional resources are being identified to produce a full EV map of Rotherham to inform future installation projects. Additional surveys will be used (including a staff survey) to expand the EV charging demand data and provide more accurate information on EV ownership and operation. This consultation has therefore been used to support existing feasibility recommendations, rather than to inform them in the first instance to avoid unnecessary bias introduced through the survey method.

4.4 Additional information was provided by respondents to inform the development of charging facilities in the future.

5. Timetable and Accountability for Implementing this Decision

5.1 Should the proposed programme of works receive Cabinet approval, the process to carry out the works will commence with a number of the sites being completed in 2023/24 and all of the sites being completed by the end of 2024/25.

6. Financial and Procurement Advice and Implications

6.1 The SYMCA funding of £343,660 for the installation for Electric Vehicle points is provided through Central Government Getting Building Fund grant that is through SYMCA as accountable body (£185,808 of this grant has already been spent). In addition, there is also grant funding of £81,250 available from JAQU and then Council funding available for the Electric Vehicle Charging Infrastructure programme of £648,000. The expenditure on the delivery of current EV charging programme sites will be contained within the available funding, to date £185,808 has been spent to deliver 9 new EV charging points across 3 sites within the borough.

6.2 This contract was procured compliantly as a further competition via a Crown Commercial Services (CCS) framework in collaboration with SYMCA with Barnsley Council acting as lead procurement.

7. Legal Advice and Implications

7.1 The funding from SYMCA referred to in the body of the report contains amongst others, provisions around what the grant money is to be spent on and when it is to be spent by. These conditions have been complied with in respect of the EV Charging units already installed and will need to be complied with in respect of the rest of the project.

7.2 The procurement undertaken in respect of the project was in compliance with the Public Contracts Regulations 2015 (as amended) and an appropriate contract concluded with the supplier.

7.3 As the matters set out within this report do not relate to functions which are reserved to Council in legislation or regulations, they are executive functions exercisable by Cabinet.

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 There are no known negative implications for children, young people, or vulnerable adults

10. Equalities and Human Rights Advice and Implications

10.1 An initial equalities assessment has been carried out and the one issue that has been raised is the potential accessibility problems for EV drivers with mobility difficulties. A review of all Council EV charging points and future extensions will be carried out and further consultation with support groups. An Equalities Impact Assessment is at Appendix 2.

11. Implications for CO2 Emissions and Climate Change

11.1 The existing Council EV Charge points has saved 18.4 tonnes CO₂ between April 2019 and February 2022. Deployment of rapid charge points which tend to be preferred by EV drivers and with shorter dwell times means this figure should be accelerated going forwards due to chargers being potentially used several times each day. Monitoring and reporting of use and emission reductions will be ongoing.

11.2 A Carbon Impact Assessment has been undertaken and is available at Appendix 3.

12. Implications for Partners

12.1 There are no known negative implications for partners.

13. Risks and Mitigation

13.1 A risk log has been maintained with the following initial identified risks included:

- High DNO connection costs may exclude charger installation – a reserve alternative site has been identified to mitigate this risk.

- Funds allocated are not spent within designated timeframes – SYMCA will be informed of progress throughout the project as part of the grant agreement and mitigating actions will be taken to prevent delays.
- SYMCA programme does not align with RMBC plans – early project discussions and regular meetings will avoid programme misalignment. In the case of major project set back, the EV Capital Budget allocation is sufficient to cover any SYMCA funding clawback.
- Vandalism and theft of cables has also been highlighted as a risk. New installations are no longer being introduced without CCTV coverage and the energy team is working with the police to try to mitigate this risk further.

14. Accountable Officers

David Rhodes, Environment, Energy and Data Manager

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	02/10/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	28/09/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	28/09/23

Report Author:

Andy Wilson, Energy Efficiency Officer
01709 254804 andy.wilson2@rotherham.gov.uk

David Rhodes, Environment, Energy and Data Manager
01709 254017 david.rhodes@rotherham.gov.uk

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

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ELECTRIC VEHICLE USE IN ROTHERHAM

Analysis report of a public consultation survey
exploring the distribution of EV use across the
borough and investigating public opinions regarding
off-street public carpark charging facilities.

Callum Innes
callum.innes@rotherham.gov.uk

Summary of Findings

- Although EV ownership is observed throughout Rotherham, three main “EV hotspots” were identified. The most prevalent use of EVs is found in and around the northern wards of Wath and Hoover, followed by the more central locations of Sitwell and Bramley and Ravenfield, and to a lesser degree in the south-east around Dinnington.
- Almost one third of EV owners report not having a suitable place to charge their vehicle during the day. This appears to be less of an issue at night, with almost 90% of EV users having a suitable place to charge their vehicle.
- A vast majority (85%) of EV users report that they would use public off-road carpark charging points.
- Nearly 80% of petrol and diesel vehicle drivers would be more likely to consider transitioning to an electric vehicle if public off-road carpark charging points were more readily available in their local area.
- Qualitative participant feedback suggests that the most convenient locations for future public charging points would be in already frequently used carparks, such as those of shopping centres, supermarkets, leisure centres, places of work, hospitals and schools.
- The main concerns raised by survey participants relates to charging point maintenance, parking/charging fees, charging speeds, safety, disabled access and ensuring that spaces aren’t occupied by petrol and diesel vehicles. These concerns and their possible solutions are covered in greater depth in the “Qualitative Feedback from EV Users in Rotherham” section of this report.

Reporting Aims

- Assess the distribution of EV ownership across Rotherham in order to inform the geographical placement of future EV charging points.
- Identify wards and specific postcodes where EV users are currently reporting difficulties in accessing charging points.
- Explore popular opinions of public off-road carpark charging points from both EV and non-EV users.
- Invite general feedback from EV users across the borough regarding charging points in an attempt to better understand how their EV charging needs can be met.

Target Group and Methodology

The findings of this report are based upon the results of a 10-question survey (see Appendix I) distributed via the Consultations section of Rotherham Metropolitan Borough Council’s website. Participants were largely recruited through the use of The Council’s social media platforms. 108 respondents took part in the survey, however 7 participants’ responses were omitted from the study as

Appendix 1 Resident EV Survey
Rotherham Electric Vehicle Charging Infrastructure Expansion

their postcodes identified them as not residing within the borough. As shown in *Figure 1*, of the 101 valid participants included in the study, 61% ($n=62$) reported that they currently own an electric vehicle or have a household member who owns an electric vehicle, 25% ($n=26$) planned to buy their first electric vehicle within the next 24 months and 14% ($n=14$) did not own an electric vehicle, live with anyone that did, or have any plans to buy one in the near future.

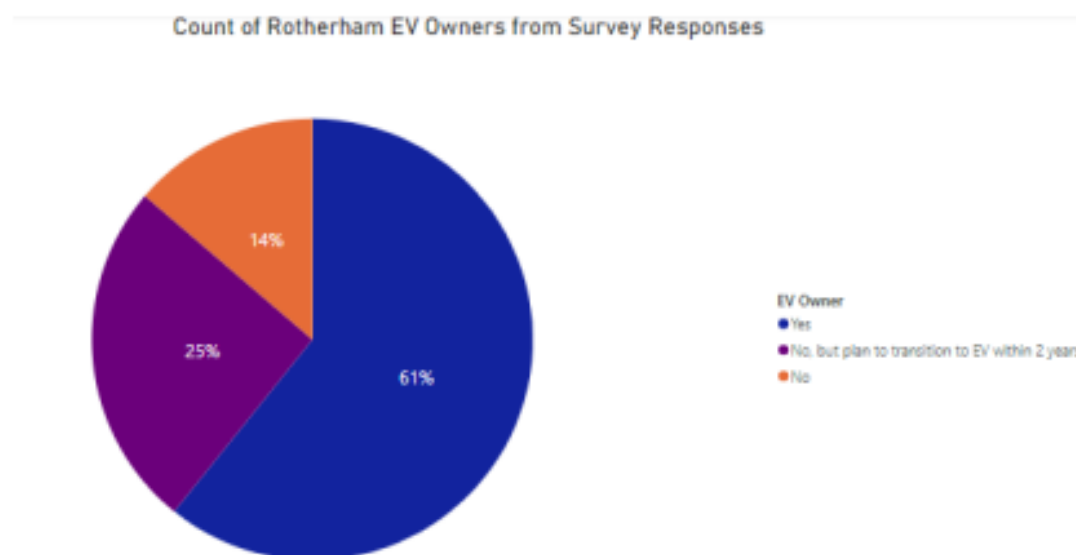


Figure 1: Pie chart representing the proportion of survey respondents who current own or plan to buy an EV

Electric Vehicle Distribution within Rotherham

As highlighted in *Figure 2*, electric vehicle ownership appears to be most prevalent in 3 distinct areas of the borough. These are in the north around the wards of Wath and Hoover, slightly south-east of the center in Sitwell and Bramley and Ravenfield and to a slightly lesser degree further south-east in the area surrounding Dinnington. A further breakdown of this distribution can be seen in *Figure 3*. For a comprehensive list of EV ownership by postcode, refer to *Appendix II*.

Appendix 1 Resident EV Survey
Rotherham Electric Vehicle Charging Infrastructure Expansion

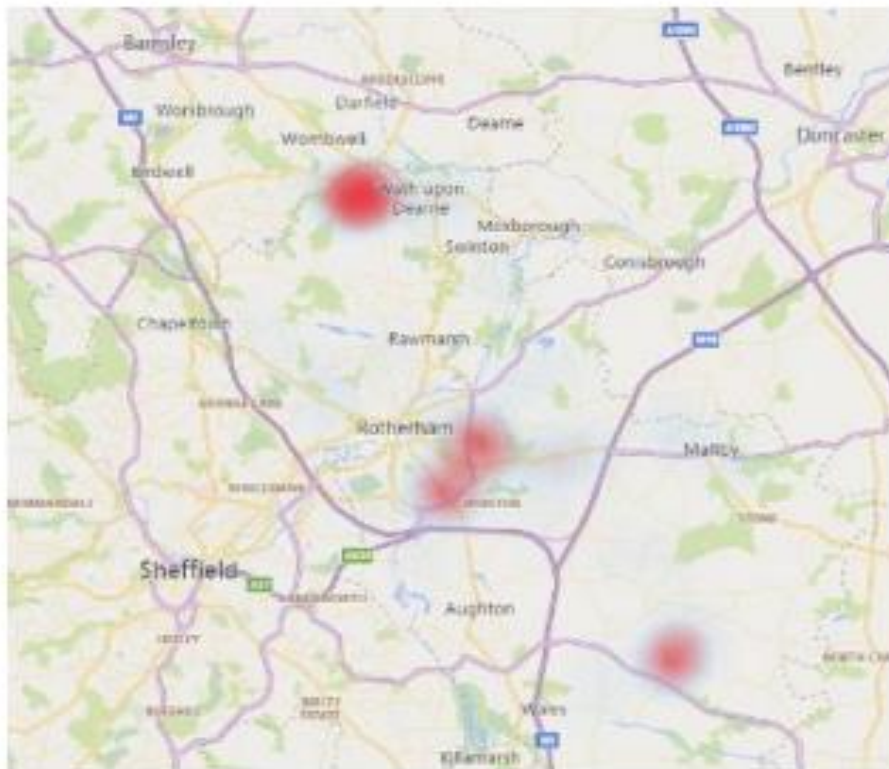


Figure 2: Heat Map showing density areas or "hotspots" of EV ownership

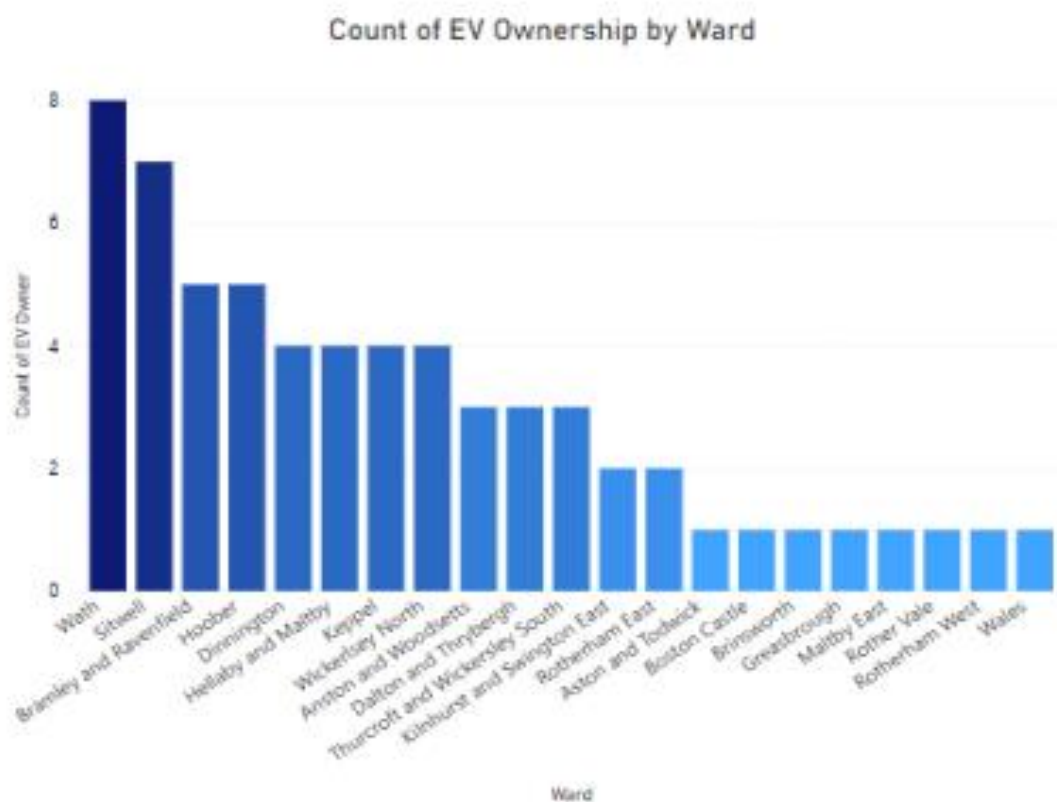


Figure 3: Bar chart showing count of participants living in a household with an EV by electoral ward

Appendix 1 Resident EV Survey
Rotherham Electric Vehicle Charging Infrastructure Expansion

Opinions of EV and Availability of Public Charging Points

Of the 62 participants living in a household which owned an electric vehicle, 31% ($n=19$) reported that they did not have a suitable place to park/charge their vehicle during the day (see Figure 4) and 11% ($n=7$) did not have a suitable place to park/charge at night (see Figure 5).

EV Owners' Response to the Question "Do you have a suitable place to park/charge your vehicle during the day?"

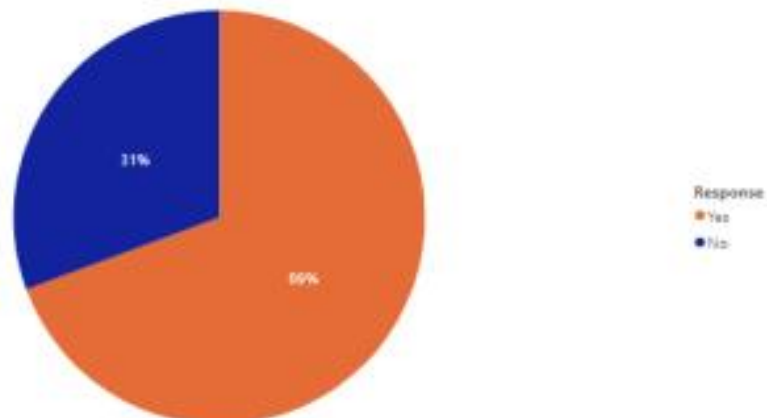


Figure 4: Pie chart showing EV owners with suitable place to park/charge during the day

EV Owners' Response to the Question "Do you have a suitable place to park/charge your vehicle at night?"



Figure 5: Pie chart showing EV owners with suitable place to park/charge at night

Appendix 1 Resident EV Survey
Rotherham Electric Vehicle Charging Infrastructure Expansion

The exact areas which have been highlighted by Rotherham residents as having notably unsuitable parking/charging facilities for electric vehicles during the day are outlined in *Figure 6* and *Table 1* below and the same information for a lack of suitable parking/charging facilities at night are highlighted in *Figure 7* and *Table 2*.

Both nocturnal and diurnal trends seem to show a similar geographical pattern, with slightly (2) more participants reporting that they have difficulty accessing parking/charging facilities only at night. It should also be noted that postcodes and map points are based on parking locations during the day and night, which in some cases differs from the residing address of the participant.



Figure 6: Map highlighting parking locations which residents have reported as being difficult to access EV parking/charging facilities during the day

Daytime Parking Location	Ward
S66 1WN	Bramley and Ravenfield
S66 2QS	Bramley and Ravenfield
S65 1SL	Gnosborough
S66 8RT	Helleby and Maltby
S63 6ET	Hooton
S61 3LZ	Kippax
S65 2LP	Rotherham East
S65 3DL	Stwell
S66 8QV	Stwell
S66 1JR	Thurcroft and Wickersley South
S63 6BF	Wath
S63 6BU	Wath
S63 7DN	Wath
S602UD	Wickersley North

Table 1: Locations by postcode and ward identified as having poor availability of EV parking/charging facilities during the day

Appendix 1 Resident EV Survey
Rotherham Electric Vehicle Charging Infrastructure Expansion



Figure 7: Map highlighting parking locations which residents have reported as being difficult to access EV parking/charging facilities at night.

Ward	Night-Time Parking Location
Bramley and Ravenfield	S65 1WH
Bramley and Ravenfield	S66 2QL
Gransbrough	S61 4PZ
Holesby and Maltby	S66 8AL
Holesby and Maltby	S66 8RT
Hooton	S63 6BF
Hooton	S63 6ET
Kippax	S61 3LZ
Rotherham East	S65 2LP
Silwell	S60 3BA
Silwell	S63 3DL
Thurcroft and Wickersley South	S66 1AR
Wath	S63 6BF
Wath	S63 6BU
Wath	S63 7DR
Wickersley North	S66 1AN

Table 2: Locations by postcode and ward identified as having poor availability of EV parking/charging facilities at night

Appendix 1 Resident EV Survey
Rotherham Electric Vehicle Charging Infrastructure Expansion

As well as assessing distribution and ease of accessibility of charging facilities, the survey also aimed to gauge EV owners' willingness to use off-street public carpark charging points. Of the 62 EV owners taking part in the study, 85% ($n=53$) reported that they would make use of off-street car park charging points.

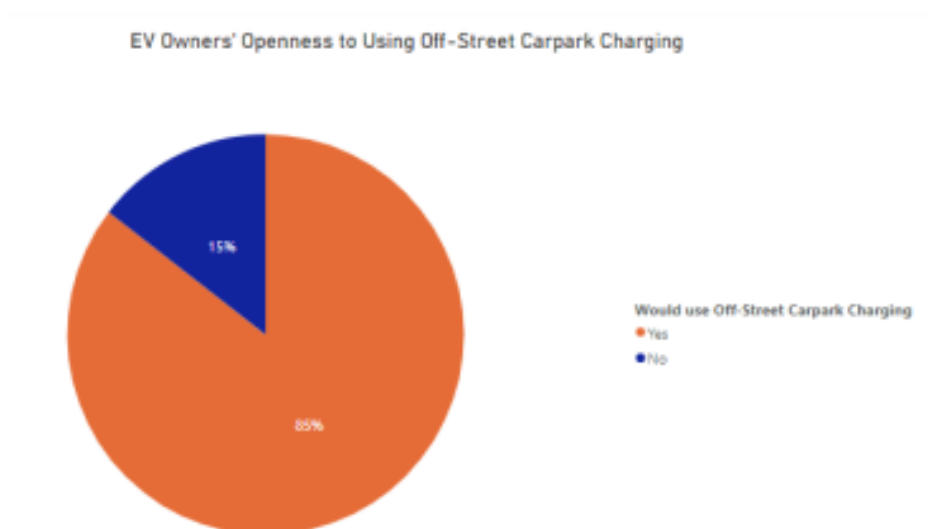


Figure 8: Pie chart showing percentage of EV users who reported that they would use off-street public carpark charging points

Similarly, of the 14 participants who did not have an EV owner within their household, 79% ($n=11$) reported that they would be more likely to consider transitioning to an electric vehicle if charging points were more readily available in public car parks in their local area.

Non EV Owners who would Consider Transitioning to EV if there were Increased Public Charging Facilities

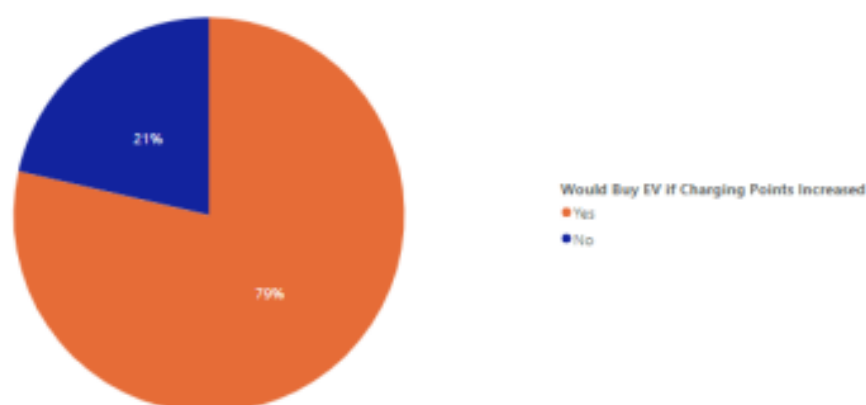


Figure 9: Pie chart showing percentage of non-EV users who reported that they would be more likely to purchase an electric vehicle if off-road public carpark charging facilities were more readily available.

Qualitative Feedback from EV Users in Rotherham

In addition to the quantitative responses outlined above, participants of the online survey were also given the opportunity to raise any concerns or suggestions they had regarding the future installation of public EV charging points throughout the borough. Responses were categorised into the following six themes:

- Location Suggestions
- Ease of Access and maintenance Concerns
- Price Concerns
- Speed of Charging Concerns and Solutions
- Safety Concerns
- Accessibility Issues for Disabled Drivers

The following sections will offer a summary of the main topics covered within each of these thematic areas. For a full transcript of qualitative responses, please refer to the colour-coded thematic table in *Appendix III*.

Location Suggestions

A total of 22 location suggestions were received from survey participants. Of these, 9 participants made the suggestion that charging points should be added to existing and frequently used car parks and places of interest, such as supermarkets, shopping centres, leisure centres and libraries.

In addition to this, 3 participants suggested the introduction of lamppost EV charging and a further 2 suggested introducing charging points in the car parks of places of work, schools and hospitals.

Several suggestions for specific charging point locations were also mentioned within the qualitative responses, such as The Tanyard at Wickersley, Rotherham Market's car park, Kimberworth as well as a request for further charging points in Maltby.

Ease of Access and Maintenance Concerns

21 participants raised concerns relating to the ease of access and maintenance of public charging points. The most frequent of these concerns related to EV users being unable to currently access charging points due to the space being occupied by petrol and diesel vehicles or by electric vehicles that were overstaying past the point of being fully charged. Several participants called for stricter monitoring and policing to prevent this problem.

Concerns regarding the maintenance of public charging points were the second most frequently mentioned issue within this category, with 5 respondents stating that they had encountered broken or faulty charging points.

Other areas of concern related to a lack of charging in more rural areas of the borough, a lack of shelter from the rain at public charging points and an insufficient number of charging points in a given carpark, resulting in charging spaces often already being occupied.

Price Concerns

8 participants raised concerns for the price of EV charging and parking. Among the issues raised, participants requested that charging points be placed in locations where parking is free. 2 participants called for the introduction of a free on-street and council parking permit for EV users, similar to those available in Leeds and Sheffield, which it was felt would act as an incentive for drivers to make the transition to EV technology.

Speed of Charging Concerns and Solutions

5 participants mentioned issues regarding the speed of charging, as well as offering some potential solutions. The geographical placement of fast, and usually more expensive, charging points and slower cheaper points was mentioned twice within the qualitative results. It was suggested that the former would be better suited in areas further from the town centre where journeys are likely to be longer and stops likely to be shorter, whereas slower cheaper charging points would be better suited to areas where people are more likely to park for longer periods of time.

Other notable charging speed concerns were the need for faster charging points in Maltby and a general need for good cable reach at faster charging points.

Safety Concerns

11 survey responses related to concerns regarding the safety of charging points. The majority of these related to a reluctance to leave electric vehicles charging in areas that were deemed to be at high risk of theft and vandalism. Similarly, concerns were raised regarding personal safety whilst waiting for vehicles to charge. Several solutions were offered to these concerns, including placing charging points in well-lit publicly visible areas and the installation of CCTV.

Accessibility Issues for Disabled Drivers

Finally, yet arguably most importantly, several suggestions were made for how to make public charging points more accessible for disabled drivers, with 5 participants raising the issue. Possible solutions included making charging bays wide enough to allow access to wheelchair users, giving users not only enough space to maneuver between their vehicle and the charging point, but also allowing them to open their doors wide enough to enter and exit their vehicles without difficulty. Similarly, it was recommended that charging points should be placed on flat surfaces with low curbs and that charging

instructions should be clear and placed at a suitable height.

Recommendations

- Consider introducing more charging points in the areas identified by survey responses as being “EV hotspots.” Namely, the areas surrounding Wath and Hoover, Sitwell and Bromley and Ravenfield and Dinnington
- Explore the feasibility of introducing additional charging points in the areas highlighted in *Figures 6 and 7*, especially in areas with multiple individual post code points within close proximity of one another, such as the cluster seen around Brampton.
- Ensure that charging points are well-maintained and regularly serviced. If not already in place, establish some form of public reporting procedure for damaged or out of order charging points to ensure that repairs can be made quickly where necessary.
- Alleviate public safety concerns by making sure that EV charging points are located in well-lit, monitored public spaces.
- Ensure that charging points are accessible and wheelchair friendly.

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Appendix 1a PART A - Initial Equality Screening Assessment Rotherham Electric Vehicle Charging Infrastructure Expansion



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: RMBC Public EV Charging Infrastructure

Directorate:

R & E

Service area:

Planning, Regeneration and Transport

Lead person:

Andy Wilson

Contact:

andy.wilson2@rotherham.gov.uk

Is this a:

☐

Strategy / Policy

☒

Service / Function

☐

Other

If other, please specify

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

Public EV charging infrastructure expansion

Appendix 1a PART A - Initial Equality Screening Assessment Rotherham Electric Vehicle Charging Infrastructure Expansion

3. Relevance to equality and diversity

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

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

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

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

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

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

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

Appendix 1a PART A - Initial Equality Screening Assessment Rotherham Electric Vehicle Charging Infrastructure Expansion

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 provision of EV Charging infrastructure has 3 main equality impacts:

1. Accessibility standards for less able users.
2. Difficulties for those with sensory or cognitive impairments.
3. Language barrier for users for who English is not the first language.

- **Key findings**

1. Measures designed to protect charging infrastructure from accidental damage can cause difficulty of access for disabled user e.g., tyre bump stops, protective barriers in front of machine, machine mounted back from a kerb.
2. Other factors affecting accessibility include height and clarity of display / operating panel, weight / storage position of charger plug and cabling.
3. The charger plug, the socket on the vehicle (including the location on the vehicle) is beyond the control of the Council but could also create difficulties for the less able user.

- **Actions**

1. Design and procurement will include a defined number of designated accessible bays with additional space all round and with reference to PAS 1899:2022 recommendations for Accessible Charging Stations.
2. Charger operation will be specified with alternative language input and / or a graphical user guide to overcome language and cognitive issues.
3. Bay design will allow for additional difficulties faced by less able users in handling heavy cables and difficult to manage plugs.

Date to scope and plan your Equality Analysis:

09/06/2023

Date to complete your Equality Analysis:

15/06/2023

Lead person for your Equality Analysis
(Include name and job title):

Andy Wilson, Energy Efficiency
Officer

Appendix 1a PART A - Initial Equality Screening Assessment Rotherham Electric Vehicle Charging Infrastructure Expansion

5. Governance, ownership and approval

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

Name	Job title	Date
Steve Eling	Policy & Equalities Manager	15/06/2023
Leonie Weiser	Policy Officer	07/09/2023

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 published on the Council's Equality and Diversity Internet page.

Date screening completed	09/03/2023
Report title and date	RMBC Public EV Charging Infrastructure Retrospective
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	15/06/2023 07/09/2023

Appendix 1b PART B - Equality Analysis

Rotherham Electric Vehicle Charging Infrastructure Expansion



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: Rotherham Electric Vehicle Charging Infrastructure Expansion	
Date of Equality Analysis (EA): 09/06/2023	
Directorate: R & E	Service area: Planning, Regeneration and Transport
Lead Manager: Andy Wilson	Contact number: 01709 0254804
Is this a: <input type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input checked="" type="checkbox"/> Other	

Appendix 1b PART B - Equality Analysis

Rotherham Electric Vehicle Charging Infrastructure Expansion

If other, please specify

Rotherham electric vehicle charging infrastructure expansion

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)
Andy Wilson	RMBC	Service Specialist
David Rhodes	RMBC	Manager
Steve Cope	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)

Provision of EV charging infrastructure available to all EV users in Rotherham. EV charging brings added difficulties for less able users including difficulties of egress / entry from vehicles at the ChargePoint, handling heavy charging cables, manipulating awkward connectors into vehicle sockets, including potentially by wheelchair users. Those with cognitive or sensory difficulties or with mobility issues may have difficulties viewing electronic displays, and those for whom English is not the first language may have difficulty understanding how to operate the device.

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

[The Alternative Fuels Infrastructure Regulations 2017 \(legislation.gov.uk\)](https://www.legislation.gov.uk/uksi/2017/1153/contents/made)

PAS 1899:2022 Electric Vehicles – Accessible Charging – Specification. This publicly available specification was sponsored by the charity Motability and Office for Zero Emission Vehicles (OZEV) involving consultation and engagement with over 20 organisations, agencies and user groups.

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

No local information included – a national standard has been developed.

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

- Inclusion of accessibility and usability questions in the planned ongoing consultation exercise.
- Respondents will be encouraged to suggest locations where accessible EV charging infrastructure is needed.
- This being a permanent extension of previous consultation to provide a growing quantitative and qualitative analysis of the service to review this program and inform future programs.

Appendix 1b PART B - Equality Analysis

Rotherham Electric Vehicle Charging Infrastructure Expansion

Engagement undertaken with customers. (date and group(s) consulted and key findings)	Reliant upon professional engagement in conjunction with BSI Standards Limited, and outcomes / recommendations set out in PAS 1899:2022
Engagement undertaken with staff (date and group(s) consulted and key findings)	Consultation with Equality Team to focus on key challenges faced by users, how these would be addressed, and monitored to inform future programs.

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?

Service will be designed to meet the needs of motorists of all communities and groups, with adaptations particularly aimed at enabling disabled access, addressing the needs of those with reduced sensory or cognitive ability, and those for whom English is not the first language.

According to site limitations, accessible EV Charging bays will be best located for less able users, for instance on flat parking areas and as close as possible to facilities expected to be visited.

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

Disabled users need additional space for vehicle entry / egress (as per disabled parking bays) and additionally space to manipulate charging equipment, of which the plugs and cables can be heavy and difficult to handle.

Charger displays need to be at a height suitable for wheelchair users, offering alternative languages and clear graphic displays to assist those with reduced sensory or cognitive ability, and those for whom English is not the first language.

The service cannot influence specific car manufacturer plug / socket types or locations on the vehicle which will be part of the users purchasing decision but will allow for all known designs to be used with the service.

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

Charging infrastructure will have the option to operate the key controls via an app which may be more convenient for some users. It is a general requirement that charging providers allow roaming so users with specific difficulties will be able to use their favourite and familiar app to address specific needs.

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

There is a risk that the provision of infrastructure will seem irrelevant to those who don't drive or cannot afford to own a car.

Appendix 1b PART B - Equality Analysis
Rotherham Electric Vehicle Charging Infrastructure Expansion

The Council has a duty to promote EVs and the charging infrastructure as a decarbonisation measure, a positive air quality intervention, and therefore of benefit to all members of the community.

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.

Appendix 1b PART B - Equality Analysis

Rotherham Electric Vehicle Charging Infrastructure Expansion

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: Rotherham Electric Vehicle Charging Infrastructure Expansion
Directorate and service area: R & E, Planning, Regeneration and Transport
Lead Manager: Jonathan Marriott
Summary of findings:
Specification for program procurement will include reference to meeting PAS 1899:2022 recommendations.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Procurement specification to include the meeting of PAS 1899:2022 for installation.	A, D, RE, PM, C, O	Q4 2023
Establish formal route to consultation / data collection following installation to review for impact and inform future programs.	A, D, RE, PM, C, O	Q4 2024

Appendix 1b PART B - Equality Analysis

Rotherham Electric Vehicle Charging Infrastructure Expansion

*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
Simon Moss		
Cllr Lelliott		

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	06/03/2023
Report title and date	Rotherham Electric Vehicle Charging Infrastructure Expansion
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	15/06/2023 07/09/2023

Appendix 2 Carbon Impact Assessment

Rotherham Electric Vehicle Charging Infrastructure Expansion

Will the decision/proposal impact...	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	No impact	-	-	-	-
Emissions from transport?	Reduces emissions	Potential sites for the installation and commissioning of additional EV charging infrastructure have been chosen to facilitate the take up of electric vehicles by taxi/private hire operators and private individuals (both residential and public provision). These emissions are outside the scope of the Council's greenhouse gas emissions inventory and 'Net Zero 2030' (NZ30) emissions accounting. There will be a short term carbon impact from the Council's contractors, during the construction phase.	In 2021, car travel accounted for 20% of all greenhouse gas emissions in Rotherham, or ca. 54% of emissions from the transport sector. This project will encourage and enable conversion to EV by private motorists, businesses, taxi and private hire operators. For an average-sized car, the electricity used in a battery electric vehicle has a carbon footprint of 0.05 kg carbon dioxide equivalent per mile, or 30% of the carbon impact from a petrol or diesel car. As UK grid electricity is decarbonised through increased renewable generating capacity, the relative carbon	Transport aims to be minimised during construction phase through liaison with contractors.	Amount of EV charging will be monitored and recorded, to estimate the actual carbon saving from the Council's managed EV charging infrastructure. Between April 2019 and February 2022, an estimated 18.4 tonnes CO ₂ emissions were avoided. Contractors will be required to report project emissions.

Appendix 2 Carbon Impact Assessment

Rotherham Electric Vehicle Charging Infrastructure Expansion

			impact of battery EV's is projected to fall to 10% of a petrol or diesel car by 2030, further decreasing to 3%, by 2040.		
Emissions from waste, or the quantity of waste itself?	No impact	-	-	-	-
Emissions from housing and domestic buildings?	No impact	-	-	-	-
Emissions from construction and/or development?	Impact unknown	There will be an initial impact from 'embodied' carbon emissions during construction, however these should be considered minimal over the project lifetime, compared with business as usual.	Minimal	Contractors will reduce emissions and environmental impact where possible.	Liaison with Council officers will include monitoring of activities to ensure minimal impact. Emissions from construction are currently excluded from the Council's NZ30 greenhouse gas emissions inventory.
Carbon capture (e.g. through trees)?	Nil	-	-	-	-
<p>Identify any emission impacts associated with this decision that have not been covered by the above fields:</p> <p>Encouraging and enabling transition to Electric Vehicles (EV) will reduce emissions not only of carbon dioxide, but also of greenhouse gas emissions methane and nitrous oxide, and other pollutants such as NOx</p>					

Appendix 2 Carbon Impact Assessment

Rotherham Electric Vehicle Charging Infrastructure Expansion

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

- Conversion of fossil fuelled transport to EV has a direct impact on reducing local CO2 emissions.
- Electricity used for EV Charging will be measured and reported using the Charge Point Management System (CPMS).
- Established conversion factors will be applied for carbon reporting purposes.

Supporting information:

Completed by: (Name, title, and service area/directorate).	Andy Wilson, Energy Efficiency Officer, Asset Management Service, Regeneration and Environment
Please outline any research, data, or information used to complete this [form].	<p>Experience of delivering and managing existing solar EV Charge Point installations within the existing operational estate.</p> <p>GHG Emissions Conversion Factors 2023 (condensed set), Department for Energy Security and Net Zero</p> <p>Data Table 1, Greenhouse Gas Emissions in Appraisal (November 2022, the former Department for Business, Energy and Industrial Strategy)</p> <p>UK local authority and regional greenhouse gas emissions national statistics: 2005-2021, Department for Energy Security and Net Zero</p> <p>SCRTM1 Emissions Analysis (SYSTRA, 2022)</p>
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.	<p>CO2 Savings through conversion to EV calculated as follows:</p> <p>* Assumes fuel mix 50% petrol, 50% diesel</p> <p>*Usage 1kWh = 5km (3.1miles)</p> <p>*Average CO2 emission diesel: 160g/km</p> <p>*Average CO2 emission petrol: 173g/Km</p> <p>Source: Shell Recharge</p>
Tracking [to be completed by Policy Support / Climate Champions]	Tracking Reference: CIA 140

Appendix 2 Carbon Impact Assessment
Rotherham Electric Vehicle Charging Infrastructure Expansion

	Arthur King, Principal Climate Change Officer, Strategic Asset Management, Regeneration and Environment
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Committee Name and Date of Committee Meeting

Cabinet – 16 October 2023

Report Title

Cabinet's Response to the Scrutiny Review – Modern Slavery

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

No

Strategic Director Approving Submission of the Report

Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)

Steve Parry, Community Safety Officer.

01709 334565 or steve.parry@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

A Scrutiny spotlight review into Modern Slavery took place with Council Officers and partner agencies on the 1st of November 2022. The recommendations from the meeting, undertaken by the Overview and Scrutiny Management Board, were presented to Cabinet on the 19 June 2022. This report sets out the proposed Cabinet response to the recommendations from the review.

Recommendations

1. That the Cabinet response to the Scrutiny Review Recommendations in respect of Modern Slavery as set out in section 1.4 of this report be approved.

List of Appendices Included

N/A

Background Papers

[Report to Cabinet 19th June 2023, 'Scrutiny Review Recommendations – Modern Slavery](#)

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Cabinet – 19 December 2022

Council Approval Required

No

Exempt from the Press and Public

No

Cabinet's Response to the Scrutiny Review – Modern Slavery

1. Background

- 1.1 In July 2018, the Council resolved to adopt the Co-operative Party's Charter against Modern Slavery. The resolution committed the Council to a range of activities, including ensuring contractors and suppliers complied with the Modern Slavery Act 2015; raising awareness of the Policy; developing whistle-blowing systems and referral routes to the National Crime Agency should suspicions of illegal activity emerge. A commitment was given to publishing an annual review to report on implementation and activity.
- 1.2 At its meeting in November 2021, the Overview and Scrutiny Management Board (OSMB), considered the annual report of the Safer Rotherham Partnership. In it, the Partnership detailed its commitment to tackling modern slavery and identified it as priority. As over three years had passed since the charter was originally adopted, OSMB agreed to add the issue to its work programme and subsequently decided to hold a spotlight review to examine the effectiveness of partnership interventions to tackle modern slavery in Rotherham.
- 1.3 The spotlight review took place on 1st November 2022. Its methodology and invited witnesses are detailed in Section 2.2 of the report to Cabinet on 19th June 2023.
- 1.4 Nine recommendations emanating from the spotlight review were presented in the report to Cabinet on 19th June 2023. The table below lists those recommendations and how it is proposed they will be addressed, for the consideration and recommended approval of Cabinet:

No	Recommendation	Response	Activity
1	That the Safer Rotherham Partnership (SRP) consider rolling out a targeted learning and development offer/campaign to raise awareness of modern slavery, how to spot the signs and risks and how to raise concerns and make referrals: <ul style="list-style-type: none"> To front line staff across agencies. To elected members. To the public and targeted business such as letting agencies (commercial and residential) 	Recommend that this is Accepted	Continuation and development of the Modern Slavery training offer across the partnership. Discussions have taken place with local training providers to assist in facilitating this. SRP funding is available through 2023/24 to contribute where necessary. A Members Seminar is planned for September 2023, jointly delivered by Community Safety, South Yorkshire Police and the Gangmaster and Labour Abuse Authority.
2	That the SRP considers mapping the local modern slavery landscape to identify high risk industries and 'hot spots'	Recommend that this is Accepted	Discussions have taken place through the South Yorkshire Modern Slavery Tactical Practitioners Partnership Group and agreement obtained for the South Yorkshire Police

			Modern Slavery Analyst to work with Rotherham on this process. Similar agreement reached with the Gang master's and Labour Abuse Authority ((GLAA). We will also work with Serious Organised Crime officers, both Police and Council in respect of this process.
3	That consideration be given to establishing an RMBC internal governance group, including representation from services who may encounter modern slavery (e.g., Procurement, Licensing, Environmental Health, Trading Standards, Housing, Neighbourhoods and Social Care)	Recommend that this is Accepted	Complete: The first meeting of the Council's Modern Slavery Steering Group was held on Thursday 29 th June 2023. The meeting focussed on agreeing Term of Reference, including membership and frequency of meetings. Four Further meetings have been arranged throughout 2023/2024.
4	That consideration is given to how young adults at risk of experiencing modern slavery are safeguarded during the transition from children to adult services and are age assessed appropriately	Recommend that this is Accepted	Progression to be discussed at the Modern Slavery Steering Group.
5	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) on a timely basis	Recommend that this is Accepted	Local, established homelessness pathways and National Referral Mechanism (NRM) pathway already apply. These existing pathways will be communicated to all partners for clarity. Quality assurance mechanisms will be reviewed to ensure the pathways are effective and there are no barriers to accessing support, which will inform future consideration of any further pathways required.
6	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	Recommend that this is Accepted	At the time of the OSMB review, there was an expectation that the South Yorkshire Modern Slavery Strategic Partnership Group would continue to meet, however regional resources and funding are no longer available. As a result, the Council's Community Safety team will work with local partners to ensure data sharing takes place through the South Yorkshire Modern Slavery Tactical Partnership

			Group, the RMBC Modern Slavery Steering Group and Safer Rotherham Partnership Protecting Vulnerable Adults and Protecting Vulnerable Children's partner groups. Implementing IT systems or linking IT systems can come at significant expense and there are no resources available currently for this work and therefore the focus will remain on strengthening existing processes for sharing information and intelligence. The opportunity for shared IT will be further explored alongside the appropriate funding requirements.
7	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	Recommend that this is Accepted	Training will be developed and delivered to the Council's Contract Managers to assist them to 'spot the signs' of potential employment exploitation, particularly in relation to sub-contracting and supply chains following the award of Council contracts.
8	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	Recommend that this is Accepted	Well established links already exist between the Councils Procurement Service manager and the SYMCA Supply Chain Advisor with regular meetings taking place between the two. The Councils Procurement Service Manager is a core member of the Councils Modern Slavery Steering Group.
9	That consideration be given to allow victim advocates to make recommendations to Housing Assessment Panels on behalf of victims of modern slavery	Recommend that this is Accepted	The process already in place in respect of the Council's Housing Assessment Panels does allow for third party representation and this would include the presentation of advice and recommendations for the panels to consider in respect of victims of modern slavery.

2. Key Issues

- 2.1 Modern slavery is complex, serious and often related to organised crime. Under Section 17 of the Crime and Disorder Act, councils have a duty to do

all that they can to prevent crime and disorder in their areas, which will include tackling modern slavery and human trafficking.

- 2.2 In 2019, the Safer Rotherham Partnership adopted Modern Slavery as one of its key crime and disorder priorities. This priority has been retained in the Partnership's current three-year plan which runs from April 2022 to March 2025.

3. Options considered and recommended proposal

- 3.1 Option 1 – that Cabinet approves the proposed responses to the recommendations as set out at 1.4 of this report. This is the recommended option.
- 3.2 Option 2 – that Cabinet does not accept the proposed responses as set out at 1.4 of this report. In which case further direction will be required in order to identify appropriate actions and associated resources.

4. Consultation on proposal

- 4.1 Where relevant, discussions have taken place with partners in relation to the recommendations and required activity at section 1.4 above. This has included the South Yorkshire Modern Slavery Tactical Practitioners Partnership Group, South Yorkshire Police Modern Slavery officers and the Gangmaster's and Labour Abuse Authority.
- 4.2 The Overview and Scrutiny Management Board scrutiny review took evidence from partners including South Yorkshire Police, Gangmaster's and Labour Abuse Authority, Snowdrop Project (South Yorkshire charity that provides support to survivors of modern slavery and human trafficking), Department for Work and Pensions (Economic, Serious and Organised Crime) and Migration Yorkshire.

5. Timetable and Accountability for Implementing this Decision

- 5.1 Implementation of the accepted recommendations will be driven by the Council's newly established Modern Slavery Steering Group with the aim of implementing the activity noted at section 1.4 above by March 2024. The Steering Group is chaired by the Head of Community Safety and Regulatory Services. Progress will be reported to the Safer Rotherham Partnership Protecting Vulnerable Adults Priority Group which is accountable to the Safer Rotherham Partnership Board.
- 5.2 Implementation of any recommendation made to a partner organisation is at the discretion of the relevant partner organisation.

6. Financial and Procurement Advice and Implications

- 6.1 There are no additional financial implications arising from this report with the delivery of the recommendations to be contained within existing budgets.

- 6.2 Procurement will support activity and offer advice through the Modern Slavery Steering Group.

7. Legal Advice and Implications

- 7.1 There are no direct implications arising from the specific recommendations detailed in this report, however in approving the proposed responses as set out at paragraph 1.4 of this report the Council will continue to ensure compliance with their legal duties and the commitment made surrounding Modern Slavery.
- 7.2 As set out at paragraph 2.1 of this report the Council has a duty to consider crime and disorder implications under Section 17 of the Crime & Disorder Act 1988. As Modern Slavery has been adopted as a key crime and disorder priority, the Council [as part of the Safer Rotherham Partnership] has a duty to exercise its various functions with due regard to the likely effect of the exercise of those functions on crime and disorder and a duty to do all that it reasonably can to prevent crime and disorder in its area, specifically in this case Modern Slavery.
- 7.3 The Council has a number of statutory duties under the Modern Slavery Act 2015 and in adopting the Co-operative Party's Charter against Modern Slavery the Council has made a commitment to also go further, approving the proposed responses to address the recommendations of the spotlight review links to those duties and commitment.

8. Human Resources Advice and Implications

- 8.1 There are no direct implications arising from the recommendations detailed in this report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 The recommendations links to the following Council Plan themes:

- People are safe, healthy, and live well.
- Every child able to fulfil their potential.

In addition, addressing the recommendations links explicitly to the SRP priorities 2022 – 2025 of:

Protecting Vulnerable Children

- Work together with partners and the public to reduce the risk of child sexual exploitation (CSE) and child criminal exploitation (CCE) ensure accurate recording of investigations and quality outcomes.
- Increase understanding of CSE and CCE, reporting, and responses, with professionals and the public through training and awareness raising

- Increase understanding of CSE and CCE, how it affects our communities and how our actions as a partnership improve the lives of children.

Protecting Vulnerable Adults:

- Protecting and supporting vulnerable adults from harm, crime and becoming victims of exploitation as well as preventing them from becoming victims of modern slavery.

10. Equalities and Human Rights Advice and Implications

- 10.1 The Cabinet report, “Scrutiny Review Recommendations – Modern Slavery” of 19 June 2023 noted that members of the OSMB review group paid due regard to equalities and human rights in developing the recommendations.
- 10.2 A full Equality Impact Assessment was undertaken to support the development of the Safer Rotherham Partnership Plan 2022-25 which includes Modern Slavery and Human Trafficking. This was presented to full Council on 5th October 2022. The report shows how crime and community safety risks were assessed through data analysis, considering victim and offender demographic information. It also describes the consultation process that took place with multiple stakeholders including Equality Act 2010 protected characteristic groups. The Safer Rotherham Partnership plan meets the needs of different communities and groups by driving action to achieve its key priorities which are fully inclusive of protected characteristic groups. It identifies and puts in place actions to protect the most vulnerable people and communities within the Borough. By addressing the crime and community safety issues impacting Rotherham’s diverse communities, the policy is designed to promote equality and good community relations.

11. Implications for CO2 Emissions and Climate Change

- 11.1 A Carbon Impact Assessment was undertaken to support the development of the Safer Rotherham Partnership Plan 2022-25 which includes Modern Slavery and Human Trafficking. This was presented to full Council on 5th October 2022. The SRP coordinates existing partner activity and resources; therefore no specific impacts have been identified arising from the recommendations detailed in this report.

12. Implications for Partners

- 12.1 Consideration will be given to the impact the recommendations have on Safer Rotherham Partnership Board members and wider partner organisations. To achieve the most comprehensive coverage across Rotherham, the Council will need support from its partners through existing partnership working arrangements.

13. Risks and Mitigation

- 13.1 There are no risks directly rising from this report.

14. Accountable Officers

Sam Barstow, Assistant Director, Community Safety and Street Scene
 Emma Ellis, Head of Service, Community Safety and Regulatory Services

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	02/10/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	28/09/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	28/09/23

Report Author: Steve Parry, Community Safety Officer
 01709 334565 or steve.parry@rotherham.gov.uk
 This report is published on the Council's website.

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PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title

Title: Cabinet's Response to the Scrutiny Review Recommendations– Modern Slavery

Directorate:
Regeneration and Environment

Service area:
Community Safety

Lead person:
Steve Parry – Community Safety Officer

Contact:
Steve.parry@rotherham.gov.uk

Is this a:

☐

Strategy / Policy

☒

Service / Function

☐

Other

If other, please specify

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

Cabinet's response in respect of the recommendations made by Overview and Scrutiny Management Board in respect of the council's response to modern slavery and human trafficking.

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.

Appendix 1

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

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

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

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?**

Modern Slavery and Human Trafficking is a priority of the Safer Rotherham Partnership (SRP) and the recommendations made by the Overview and Scrutiny Management Board support achievement of this priority across all protected characteristic groups. Data, including demographic data, of victims of Modern Slavery related crimes reported to the Police and the National Referral Mechanism is reviewed on a quarterly basis.

- **Key findings**

The joint strategic intelligence assessment (crime audit), which is carried out annually by the SRP identified Modern Slavery and Human Trafficking as a continuing priority crime risk for Rotherham. Analysis of intelligence and data includes demographic data relating to victims and perpetrators (where available) and shows that victims of Modern Slavery can come from any of the protected characteristic groups. It is also acknowledged that Modern Slavery is often a hidden crime and is under-reported, and a drive to increase awareness is paramount to identifying and supporting victims and bringing perpetrators to justice. The Safer Rotherham Partnership (SRP) acknowledges that diverse communities may experience the impact of crime differently and their needs and requirements may also be different.

- **Actions**

In developing the SRP priorities, a structured risk assessment process was undertaken to identify the level of risk in relation to impact and harm on individuals and communities, likelihood, confidence in the data and organisational factors such as public expectations and capacity to respond to the issue. This enabled risk areas to be scored and prioritised. The analysis was validated by partner professionals with expertise and experience in the relevant fields. Following this process, Modern Slavery was adopted as a key area for action under the SRP Protecting Vulnerable Adults priority.

When developing and agreeing the priorities for 2022-25, the SRP consulted widely to take into account the views, needs and expectations of stakeholders, including protected characteristic groups and representative organisations.

Progress is reported to the multi-agency SRP Board meetings and forms part of the Board's quarterly performance management dashboard.

Appendix 1

Date to scope and plan your Equality Analysis:	30 June 2023
Date to complete your Equality Analysis:	30 June 2023
Lead person for your Equality Analysis (Include name and job title):	Steve Parry Community Safety Officer (Vulnerable Adults)

5. Governance, ownership and approval

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

Name	Job title	Date
Emma Ellis	Head of Community Safety and Regulatory Services	7 July 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 on20 the Council's Equality and Diversity Internet page.

Date screening completed	30 June 2023
Report title and date	Cabinet's Response to the Scrutiny Review – Modern Slavery
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	5 July 2023

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: Cabinet's Response to the Scrutiny Review Recommendations– Modern Slavery	
Date of Equality Analysis (EA): 30 th June 2023	
Directorate: Regeneration and Environment	Service area: Community Safety
Lead Manager: Carol Adamson	Contact number: 07919 302 448
Is this a: <input type="checkbox"/> Strategy / Policy <input checked="" type="checkbox"/> Service / Function <input type="checkbox"/> Other If other, please specify	

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance

Name	Organisation	Role (eg service user, managers, service specialist)
Emma Ellis	RMBC	Head of Service, Head of Community Safety and Regulatory Services.
Carol Adamson	RMBC	Community Safety Service Manager
Steve Parry	RMBC	Community Safety 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.)

Modern slavery is complex, serious and often related to organised crime. Under Section 17 of the Crime and Disorder Act, councils have a duty to do all that they can to prevent crime and disorder in their areas, which will include tackling modern slavery and human trafficking.

In 2019, the Safer Rotherham Partnership (SRP) adopted Modern Slavery as one of its key crime and disorder priorities. This priority has been retained in the Partnership's current three-year plan.

Tackling modern slavery and human trafficking falls within the Protecting Vulnerable Adults Priority of the SRP. Performance and data is reported to the SRP Board quarterly and part of the overall SRP Performance Dashboard.

Between April 2020 and March 2023 there were 124 potential victims of modern slavery referrals made to the National Referral Mechanism (NRM) from Rotherham. This number is across all agencies.

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

Throughout the development of the SRP Partnership Plan, comprehensive risk assessment and data analysis, taking into account crime and partner data (which includes victim and offender demographic information), was assessed using the Management of Risk Assessment in Law Enforcement (MoRiLE) tool. This process included the protection of vulnerable people and modern slavery and human trafficking.

As part of our activity to tackle modern slavery and human trafficking, comprehensive and detailed data is available covering all victim and potential victim elements and characteristics, monitored and reported through to the SRP Board as part of the overall performance management process.

<p>Are there any gaps in the information that you are aware of?</p> <p>Modern Slavery is often a hidden crime; therefore, the full extent of crime and victims in the Borough is not fully known. Action is taking place to increase awareness, reporting and intelligence.</p>	
<p>What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?</p> <p>Tackling modern slavery and human trafficking is an element of the Protecting Vulnerable Adults priority for the SRP with its own performance indicators within the SRP Plan that are monitored by strategic theme leads and reported to the SRP Board quarterly.</p> <p>The SRP is a member of the wider South Yorkshire Modern Slavery Partnership which includes the sharing and monitoring of intelligence and information covering all aspects of modern slavery and human trafficking.</p>	
<p>Engagement undertaken with customers. (date and group(s) consulted and key findings)</p>	<p>As part of the wider development of the SRP Partnership Plan:</p> <p>The public online survey was open from 7 February 2022 to 4 March 2022. The purpose of the survey was to:</p> <ul style="list-style-type: none"> • Confirm the proposed overarching priorities for 2022-25. • Identify the types of partnership responses that are most important to stakeholders under each priority to inform action planning. • Identify any important community safety issues not addressed by the proposed priorities. <p>Detailed outcomes are available. A summary is below: The online survey identified that the most important actions the public wanted to see were to:</p> <ol style="list-style-type: none"> 1. Increase prevention and early intervention initiatives. 2. Improve support services for victims and families. 3. Take action to disrupt potential offenders. <p>Analysis of the survey outcomes by protected characteristic groups was consistent with the overall outcomes as above. There were some differences:</p> <ul style="list-style-type: none"> • Women and young people placed more importance on support services to increase confidence in reporting neighbourhood crime. • People from ethnic minority groups placed more importance on understanding crimes from the victim's perspective.

	<ul style="list-style-type: none"> • Older people placed more importance on training staff to spot signs of abuse and crime and reporting it swiftly. • People from ethnic minority groups placed more importance on public awareness campaigns about child abuse and exploitation. • Males were generally more supportive than other groups of understanding why offenders commit crimes. <p>Focus groups held from January to March 2022 with protected characteristic groups provided more detailed qualitative information that confirmed the key priorities and were used to inform the development of delivery plans, including modern slavery and human trafficking.</p> <p>Focus groups held from January to March 2022 with protected characteristic groups provided more detailed qualitative information that confirmed the key priorities and was used to inform the development of delivery plans.</p>
Engagement undertaken with staff (date and group(s) consulted and key findings)	<p>In response to the OSMB scrutiny review, a Council internal steering group has been established to take forward the recommendations and to improve the council's response to Modern Slavery. The first meeting was held on 29 June 2023. Members included representatives from adult and children's social care services, housing, licensing, procurement, Neighbourhoods and community safety.</p> <p>A meeting was held with the South Yorkshire Modern Slavery Coordinator from Ashiana, on 28 June 2023 in relation to victim's needs and how South Yorkshire strategic priorities can help address needs. Training and education was identified as a priority for action.</p> <p>As part of the development of the SRP Plan 2022-2025 and SRP priority review, staff from partner organisations provided data and information for the MoRiLE analysis (referred to above) from June to September 2021 and were also invited to complete the SRP's online consultation survey. Strategic leaders from across the partnership were consulted via meetings and a separate online survey from 7 February 2022 to 24 March 2022. These partners included Cabinet Members, Elected Members and members of the following boards/groups:</p> <ul style="list-style-type: none"> • Safeguarding Children Partnership • Safeguarding Adults Board • Health and Wellbeing Board

	<ul style="list-style-type: none"> • Strategic Housing Forum • Business Growth Board • Safer Rotherham Partnership priority groups <p>The top 4 actions identified by strategic partners were:</p> <ol style="list-style-type: none"> 1. Increased prevention and early identification. 2. Train staff in all agencies to identify the signs of abuse and crime and ensure they know how to report it swiftly and through the correct channels. 3. Take action to disrupt potential offenders. 4. Improve support for victims and families. <p>Safer Rotherham Partnership Board strategic priority leads were involved in MoRiLE risk assessment and priority setting workshops in Nov-Dec, and regular reports and approvals were sought from the SRP Board at each stage of the SRP Plan and priority development from August 2021 to April 2022.</p>
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4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)

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

The Safer Rotherham Partnership Plan which includes a commitment to tackling modern slavery and human trafficking, meets the needs of different communities and groups by driving action to achieve its key priorities which are fully inclusive of the above protected characteristic groups.

There are also clear links to the following Council Plan themes:

- People are safe, healthy, and live well
- Every child able to fulfil their potential

In addition, addressing the recommendations link explicitly to the SRP priorities 2022 – 2025 of:

Protecting Vulnerable Children

- Work together with partners and the public to reduce the risk of child sexual exploitation (CSE) and child criminal exploitation (CCE) ensure accurate recording of investigations and quality outcomes.
- Increase understanding of CSE and CCE, reporting, and responses, with professionals and the public through training and awareness raising.

Appendix 2

<ul style="list-style-type: none"> • Increase understanding of CSE and CCE, how it affects our communities and how our actions as a partnership improve the lives of children. <p>Protecting Vulnerable Adults:</p> <ul style="list-style-type: none"> • Protecting and supporting vulnerable adults from harm, crime and becoming victims of exploitation as well as preventing them from becoming victims of modern slavery.
<p>Does your Policy/Service present any problems or barriers to communities or Groups?</p> <p>None identified.</p>
<p>Does the Service/Policy provide any positive impact/s including improvements or remove barriers?</p> <p>The SRP plan identifies and puts in place actions to protect the most vulnerable people and communities within the Borough, including victims and potential victims of modern slavery and human trafficking. In developing action plans to achieve objectives, barriers identified through the MoRiLE analysis and consultation will be addressed, for example in relation to access to services, access to the criminal justice system and prevention and early intervention support.</p>
<p>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)</p> <p>A key priority/aim of the SRP plan is building safer and stronger communities, where people from different backgrounds get on well together. Modern slavery and associated action plans will drive action to raise awareness of exploitation and will aim to engage people and organisations in Rotherham in protecting people from exploitation. It will also drive work to build resilience in communities and with young people to counter prejudice, stereotypes and harmful influences.</p>

5. Summary of findings and Equality Analysis Action Plan

Title of analysis: Cabinets response to the scrutiny review – Modern Slavery
Directorate and service area: Regeneration and Environment
Lead Manager: Emma Ellis
Summary of findings:
The accepted recommendations and subsequent action plan within the report sets out the action that will be taken to protect victims and potential victims of modern slavery.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Performance information will be monitored on a quarterly basis to ensure actions achieve their intended impacts on communities/protected characteristic groups.	All groups listed below	June 2023 – March 2025

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

6. Governance, ownership and approval		
Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.		
Name	Job title	Date
Paul Woodcock	Strategic Director, RES	

Cllr Saghir Alam	Cabinet Member for Corporate Services, Community Safety and Finance	
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7. Publishing

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

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

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

Date Equality Analysis completed	30 June 2023
Report title and date	Cabinets response to the scrutiny review – Modern Slavery
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	5 July 2023

Appendix 3

Carbon Impact Assessment for Scrutiny Review Recommendations – Modern Slavery					
Will the decision/proposal impact...	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	No impact				
Emissions from transport?	No impact				
Emissions from waste, or the quantity of waste itself?	No impact				
Emissions from housing and domestic buildings?	No impact				
Emissions from construction and/or development?	No impact				
Carbon capture (e.g. through trees)?	No impact				

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

N/A

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

A Carbon Impact Assessment was undertaken to support the development of the Safer Rotherham Partnership Plan 2022-25 which includes Modern Slavery and Human Trafficking. This was presented to full Council on 5 October 2022. The SRP coordinates existing partner activity and resources, therefore no specific impacts have been identified from the recommendations and actions arising from Overview and Scrutiny Management Board. There are no implied increases in travel, use of buildings, etc. that would result in increased emissions.

Supporting information:

Completed by:
(Name, title, and service area/directorate).

Carol Adamson
Community Safety Service Manager
Community Safety
Regeneration and Environment Services

Please outline any research, data, or information used to complete this [form].

N/A

If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.

N/A

Tracking [to be completed by Policy Support / Climate Champions]

Tracking Reference: CIA110

Arthur King
Principal Climate Change Officer
Strategic Asset Management
Regeneration & Environment

Committee Name and Date of Committee Meeting

Cabinet – 16 October 2023

Report Title

Housing Acquisitions Policy

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)

Sarah Watts, Strategic Housing Manager

sarah.watts@rotherham.gov.uk

Garry Newton, Housing Development Intelligence Co-ordinator

garry.newton@rotherham.gov.uk

Ward(s) Affected

Borough-Wide

Report Summary

The report seeks Cabinet approval of a new Housing Acquisitions Policy (Appendix 1). The report sets out the objectives and principles that are reflected in the Policy, how acquisitions will be identified and prioritised, and how newly acquired homes will meet local housing needs.

The report also seeks Cabinet approval for delegation, which will allow the Council to acquire up to an additional 100 homes as part of the Housing Delivery Programme. This is in addition to the strategic acquisition opportunities approved in previous Cabinet reports.

Recommendations

That Cabinet

1. Notes that since January 2018 the Council has completed 484 homes for rent and shared ownership.

2. Notes that, of these, 83 were “strategic acquisitions” of new homes from developers as part of Section 106 planning agreements, and none were acquisitions of homes available on the open market.
3. Approves the Housing Acquisitions Policy at Appendix 1 to increase the number of housing acquisitions.
4. Delegates authority to the Assistant Director of Housing, in consultation with the Cabinet Member for Housing, to acquire up to 100 homes by 31 March 2026, in line with the Housing Acquisitions Policy and subject to available budget. This is in addition to any acquisitions already approved by Cabinet.

List of Appendices Included

- Appendix 1 Housing Acquisition Policy
- Appendix 2 Strategic Acquisition Indicative Assessment Matrix
- Appendix 3 Initial Equalities Screening (Part A)
- Appendix 4 Equality Analysis (Part B)
- Appendix 5 Carbon Impact Assessment

Background Papers

- Rotherham Housing Strategy 2022-25
- Cabinet Report – Housing Development Programme 2023/24 (January 2023)
- Cabinet Report – Housing Development Programme 2023/24 (July 2023)
- Strategic Housing Market Assessment 2019
- Rotherham Data Hub

Consideration by any other Council Committee, Scrutiny or Advisory Panel

None

Council Approval Required

No

Exempt from the Press and Public

No

Housing Acquisitions Policy

1. Background

- 1.1 In 2018, the Council embarked on an ambitious housing development programme and has since delivered 484 new council homes.
- 1.2 The latest Council Housing Delivery Report, considered by Cabinet in July 2023, restated the Council's ambition to deliver hundreds of new homes for rent and shared ownership by 2026.
- 1.3 As set out in the July Housing Delivery Programme Report, between 1 January 2018 to 31 May 2023, the Council completed 366 homes for rent and 118 homes for shared ownership. The Council has also built 125 new homes for market sale.
- 1.4 Delivery so far has been via a Council build programme, conversions of existing Council stock, and "strategic acquisitions" of new build homes from developers as part of Section 106 planning agreements. 83 homes have been secured through strategic acquisitions and further forthcoming strategic acquisitions were identified in the Housing Development Report to Cabinet on 10 July 2023.
- 1.5 On the back of these achievements, the Council can accelerate housing growth through acquisitions on the open market. These acquisitions can be quick and can increase the number of Council homes in areas popular with those on the Housing Register. Cabinet has previously authorised up to 30 "opportunity" or "ad hoc" acquisitions of homes available on the open market, but a policy is required to promote this approach, ensure acquisitions compliment the wider development pipeline and to secure properties which best meet local needs.
- 1.6 The Council is regularly approached by homeowners, landlords and developers offering the Council opportunities to acquire properties, both new and old. Other local authorities routinely acquire properties on the open market to add to their council housing stock, some at considerable scale.

2. Key Issues

- 2.1 Acquisitions can be quicker and involve less risk than constructing new homes. They can also enable the Council to bring ex council homes sold through the Right to Buy (RTB) scheme back into use as affordable housing. A proactive acquisitions programme can also assist in addressing empty homes and quality issues. Acquisitions also present a route to secure additional affordable housing provision in areas where development is unlikely or not feasible. These benefits support the following priorities in the Rotherham Housing Strategy 2022-25:

- Affordable housing to meet local need
- Investing in existing homes

- Bringing empty homes back into use

- 2.2 Acquisitions also provide a route to increase the availability of accommodation to prevent and address homelessness in line with the Homelessness Prevention and Rough Sleeper Strategy 2023- 2026 - Priority 3 – ‘Increase access to affordable housing options’.
- 2.3 It is proposed that the Council aims to increase the number of housing acquisitions to compliment the wider development programme and assist in delivering hundreds of new homes by March 2026.

Housing need

- 2.4 Rotherham has a shortfall of affordable housing as identified in the Strategic Housing Market Assessment 2019.
- 2.5 As of 31 March 2023, there were 6,572 households on the Housing Register, and this number is increasing.
- 2.6 The Council operates a choice-based lettings scheme, so families and individuals on the Housing Register can bid for Council properties across the Borough, but these homes are in high demand. An average of 51.5 bids were made per Council home let during 2022.
- 2.7 The demand for Council housing across the Borough is high, and the level of demand is expected to rise due to the ongoing cost of living crisis, and as housing market and economic conditions shift. This will bring challenges around affordability and access to safe, good quality housing at an affordable rent level, limiting the housing options for many individuals and families.
- 2.8 The current and forecast demand for mainstream Care Leavers, recent Unaccompanied Asylum Seeking Children (UASC) and 16-17 year old homeless indicates a gap in available appropriate housing stock to meet this need.
- 2.9 As a result of Right to Buy, the Council has lost 802 homes since April 2018.
- 2.10 The Housing Acquisition Policy will enable the Council to take advantage of opportunities which present to assist in maintaining Council stock levels to help meet these demands.

Assessment principles

- 2.11 Demand and need varies between wards, so the assessment of potential property acquisitions will ensure that priorities are matched with need by assessing the location, type, and size of homes.

- 2.12 Opportunities will be quickly assessed using the Housing Acquisitions Assessment Matrix to select the most suitable homes. The Indicative Assessment Matrix (appendix 2) requires some further refinement but is underpinned by local housing intelligence and evidence such as the Strategic Housing Market Assessment, Housing Need Profiles, and demand data from the Rotherham Datahub / Joint Strategic Needs Assessment (JSNA).
- 2.13 Consideration will be given to the price, location, type and size of a property, and its potential to meet a specific need, as well as understanding the Council's ability to maintain and manage the homes as part of the wider Council Housing Portfolio. Recent new homes delivery and future pipelines will also be considered, so priority can be given to acquisition opportunities in areas where there may be less ability to provide housing by other means.
- 2.14 Given the significant housing need in Rotherham, it is proposed that the primary objective of the policy is to increase the levels of Council housing stock across the Borough particularly where new build delivery is less likely, and in a way that is affordable and provides value for money to the Council and tenants. While acquisitions can deliver secondary benefits such as improving quality and regeneration, directly targeting these objectives would require a much larger and longer-term programme. This could be considered once the Council has demonstrated that an initial proactive acquisitions programme can be delivered and at a time when additional funds are available.

Methods of acquisition

- 2.15 The Council already acquires new homes, referred to as strategic acquisitions, as part of Section 106 planning agreements. These types of acquisitions are guided by the Supplementary Planning Document No. 8: Affordable Housing and will be covered by the Housing Acquisitions Policy to ensure they are assessed against the same criteria.
- 2.16 Alongside strategic acquisitions of properties secured through Section 106, the proposed Policy sets out the routes through which further acquisitions can be sought, including:
- Exercising the Right of First Refusal (ROFR): this is existing legislation which means the Council is given the option to purchase any home sold through the Right to Buy scheme when the property is resold within the first ten years.
 - Empty homes: The Council's Empty Homes Officer has access to Council Tax data that enables identification of specific locations which could be used to target these properties.
 - Open market: online search engines and relationships with local agents would assist in early identification of homes on the open market which meet the Council's specific house type, size and location requirements.

- Disposals from Housing Associations that are offered to the Council: The Council is offered properties on an infrequent basis due to low demand and/or cost of refurbishment. The Council will consider these offers in areas of strategic importance.
- Ad hoc Section 106 acquisitions: Occasionally the Council is offered the opportunity to acquire homes secured as part of Section 106 acquisitions over and above the strategic acquisitions that are negotiated during the early planning stage.

Delivery model

- 2.17 The delivery of the programme would be aligned with the Council's existing void and relet procedures for Council Housing, ensuring Decent Homes works are carried out in line with the Capital Programme and utilising the Council's existing contract arrangements for capital works and repairs and maintenance.
- 2.18 The Council will aim to undertake all essential major works, such as kitchen and bathroom replacement or rewiring, during the relet period. This will help to avoid additional costs and resources associated with working on an occupied property and minimise disruption to occupants in future years.
- 2.19 There may be occasions where properties are acquired that contain non-standard components that do not meet the Council's standard specification for Council homes. This could include conservatories, canopies and high specification kitchen and bathroom fittings. Officers will aim to reduce waste and environmental costs associated with removing non-standard components, but this will need to be balanced with the need to ensure the cost of future repairs is affordable and that the Council's repairs and maintenance function can service components.
- 2.20 The technical specification and assessment process is under development and will ensure acquisitions are managed in line with the wider council stock portfolio.

Delivery target

- 2.21 The Council can already acquire homes from the open market with delegations having been established through the Housing Delivery Programme report. The delegation was first introduced in the 2020 programme report and has been refreshed annually since. The most recent delegation provides authority to acquire up to 30 "opportunity acquisitions". As outlined above, to date no "opportunity acquisitions" have been completed.
- 2.22 Previous opportunities were assessed based on the most urgent type of need (1 bed, 4 bed and adapted accommodation). Very few opportunities have met the criteria for acquisition, with one ex-RTB acquisition pending

completion, despite receiving 68 requests under the Right of First Refusal since the start of 2022.

2.23 A clearer policy with a broader scope and explicit level of ambition will enable the Council to deliver a much bigger impact on meeting housing need. An ambition of 100 additional acquisitions by 31 March 2026 is proposed (subject to identifying further budget provision). This reflects an assessment of feasible delivery based on the fact the Council receives approximately 40 Right to Buy Right of First Refusal opportunities each year and what officers believe can be achieved through a more proactive approach via other routes.

2.24 Cabinet is therefore asked to support a new delegation to the Assistant Director of Housing, in consultation with the Cabinet Member for Housing, to acquire 100 homes in line with the new Policy up until 31 March 2026, and in addition to those acquisitions already approved by Cabinet.

3. Options considered and recommended proposal

3.1 It is recommended that the Policy is approved by Cabinet to help increase the overall number of Council homes available in Rotherham to contribute towards delivering hundreds of new homes.

3.2 The alternative is to continue without a comprehensive policy and utilising the existing delegation. Combined with allocating more officer resource to this area of work, this approach could deliver some of the benefits outlined in this report, but not to the same extent or degree. There is a risk that in some areas Council rented homes will remain limited and local people may struggle to access the type of home to meet their needs. This is therefore not recommended.

4. Consultation on proposal

4.1 Consultation has taken place with officers across the Housing Service to ensure the Policy does not have a negative impact on service provision.

4.2 The Strategic Housing and Development Service work with leads from across all directorates to ensure housing need data reflects all service requirements.

4.3 There is no requirement to carry out public consultation on the Acquisition Policy. However, the data used to underpin the Policy and the wider development programme has been based on Borough wide studies and data sets which also included resident consultation to better understand local housing need.

5. Timetable and Accountability for Implementing this Decision

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

- 5.2 Officers anticipate a modest number of acquisitions during 2023/24 and in the first quarter of 2024/25, with activity increasing from mid-2024.
- 5.3 Each acquisition will be documented in the form of an Officer Decision Record.
- 5.4 Activity will be reported to Cabinet as part of the Annual Housing Development Report.

6. Financial and Procurement Advice and Implications

- 6.1 The Policy indicates strategic acquisition opportunities will only be pursued if there is funding available at the time it is offered, so will be contained within budget.
- 6.2 The 2023/24 budget allocation for Housing Growth is £22.8m. This is to fund both Council Build and acquisitions programmes in year.
- 6.3 The Housing Revenue Account (HRA) Business Plan model is a tool to assess the affordability of proposals, it does not provide approval for specific capital project budgets. The budgets for specific projects are approved via separate Cabinet reports on the Housing Growth programme or through the Council's Financial Monitoring reports to Cabinet.
- 6.4 The HRA Business Plan model includes 30 "opportunity acquisitions" at an average cost of £170k per unit. Current indications show that the potential average cost to acquire and bring the property into use would be circa £180k per unit. The additional 100 units would require a budget of £18m spread over three years that could be identified either through reallocation of funding from within the existing programme for housing growth or through new capital funding being earmarked for acquisitions as part of future updates to the HRA Business Plan.
- 6.5 These additional units are not included in the current HRA Business Plan model so have not been assessed for affordability or against the availability of funding at this time.
- 6.6 The current budgets would need to be re-profiled via usual Capital Governance processes to enable purchase of additional properties.
- 6.7 There are no direct procurement implications associated with the recommendations detailed in this report. Property acquisitions fall outside the scope of procurement legislation.

7. Legal Advice and Implications

- 7.1 There are no substantive legal issues arising from the contents of this report.
- 7.2 The Council has the power to acquire property on the open market provided it is in furtherance of its duties. The report has set out a structure

for ensuring that this is the case so there is no reason to believe that the proposed acquisitions would be ultra vires.

- 7.3 With regard to the buying back of former Council homes under the Right of First Refusal, this is what the legislation was drafted to permit, so the right clearly exists. The difficulty in utilising this right has historically been in being able to act within the timescales specified in the legislation, in particular, being able to obtain valuation advice. However, assuming that the structure for these acquisitions is put in place, this will assist in complying with deadlines. In addition, the time taken for any assessment of value by the District Valuer is excluded from the timescales set by the relevant legislation.

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 acquisition of homes will be assessed based on known housing need. The Policy will allow for adapted homes to be prioritised where they are not being delivered through more traditional delivery routes, to meet the need of those on the housing register with disabilities or health issues, especially those with complex needs, and transitioning to adulthood. Accommodation will also be considered that will create opportunities for providing supported, shared dispersed accommodation for Care Leavers.
- 9.2 The acquisition of family-sized homes will also be prioritised through this Policy to meet the high demand for affordable housing for families on the Housing Register. This will help to ensure children are able to live in homes that are safe and secure. It can also help with other issues such as the prevention of overcrowding or allowing families to access larger homes where they are able to support fostering opportunities or for those being supported through a Pathway to Care.

10. Equalities and Human Rights Advice and Implications

- 10.1 The Council wants to ensure local people have access to safe, quality and affordable accommodation.
- 10.2 There are some areas of the borough with low levels of Council homes and where access to affordable housing needs to improve.
- 10.3 Homes acquired through this Policy will be let as part of the Council's choice-based lettings scheme and in line with the Council Allocations Policy.
- 10.4 For example, the Council has just under 20,000 tenancies, and 31% of these tenancies has a household member with a disability. The acquisition of bungalows or adapted properties may help households currently living in

an unsuitable property or may help a household live independently for longer.

- 10.5 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 All acquisition opportunities will be considered for energy improvements as part of their refurbishment, which includes budget to bring the property up to a minimum EPC rating C. This is in line with existing Council homes. If these properties remained in the private sector, there would be no guarantee that these improvements would be made to the property.
- 11.2 Acquisitions will enable the Council to make better use of homes that already exist, and in doing so, CO2 emissions resulting from the Development Programme will be significantly lower in comparison to creating homes through the new build workstream. Though the ability to retrofit existing homes may be more difficult and costly.

12. Implications for Partners

- 12.1. The Council has an existing partnership with Equans and Mears through the housing repairs and maintenance contracts, and any acquisition may need improvements to bring to a lettable standard. These improvements will be provided by one of Equans or Mears.

13. Risks and Mitigation

13.1	Risk	Mitigation
	Unable to identify 100 homes to acquire over the three-year period.	<p>Properties will be identified from several sources.</p> <p>The Council has received 68 Right of First Refusal requests since January 2022.</p> <p>Target marketing can be carried out to increase opportunities if necessary. There are currently 92 homes advertised on Rightmove, valued between £130,000 and £150,000 across Rotherham.</p>
	Impact on first-time buyers	The Council will only pursue homes on the open market after other avenues have been exhausted, e.g. Right of First Refusal and empty properties, which are identified prior to being marketed for sale. The 'one-off' nature of these acquisitions over a three-

	year period should not have a negative effect on the availability of homes for first-time buyers. According to Hometrack, there were 3,090 second hand house sales in Rotherham in 2022. Therefore, over three years, 100 strategic acquisitions would equate to around 1% of the total annual sales turnover.
Insufficient resources to manage the process.	Review of Strategic Housing and Development resources has taken place, and recruitment is progressing in support of the wider Development Programme.
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.
A property purchase becomes lengthy/complex.	The Assessment Matrix gives consideration to purchases which may come with a complex chain or are in probate which could impact on the length of the process. In these cases, any acquisition is unlikely to be progressed.
Risk of complaint if a particular property is not acquired.	The Policy provides a framework to guide the decision-making process but does not impart any obligations upon the Council. Complaints would be dealt with as per Council procedure and the Assessment Matrix would form part of the evidence.
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.
Impact of acquisitions on local market values	A limited, phased, borough-wide programme of acquisitions over a 3-year period is to help mitigate against the risk of prices becoming inflated as a result of the Council acquiring property.
Failed purchase	The assessment criteria should help reduce the risk of pursuing complex sales arrangements. However as is the case with open market acquisitions, the sale/purchase arrangement is between the owner and the

	<p>Council and does not become binding until contracts are exchanged. Both parties will incur respective costs should the sale/purchase not complete. This is clearly set out in the Policy, and the budget has been set with this in mind.</p>
Any home acquired will be subject to Right to Buy scheme	<p>All Council homes built or acquired after April 2012 will be subject to a Cost Floor period of 15 years. This will protect the Council from any significant financial loss on the acquisition during this period. The Cost Floor is the calculation of the sale price and allows the Council to include the costs of:</p> <ul style="list-style-type: none"> a) The construction of the dwelling, including site development works and acquisition of land. b) The acquisition of the dwelling. c) Those works initially required following the acquisition of the dwelling by the landlord to put it into good repair, or to deal with any defect (exceptions apply where the property was acquired under Part XVI of the Act). d) Those works of repair or maintenance; or works to deal with any defect affecting the property (except works within paragraph c) above). Costs can only be included in the Cost Floor where the aggregate of these costs exceeds the sum of £5,500; the figure that is included in the costs is the amount in excess of £5,500 (i.e., the first £5,500 of relevant costs cannot be included in the Cost Floor calculation). <p>Therefore, if a Right to Buy application is received for a property acquired through this policy within 15 years of the acquisition date, the tenant will have to pay either the cost floor calculation (cost of acquisition plus any works) or the full market valuation at that time, whichever is the lowest figure. After 15 years, tenant's discounts will be applied.</p>

14. **Accountable Officers**

James Clark, Assistant Director of Housing

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	02/10/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	28/09/23
Assistant Director of Legal Services (Monitoring Officer)	Phil Horsfield	28/09/23

*Report Authors:**Sarah Watts, Strategic Housing Manager*sarah.watts@rotherham.gov.uk*Garry Newton, Housing Development Intelligence Co-ordinator*garry.newton@rotherham.gov.ukThis report is published on the Council's [website](#).

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Appendix 1

Name of policy:	Housing Acquisitions Policy
Date approved at Cabinet:	
Minute reference:	
Review date:	

Contents

1. Introduction
2. Aims and objectives
3. Policy scope
4. Delegation
5. Finance
6. Performance monitoring
7. Related policies

1. Introduction

This document sets out the Council's policy on acquiring homes to meet local housing need. It sets out the different methods of acquisition included in the policy, how the Council will assess housing need for acquisitions and the criteria for decision-making when pursuing or rejecting each acquisition opportunity. It also sets out how acquired homes may be utilised.

2. Aims and objectives

The Council delivers affordable housing through its Housing Delivery Programme. This includes Council build programmes. In addition to this, the Council will consider acquiring properties on new build schemes through Section 106 planning agreements or elsewhere via the open market.

The Council aims to deliver homes through acquisitions in areas of high demand and/or in locations where there is little or no recent or forecasted delivery of Council build or Section 106 acquisitions.

The acquisition of homes through this policy will help improve access to council homes across the borough in order to meet local housing needs.

The delivery of Council housing through this programme aims to help meet the following priorities, set out in the Rotherham Housing Strategy 2022-25:

- Affordable housing to meet local need
- Investing in existing homes
- Bringing empty homes back into use

It will also contribute to the delivery of the Homelessness Prevention and Rough Sleeper Strategy 2023- 2026 - Priority 3 – 'Increase access to affordable housing options'

3. Policy scope

a. Methods of acquisition

The following section covers all acquisition types that will be covered by this policy.

The majority are based on approaches made by members of the public offering the Council the opportunity to acquire properties. In addition to this, the Council will actively seek properties to acquire that meet current housing need on the open market.

- i. The Right of First Refusal on homes sold by the Council through the Right to Buy Scheme. If a former Council tenant sells their property purchased through the Right to Buy Scheme within the first ten years of the initial sale, the Council has right of first refusal to reacquire the property. If the property is sold within the first

five years of the initial sale, the former tenant must pay back a percentage of the discount they received on the property.

- ii. Council homes sold through the Right to Buy scheme that are outside the Right of First Refusal period. The Council is occasionally offered former Council homes where there is no statutory obligation for the current occupant to do so.
- iii. Acquisition of homes on the open market through local agents to meet an identified need which cannot be met through existing stock or new build provisions.
- iv. Acquisition of empty homes, identified through Council Tax records by the Empty Homes Officer. This can help meet housing need whilst reducing the number of empty homes in the Borough.
- v. Disposals from Housing Associations that are offered to the Council. The Council is offered properties from Housing Associations on an infrequent basis due to low demand and/or cost of refurbishment. The Council will consider these offers in areas of strategic importance.
- vi. New build properties that are not part of Section 106 agreements. These are offered to the Council on an ad-hoc basis but are usually at full market value.
- vii. S106 acquisitions secured via planning policy as detailed in the [Supplementary Planning Document No. 8: Affordable Housing](#) and are limited to geographical areas where there are developments large enough to provide affordable housing.

b. Assessment

Each potential housing acquisition opportunity should be submitted to the Council in writing to confirm relevant details regarding the property, or the relevant details will be made available in the case of open market acquisitions, so that the Council can make an assessment against the following criteria using the approved assessment matrix:

- i. Current housing need – the Council will assess each opportunity presented against the strategic need at that time, including current demand (average number of bids per Council home let), stock and turnover figures, housing register analysis and Right to Buy sales in the location of the acquisition opportunity.
- ii. Recent and forecast delivery – the Council will consider recent and forecasted delivery of affordable housing through the Housing Delivery Programme in the location of the acquisition opportunity.

- iii. Condition of property – the Council will assess and factor any costs, in addition to the purchase price, of improving the strategic acquisition opportunity to a lettable standard that meets the Council's Empty Homes Scope & Standard, into decision making. Former Council homes and homes with adaptations will take priority.
- iv. Value for money – the Council will offer the market valuation for properties and will consider the cost of other similar recent acquisitions when decision making.

The Council will not consider:

- i. Any property offered with sitting tenants.
- ii. Any leasehold property, except for flats where the block is in Council ownership and there are existing Council rent tenancies in the block.
- iii. Any shared ownership property.
- iv. Any property of a “defective” construction type (Housing Act 1984).
- v. Any property where the homeowner wishes to stay in the property as a tenant.

The Housing Acquisitions Policy provides a policy framework to guide the decision-making process, but not does impart any obligations upon the Council. The assessment criteria will identify priorities for acquisition, but the Council has the right to reject any offer for any reason. Any offer meeting the above criteria will be automatically rejected. In all cases, the Council has the right to cancel any acquisition at any stage before contracts are exchanged and will not pay any compensation to the homeowner. Each party will carry the cost of their respective legal, valuation and administration fees.

c. Post-acquisition

All acquisitions will become part of the Council's Housing Revenue Account (HRA) stock.

Once incorporated into the stock, acquired homes will be made available in accordance with the current Housing Allocation Policy, as accommodation to support the Council's statutory homelessness duties, or to meet another identified housing need (e.g. to support the Council's Children Act duties to provide accommodation). The Council may utilise the Direct Let provisions in the Housing Allocation Policy, for example where a property has been acquired to meet the needs of a specific household.

4. Delegation

All decisions require the approval of the delegated officer, the Assistant Director of Housing, in consultation with the Cabinet Member for Housing, as approved 16th October 2023.

5. Finance

Housing acquisition opportunities will only be pursued if there is funding available at the time it is offered, and the Council has the right to refuse any housing acquisition opportunity where no funding is available at that time.

The budget position will be reported to Cabinet annually as part of the Housing development Programme.

6. Monitoring

The Policy will be reviewed every two years, and any changes proposed will be reported to Cabinet for approval.

The Council will record all housing acquisition opportunities, both completed and rejected, to monitor trends in types and sizes of homes offered to the Council, to enable forward planning of further acquisitions and to inform the Housing Delivery Programme.

7. Related policies and legislation

- a. The Housing Act 2004 c.34 Part 6 [Housing Act 2004 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/2004/34/part-6).
- b. [Rotherham Housing Allocation Policy](#)
- c. Policy Statement on Rents for Social Housing: [Policy statement on rents for social housing - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/policies/social-housing-rent-revision)
- d. The Council's Empty Homes Scope & Standard
- e. [Rotherham Supplementary Planning Document No. 8: Affordable Housing](#)

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Appendix 2 – Indicative Decision Matrix

ROTHERHAM METROPOLITAN BOROUGH COUNCIL
STRATEGIC ACQUISITION VIABILITY MODEL

General information

Homeowner name:	<input type="text"/>
Address:	<input type="text"/>
Postcode:	<input type="text"/>
Electoral Ward:	<input type="text"/>
Number of bedrooms / House type:	<input type="text"/>
Type of acquisition:	<input type="text"/>
Date offered:	<input type="text"/>
Decision required by* :	<input type="text"/>

*The Council has 8 weeks to accept the offer of a former Council home through Right of First Refusal (ROFR). Where the property offered is a ROFR, please enter the date 8 weeks after receiving complete Offer Notice from the homeowner.

Questions where an answer will prevent an acquisition:

Does the property have a sitting tenant?	<input type="text"/>	If yes - do not progress
Does the owner wish to stay in the property and rent from the Council?	<input type="text"/>	If yes - do not progress
Is the property shared ownership?	<input type="text"/>	If yes - do not progress
Is the property freehold?	<input type="text"/>	See next question
Does the property have a district heating system that is not the Council's district heating system?	<input type="text"/>	If yes - do not progress
If no, is the property a flat in a building owned by the Council?	<input type="text"/>	If no - do not progress
If yes, how many other flats in the block are leased?	<input type="text"/>	If all other flats in the block are leased, do not progress
Is the property of a traditional construction type?	<input type="text"/>	If no - do not progress
Is the property in ownership of the person offering the property, or has probate been granted if not?	<input type="text"/>	If no - do not progress
If not progressed, date decision made:	<input type="text"/>	

Is the property a former Council home?	<input type="text"/>
Are there any adaptations or extensions for disability?	<input type="text"/>
Is there a parlour room (separate living room and dining room) or downstairs bedroom?	<input type="text"/>
Surveyors report - any issues, advice and recommendations	<input type="text"/>

Housing Needs Assessment

Does the property meet a strategic priority?

1 bedroomed

4+ bedroomed

Demand

Average number of bids for this type of home (Ward)

Average number of bids for this type of home (Rotherham)

Stock

Number of this type of home in area

Number of this type of home in Ward

Turnover of this type of home in area

Turnover of this type of home in Ward

RTB

Number of RTB sales in the Ward

Recent delivery

Number of homes delivered since Jan 2018 in the Ward

Number of this type of home delivered since Jan 2018 in the Ward

Forecasted delivery

Number of homes forecasted for delivery in the Ward

Finance (under development)

Valuation of property:	<input type="text"/>
Cost to bring property to EPC C & Decent Homes standard:	<input type="text"/>
Cost of acquisition (inc. legal, survey, admin)	<input type="text"/>
Any RTB discount repayment period to deduct?	<input type="text"/>
Total cost:	<input type="text"/>
Value for money?	<input type="text"/>

Value for money to be calculated from the total cost of acquisition in comparison to the equivalent Council build cost (10pts) for this type of home AND cost compared to the approved budget per property.

Decision making

Is the property of the required standard?

Does the property meet strategic housing need?

Does the property represent value for money?

Decision:

Date sent to SHAD SMT for approval:

Date approved

Date sent to ***delegated decision maker***

Date approved

Date sent to ***asset management/development coordinator***

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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: Housing Acquisitions Policy

Directorate: Adult Care, Housing & Public Health

Service area: Strategic Housing

Lead person: Garry Newton / Sarah Watts

Contact:
garry.newton@rotherham.gov.uk

Is this a:

☒

Strategy / Policy

☐

Service / Function

☐

Other

If other, please specify.

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

The 'Housing Acquisitions Policy'. The policy will allow the Council to acquire former Council homes sold through the Right to Buy scheme, empty properties and other homes on the open market.

3. Relevance to equality and diversity

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

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

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

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

Through the Housing Delivery 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 or acquire 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 Housing Acquisitions Policy aims to deliver on the above by enabling the Council to acquire properties in locations where housing need cannot be met through Council build and Section 106 acquisitions in the Housing Delivery Programme, due to a lack of available and developable land. The Policy therefore aims to meet the needs of communities that would otherwise have not been met.

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.

One of the main purposes of the Policy is to set out a transparent method of assessment for all acquisition opportunities, to ensure all opportunities presented to the Council by Rotherham residents and homeowners are measured to the same criteria.

- **Key findings**

There are several electoral wards with no planned or recent delivery of Council homes through the Housing Delivery Programme.

There are only 267 Council homes with four or more bedrooms, therefore limiting the number of homes available to larger families. There is a demand for larger/adapted family homes via 'Pathway to Care' pressures.

Around 40% of households on the housing register require a one-bedroomed property. There is demand for single households, temporary accommodation for homelessness and those seeking to downsize.

There are 869 households on the housing register with a medical priority.

Demand for family-sized three-bedroomed homes is the highest, in terms of average number of bids per Council home let, throughout the borough.

There are high numbers of care leavers who will need to be provided with affordable accommodation in the next two years. The availability of single person accommodation in the Borough is not able to meet the projected demand of our Children leaving care (the number have increased due to the number of children seeking asylum).

Young people with disabilities transitioning to adulthood with a complex need is a significant vulnerable group.

- **Actions**

- As part of the assessment process for all strategic acquisition opportunities, after consideration of the condition of the property, priority scoring will be given to larger family homes, one-bedroomed homes, homes with adaptations for disabilities and medical need, homes in areas with low level of recent/planned Council housing delivery and the most in demand house types at that time.
- We have sought advice from the Housing Options, Housing & Estates and CIC team in regard to the allocations process and type of homes to consider. As part of the decision making process, homes with parlour rooms, adaptations and extensions for adaptations will score favourably.
- Each acquisition opportunity presented, whether pursued or rejected, will be assessed, taking into account current housing need.
- Tenant profiling is updated annually to look at trends in Protected Characteristics of current tenants to help decision making for acquisitions.
- There is an ambition to develop supported, shared, dispersed accommodation to meet the needs of Care Leavers who will need support to build up their skills and abilities before achieving independence.

Date to scope and plan your Equality Analysis:

03/08/23

Date to complete your Equality Analysis:

16/10/25

Lead person for your Equality Analysis
(Include name and job title):

Garry Newton

5. Governance, ownership and approval

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

Name	Job title	Date
Peter Kandola	Interim Head of Strategic Housing and Development	02/08/23
James Clark	Assistant Director of Housing Services	02/08/23

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	03/08/23
Report title and date	Housing Acquisitions Policy
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	Cabinet Report due for consideration 16/10/23
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	02/08/23

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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 Acquisitions Policy	
Date of Equality Analysis (EA):	
Directorate: Adult Care, Housing & Public Health	Service area: Strategic Housing & Development
Lead Manager: Garry Newton	Contact number: Garry.newton@rotherham.gov.uk
Is this a: <input checked="checked" type="checkbox"/> Strategy / Policy <input type="checkbox"/> Service / Function <input type="checkbox"/> Other If other, please specify	

2. 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)
Garry Newton	RMBC	Housing Development Intelligence Coordinator
Sarah Watts	RMBC	Strategic Housing Manager

3. What is already known? - see page 10 of Equality Screening and Analysis Guidance
<p>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.)</p> <p>The groups that this policy will primarily affect are those on the housing register and members of the public selling homes to the Council.</p> <p>Numbers on the housing register fluctuate but the figure is usually over 6,500 households. Many on the housing register will have one or more protected characteristics. Council homes are let to those on the housing register 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. Any strategic acquisition through this policy will be let via the Allocations Policy.</p> <p>As part of the policy, an assessment matrix has been created to ensure that all strategic acquisition opportunities presented to the Council by members of the public are assessed using the same criteria, and that all acquisitions made by the Council using this policy will be made without prejudice to the homeowner and based on housing need, condition of the property and value for money to the Council.</p>
<p>What equality information is available? (Include any engagement undertaken)</p> <ul style="list-style-type: none"> • Housing register & existing tenant details are held in the Northgate housing management information system. All details of protected characteristics of tenants and applicants are held and analysed by the Housing Strategy team. • A record of those applicants with multiple disabilities is kept updated between the Occupational Therapists in Housing Options and Housing Strategy team. This will inform of any adaptations to housing that are required. • The Strategic Housing Market Assessment is a document assessing housing need in Rotherham.

- Housing Needs Profile – analyses Council housing demand at electoral ward level. This includes data from the Northgate system, including number of bids on Council homes, Council stock levels, Right to Buy sales figures, and recent and forecasted development figures.
- The Joint Strategic Needs Assessment (JSNA)/ Rotherham Data Hub can be used to analyse Council stock and demand data.
- Local population demographic data (Census 2021) is being analysed to look at areas of overcrowding/under occupation.
- Indices of Multiple Deprivation 2019 highlights areas that have particular barriers to housing.

Engagement

- Housing Involvement Panel – The consultation process of the Housing Strategy 2022-25 sought engagement from the panel, and the Housing Acquisitions Policy aims to deliver the key priorities of the Housing Strategy.
- Intelligence from Rotherham Strategic Housing Forum (held every two months) which is attended by partners that represent different interests and groups, e.g. homelessness and young people.

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

No gaps have been identified in the information available to assess housing need for the Housing Acquisitions Policy.

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

All strategic acquisition opportunities that are presented to the Council will be recorded and monitored. Demand is monitored through number of bids made on Council homes that are let for all additional housing stock. This will enable the Council to shape future housing delivery and ensure that housing delivery is spread across the borough as far as possible, so that all communities benefit from the Housing Delivery Programme.

The Policy will be reviewed every two years and its impact assessed. Intelligence used for acquisition opportunity decision making will be from the latest data available.

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

None

Consultation related to housing priorities took place during the most recent Housing Strategy consultation, in 2022, and included the need for more affordable homes to meet local need. The new Policy forms part of the delivery against the Housing Strategy priorities.

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

11.07.23 – staff workshop held to support development of the Policy and ensure alignment with the wider housing service.

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 Housing Acquisitions Policy will allow the Council to meet unmet housing need. Certain communities and locations in the Borough have had no recent delivery of affordable housing, due to a lack of private development to trigger Section 106 planning policy or a lack of Council land to develop. The Policy will allow the Council to acquire properties in all parts of the borough. General analysis of need is carried out at electoral ward level, but a more in depth look into housing need will be carried out for each strategic acquisition opportunity presented to the Council.

Properties acquired will be let through the Housing Allocations Policy, which allocates homes giving priority to those with most pressing needs.

Disability

Any adapted properties presented as strategic acquisition opportunities will be considered and the Housing Strategy team will work with Occupational Therapists in Housing Options to identify suitable households from the housing register.

The Policy can be used to acquire homes for young people with disabilities, transitioning to adulthood with a complex need.

Age, Civil partnerships & marriage and pregnancy & maternity

Any homes for families or for older people looking to downsize will be considered for acquisition using this policy.

The Policy can be used to address the shortage of available accommodation for children leaving care, specifically, single accommodation.

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?

The new homes acquired will help to improve quality of life for households who are currently living in unsuitable accommodation, including homes which meet the following needs:

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

Any acquisitions made through this policy will be let as Council Rent and therefore provide quality, warm, comfortable, affordable homes to those on the housing register.

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)

The Policy includes the potential acquisition of empty homes. Some empty homes can cause blight and anti-social behaviours in communities; therefore, acquisitions of empty properties can prevent or reduce this.

The properties to be acquired through the Policy will be mostly existing properties, and thus should not have any impact on local services, for example schools, GP surgeries, public transport. The properties will be 'one-off' acquisitions, and, therefore, should cause little disruption in the immediate area.

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 Acquisitions Policy Impact Assessment
Directorate and service area: Strategic Housing and Development Service
Lead Manager: Garry Newton
Summary of findings:

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Ongoing monitoring of properties acquired, and a profile of tenants allocated to ensure the properties are being allocated as per the Allocation Policy to meet a range of local needs.	All	16/10/25

*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
Peter Kandola	Interim Head of Service SHAD	
James Clark	Assistant Director of Housing Services	

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	03/08/23
Report title and date	Housing Acquisitions Policy
Date report sent for publication	TBC – Cabinet 16/10/23
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

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Appendix 5

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?	Not applicable				
Emissions from transport?	No significant impact	Any valuations, viewings and works completed under the Strategic Acquisitions Policy may cause greenhouse gas emissions from transport. However, there will likely be no significant difference compared with other options to replenish Council owned housing stock, i.e., direct build	None		Emissions from business travel are estimated from mileage claims and reported as scope 3 emissions, in the Council's Net Zero 2030 greenhouse gas emissions inventory
Emissions from waste, or the quantity of waste itself?	Unknown		Any acquisitions resulting from the policy will be on existing waste collection routes, with existing bins. It is not known if the Housing Acquisitions Policy will have a net impact on the population of the Borough or the amount of waste produced by households; any emissions impact from waste is also unknown.		

Emissions from housing and domestic buildings?	Net decrease in emissions		The Council is working to ensure that all the housing stock it owns is rated EPC Band C or above by 2030. Therefore, any property acquired under the Policy may require investment, to upgrade its energy performance. This has the potential to deliver a net decrease in emissions from housing, as newly acquired homes may benefit from the Council's investment in the energy performance of its housing stock, whereas other funding sources might not be available.		EPC records are kept by the Housing Property Service for all Council-owned homes.
Emissions from construction and/or development?	Net decrease in emissions	Any acquisitions resulting from the policy may need repairs or other modifications to bring the home up to a lettable standard. However, emissions from such minor work are likely to be much less than emissions from construction, as for direct build. As such, the Strategic Acquisitions Policy may deliver a net decrease in the Council's greenhouse gas emissions, if it results in a greater share of new Council housing stock demand being met			

		through acquisition, compared with direct build.			
Carbon capture (e.g. through trees)?	None				
<p>Identify any emission impacts associated with this decision that have not been covered by the above fields:</p> <p>Any empty properties acquired through this policy may reduce potential future works to domestic buildings in Rotherham, for example by acquiring an empty property, the Council may prevent development of damp and mould, deterioration of the property which would lead to an increase in emissions to make repairs.</p>					

<p>Please provide a summary of all impacts and mitigation/monitoring measures:</p> <p>The policy will enable the Council to acquire second-hand properties, which is a much smaller carbon footprint than building new properties. Longer-term, older properties will not be as energy efficient; however, the Council will bring any properties acquired through the policy to a minimum level of energy efficiency, which may not necessarily be the case if the property was sold to a private individual. Households living in the properties will produce waste and emissions; however, this would be the case if there was no Council intervention, and the properties were sold to private individuals.</p> <p>Any acquisitions of empty properties will reduce the dependency on the Council to build or acquire new build properties.</p>
--

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Garry Newton - Housing Development Intelligence Coordinator Sarah Watts – Strategic Housing Manager Strategic Housing & Development, AC,H&PH
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.	
Tracking [to be completed by Policy Support / Climate Champions]	Tracking Reference: CIA 122 Arthur King Principal Climate Change Officer Regeneration and Environment

Committee Name and Date of Committee Meeting

Cabinet – 16 October 2023

Report Title

Eastwood Sites Housing Development

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

Rotherham East

Report Summary

This report seeks approval from Cabinet to develop the council-owned Netherfield Court and York Road sites in Eastwood to build a projected 31 new homes for council rent.

Recommendations

That Cabinet:

1. Approves development of the Netherfield Court and York Road sites in Eastwood to build a projected 31 new homes for council rent.
2. Delegates authority to the Assistant Director of Housing in consultation with the Cabinet Member for Housing to make amendments to the scheme design, where this is necessary to comply with Planning and other statutory consultee requirements, or where site conditions otherwise prescribe a design alteration.

List of Appendices Included

- Appendix 1 Indicative Site Plans
- Appendix 2 Initial Equalities Screening (Part A)
- Appendix 3 Equality Analysis (Part B)
- Appendix 4 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

No

Council Approval Required

No

Exempt from the Press and Public

No

Eastwood Sites Housing Development

1. Background

- 1.1 The Netherfield Court and York Road sites are council-owned land assets held in the Housing Revenue Account (HRA). Both are situated in areas comprising existing council homes.
- 1.2 The sites form part of the HRA-funded Housing Delivery Programme, having first been introduced to the Programme via the Annual Housing Development Report – 2021/22, approved by Cabinet in March 2021.
- 1.3 The latest Programme refresh was presented to Cabinet January 2023, with a mid-year update subsequently presented to Cabinet July 2023.
- 1.4 Netherfield Court is a former care home which was decommissioned several years ago and has since been demolished, meaning the site is clear and ready for development. York Road is a former Council car park which has also been decommissioned and is currently in use as a site compound in support of Town Centre regeneration activity.
- 1.5 Netherfield Court specifically is situated within the area known as Eastwood Village, for which there are a range of management considerations related to a prevalence of small, low-quality housing in private ownership, whilst York Road is considered to be a 'gateway site' to the Town Centre.
- 1.6 Netherfield Court is projected to deliver 19 new homes, whilst York Road will deliver a projected 12 new homes, resulting in 31 homes combined.
- 1.7 Programme reports have identified that there is 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.

2. Key Issues

Approvals

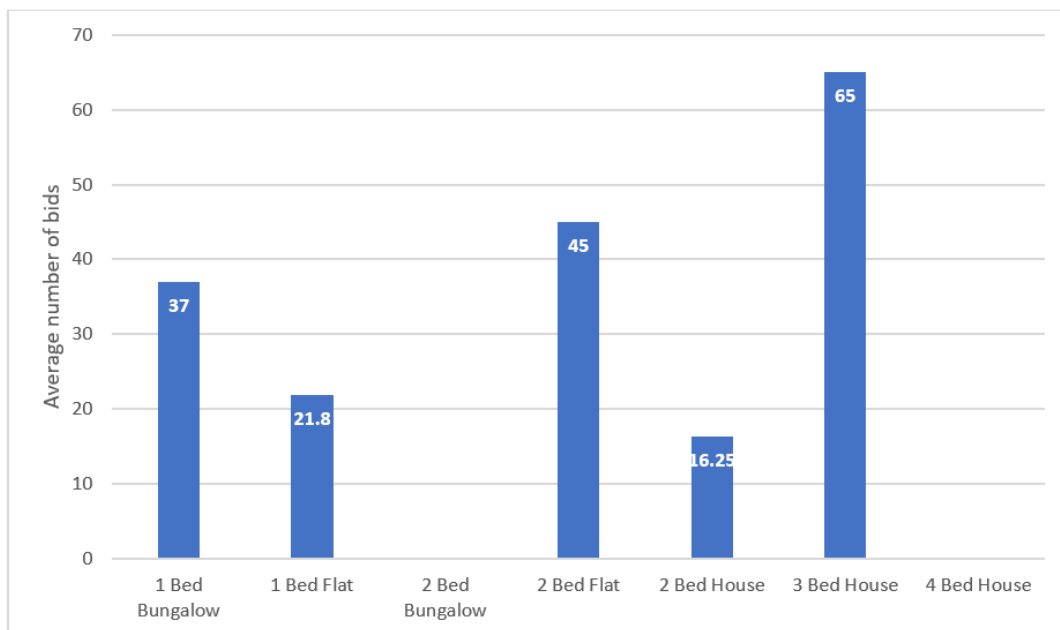
- 2.1 Both Netherfield Court and York Road have been included in previous Housing Delivery Programme reports to Cabinet, as set out in 1.2 - 1.3, meaning that release of the sites for the purpose of new housing development has been approved.
- 2.2 The Housing Delivery Programme was first presented to Cabinet in September 2020, and has been refreshed on an annual basis since. Recommendation 2 of the September 2020 Report stated:

2. That Cabinet note that proposals to deliver more than ten homes on any individual site, will continue to require a separate Cabinet report.

- 2.3 This report therefore seeks approval from Cabinet to build a projected 19 and 12 new council homes respectively, across the 2 sites. Indicative plans are provided in Appendix 1. The final designs are subject to change in line with recommendation 2 of this report.

Local needs

- 2.4 Eastwood is a well-established neighbourhood which comprises over 300 existing council homes alongside a sizeable contingent of private dwellings. around 35% of the homes in Eastwood are privately rented, which exceeds the Borough average of 14.6%.
- 2.5 There is a good mix of homes in the area, comprising bungalows, apartments, and family housing, although there is very limited availability for larger family housing (4-bed or larger). 2021 Census data indicates that overcrowding is an issue in the Eastwood area; 218 homes have one fewer bedroom than required and 64 households have two fewer bedrooms than required. Overcrowding is a determinant of poorer health outcomes and can also lead to prevalence of damp and mould and other hazards.
- 2.6 There were no 2-bedroomed bungalows or 4-bedroomed houses let in Eastwood in 2022. These types of homes last became available in Eastwood in 2019.



- 2.7 33.5% of council homes in the area are occupied by people over 55, whilst 50% of those over 55 are also recorded as having a disability, meaning they may benefit from adapted and/or older people's accommodation.
- 2.8 Engagement with key stakeholders has identified a preference for larger family accommodation on the Netherfield Court site to help address acute local issues around overcrowded smaller family housing, whilst stakeholders have further advised against the inclusion of 1 and 2-bed general needs

apartments on the York Road site due to the prevalence of similar council stock nearby.

Highway requirements

- 2.9 The Council's Highways department is due to embark on alterations to Fitzwilliam Road in Eastwood, in support of sustainable travel measures. This will have a direct impact on the York Road site as a strip of land to the north of the site will need to be utilised by highways to support these changes. The latest scheme designs have factored in the expected impact.

Council housing delivery proposals

- 2.10 In view of the prevalent need and feedback from key stakeholders, proposals for the two sites are focused on family accommodation comprising 2-bed, 3-bed, and 4-bed houses, along with some provision for older people.
- 2.11 Netherfield Court is projected to deliver:
- 14, 3-bed houses.
 - 5, 4-bed houses.
- 2.12 York Road is projected to deliver:
- 2, 2-bed houses.
 - 6, 3-bed houses.
 - 4, 2-bed apartments for older people.
- 2.13 The apartments for older people will all have their own direct access front door (no internal communal areas) and will be constructed to an enhanced accessibility specification, designed to achieve the 'Category M4(2) Accessible and Adaptable Dwellings' standard defined under Building Regulations. Their specification includes:
- Level-access shower facilities.
 - Wider-access doors and hallways.
 - Additional space to allow wheelchairs or other mobility aids to be utilised.
 - Structural provisions to support later installation of ceiling track-hoists.
 - Structural provisions to support later installation of chairlifts (upper-floor apartments).
 - Integrated mobility scooter storage provision.
- 2.14 In view of the Council's net zero-carbon ambitions, all council homes will also be constructed to the Government's Future Homes Standard (full technical specification pending), which means:
- No fossil fuel heating (gas).
 - Future-proofed with low carbon heating and high levels of thermal efficiency.
 - No further energy efficiency retrofit work will be necessary to enable them to become zero-carbon as the electricity grid continues to decarbonise.

- 2.15 Original forecasts indicated potential for up to 46 new homes across the 2 sites; however, this has since been revised down to 31 homes. This is because:
- Larger family accommodation is more 'land hungry' and thereby reduces the number of homes which can be delivered on a site. This particularly affects Netherfield Court.
 - Whilst a reasonably sizeable site, York Road is quite narrow, an issue exacerbated by the reduction in site area which will result from planned Highways changes. This means that planning requirements around separation distances and overlooking restrict the density of homes which can be delivered. The number of homes could be increased through delivery of general needs apartments, however key stakeholders have recommended against this approach.
- 2.16 The indicative layouts for both sites have had informal planning and highways comments and at this time no major concerns have been raised. However, development of the sites is still subject to a formal planning application and neither has received formal planning approval.

3. Options considered and recommended proposal

3.1 Option 1: Do not develop the sites for new council homes

This option would entail leaving the sites vacant or disposing of them through asset sales. This would mean housing would not come forward or would come forward more slowly. It is not recommended due to the acute need for larger family accommodation in the Eastwood Village area which the Council will be able to directly address through development of the Netherfield Court site, whilst the Council can further ensure the delivery of a high-quality development at the gateway site of York Road to complement wider regeneration efforts for the Town Centre.

3.2 Option 2: Development of the Netherfield Court for a projected 19 homes and the York Road site for a projected 12 new council homes

This option will meet a range of identified needs for the Council and make a significant contribution toward the Council's ambition to deliver 1,000 new homes by March 2026.

This option is recommended.

4. Consultation on proposal

- 4.1 Rotherham East ward members have been consulted on scheme proposals on several occasions.
- 4.2 Subject to Cabinet approval of these proposals, residents will be formally consulted via the planning process along with all statutory consultees. A formal planning application is being prepared in parallel with this report and is due to be submitted before the end of the calendar year.

- 4.3 Occupational Therapist advice has been taken on the specification of the council homes.

5. Timetable and Accountability for Implementing this Decision

- 5.1 The Assistant Director of Housing will have responsibility for implementing the project. The Assistant Director, Legal Services will have responsibility for the negotiating, approving, and completing of all applicable legal documentation necessary to deliver the scheme, including contracts.
- 5.2 To help expedite potential delivery, a planning application is being prepared in parallel with this report. However, neither submission of a planning application nor planning approval infer any obligations upon the Council to proceed. A planning decision is currently anticipated spring 2024.
- 5.3 Procurement activity is anticipated to begin before the end of the calendar year, with the intention being to have a construction contractor identified or in place as soon as planning permission is secured. This will then allow the technical design to be refined with the contractor before build activity begins.
- 5.4 The latest project Programme forecasts that a start on site should take place Summer-Autumn 2023, with completion of all dwellings by Spring 2026.

6. Financial and Procurement Advice and Implications

- 6.1 The 31 new council homes will be funded using HRA resources. Current assumptions indicate that the average cost per unit is £255k. Based on this, the total cost for 31 units is anticipated to be in the region of £7.905m. Final costs will be dependent upon scheme design which could be impacted by planning requirements.
- 6.2 The final costs will be presented in a business case and assessed for affordability within the context of the assumptions in the Housing Revenue Account (HRA) Business Plan and specific scheme resources approved via the Council's capital governance route.
- 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 Whilst the primary source of funding for the scheme will be HRA resources, additional sources of subsidy will be pursued to improve the overall viability and affordability of the scheme. This may include Right to Buy (RTB) 'one-for-one' receipts, which are an internal form of subsidy, and/or external grant funding through Homes England and the South Yorkshire Mayoral Combined Authority, along with other providers as and where suitable opportunities arise. All grant funding applications will be subject to the Council's grant

funding authorisation process. The precise combination of resources utilised will be based on the most appropriate source available for this scheme.

- 6.5 Procurement activity is detailed within the main body of this report, and it is essential that this activity is 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 timely and flexible decisions to be made in respect of potential housing delivery.
- 7.2 There are no direct legal implications arising from this report other than those detailed in the body of the report.

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 proposed scheme will provide accessible older people's accommodation which will allow older people to live in safe, suitable accommodation that meets their needs and allows them to live independently for longer.
- 9.2 The homes for older people will also provide the potential for existing family accommodation which may be being under-occupied to be released back into stock, creating additional opportunities for children to be rehoused into council-managed housing.
- 9.3 The new family houses will further provide opportunities for more children to be housing in good quality, safe, and thermally efficient homes.

10. Equalities and Human Rights Advice and Implications

- 10.1 Through its wider 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 new homes include apartments 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 to achieve the same position by 2040.
- 11.2 Through its own Housing Delivery Programme, the Council can ensure that new homes are high quality and energy efficient, which will contribute to reducing domestic carbon emissions in the longer-term.
- 11.3 New council housing 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 Once built, the new homes will be added into the Council's Repairs & Maintenance contract.

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,	Scheme procurement is likely to take place via a two-stage 'design and build' process

sites can be found to be 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.	which will allow sites to be appraised and 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	Ongoing dialogue between services regarding forward planning and resource requirements, and continued 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

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	02/10/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	26/09/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	27/09/23

Report Author:

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

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

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Housing Delivery Programme – Eastwood Development

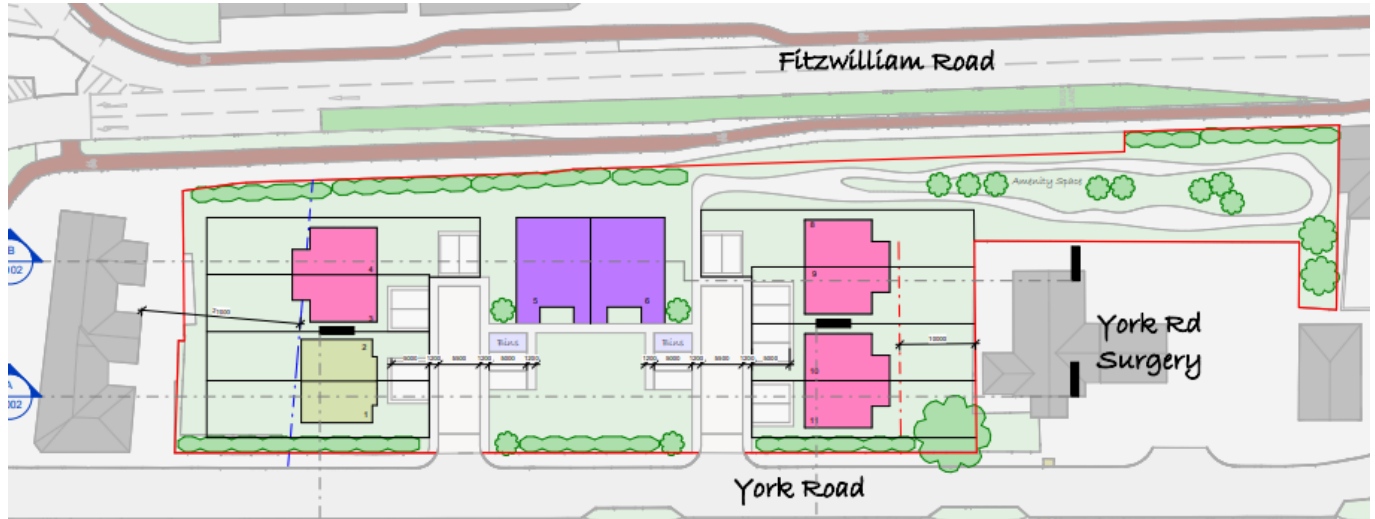
Appendix 1 – Indicative Site Plans

Netherfield Court



- 3B6P Dwelling 102 m²
14no
- 4B7P 2.5 storey Dwelling 130 m²
Parlour House
5no

York Road



- 2B4P Elderly Person Flat 91 m²
2 Storey 4no units
- 3B6P 102 m²
Dwelling 6no units
- 2B4P 79 m²
Dwelling 2no units

Housing Delivery Programme – Eastwood Development



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: Housing Delivery Programme – Eastwood Development

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 seeks approval from Cabinet to develop the council-owned Netherfield Court and York Road sites in Eastwood to build a projected 31 new homes for council rent.

3. Relevance to equality and diversity

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

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

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

This is a key development which will contribute to the wider development programme. Through this development we aim to meet the needs of local residents, based on data and evidence held about local demographics and trends and engagement with key stakeholders locally. This scheme will help to ensure that local families have access to larger family homes and provide opportunities for older people, smaller households and people with disabilities.

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 scheme has found that it will enable delivery of homes to meet the needs of families with children, smaller families and people with disabilities.

The delegated powers being sought as part of the report will allow amendments to the scheme design, where this is necessary to comply with Planning and other statutory consultee requirements, or where site conditions otherwise prescribe a design alteration.

<ul style="list-style-type: none"> • Actions • Conduct new build survey and analyse equalities and diversity data (ongoing) • Review this equalities analysis annually, alongside future annual housing development Cabinet reports - annual 	
Date to scope and plan your Equality Analysis:	07/09/23
Date to complete your Equality Analysis:	07/09/23
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	07/09/23
Sarah Watts	Strategic Housing Manager	07/09/23

6. Publishing

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

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

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

Date screening completed	
Report title and date	Housing Delivery Programme – Eastwood Development
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	16 th October 2023
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	7 th September 2023

Housing Delivery Programme – Eastwood Development



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: Housing Delivery Programme – Eastwood Development	
Date of Equality Analysis (EA): 7 th September 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

☒

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
Wendy Foster	Rotherham Council	Strategic Housing 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 – Eastwood Development

The wider 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.

The proposals for both Netherfield Court and York Road are focused on family accommodation comprising two-bed, three-bed and four-bed houses, along with some provision for older people.

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 included 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.

For these developments in particular, engagement with key stakeholders has taken place and identified a preference for larger family accommodation on the Netherfield Court site to help address acute local issues around overcrowding smaller family housing, whilst stakeholders have further advised against the inclusion of one and two-bed general needs apartments on the York Road site due to the prevalence of similar council stock nearby.

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%

<p>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%.</p> <ul style="list-style-type: none"> • 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. 	
<p>Are there any gaps in the information that you are aware of?</p> <p>None identified following wider discussion with colleagues, and we are seeking to ensure that future housing developments are meeting the protected characteristics identified.</p>	
<p>What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?</p> <p>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.</p> <p>Progress with individual schemes will be reported to Housing Senior Management Team and other meetings/forums as appropriate.</p> <p>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.</p>	
<p>Engagement undertaken with customers. (date and group(s) consulted and key findings)</p>	<p>The Council holds a wealth of housing intelligence data which will be used to determine local housing need and prioritise areas for investment.</p> <p>To help members of the local community apply to the Council's housing register an Officer from Housing Options has been attending a monthly drop-in at Clifton Learning Partnership's community hub on Erskine Road, Eastwood Village. The drop-ins have been running for over a year and the Officer supports residents to:</p> <ul style="list-style-type: none"> - Complete the registration form - Apply for an overcrowding assessment

	<ul style="list-style-type: none"> - Receive their relevant overcrowding priority, and - Maintain their registration. <p>The local community will be consulted as part of the planning process.</p>
Engagement undertaken with staff (date and group(s) consulted and key findings)	Rotherham East ward members have been consulted on scheme proposals on several occasions through the Eastwood Strategic Members Meeting and Eastwood Housing Sub-group, in addition to the Rotherham East Ward Briefing in April 2023 and also August 2023.

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;

- Accessible Homes for older people (+55 years),
- Larger family homes (4 bedrooms)
- Smaller family homes (2 bedrooms)

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.
<p>Does the Service/Policy provide any positive impact/s including improvements or remove barriers?</p> <p>Homes delivered through the housing development programme will help to improve quality of life for households who are currently living in unsuitable accommodation.</p> <p>This scheme has been shaped in consideration of the housing needs for the area, and includes homes that meet the following needs:</p> <ul style="list-style-type: none"> • Larger family homes • Homes for smaller families and single people • Homes for older people
<p>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)</p> <p>No negative impacts have been identified/are anticipated.</p>

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 – Eastwood Development
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 Sarah Allen	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	07/09/2023
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	07/09/2023

Housing Delivery Programme – Eastwood Development
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?	No impact on emissions				
Emissions from transport?	Increased emissions / impact unknown	<p>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.</p> <p>Addition of the homes to the Council's maintenance programme will also result in increased transport emissions in future years.</p>	<p>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. However, it should be noted that the housing provision within this development includes provision for car parking as per planning policy. This does not in itself discourage car use, but this issue is outside of the remit of this carbon impact assessment.</p>	<p>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.</p>	<p>Assessment of whether the new households increase or decrease carbon emissions through vehicle movements is not monitored at this time.</p>

Housing Delivery Programme – Eastwood Development
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 waste, or the quantity of waste itself?	Increased emissions	Construction will generate waste materials through demolition, exporting of materials from groundworks and waste construction materials.	Although new households may not necessarily mean more people living in the Borough, they are likely to create a small increase in the overall volume of waste created and, in the distance travelled by waste collection vehicles.	Where appropriate, prospective contractors will be required to produce a plan demonstrating how they will minimise and 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.	Where appropriate, we will monitor contractors implementation of wastes minimisation 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, lighting and powering of the new properties. Properties designed using the Future Homes Standard should decarbonise as the grid becomes more renewable without additional retrofit and are estimated to be 75% more efficient than part L building	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, 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.

Housing Delivery Programme – Eastwood Development
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
			regulations. However, as these are new builds, there will still be additional emissions until the National Grid becomes decarbonised and as part of the buildings embodied carbon.		
Emissions from construction and/or development?	Increased emissions	<p>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 and cabins. The manufacture of construction materials will increase emissions.</p> <p>It is possible that some mature trees will be removed as part of the development of new sites</p>	<p>The emissions produced in the short term through construction and materials used will impact on Borough wide emissions. However, some of the building materials will be manufactured within the Borough, reducing emissions associated with transportation.</p> <p>Removal of trees without replacement could, depending on how they are disposed of, increase carbon emissions. This activity will also reduce the carbon sequestration capacity of the Borough.</p>	<p>The use of modern methods of construction will be considered for all new schemes, where value for money can be demonstrated as well as carbon reduction.</p> <p>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.</p>	This will be monitored through the procurement process.

Housing Delivery Programme – Eastwood Development

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
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.	The balance between removal of mature trees and replanting as part of landscaping is not currently known.	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.

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.

Housing Delivery Programme – Eastwood Development
Appendix 4 – Carbon Impact Assessment

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]	CIA144 Louise Preston, Climate Change Manager Strategic Asset Management Regeneration & Environment

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Committee Name and Date of Committee Meeting

Cabinet – 16 October 2023

Report Title

Maltby Sites Housing Development

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

Hellaby and Maltby West

Report Summary

This report seeks approval from Cabinet to develop the council-owned Addison Road and Larch Road sites in Maltby to build a projected 43 new homes for council rent.

Appendix 2 identifies the specific areas of land which will be appropriated from the General Fund to the Housing Revenue Account, to support development of the new dwellings.

Recommendations

That Cabinet:

1. Approves development of the Addison Road and Larch Road sites in Maltby to build a projected 43 new homes for council rent.
2. Delegates authority to the Assistant Director of Housing in consultation with the Cabinet Member for Housing to make amendments to the scheme design, where this is necessary to comply with Planning and other statutory consultee requirements, or where site conditions otherwise prescribe a design alteration.

List of Appendices Included

Appendix 1 Indicative Site Plans
Appendix 2 Land to be Appropriated for Housing
Appendix 3 Initial Equalities Screening (Part A)

Appendix 4 Equality Analysis (Part B)
Appendix 5 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

No

Council Approval Required

No

Exempt from the Press and Public

No

Maltby Sites Housing Development

1. Background

- 1.1 The Addison Road and Larch Road sites are council-owned land assets held in the General Fund. Both are situated within a large Housing Revenue Account (HRA) managed housing estate.
- 1.2 The sites form part of the HRA-funded Housing Delivery Programme, having first been introduced to the Programme via the Housing Development Programme Report – 2023/24, approved by Cabinet in January 2023, with a mid-year update subsequently presented to Cabinet July 2023.
- 1.3 Addison Road is projected to deliver 27 new homes, whilst Larch Road will deliver a projected 16 new homes, resulting in 43 homes combined.
- 1.4 Programme reports have identified that there is 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.

2. Key Issues

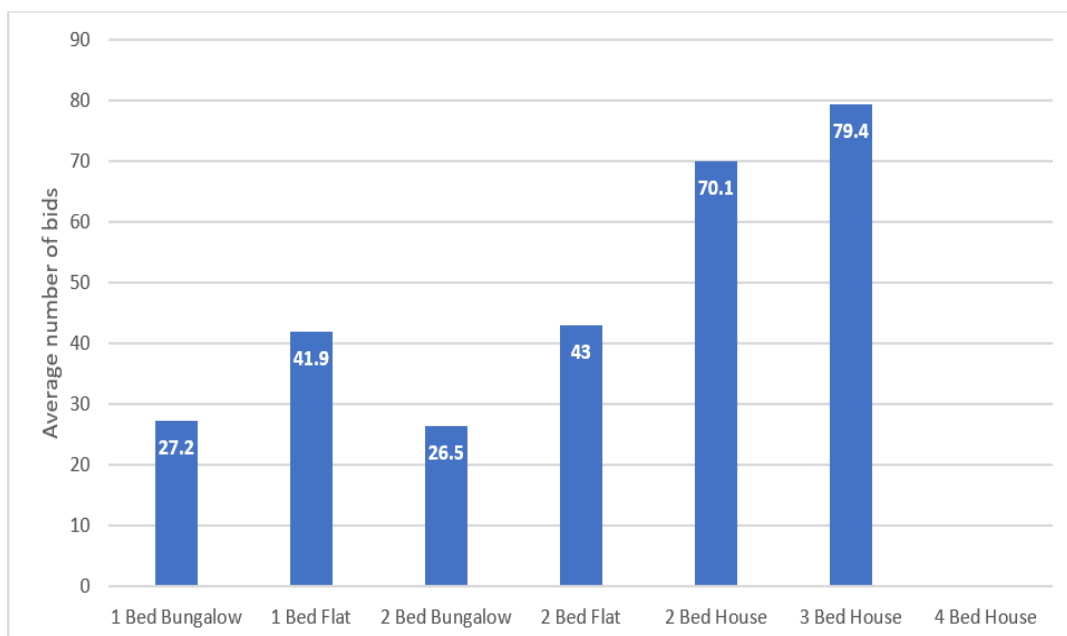
Approvals

- 2.1 Both Addison Road and Larch Road have been included in previous Housing Delivery Programme reports to Cabinet, as set out 1.2, meaning that release of the sites for the purpose of new housing development has been approved.
- 2.2 The Housing Delivery Programme was first presented to Cabinet in September 2020, and has been refreshed on an annual basis since. Recommendation two of the original September 2020 report stated:

2. That Cabinet note that proposals to deliver more than ten homes on any individual site, will continue to require a separate Cabinet report.
- 2.3 This report therefore seeks approval from Cabinet to build a projected 27 and 16 new council homes respectively, across the 2 sites. Indicative plans are provided in Appendix 1. The final designs are subject to change in line with recommendation 2 of this report.
- 2.4 Both the Addison Road and Larch Road sites are currently held on the Council's General Fund asset register and the land area proposed for delivery of new council homes will need to be appropriated to the HRA. Approval to appropriate the sites has already been established via the Housing Delivery Programme – 2023/24 Cabinet report and formal appropriation will take place once a planning permission has been secured. Appendix 2 identifies the specific areas of land which are to be appropriated from the General Fund to the HRA.

Local needs

- 2.5 Maltby is a well-established neighbourhood extending across two wards, Hellaby and Maltby West and Maltby East, and comprising over 800 existing council homes in total. All three sites referenced within this report are situated within the Hellaby and Maltby West ward specifically, within which there are 285 council homes.
- 2.6 There is a good mix of homes in the area, comprising bungalows, apartments, and family housing, although there is very limited availability for larger family housing (4-bed or larger). Over a quarter of the 285 council homes within the ward are bungalows, whilst circa 19% of the council homes in the neighbouring Maltby East ward are also bungalows.
- 2.7 There is significant local demand for family accommodation as demonstrated by the average number of bids received for both 2 and 3-bed houses. No 4-bedroomed homes have become available to let in Maltby since 2020.



- 2.8 Evidence also points to a demand for specialist needs accommodation with nine families able to consider Maltby as their next home if their needs are catered for. Larger properties are needed for these families including 3-bed, 4-bed, and possibly 5-bed accommodation.
- 2.9 The Maltby Neighbourhood Plan further identifies a preference for new housing developments in the area to provide smaller, affordable family homes.

Council housing delivery proposals

- 2.10 In view of the prevalent need and feedback from key stakeholders, proposals for the two sites are focused on the delivery of family homes along with some specialised accommodation for households with acute needs. Family

accommodation will comprise both smaller homes in the form of 2-bed apartments and houses, along with larger 3 and 4-bed houses for which there is particular demand.

- 2.11 Addison Road is projected to deliver:
- 1, 4-bed wheelchair user dwelling.
 - 3, 3-bed wheelchair user dwellings.
 - 4, 2-bed houses.
 - 13, 4-bed houses.
 - 6, 2-bed apartments.
- 2.12 Larch Road is projected to deliver:
- 10, 2-bed apartments.
 - 6, 2-bed houses.
- 2.13 Specialised accommodation will be provided in the form of 3, 3-bed and 1, 4-bed wheelchair user dwellings. These will be designed to achieve the enhanced 'Category M4(3) Wheelchair User Dwelling' standard defined under Building Regulations. This standard is sometimes referred to a Disabled Persons Unit. Utilising a 'dormer' bungalow construction which has been successfully employed in a previous scheme, this design allows the flexibility to support households with one or two members who have particularly acute housing needs whilst also providing for other household members or carers who have more general requirements but need to live together.
- 2.14 In view of the Council's net zero-carbon ambitions, all council homes will also be constructed to the Government's Future Homes Standard (full technical specification pending), which means:
- No fossil fuel heating (gas).
 - Future-proofed with low carbon heating and high levels of thermal efficiency.
 - No further energy efficiency retrofit work will be necessary to enable them to become zero-carbon as the electricity grid continues to decarbonise.
- 2.15 Original forecasts indicated potential for up to 50 new homes across the two sites; however, this has since been revised down to 43 homes. This is because:
- Inclusion of larger property types on the Addison Road site, particularly 4-bed houses and specialised wheelchair user bungalows, has reduced the overall number of homes which can be delivered on the site. A significant amount of 'green' buffering and landscaping will also be retained on the site.
 - The Larch Road site has very challenging topography and cost efficiency will be maximised by developing broadly within the footprints of the existing structures – the site has potential to deliver more homes, but this would require extensive, costly groundworks.

- 2.16 The indicative layouts for both sites have had informal planning and highways comments and at this time no major concerns have been raised. However, development of the sites is still subject to a formal planning application and neither have received formal planning approval.

3. Options considered and recommended proposal

- 3.1 Option 1: Development of the Addison Road site for an estimated 27 new council homes the Larch Road site for an estimated 16 new council homes

This option is recommended. This option will meet a range of identified needs for the Council and make a significant contribution toward the Council's ambition to deliver 1,000 new homes by March 2026, while bringing vacant sites back into use.

Option 2: Do not develop the sites for new council homes

This option is not recommended. Following the sites being declared as surplus to existing service requirements in 2022, they were formally brought into the Housing Delivery Programme in January 2023 to help contribute toward the Council's strategic aspiration to deliver hundreds of new homes by March 2026. Whilst the sites could be sold to generate a capital receipt, this would prevent a sizeable number of new council homes from being delivered.

4. Consultation on proposal

- 4.1 Hellaby and Maltby West ward members have been consulted on scheme proposals.
- 4.2 Subject to Cabinet approval of these proposals, residents will be formally consulted via the planning process along with all statutory consultees. A formal planning application is being prepared in parallel with this report and is due to be submitted before the end of the calendar year.
- 4.3 Occupational Therapist advice has been taken on the specification of the council homes.
- 4.4 Earlier design proposals included the potential for some older people's apartments; however, these have subsequently been omitted following engagement with key stakeholders.

5. Timetable and Accountability for Implementing this Decision

- 5.1 The Assistant Director of Housing will have responsibility for implementing the project. The Assistant Director, Legal Services will have responsibility for the negotiating, approving, and completing of all applicable legal documentation necessary to deliver the scheme, including contracts.
- 5.2 To help expedite potential delivery, a planning application is being prepared in parallel with this report. However, neither submission of a planning

application or planning approval infer any obligations upon the Council to proceed. A planning decision is currently anticipated spring 2024.

- 5.3 Procurement activity is anticipated to begin before the end of the calendar year, with the intention being to have a construction contractor identified or in place as soon as planning permission is secured. This will then allow the technical design to be refined with the contractor before build activity begins.
- 5.4 The latest project Programme forecasts that a start on site should take place Summer-Autumn 2023, with completion of all dwellings by Spring 2026.

6. Financial and Procurement Advice and Implications

- 6.1 The 43 new council homes will be funded using HRA resources. Current assumptions indicate that the average cost per unit is £255k. Based on this, the total cost for 43 units is anticipated to be in the region of £10.965m. Final costs will be dependent upon scheme design which could be impacted by planning requirements.
- 6.2 The final costs will be presented in a business case and assessed for affordability within the context of the assumptions in the Housing Revenue Account (HRA) Business Plan and specific scheme resources approved via the Council's capital governance route.
- 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 Whilst the primary source of funding for the scheme will be HRA resources, additional sources of subsidy will be pursued to improve the overall viability and affordability of the scheme. This may include Right to Buy (RTB) 'one-for-one' receipts, which are an internal form of subsidy, and/or external grant funding through Homes England and the South Yorkshire Mayoral Combined Authority, along with other providers as and where suitable opportunities arise. All grant funding applications will be subject to the Council's grant funding authorisation process. The precise combination of resources utilised will be based on the most appropriate source available for this scheme.
- 6.5 The area of general fund land identified in Appendix 2 will be appropriated to the HRA. This will result in an increase in the HRA capital financing requirement (CFR) value and a corresponding decrease to the general fund CFR of the same amount. This will increase the annual HRA revenue charge for capital.
- 6.6 Procurement activity is detailed within the main body of this report, and it is essential that this activity is 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 timely and flexible decisions to be made in respect of potential housing delivery.
- 7.2 There are no direct legal implications arising from this report other than those detailed in the body of the report.

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 new family houses will further opportunities for more children to be housing in good quality, safe, and thermally efficient homes.

10. Equalities and Human Rights Advice and Implications

- 10.1 Through its wider 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.
- 10.2 The Council's Housing 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 The Council has the ability to ensure that new council homes are high quality and energy efficient, which will contribute to reducing domestic carbon emissions in the longer-term.

- 11.3 New council housing 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 effectively 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. Once built, the new homes will be added into the Council's Repairs & Maintenance contract.

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 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.	Scheme procurement is likely to take place via a two-stage 'design and build' process which will allow sites to be appraised and 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.	Ongoing dialogue between services regarding forward planning and resource requirements, and continued 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

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	02/10/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	28/09/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	28/09/23

Report Author:

David Bagnall, Housing Development Manager

david.bagnall@rotherham.gov.uk

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

Housing Delivery Programme – Maltby Development

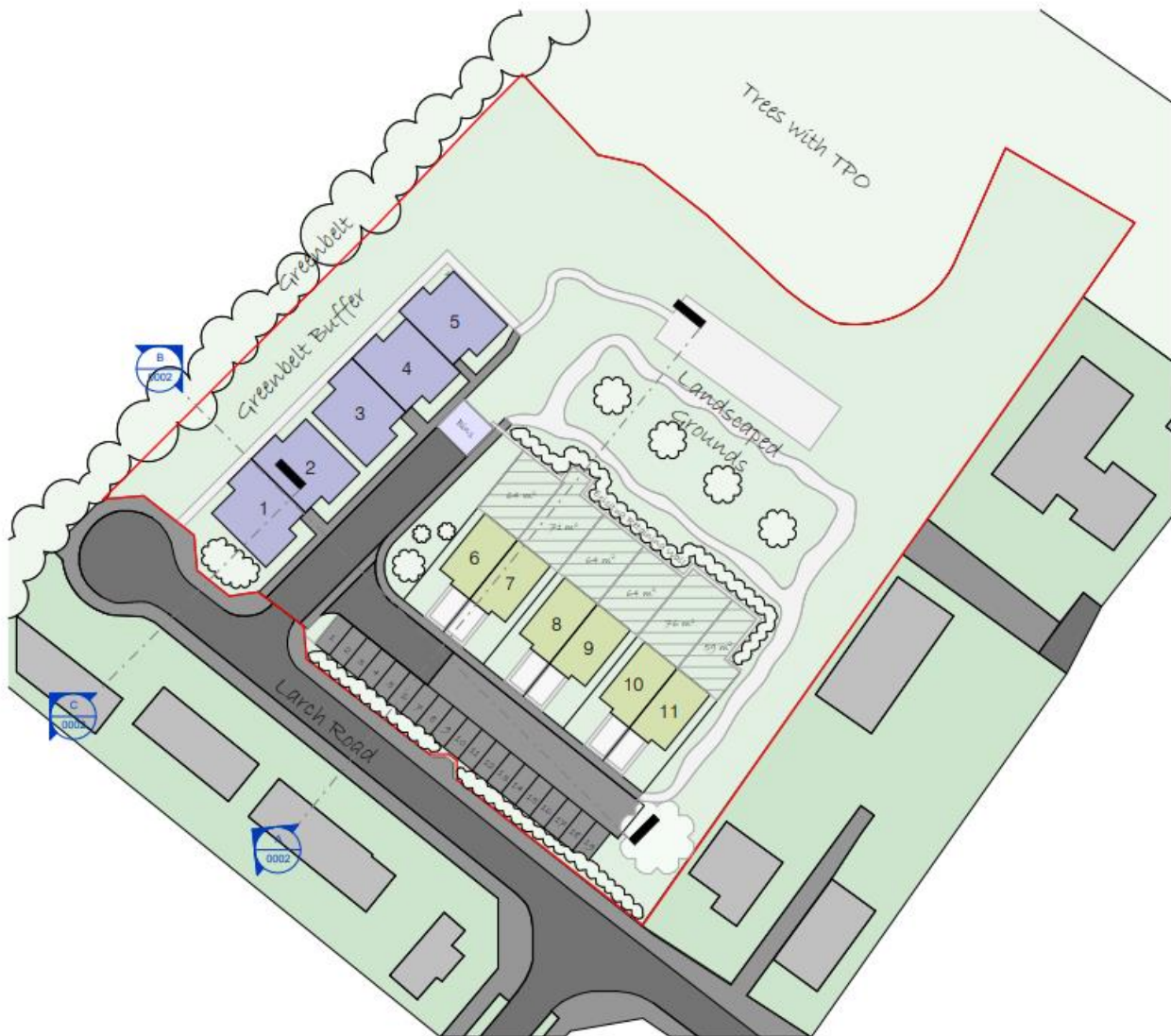
Appendix 1 – Indicative Site Plans

Addison Road



	4B5P Cat AD M4(3) Bungalow 123m ²	1no
	2B4P 2 Storey Dwelling 79m ²	4no
	4B7P 2.5 Storey Dwelling 130m ²	4no
	3B5P Cat AD M4(3) Bungalow 116m ²	3no
	4B8P 2.5 Storey 130m ²	8no
	2B4P Flat 79 m ²	6no

Larch Road



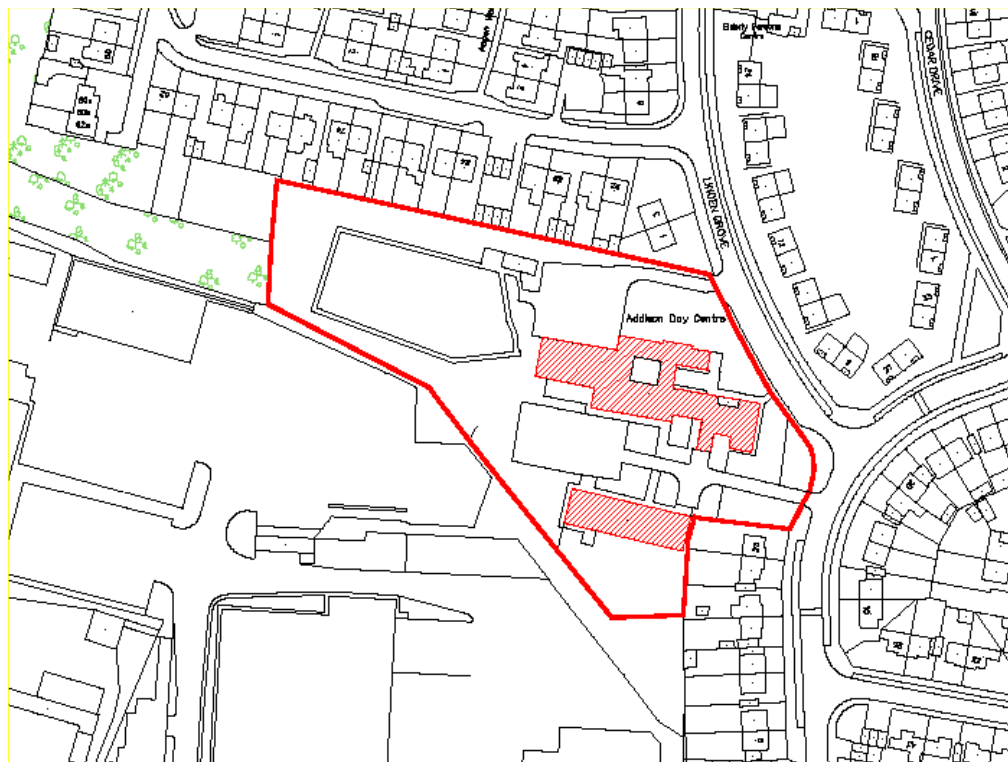
- 2B4P Apartment 79 m²
10no
- 2B4P House 79 m²
6no

Housing Delivery Programme – Maltby Development

Appendix 2 – Land to be Appropriated for Housing

The following sections of land will be appropriated from the General Fund to the Housing Revenue Account once a planning permission has been secured for the whole site.

Addison Road



Larch Road



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Housing Delivery Programme – Maltby Development 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: Housing Delivery Programme – Maltby Development	
Directorate: Adult Care, Housing and Public Health	Service area: Strategic Housing and Development
Lead person: David Bagnall	Contact number: 01709 823814
Is this a:	
<input type="checkbox"/> Strategy / Policy	<input checked="" type="checkbox"/> Service/Function
<input type="checkbox"/> Other	
If other, please specify	

2. Please provide a brief description of what you are screening
This report seeks approval from Cabinet to develop the council-owned Addison Road and Larch Road sites in Maltby to build a projected 43 new homes for council rent.

3. Relevance to equality and diversity

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

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

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

This is a key development which will contribute to the wider development programme. Through this development we aim to meet the needs of local residents, based on data and evidence held about local demographics and trends and engagement with key stakeholders locally. This scheme will help to ensure that local families have access to larger family homes and provide opportunities for older people, smaller households and people with disabilities.

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 scheme has found that it will enable delivery of homes to meet the needs of families with children, families with disabled members, and smaller families.

The delegated powers being sought as part of the report will allow amendments to the scheme design, where this is necessary to comply with Planning and other statutory consultee requirements, or where site conditions otherwise prescribe a design alteration.

<ul style="list-style-type: none"> • Actions • Conduct new build survey and analyse equalities and diversity data (ongoing). • Review this equalities analysis annually, alongside future annual housing development Cabinet reports. 	
Date to scope and plan your Equality Analysis:	07/09/23
Date to complete your Equality Analysis:	07/09/23
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	07/09/23
Sarah Watts	Strategic Housing Manager	07/09/23

6. Publishing

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

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

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

Date screening completed	
Report title and date	Housing Delivery Programme – Maltby Development
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	16 th October 2023
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	7 th September 2023

Housing Delivery Programme – Maltby Development

Appendix 4

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 – Maltby Development	
Date of Equality Analysis (EA): 7 th September 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

☒

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
Wendy Foster	Rotherham Council	Strategic Housing 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 – Maltby Development.

The wider 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.

The proposals for Addison Road are focused on family accommodation, two bed houses, three-bed (including for wheelchair users), and four-bed houses and two bed apartments. Larch Road scheme will deliver two bed apartments and houses.

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, profiling both existing 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 reporting, and any lessons learnt are applied when developing new projects.

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

<p>increased, the number of children aged 0-4 has decreased from 15,738 in 2011 to 14,600 (a 7.3% reduction).</p> <ul style="list-style-type: none"> 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. 	
<p>Are there any gaps in the information that you are aware of?</p> <p>None identified following wider discussion with colleagues, and we are seeking to ensure that future housing developments are meeting the protected characteristics identified.</p>	
<p>What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?</p> <p>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.</p> <p>Progress with individual schemes will be reported to Housing Senior Management Team and other meetings/forums as appropriate.</p> <p>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.</p>	
<p>Engagement undertaken with customers. (date and group(s) consulted and key findings)</p>	<p>The Council holds a wealth of housing intelligence data which will be used to determine local housing need and prioritise areas for investment.</p> <p>Residents will be formally consulted via the planning process along with all statutory consultees. A formal planning application is being prepared in parallel with this report and is due to be submitted before the end of the calendar year.</p>
<p>Engagement undertaken with staff (date and group(s) consulted and key findings)</p>	<p>Hellaby and Maltby West ward members have been consulted on scheme proposals in February 2023 and August 2023.</p> <p>Council Occupational Therapists have been consulted on the specification of the council homes.</p>

4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)

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

Through the housing development programme, we aim to increase 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:

- 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 smaller households.
- Homes for 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 – Maltby Development
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 Sarah Allen	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	07/09/2023
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	07/09/2023

Housing Delivery Programme – Maltby Development

Appendix 5 – Carbon Impact Assessment

Will the decision/proposal impact...	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	No impact on emissions				
Emissions from transport?	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. Addition of the homes to the Council's maintenance programme will also result in increased transport emissions in future years.	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. However, it should be noted that the housing provision within this development includes provision for car parking as per planning policy. This does not in itself discourage car use, but this issue is outside of the remit of this carbon impact assessment.	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 takes vehicle movements into account at the plan and policy development and planning application stages.	Assessment of whether the new households increase or decrease carbon emissions through vehicle movements is not monitored at this time.

Housing Delivery Programme – Maltby Development

Appendix 5 – 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 waste, or the quantity of waste itself?	Increased emissions	Construction will generate waste materials through demolition, exporting of materials from groundworks and waste construction materials.	Although new households may not necessarily mean more people living in the Borough, they are likely to create a small increase in the overall volume of waste created and, in the distance travelled by waste collection vehicles.	Where appropriate, prospective contractors will be required to produce a plan demonstrating how they will minimise and 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.	Where appropriate, we will monitor contractors' implementation of wastes minimisation 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, lighting and powering of the new properties. Properties designed using the Future Homes Standard should decarbonise as the grid becomes more renewable without additional retrofit and are estimated to be 75% more efficient than part L building	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, 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.

Housing Delivery Programme – Maltby Development
Appendix 5 – 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
			regulations. However, as these are new builds, there will still be additional emissions until the National Grid becomes decarbonised and as part of the buildings' embodied carbon.		
Emissions from construction and/or development?	Increased emissions	<p>Emissions will be increased from on site vehicles and equipment and the lighting of the sites and from the heating, lighting and powering of site offices and cabins. The manufacture of construction materials will increase emissions.</p> <p>It is possible that some mature trees will be removed as part of the development of new sites</p>	<p>The emissions produced in the short term through construction and materials used will impact on Borough wide emissions. Some of the building materials will be manufactured within the Borough.</p> <p>Removal of trees without replacement could, depending how they are disposed of, increase carbon emissions. This activity will also reduce the carbon sequestration capacity of the Borough.</p>	<p>The use of modern methods of construction will be considered for all new schemes, where value for money can be demonstrated as well as carbon reduction.</p> <p>Where trees are present on a development site, they will be retained where possible. The planning process deals with protection of trees (e.g. TPOs) on development sites, and, where it allows their removal, usually requires equivalent or better replacement.</p>	This will be monitored through the procurement process.

Housing Delivery Programme – Maltby Development

Appendix 5 – 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
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.	The balance between removal of mature trees and re-planting as part of landscaping schemes is 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.

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.

Housing Delivery Programme – Maltby Development
Appendix 5 – Carbon Impact Assessment

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]	CIA145 Louise Preston, Climate Change Manager Strategic Asset Management Regeneration & Environment

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