CABINET

Monday 18 March 2024
10.00 a.m.
Council Chamber, Rotherham Town Hall, Moorgate Street, Rotherham. S60 2TH

Cabinet Members:-

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

Rotherham Metropolitan Borough Council

CABINET

Venue:	**The Town Hall, The Crofts, Moorgate Street, Rotherham. S60 2TH**
Date and Time:	**Monday 18 March 2024 at 10.00 a.m.**
Agenda Contact	**Governance Unit – goverance@rotherham.gov.uk**

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

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

A G E N D A

1. Apologies for Absence

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

2. Declarations of Interest

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

3. Questions from Members of the Public

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

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

Councillors may also ask questions under this agenda item.

4. Minutes of the Previous Meeting (Pages 9 - 33)

To receive the record of proceedings of the Cabinet meeting held on 12th February 2024.

5. Exclusion of the Press and Public

Agenda Item 14 has exempt appendices. Therefore, if necessary when considering this item, the Chair will move the following resolution:-

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

CHILDREN AND YOUNG PEOPLE

6. SEND Sufficiency Phase 4 Update (Pages 35 - 60)

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

Recommendations

That Cabinet:

1. Note the activity undertaken and progress to date on SEND Sufficiency Phase 4.

2. Note the key outcomes for SEND Sufficiency Phase 5 as included in the Safety Valve Agreement and agree for an additional paper to return to Cabinet once an initial feasibility has been completed.

7. Early Help Strategy 2024-2029 (Pages 61 - 120)

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

Recommendations

That Cabinet:-

1. Endorse the Early Help Strategy: Family Help in Rotherham 2024-2029.

2. Approves the Local Authority involvement in the development and implementation of the Strategy Delivery Plan with the oversight and delivery of progress by the Early Help Partnership Group (EHPG) and the Improving Lives Select Commission (ILSC).

8. The Fostering Plan Update (Pages 121 - 185)

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

Recommendations

That Cabinet:-

1. Endorse the Fostering Rotherham Plan 2023-2028 as a working document, to proceed with ongoing developments in the service.

2. Endorse the recommendations from the Fostering Elected Members Working Group.

3. Agree to the proposals in respect of the Fostering and Adoption Panels and delegate authority to the Strategic Director for Children and Young People's Services in consultation with the Cabinet Member, Chief Executive and Assistant Director of Legal Services to amend the Terms of Reference.

4. Approve three years of continued involvement with South Yorkshire Adoption Agency and delegate authority to the Strategic Director for Children and Young People's Services in consultation with the Cabinet Member, Chief Executive and Assistant Director of Legal Services to ensure arrangements are in place to facilitate the continued involvement.

9. Home to School Transport Policy (Pages 187 - 261)

Report from the Strategic Director of Regeneration and Environment.

Recommendations

1. That Cabinet approves the Home to School Policy that is attached to this report as Appendix 1.

CORPORATE SERVICES, COMMUNITY SAFETY AND FINANCE

10. New Applications for Business Rates Relief for 46th Rotherham Scout Group and Rotherham Unit 287 of The Sea Cadet Corps (Pages 263 - 276)

Report from the Strategic Director of Finance and Customer Services.

Recommendations

1. That Cabinet approve the applications for Discretionary Business Rate Relief for 46th Rotherham Scout Group and Rotherham Unit 287 of the Sea Cadets Corps in accordance with the details set out in Section 6 to this report for the 2023/24 and 2024/25 financial years.

11. Modern Slavery Transparency Statement - Annual Refresh (Pages 277 - 308)

Report from the Strategic Director of Regeneration and Environment.

Recommendations

That Cabinet:-

1. Note the progress made to date.

2. Approve the Modern Slavery Transparency Statement 2024/25 and it is published on the Council's website.

HOUSING AND NEIGHBOURHOOD WORKING

12. Housing Delivery Programme - Developments at Greasbrough and Thornhill (Pages 309 - 340)

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

Recommendations

That Cabinet:

1. Approves development of the Grayson Road and Tenter Street sites, to build an estimated 31 new Council homes.

2. Delegates authority to the Assistant Director of Housing, in consultation with the Cabinet Member for Housing, to take the necessary steps to appropriate the land from the General Fund to the Housing Revenue Account: to optimise design of the sites according to strategic need, site constraints, and any requirements resulting from both stakeholder feedback and the planning application process.

13. Housing Delivery Programme – Grant Funding from Homes England (Pages 341 - 365)

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

Recommendations

1. That Cabinet approves entering into a Grant Funding Agreement with the Homes and Communities Agency (trading as 'Homes England') in relation to the Affordable Homes Programme (2021-26).

JOBS AND THE LOCAL ECONOMY

14. Capital Project Updates (Pages 367 - 419)

Report from the Strategic Director of Regeneration and Environment.

Recommendations

That Cabinet:-

1. Approves the final cost plan for Templeborough Business Zone as shown in Appendix 1 (exempt).

2. Approves the final cost plan for the Markets and Library as shown in Appendix 4 (exempt).

LEADER OF THE COUNCIL

15. Social Value Annual Report and Social Value Policy (Pages 421 - 461)

Report from the Assistant Chief Executive.

Recommendations

1. That the annual report is received noting the increased social value commitments along with outcomes delivered.

2. That the updated Social Value Policy 2024 – 2027 be approved.

3. That the key priorities for 2024 include:
   a) Community wealth building by growing employee and worker owned businesses in the borough.
   b) Building the capacity of local SMEs through additional tailored support, including one-to-ones and group sessions.

   c) Maximising social value opportunities and commitments through local market analysis.

   d) Developing the local anchor network by working with anchor organisations to help them develop social value approaches and processes.

16. Local Government Association Corporate Peer Challenge Progress Visit (Pages 463 - 492)

Report from the Assistant Chief Executive.

Recommendations

1. That Cabinet note and endorse the observations made by the Corporate Peer Challenge team to the Council.

17. The Electric Vehicle Infrastructure Strategy (Pages 493 - 539)

Report from the Strategic Director of Finance and Customer Services.

Recommendations

1. That Cabinet approve the Rotherham Council Public Electric Vehicle Infrastructure Strategy which can be found at Appendix 1 of this report.

18. Transport Capital Programme 2024/2025 (Pages 541 - 570)

Report from the Strategic Director of Regeneration and Environment.

Recommendations

That Cabinet:

1. Approves the schemes and allocations of funding outlined in section 2 and Appendices 1, 2 and 3.

2. Delegate authority to the Strategic Director, Regeneration and Environment, in consultation with the Cabinet Member for Transport to modify if necessary the Minor Works programme in Appendix 2.

3. Delegate authority to the Strategic Director, Regeneration and Environment, in consultation with the Cabinet Member for Transport, to submit the completed Rotherham Mainline Station OBC to South Yorkshire Mayoral Combined Authority and the DfT upon conclusion of the final review stages (estimated June 2024).

19. Indicative Highway Repair Programme 2024/2025 (Pages 571 - 609)

Report from the Stategic Director of Regeneration and Environment.

Recommendations

That Cabinet:-

1. Note the strategic approach to the management and maintenance of Rotherham's Highways.

2. Note the decision of the Strategic Director of Regeneration and Environment to approve the indicative Highway Repair Programme for 2024/2025.

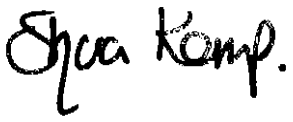
3. Note any additional in year funding to deliver highways repairs, the Strategic Director for Regeneration and Environment may utilise that funding in accordance with the strategic approach to the Management and Maintenance of Rotherham's Highways as laid out in this report.

20. 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 13 March 2024.

21. Date and Time of Next Meeting

The next meeting of the Cabinet will be held on Monday 10 June 2024 commencing at 10.00am in Rotherham Town Hall.



SHARON KEMP,
Chief Executive.

THE CABINET
Monday 12 February 2024

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

133. DECLARATIONS OF INTEREST

The following declarations of interest were made:

Agenda Item	Councillor	Interest Type	Nature of Interest
142 – Business Rates Discretionary Relief Renewals in 2024/25	Councillor Roche	Non-pecuniary	Trustee – Manvers Lake and Dearne Valley Trust Limited (Manvers Boat Club
142 – Business Rates Discretionary Relief Renewals in 2024/25	Councillor Lelliott	Non-pecuniary	Trustee – Cortonwood Comeback Community Centre

134. QUESTIONS FROM MEMBERS OF THE PUBLIC

There were six questions from members of the public:

1. Daniel Matthews asked a question in relation to the pavement parking policy and the overt CCTV policy that were both listed on the agenda. He asked how the Council was going to use CCTV as an enforcement tool against illegal parking and vehicle related anti-social behaviour activities. This in particular related to the Public Space Protection Order (PSPO) that covered the Town Centre which came into force on 15 January 2024 as this included vehicular based issues. Mr Matthews noted that this was not mentioned in the proposed text that was to be put on the Council's website. Mr Matthews also asked how the Council was going to take on board lessons learned from Sheffield and London boroughs that had the exact same issues as Rotherham in terms of pavement parking and wider crime issues. Mr Matthews stated that the context to his question was that residents and non-residents were

becoming noticeably more fearful for their personal safety in the Town Centre and Wellgate area. He stated that many felt there was no sense of improvement across a whole raft of areas such as Highways, Streetscene, unapproved building works etc which all linked into a wider pattern of behaviour. He also stated that things like begging and harassment in the Town Centre needed cracking down on.

In response to the question, the Strategic Director of Regeneration and Environment stated that a lot of the issues raised concerned a lot of different duties that the Council had. In relation to pavement parking, the Strategic Director stated that London had different powers compared to the rest of the country, including Sheffield. The policies referenced looked at what could be done within the scope of powers available. Powers for enforcement in relation to pavement parking rested with the police – Council's in England did not have those powers. There had been some consultation from the Local Government Association on giving Council's those powers, but the Government had not yet responded. The Council did have powers in relation to cars driving the wrong way up one way streets and blocking junctions. The PSPO powers were very specific.

The Assistant Director of Community Safety and Street Scene stated that the Council would use any opportunity to use CCTV for enforcement action in relation to crime or civil offences. However, there was still a reliance on the public to make reports as to when and where incidents might take place. That would help the Council make the best use of officer time. There were some challenges, particularly relating to vehicle nuisance. There was often limited audio range attached to CCTV which made providing evidence of that nuisance difficult. The Head of Community Safety also reiterated that there were real limitations on Council's outside of London in terms of how it could use cameras, particularly to enforce parking offences. There were however some cycle lanes that could be enforced.

The Assistant Director of Community Safety and Street Scene confirmed that the Council had continued to invest in CCTV cameras over a number of years to increase that capacity and provide a greater opportunity for the Council to catch offenses.

In his supplementary, Mr Matthews stated that there were a number of matters concerning the community that crossed into so many different departments of the Council. Mr Matthews asked for the Leader and lead Member for Community Safety to coordinate and look to meet with him to discuss cross-department and even a multi-agency approach to restore faith in the Town Centre, both for local residents and those further afield. He stated that people from the wider Rotherham area had concerns about returning to the Town Centre and a resurgence of the Town Centre needed to be encouraged. Lots of work was being done on the Town Centre and was due to be done on Wellgate but that work could be undone by inappropriate and illegal

behaviour. Mr Matthews stated that this needed to be handled and he would welcome the opportunity to meet with those that handled those issues. This would protect the Council's investment as well as the commercial sector. If the Council did not protect itself, there would be a downturn in inward investment. Mr Matthews noted the good things, such as Forge Island.

The Leader stated that he largely agreed with what Mr Matthews had said and clearly, the Council wanted to make sure that it was making people's time in the Town Centre as pleasant an experience as possible as well as giving confidence to those from further afield. The Council wanted to improve footfall in order to help local businesses and create a thriving town centre.

The Leader also reiterated how difficult it was to work across all of the different regulations and legislation in terms of community safety. However all of the relevant teams worked side by side within the Council.

It was agreed that Councillor Lelliott, as lead Member for the Town Centre, would coordinate the meeting requested.

2. Jane Patching asked a question in relation to Herringthorpe Playing Fields. She stated that she was curious about the funding for the maintenance of improvement of Herringthorpe Playing Fields. Ms Patching asked for some figures in relation to what money had been spent over the last four or five years and whether it was felt that the Playing Fields had actually been maintained for recreational purposes? Ms Patching stated that this was something the Council was supposed to be doing.

   The Leader stated that he could not provide the exact financial figure but confirmed that the Council did spend a certain amount of money on staffing, grass cutting, maintaining the trees etc, on Herringthorpe Playing Fields on an annual basis. There was also some capital investment that went into the sports facilities (the "stadium.")

   The Cabinet Member for Social Inclusion and Environment confirmed that the Council was always conscious of making sure that all users of Herringthorpe Playing Fields were consulted on everything that it did. The Council also wanted to make sure that playing fields had the facilities that people wanted and used. Herringthorpe Playing Fields was a big area with a lot of different activities available.

   Ms Patching stated that trees had been planted by the Council as part of a royal celebration a number of years ago but about 20% of them were now dead due to a lack of maintenance. When the trees were planted, a number of Council lorries and vans were used and driven across the fields. This consolidated the ground. 20-25 years ago, the Council had invested in improved drainage at Herringthorpe Playing

Fields, but nothing had been done since. Ms Patching stated that, due to the compacting, a substantial area around the paths flooded and covered in leaves and mud that were never picked up or swept. These matters were never addressed unless residents complained.

Ms Patching also had concerns regarding the brown field site that the Council were thinking of building on at Herringthorpe Playing Fields. She stated that a large proportion of the site, at the Boswell Street end, had never had concrete or any permanent type of building on it. It had had aluminium greenhouses, but these had been removed. Ms Patching asked how it could be considered as a brown field site when it was full of natural trees, shrubs, other plant life and animals. She stated that the Council had not used any of the budget wisely in terms of planting and maintaining things and now they wanted to destroy plants and trees.

In response the Leader confirmed that Councillor Sheppard and Officers would pick that up outside of the meeting. He also confirmed that brown field and green field were planning designations. There were already commitments to meetings and conversations with residents regarding that development specifically so Ms Patching would be invited to join those.

3. Henry Marston asked a question in relation to the Boswell Street development at Herringthorpe Playing Fields. He thanked Councillor Allen for the plan that he been sent to him following his question at the previous meeting. He asked if there was a similar plan of the land specified for Herringthorpe Playing Fields in the Rotherham Borough Act of 1928? In relation to the site that was marked out for future proposed development, Mr Marston stated that the only part that was formally nurseries and the depot was on the right but on the left, there was a plateau area with trees that had been planted, where the old pavilion used to be. Mr Marston stated that this was the gem of the Playing Fields for recreation and for people walking through. Mr Marston thought it could be developed with picnic tables but definitely should not be barred to people coming through.

   Councillor Allen confirmed that she would raise the matter with officers and see if a map could be found.

   In his supplementary, Mr Marston stated that there was land behind No. 69. When the rugby ground had been built, there were problems with access from Badsley Moor Lane due to it being waterlogged in winter. Members of the public were discouraged from going along there and as such, there were drug dealing issues. Mr Marston said that the Council needed to make sure that members of the public could use that access at Boswell Street corner.

   Councillor Allen confirmed that she would work with Councillor Sheppard and the green spaces team to look into the issues raised.

4. Farooq Tareen stated that since his last visit to the Cabinet meeting, the 35 year plan for cemeteries across the Borough had been submitted by Dignity. This was submitted on 30 January 2024 and had been compiled by the local manager who had only been in post for the previous seven months. Mr Tareen stated that on page 11 of the report, it said that the area of most concern was within the Muslim sector, specifically the current demand for burial provisions. The report further stated that 20 burials a year were taking place in that section and given the timescales and the time left, the Muslim community were rightfully concerned about running out of space. Mr Tareen stated that more accurate figures should be between 30 and 40 burials given that 10 had already taken place since the start of 2024.

   Mr Tareen stated that the report had failed to mention that some graves were still filled with water. The report also failed to mention that, despite the outcry from the Muslim community, both Dignity and the Council had failed to commission a hydrogeologist. The source of water had to be established. Additionally, the report did not mention that, through fines, the Council had received a substantial amount of money to improve the Muslim section of the cemetery but had failed to invest that money wisely on the drainage system and improvements to the landscape. Nothing had been done about the landscape at all except from a path and a rail. A wall had been built to stop the land from sliding away.

   Mr Tareen's question was what had the Council done effectively so far apart from hold various meetings without any results?

   The Leader stated that he was sorry to hear that there were ongoing issues but confirmed that action had been taken and improvements had been made. Councillor Alam confirmed that the Council were still holding Dignity to account for flooding in the cemetery and were making sure the graves were not waterlogged. The Council were also trying to ensure that services users were engaged in the consultation process. Councillor Alam confirmed that there were issues at Dignity in terms of retaining managers. New managers only tended to stay a matter of months before moving on. As commissioners of the contract, the Council were enforcing that Dignity had to engage with the community and make sure that all of the reports produced were accurate. The 35 year plan had been delayed as it did not contain all of the relevant figures and the Council went back to Dignity to get it updated.

   Councillor Alam stated that Dignity would need to look at the drainage system to ensure graves were not being flooded as it was very concerning for the families of those buried in the cemetery and for future burials. As such, the Council would continue holding Dignity to account. The Plan included space for seven years and the expansion that had been agreed was now just for the Muslim section. This was

due to a change in the demographics of the area. Councillor Alam stated that it was his understanding that the figures referenced 28 burials a year for adults with children separate.

The Assistant Director of Legal, Elections and Registration Services explained that, in addition to the approval at Council of developments across the cemeteries, the fines that were received from Dignity were invested into the whole range of Council cemeteries. The investment totalled around £250,000. The work done with Dignity and the community in applying pressure, had resulted in further investment of more than £1m throughout the last 18 months to two years. The Assistant Director did believe that the investment was visible on the ground having visited himself. He recognised and valued the communities involvement in working to get those improvements and wanted to continue working together to make sure the improvements continued.

In his supplementary, Mr Tareen stated that Councillor Alam had confirmed that the report had said there was space for seven years. Mr Tareen challenged that and asked what would happen if the space ran out in the next six or seven months? What provisions were there to bury loved ones?

The Leader explained that it was his understanding that there was already over 100 spaces set out in the plan for Muslim burials. The Council therefore believed there was adequate space based on the trajectories to meet the need in the medium term. There was also then the planning application to expand that further which the Leader hoped would be expedited to give some certainty to the community. There was an on-going issue with the Environment Agency, but the Council were working through that.

The Leader reassured Mr Tareen that the Council certainly did not want to run out of spaces and wanted to ensure that all Muslim burials, along with other burials, took place within decency and dignity in the expected way.

5. Arshad Azam stated that he had attended the scrutiny meeting in December 2023 and was interested by the lack of financial information put forward in the report. It was Mr Azam's understanding that in 2021/22, Dignity were fined £232,935 and in 2022/23, they were fined £328,290. The fact that the fines were going up showed that the service was getting worse, not better. Over two years, that totalled £561,225. It was also Mr Azam's understanding that in 2022, there were seven items that the Council wanted to reinvest in and that totalled £148k. Of those items, four related to improvements around the cemetery walls and accounted for £108k. However the cost had now increased to £193,286 which was an 80% increase on what Cabinet had approved. Mr Azam asked what due diligence was done on the original submission for that money and how it would be

progressed forward?

Mr Azam also refenced the end-to-end review and Mohammed Omar. He stated that the latest response from the Council was that there was no one suitably qualified to undertake the review. That was then coupled with the changes to the medical examiner process that was to be introduced in April 2024. Mr Azam stated that Doncaster had sorted out there processes and Sheffield were piloting their system. Mr Azam stated that he was not getting a clear answer from Rotherham Council on what they were actually doing.

Mr Azam also referenced the 48 graves that were remaining and the proposed expansion options. One was to expand by four rows which would impeach onto the land that was included in the planning application. The planning application process had been ongoing for a year and a half and had not been expedited. The other option presented was to use land across the road that contained a large number of trees. The community had previously asked about that land but were told that the land was used for the throwing/dispersal of ashes and as such was not an option. The report was showing as amber but when Mr Azam spoke to Dignity it was actually red. Mr Azam stated that they were running out of grave space and asked what the timescales were and what was the Council doing about it? Where was the urgency?

When Mr Azam had attended scrutiny in 2022, he had been informed that he could ask multiple questions which he did. However, in 2023 he was only allowed to ask one question with a follow on. In relation to the Muslim Bereavement Liaison meetings, they had previously been fully documented. There was a record of what was discussed, who had said what, what was agreed etc. Now, only an action record was produced. Mr Azam stated that at the last Cabinet meeting, the Leader had stated that if meetings of the liaison group had been missed, conversations needed to take place and the meetings needed to be rearranged quickly. Mr Azam confirmed that it was a month later and Dignity did not have a new manager and the Council did not want to have meetings with the group. He asked how he could raise issues if the meetings could not be rearranged within a month and the next one was not until April? Mr Azam stated that it was woeful and disappointing. He asked how things could be moved forward.

The Leader stated that it was his understanding that efforts were being made to arrange a meeting with Dignity and the Medical examiner prior to the April meeting in order to address some of the practical issues raised. He understood the frustrations and doubts that Mr Azam had but the Leader had some assurance regarding the number of burial spaces and the availability of land.

In his supplementary, Mr Azam asked for some clarity around whether the annex that the planning application was for, was to be used solely

by the Muslim community.

Councillor Alam confirmed that the expansion was for the Muslim community only due to changes in demographics.

Mr Azam asked if the Environment Agency could be invited to the meeting. The Leader explained that they could be invited but they were under no obligation to attend.

6. Saghir Hussain stated that new graves were being dug but were filling up with water and within three days, the whole area was saturated and flooded. As such, that space was no good to use. Mr Hussain's question was why did there have to be a planning application for a graveyard that had been used as a graveyard for the past one hundred years or more?

   The Leader explained that the planning application was for land that had not been allocated for burials as part of the process. It was all to do with planning designations.

   Mr Hussain stated that it was an existing graveyard and should not require any further planning applications.

135. MINUTES OF THE PREVIOUS MEETING

Resolved:-

That the minutes of the Cabinet meeting held on 22 January 2024 be approved as a true and correct record of the proceedings.

136. EXCLUSION OF THE PRESS AND PUBLIC

The Chair advised that there were no items of business on the agenda that would require the exclusion of the press and public from the meeting.

137. ROTHERHAM EARLY YEARS EDUCATION AND CHILDCARE STRATEGY 2024 – 2027

Consideration was given to the report which sought approval to implement the Rotherham Early Years Education and Childcare Strategy 2024-2027. The Strategy had been developed to highlight the importance of the early years, the impact of the pandemic, the current position in the Borough, the key priorities and forthcoming changes which would impact the sector. The Strategy set out the expectations for children in the Borough through the vision and identification of key aims.

The government were implementing a significant expansion of early education entitlements which would be rolled out between April 2024 and September 2025 as detailed in paragraph 1.4 of the report. This would enable more children to access a free entitlement but would also require

an expansion of the sector.

Development of a Rotherham Early Years Education and Childcare Strategy would support wider awareness raising of the importance of early years on the outcomes for children as well as the current challenges faced by the sector.

The following factors could impact on the Council's ability to ensure children were able to access their entitlements to ensure a positive impact on outcomes:

- Lack of capacity in the sector to meet the increased entitlements (particularly from September 2024).
- Financial sustainability of day nurseries, pre-schools and childminders was a concern which has been confirmed by the sector. Any loss of provision would increase the capacity gap.
- Lack of availability of suitably qualified early years professionals to support current delivery. The impact would be magnified with the expansion required to meet the new entitlements.

To try and mitigate the above risks, the Council had developed the Strategy aims to ensure that:

- Parents/ carers can access affordable, sufficient, high quality and fully inclusive childcare places that support early learning and working parents/carers.
- Children's early learning and development is expertly supported by a strong, skilled, and knowledgeable early years and childcare workforce.
- Children who may be at risk of poor outcomes are prioritised for high quality targeted support.
- All children have a positive journey through their early years and are well supported to transition to Foundation 2 (Reception).

An action plan was being developed to support achievement of each of the aims and this would be reported to the Improving Lives Select Commission.

Resolved:

1. That Cabinet approve the implementation of the Rotherham Early Years Education and Childcare Strategy 2024-2027.

138. LOCAL STOP SMOKING SERVICES AND SUPPORT GRANT

Consideration was given to the report which outlined how a grant, provided by the Department of Health and Social Care to support people in stopping smoking, would be allocated in line with the Rotherham Tobacco Control Work Plan. The value of the grant for 2024/25 was £384,845. A similar amount was expected (to be confirmed annually)

each year through to 2028/29, giving an estimated total of £1.92m over five years.

On 8 November 2023, the Government announced a set of Tobacco Control proposals in response to the Khan Review and the Government's ambition to make England smoke-free by 2030. Alongside the proposed legislation to create a 'Smokefree Generation', a ringfenced £70m Local Stop Smoking and Support Grant was announced with the intention of supporting an additional 360,000 people to quit smoking nationally.

The funding provided to Rotherham would stimulate additional quit attempts, link smokers to effective interventions, boost community stop-smoking service (CSSS) capacity, build professional competence, and strengthen partnerships within local healthcare systems. This additional funding was crucial; however, current modelling by Rotherham's Public Health Intelligence team indicated that reaching Rotherham's ambition to become Smokefree by 2030 (<5% prevalence) could require further investment.

The strategic aims and proposed activity included encouraging and supporting smokers to quit for good; reducing variation in smoking rates by tackling inequalities; delivering a coordinated tobacco control policy, strategy, governance and monitoring system and reducing the number of people taking up smoking.

Councillor Roche stated that this was good news for the borough.

Resolved:

That Cabinet:

1. Agrees to the proposed allocation of this grant to support the delivery of stop smoking services as detailed across the themes within the Tobacco Control Work Plan.

2. Agrees that the approval of the details of the type of stop-smoking services and their administration is delegated to the Public Health Director in line with the Tobacco Work Plan.

139. LEARNING DISABILITY STRATEGY

Consideration was given to the report which sought approval of the Council's Learning Disability Strategy 2024-2027. In March 2023, Cabinet had given approval from the service to co-produce a future vision and strategy for people with a learning disability. The report also outlined the outcome of a three-month period of engagement on the future vision, values, themes, and priorities.

Engagement took place from 12 July 2023 to 10 October 2023 to seek the views of people with a learning disability, their families, unpaid carers and

partners on the future vision, values, themes, and priorities for people with a learning disability. The engagement was led by a consortium of organisations who worked with the Council. The consortium included Genuine Partnerships, Guiding Voices, Rotherham Parent Carers Forum and Speak Up.

Engagement principles were agreed with the consortium and five core areas of focus were identified. The five areas aligned with the previous Learning Disability Strategy for Rotherham, as well as Learning Disabilities England Good Lives Framework, and the National Development Team for Inclusion (NDTi) pillars for young people preparing for adulthood. The five areas were:

1. Education
2. Employment
3. Housing
4. Health
5. Community Inclusion

Respondents had also identified two overall priorities that were most important to them during the engagement process. These were to turn the Strategy into a longer-term strategy for people with learning disabilities and to provide better quality assurance that took account of what they said. Co-production was also vital. The Learning Disability Strategy therefore prioritised co-production and the voice of people with a learning disability. The Strategy would adopt the Four Cornerstone principles when working with people with a learning disability to deliver the Learning Disability Strategy priorities.

The Learning Disability Strategy and delivery of the priorities would be governed by the Learning Disability Partnership Board which was jointly chaired by the Lead Cabinet Member for Adult Social Care and people with lived experience.

The Cabinet Member for Children and Young People stated that this was a very welcome report and confirmed that the voice of young people had been captured.

Resolved:

1. That Cabinet approve the new Council Learning Disability Strategy (2024 – 2027).

140. ROTHERHAM ALL AGE AUTISM STRATEGY 2024-2027

Consideration was given to the report which sought approval of the refreshed Rotherham All Age Autism Strategy 2024-2027 and sought acknowledgment of the commitment to develop a co-produced action plan.

The Strategy built on the progress made in the delivery of the Rotherham All Age Autism Strategy 2020-2023 and sets out the strategic direction and priorities for the next three years. This had been informed by the co-production work undertaken with people with lived experience, attached at Appendix 2.

Lived experience, as reported by autistic children, young people and adults was captured in the key areas. The Strategy also identified existing work programmes which were taking place to address areas of development, as it was clear that significant progress was being made and would be further built upon over the next three years.

The following changes had been made to the Strategy, to ensure it remained reflective of the needs of autistic people within Rotherham:

The restructuring of the priorities to the Rotherham Four Cornerstones: Rotherham developed the Four Cornerstones, which were essential for ensuring that the autistic community (children, young people, adults, parents and carers) and the neurodivergent community in Rotherham had an equal voice. The Four Cornerstones were : Welcome and Care, Value and Include, Communicate, and Work in Partnership. This would ensure a golden thread between Children and Young Peoples Services and Adult Services, as well as Housing.

The plan was to co-produce a detailed action plan to address the priorities in 2024. The rationale was to ensure that autistic children, young people and adults with families and professionals, worked together on the strategic priorities important to them and could demonstrate delivery and impact.

To ensure that the voice of autistic children, young people and adults was captured and used to shape the strategy, a public consultation was undertaken by Rotherham Parents Forum Ltd from 24th July to 10th October 2023.

A total of 175 people provided their views and experiences (149 questionnaires and 26 people attended a focus group), of whom approximately 79% identified as autistic. No formal autism diagnosis was required, so this figure also included people who self-identified or were questioning, and their families. All focus groups were with autistic people.

A summary report regarding the co-production was attached as Appendix 2 to this report, and a summary was included as an appendix to the Strategy. The level of involvement of people with lived experience in shaping the development of the Strategy was extensive and would ensure the future strategic direction was reflective of the needs and aspirations of autistic people in Rotherham.

During the meeting, the importance of diagnoses in adulthood was raised. Officers agreed and confirmed that this was an important part of the

Strategy.

The Cabinet Member for Children and Young People expressed her support for the Strategy which was very welcome and positive.

Resolved:

That Cabinet:-

1. Approve the refreshed Rotherham All Age Autism Strategy 2024 – 2027 and acknowledge the commitment to develop a co-produced action plan.

2. Agree to receive a further report in 18 months on delivery against the All Age Autism Strategy 2024 - 2027 and that the plan is to co-produce a detailed action plan in 2024.

141. DECEMBER 2023/24 FINANCIAL MONITORING REPORT

Consideration was given to the report which set out the financial position as at the end of December 2023 and forecast for the remainder of the financial year, based on actual costs and income for the first nine months of 2023/24. As at December 2023, the Council Directorates currently estimated an overspend of £9.7m for the financial year 2023/24. This was largely due to demand led pressures on Children's residential placements and home to school transport as well as the impact of inflationary pressures in the economy, particularly on food prices, and the legacy impact of lockdown restrictions on some directorate's services, especially in Regeneration and Environment.

However, this was offset by a £5m corporate budget risk contingency held within Central Services, approved within the Council's Budget and Council Tax Report 2023/24. In addition, further savings from the Council's Treasury Management Strategy of £3.5m had been generated and taken together, this £8.5m reported underspend in Central Services, reduced the Council's overall forecast outturn to a £1.2m overspend.

There had been a recent announcement regarding one-off extra funding which was estimated to be £560,000 for the current year which would improve the Council's position.

There remained funding uncertainty for the local government sector beyond 2023/24 and 2024/25 as the Local Government Financial Settlement had been only a one year allocation for both these years. The Council would continue to face significant challenges moving forward with the funding of social care. This was illustrated by the volume of Local Authorities across the UK that have recently hit difficult times with a number having to issue S114 notices.

The Cabinet Member for Housing highlighted the recommendation which

sought approval to use the Local Authority Housing Fund, should the Council's bid for £1,366,400 be successful, to support the Council's existing housing acquisitions programme. Specifically, this would enable the Council to increase the size of its temporary accommodation portfolio by 16 properties in line with the Homelessness Prevention and Rough Sleeping Strategy. If the Council was successful, HRA capital funding would be freed up and reinvested in housing delivery.

Resolved:

That Cabinet:

1. Note the current General Fund Revenue Budget forecast overspend of £1.2m.

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

3. Approve the proposed use of the Local Authority Housing Fund (LAHF) should the Council's bid be successful, as set out in section 2.65.

142. BUSINESS RATES DISCRETIONARY RELIEF RENEWALS IN 2024/25

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

Resolved:

1. That Cabinet approve the applications for Discretionary Business Rate Relief for the organisations listed in Appendix 1 of this report and in accordance with the details set out in Section 6 of this report, for the 2024/25 financial year.

143. OVERT CCTV POLICY

Consideration was given to the report which sought approval for the refreshed Closed-Circuit Television (CCTV) Policy. The Council's current CCTV Policy and Guidance (Overt Surveillance) was approved by Cabinet in August 2018. A review of the Policy had been essential to ensure that it is up to date in light of the significant investment made into CCTV and the availability of new surveillance technology. Cabinet were asked to review the refreshed Policy (Appendix 1) and approve the recommendation in order to support the continued control and management of the use of CCTV across the Council.

The Council had an extensive and established approach to the deployment and use of CCTV. It had both fixed and re-deployable public space CCTV cameras installed across the Borough. Fixed system cameras were monitored from the central CCTV control room situated at the Civic Office, Waterdale, Doncaster, and could also be monitored from the Emergency Control Room at Riverside House.

The refreshed Policy provided clarity for the Council, its Elected Members, employees, contractors, and any other parties involved in the operation, management and administration of CCTV systems and recording devices. It also set out the hierarchy of responsibilities which existed to ensure that these systems were operated in a compliant manner.

The review process had been informed by work with internal audit and the information governance unit. Since the previous review of the CCTV Policy there had been an increase in the number of cameras in the Council's possession from 100 in 2016 to over 400 cameras in 2023. In addition, new surveillance technology had come into use including body cameras and dashboard cameras (dashcams). The Council had invested over £918,000 in provision of CCTV since 2022. This had been both Council investment and Government funding through the Safer Streets Fund. Currently there were over 400 cameras that were re-deployable or fixed to be used to deter crime and anti-social behaviour. Where images were recorded that provided evidence of the identity of offenders, then those images might be used as evidence for prosecutions.

Resolved:

1. That Cabinet approves the Council's refreshed Closed-Circuit Television (CCTV) Policy.

144. FIRE SAFETY POLICY FOR COUNCIL HOUSING

Consideration was given to the report which sought approval of the Housing Services Fire Safety Policy which was attached at Appendix 1. The Policy outlined the Council's approach to identifying, managing, and mitigating the risks associated with fire in council-owned residential and associated properties. It set out the roles and responsibilities of the Council in line with legislation and the Council's responsibility as a landlord. The Policy had been developed to meet the requirements of the Regulatory Reform (Fire Safety) Order 2005, The Fire Safety Act 2021, The Fire Safety (England) Regulations 2022 and The Building Safety Act 2022. The risk of fire presented a significant hazard to the safety of homes and their occupants, and it was imperative that there were robust management systems in place to manage fire risk appropriately.

The Council owned circa 19,963 homes including 1,196 blocks containing flats and one high-rise building, Beeversleigh House. These were held in the Housing Revenue Account (HRA). The HRA also managed non-residential assets including neighbourhood centres, district heating boiler

houses and bin storage areas. Whilst there were robust management systems and processes in place, as well as the corporate Health and Safety Policy, a specific housing services fire safety policy had been developed which outlined to residents and stakeholders how the Council managed Fire Safety in Council homes. The aims and underpinning principles of the Policy were set out in paragraph 2.2 of the report.

A programme of fire door replacements was underway. This was required following changes in legislation which meant that some fire doors that were installed prior to new statutory design requirements were no longer compliant. 1,801 properties were identified with non-compliant fire doors. 1,403 fire doors had been replaced to date, and 398 fire doors were scheduled to be completed. There had been 22 tenants who had refused access.

It was important that tenants provided access to replace their fire doors to ensure their safety in the event of a fire. Therefore, where a number of attempts had been made to engage with the tenant and they had failed to provide access, legal powers would be used as a last resort. On 13 December 2023, the Council put four properties before the Court under the Environmental Protection Act 1990 and was successful in obtaining warrants to force entry in order to complete the fire door replacements. The remaining fire doors which required replacement would be progressed to Court.

Resolved:

That Cabinet:

1. Approves the Housing Services Fire Safety Policy included at Appendix 1.

2. Delegates authority to the Strategic Director of Adult Care, Housing and Public Health, in consultation with the Cabinet Member for Housing, to alter the Policy to bring it into line with any future regulatory or legal requirements.

145. CLIMATE EMERGENCY ANNUAL REPORT

Consideration was given to the report which provided an update on the Council's Climate Change activity for the previous year. A full progress report and action plan for 2024/2025 was detailed within Appendix 1 and 2. Key progress was highlighted in the report with respect to the specific themes of:

- Monitoring and measurement
- Energy decarbonisation
- Transport
- Housing
- Waste

- Built & Natural Environment
- Influence & Engagement
- Adaptation

An eighth theme 'Adaptation' was added in the 2022/23 annual report to reflect scientific evidence that some degree of climate impacts were already being experienced and would continue to be felt in the future irrespective of widespread collective carbon reduction.

An update on the Council's action plan to reduce Single Use Plastics (SUP) was also included with this report. Single Use Plastics were of public interest and contributed to the Council's carbon emissions (Scope 3). It was therefore important that the Council continued to remove SUP from its operations and encouraged good practice locally.

The Council continued to administer the successful ECO4-Flex scheme, through which people living in fuel poverty could access energy performance upgrades to their homes. Between April 2023 and January 2024, the Council had approved 452 ECO4-Flex projects, while 134 Households were supported by its Community Energy Support Scheme. The average funding received by each retrofitted property currently stood at £6,745.

Paragraphs 2.51 to 2.59 of the report detailed the action plan for 2024/25.

Resolved:

1. That Cabinet approves the Climate Change Action Plan in Appendix 2, noting the key achievements and opportunities summarised in Appendix 1 and section 2 of this report.

146. BUDGET AND COUNCIL TAX REPORT 2024-25

Consideration was given to the report submitted which proposed the Council's Budget and Council Tax for 2024/25, based on the Council's Provisional Local Government Finance Settlement for 2024/25, budget consultation and the consideration of Directorate budget proposals through the Council's Budget process alongside a review of the financial planning assumptions within the Medium-Term Financial Strategy (MTFS).

In recognition of escalating cost pressures within Adult Social Care, relating to inflation, transitions and rising demand for the service, the Council would provide for approximately £7.5m of additional funding to support the delivery of Adult Social Care services.

In setting the proposed 2024/25 budget, Cabinet were asked to recommend to Council a 3.5% increase in Council Tax, made up of an increase of 1.5% in the Council's basic Council Tax plus an increase of 2% for the Adult Social Care precept. The Budget also proposed a Local

Council Tax Support Top-up Scheme to operate across 2024/25 to provide further support to low income working age households in the Borough to assist them in managing the impacts of the cost of living crisis and support the most financially vulnerable households.

In introducing the report, the Leader explained that since 2010, due to the austerity measures, the Council had needed to make and address significant reductions in funding, reductions in expenditure and services provided and deliver significant savings programmes that taken together were in excess of £200m. Throughout this period the Council had needed to make difficult decisions to ensure that vital services to Rotherham residents could be maintained along with a robust financial position to ensure sustainability of those services. Due to that work, the Council were in a relatively good position, particularly compared to many other local authorities.

The Leader highlighted the increase in resources in the customer contact centre and how this had improved the average time taken to answer calls. As such, the proposals within the budget were to make these increases permanent (as per paragraph 2.7.19.) The Council would also introduce a 50% reduction in the current charge for residents to use its bulky waste service as part of a coordinated campaign to reduce fly tipping (as per paragraph 2.7.16.) There was also a family friendly theme to the proposed budget with baby packs being made universally available for all babies born in the Rotherham district.

Councillor Allen also highlighted the difficult financial position many local authorities found themselves in, particularly those that had had to issue S114 notices. In relation to the Housing portfolio, it was proposed that £30.5m be invested in the Council's housing stock. It was also proposed that additional funding be given for homelessness prevention and temporary accommodation. There was also funding for the Empty Homes Officer within the Strategic Housing and Development team.

In regard to Neighbourhoods, the Council was making a series of additional investments to ensure that every neighbourhood was thriving. This included investing £2m over the next two years in a programme of public realm improvements through the Our Places fund. Councillor Allen stated that she was proud to be associated with this budget.

Councillor Alam stated that this was a responsible budget that created jobs and supported residents. It encouraged digital inclusion and was family friendly. Councillor Alam wanted to place on record his thanks to the Leader and to the Finance service for their work on the budget.

Councillor Cusworth confirmed that the money temporarily removed from the Early Help budget (370k) in 2023/24 would be returned. She also praised the baby pack initiative, which was an investment of £360,000 and praised the good financial decision making that had been done in previous years that enabled such proposals to be put forward.

Councillor Sheppard also praised the very positive budget. Investments would be made in relation to Principal Towns Cleansing, including the addition of three mechanical sweeper posts and associated equipment. Following the devastating floods in October, through the Budget proposals, a further £9.8m would be invested in flood defences to make the borough more resilient to a changing climate. Following the completion of the Section 19 report into the October floods, consideration would also be given to what measures were required to protect the Catcliffe community from the devastating impacts of flooding. Tree service improvements would also be funded, including a new apprentice role. It was also proposed that improvements works be funded at Thrybergh Country Park and Clifton Park Water Splash.

Councillor Lelliott referenced the fees and charges, particularly in light of the development in the town centre. The parking charges in the town centre were exempt from the uplift along with taxi licensing fees. There was investment proposed for the Biodiversity Net Gain Policy. There was also a substantial pot of funding for strategic acquisitions.

Councillor Roche highlighted the significant pressures that were being experienced within Adult Social Care that were outside of the Council's control. There was therefore a need to recognise the escalating demand and market costs within the budget, relating in particular to inflation, transitions and rising demand for adult care. This required the Council to provide for around £7.5m additional funding for the delivery of Adult Social Care services in 2024/25 in addition to the £12.4m provided in the 2023/24 Budget. The additional social care resources provided within the Finance Settlement for 2023/24 were welcomed, but the level of additional funding still fell well short of the national social care funding gaps as calculated by the Local Government Association. Further, the Public Health Grant allocation for 2024/25 was confirmed following the 2023/24 Final Local Government Settlement as £18.004m. This amount had not been adjusted as part of the 2024/25 Provisional Local Government Settlement nor had it increased for a number of years.

Councillor Roche highlighted the positives in relation to the Castle view development, the Better Care Fund and the partnership working across Adult Care. He also thanked the teams involved.

During the meeting, the S151 officer provided an update to the report:

- The final Local Government Finance Settlement had been announced and totalled £470,000. The proposal was that the amount of reserves that were supporting the risks within the budget be reduced by that amount.

- Fees and Charges Schedule – the hot water charge should have increased by 6 pence to £1.07 and the cooking gas charge should have increased by 13 pence to £2.23. This was in line with the

general uplift of fees and charges.

It was confirmed that these updates would be incorporated into the final report that would be presented to Council on 28 February 2024.

The S151 Officer also confirmed that she was very comfortable with the budget that had been proposed. It covered the risks and the Council did not have to take any reactive measures. There were some funding gaps expected in future years but there was no need to react to those within this budget.

This report had been considered by the Overview and Scrutiny Management Board as part of the pre-decision scrutiny process. The Board fully supported the recommendations. They were supportive of the baby packs, the proposals for homelessness prevention and the restorative hate crime service. Concerns were raised regarding the expected end of the Household Support Fund.

Resolved:

That Cabinet recommend to Council:

1. Approval of the Budget and Financial Strategy for 2024/25 as set out in the report and appendices, including a basic Council Tax increase of 1.5% and an Adult Social Care precept of 2%.

2. Approval of the extension to the Local Council Tax Support Top Up scheme, that will provide up to £121.96 of additional support to low income households most vulnerable to rising household costs, through reduced Council Tax bills as described in section 2.5.11-14.

3. Approval of the updated Medium Term Financial Strategy (MTFS) to 2025/26, as described within section 2.6.

4. Approval of the Reserves Strategy as set out in Section 2.8 noting that the final determination of Reserves will be approved as part of reporting the financial outturn for 2023/24.

5. To note and accept the comments and advice of the Strategic Director of Finance and Customer Services (Section 151 Officer), provided in compliance with Section 25 of the Local Government Act 2003, as to the robustness of the estimates included in the Budget and the adequacy of reserves for which the Budget provides (Section 2.14).

6. To note the feedback from the public and partners following the public consultation on the Council's budget for 2024/25 which took place from 8 December 2023 to 14 January 2024, attached as Appendix 4.

7. Approval of the proposed increases in Adult Social Care provider contracts and for Personal Assistants as set out in Section 2.4.

8. Approval of the revenue investment proposals set out in Section 2.7 and Appendix 2.

9. Approval of the Council Fees and Charges for 2024/25 attached as Appendix 7.

10. Application of the Business Rates Reliefs as set out in Section 2.10, in line with Government guidance.

11. Approval of the proposed Capital Strategy and Capital Programme as presented in Section 2.12 and Appendices 3A to 3F.

12. Approval of the Treasury Management matters for 2024/25 as set out in Appendix 9 of this report including the Prudential Indicators, the Minimum Revenue Provision Policy, the Treasury Management Strategy and the Investment Strategy.

13. Approval of the Flexible use of Capital Receipts Strategy 2024/25 (Appendix 5).

14. Approval that any changes resulting from the Final Local Government Finance Settlement 2024/25 be reflected in the Budget and Council Tax Report to Council on 28 February.

15. Continuation of the principles and measures adopted since April 2020 to make faster payments to suppliers on receipt of goods, works and services following a fully reconciled invoice as described in section 2.11.

16. Approval of the Budget allocations for the Community Leadership Fund as set out in section 2.9.

17. Approval that the Capital Programme Budget continues to be managed in line with the following key principles:

    i. Any underspends on the existing approved Capital Programme in respect of 2023/24 be rolled forward into future years, subject to an individual review of each carry forward to be set out within the Financial Outturn 2023/24 report to Cabinet.
    ii. In line with Financial and Procurement Procedure Rules 7.7 to 7.11 and 8.12, any successful grant applications in respect of capital projects will be added to the Council's approved Capital Programme on an ongoing basis.
    iii. Capitalisation opportunities and capital receipts flexibilities will be maximised, with capital receipts earmarked to

minimise revenue costs.

18. The following updates were provided during the Cabinet meeting, and it was agreed that these would be incorporated into the final budget report for Council:

- The final Local Government Finance Settlement had been announced and totalled £470,000. The proposal was that the amount of reserves that were supporting the risks within the budget be reduced by that amount.
- Fees and Charges Schedule – the hot water charge should have increased by 6 pence to £1.07 and the cooking gas charge should have increased by 13 pence to £2.23. This was in line with the general uplift of fees and charges.

147. 20MPH SPEED LIMITS AND PAVEMENT PARKING

Consideration was given to the report which outlined feedback received from the recent consultation on the Council's proposed policy in respect of 20mph speed limits. It provided details of the results of the consultation and recommended a version of the Policy for adoption to ensure a consistent approach to the implementation of 20mph speed limits in the Borough. The report also provided an update on the Council's proposed position in respect of handling complaints or requests in respect of parking on footways.

The consultation ran on-line between 24 November and 22 December 2023. Although the stated closing date was 22 December, the consultation was kept open until 2 January 2024 to allow for any late responses to be considered. The public consultation was publicised by press releases which resulted in the publication of articles in the Rotherham Advertiser and the Sheffield Star and resulted in 114 responses being received.

In summary:

- 44.7% of respondents indicated support for the draft Policy;
- 53.5% of respondents indicated disapproval of the draft Policy.
- 1.8% of respondents did not know whether they support or disapproved.

Amongst the 51 respondents supporting the draft Policy –

- 21 made generally supportive comments
- 11 raised concerns regarding compliance
- 3 comments supporting 20mph speed limits in villages
- 2 wanted 20mph speed limits implementing on busier roads

Amongst the 59 respondents disapproving of the draft Policy –

- 21 made general adverse comments, including those outside of the scope of the consultation.
- 14 raised concern about compliance.

- 13 raised concern about journey times and/or congestion.
- 11 raised concern regarding vehicle emissions.
- 7 indicated 20mph limits should be reserved for specific locations, in particular schools.

It was worth noting that, of the 14 objectors raising concerns of compliance, about two-thirds were of a nature where it might be inferred that there would be more support if respondents felt the limit would be effectively enforced. Conversely, two respondents advocating for much wider or blanket application of 20mph speed limits indicated support for the Policy notwithstanding its express precluding of blanket application of 20mph. These discrepancies highlighted the need for caution in interpreting the consultation response.

The recommended option was therefore to adopt the 20mph Policy at Appendix 1, which was based on the consultation draft and included the clarifying amendments which responded to the comments received.

Unless and until the Department for Transport update their position on parking on footways, it was proposed that the Council would continue to consider requests where prioritised through the Local Neighbourhood and Road Safety and Minor Schemes programmes, and where relevant as part of other projects. To inform these programmes, Officers would continue to log requests from the public and from Members, along with hotspot locations identified by the Council's Highways and Parking Services teams.

Through these programmes, localised interventions would be considered on a case-by-case basis. Broadly speaking, potential interventions fell into three categories:

Education and information, including an update of the website to reflect RMBC position on footway parking, and production of printed flyers to be placed on offending vehicles; Physical obstruction (e.g. bollards); and, Introduction and enforcement of local Traffic Regulation Orders.

If approved the Council's website would be updated to set out this position, with the text included at Appendix 3.

During the meeting, a correction to recommendation 2 was requested. It should reference paragraph 2.14 through 2.19, not 2.10 through 2.15.

Resolved:

That Cabinet:

1. Notes the findings of the consultation and approves the Policy for the Introduction of 20mph Speed Limits and Zones (Appendix 1.)

2. Approves the proposals in respect of handling complaints or

requests in respect of parking on footways, set out in paragraphs 2.14 through 2.19.

148. HOUSEHOLD WASTE RECYCLING CENTRE UPDATE

Consideration was given to the report which provided an update in relation to the Household Waste Recycling Centres (HWRC) in the Borough. In January 2023 Cabinet considered the options for the future delivery of the Household Waste Recycling Service, in anticipation of the expiry of the current contract in October 2023. The option approved by Cabinet was seeking a novel approach to work with a new contractor, with improved services and equipment, whilst embarking on a programme of work to bring elements of the service back into direct delivery by the Council.

Following a procurement process, HW Martin Waste were awarded the contract to provide the Household Waste Recycling Centre (HWRC) service for the next three years, whilst also supporting the Council to develop and implement its in-house delivery model. The services mobilised in October 2023. This report provided an update on the procurement and implementation of the new services and future plans to ensure successful in-sourcing of the service.

The provision of the HWRC service was scheduled to be taken in-house on the 29 October 2026. This provided the Council with a 36-month period to ensure support for the service transition from other areas of the Council including Health and Safety, Human Resources, Customer Information and Digital Services, Communications as well as engaging with external partners such as the Environment Agency.

As part of the budget setting process for 2023/24, capital and revenue investment was approved to facilitate the new HWRC arrangement. The approved capital budget was £2.4m, which included the investment needed for the future in-sourcing requirements. Expenditure to date against this budget was £1.3m.

In addition, the Council approved a revenue investment of £188k for 2023/24 and 2024/25. This was in recognition of the additional costs associated with the new Rotherham contract arrangement and the preparatory costs associated with the transition to an in-sourced contractual arrangement from October 2026.

Resolved:

1. That Cabinet note the contents of this report.

149. 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.

150. DATE AND TIME OF NEXT MEETING

Resolved:-

The next meeting of the Cabinet will be held on Monday, 18 March 2024, commencing at 10.00 a.m. in Rotherham Town Hall.

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Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
SEND Sufficiency Phase 4 Update

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 & Young Peoples Service

Report Author(s)

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

Julien Kramer Assistant Director Education and Inclusion
Julien.kramer@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

The report provides a further update in respect of SEND Sufficiency following the SEND Sufficiency update received by Cabinet in June 2023.

The report details the key activities undertaken in implementing Phase 4 of the SEND Sufficiency programme focusing on resource provision development and roll out of the Schools' Accessibility Funding Programme across both mainstream and special schools.

The report also identified key activities and outcomes that are currently in the process of development as part of a further Phase 5 of SEND Sufficiency linked to our Safety Valve Agreement.

Recommendations

That Cabinet:

1. Note the activity undertaken and progress to date on SEND Sufficiency Phase 4.

2. Note the key outcomes for SEND Sufficiency Phase 5 as included in the Safety Valve Agreement and agree for an additional paper to return to Cabinet once an initial feasibility has been completed.

List of Appendices Included

Appendix 1 Part A - Initial Equality screening Assessment form
Appendix 2 Part B - Equality Analysis Form final
Appendix 3 Carbon impact FINAL Template

Background Papers

SEND Sufficiency Phase 4 update report – 19th June 2023 - REPORT TEMPLATE FOR CABINET & COMMISSIONER (rotherham.gov.uk)
Safety Valve Cabinet annual update report - 24th April 2023 -REPORT TEMPLATE FOR CABINET & COMMISSIONER (rotherham.gov.uk)
SEND Sufficiency Phase 4 Cabinet paper - October 2022 -REPORT TEMPLATE FOR CABINET & COMMISSIONER (rotherham.gov.uk)
SEND Sufficiency Phase 3 Cabinet Report - November 2020 -REPORT TEMPLATE FOR CABINET & COMMISSIONER (rotherham.gov.uk)
SEND Sufficiency Phase 2 Cabinet Report May 2019 - REPORT TEMPLATE FOR CABINET & COMMISSIONER (rotherham.gov.uk)
SEND Sufficiency Phase 1 Cabinet Report – February 2018 - REPORT TEMPLATE FOR CABINET & COMMISSIONER (rotherham.gov.uk)

Consideration by any other Council Committee, Scrutiny or Advisory Panel
None

Council Approval Required
No

Exempt from the Press and Public
No

SEND Sufficiency Phase 4 Update

1. Background

1.1 In Rotherham 20.4% of pupils have either a statutory plan for Special Educational Need or Disability (SEND), known as an Education Health Care Plan (EHCP), or are receiving SEND support (previously known as school action and school action plus). This compares to an average of 17.1% across all England Authorities. In order that the educational needs of children and young people in the borough with SEND can continue to be met, the Council has a responsibility to create a sufficiency of education provision to meet the needs of all pupils.

1.2 As part of Rotherham's involvement with the Government's Dedicated Schools Grant (DSG) High Needs Deficit Safety Valve programme, the Council has worked closely with the Department for Education (DfE) to share and develop its strategic planning to ensure that the sufficiency of SEND places in the Borough is aligned to a sustainable financial plan to support the DSG High Needs budget moving to a balanced position across the lifespan of the Safety Valve Agreement.

1.3 In March 2022, following Cabinet approval, Rotherham entered into a formal Safety Valve Agreement with the DfE. As part of this agreement, additional SEND capital of £4.32m was provided to Rotherham to support the development of SEND provision in the Borough and enact its strategic plans as set out in the Safety Valve Agreement. This funding is in addition to the £3.16m High Needs Provision 2022-2023 and £3.04m 2023/24 capital allocations that are proportionally awarded to all local authorities.

1.4 The key strategic aim set out within the Safety Valve Agreement is to enhance mainstream SEND capacity to meet a wider level of need across all schools and mitigate the need for children, young people, and young adults to be educated in settings outside the Borough and promote inclusive practice. Specialist SEND education provision placement for children and young people in Independent Special Schools outside Rotherham has a higher cost base and consistently does not provide stronger educational outcomes.

1.5 From 2018 onwards, Cabinet has approved four previous Phases of SEND Sufficiency, each targeted at addressing incremental rises in SEND cohorts and creating or improving specialist education provision. The first three Phases of the SEND Sufficiency programme have created 401 additional school places in Rotherham.

- In 2018, Phase one of the Sufficiency Programme focused on increasing special school places in the Borough as indicated by the rapid growth in demand for all specialist provision. These plans led to increases in places at The Willows School (including post-16 provision), Kelford School and Abbey School. Initial development of resource provision places at Wales and Waverley were also included within Phase 1. This created an additional 125 new places within special schools and inclusion units.

- The second Phase of SEND Sufficiency focused on the need for more targeted provision for children with Autism Spectrum Disorder (ASD) and children with profound and multiple learning difficulties (PMLD). 111 places across 10 schools were created including the development of new units at Wath Victoria Primary School and Brinsworth Academy, and increased places at Milton School. There was also investment identified for post-16 provision at Thomas Rotherham College. As a consequence of this investment, Rotherham has been better able to meet the needs of local children with autism and to place them in local schools.

- Phase three created specialist provision for children and young people with Social Emotional Mental Health (SEMH) needs who were previously placed in Pupil Referral Units. Through the DfE Free School Presumption Process, Elements Academy opened in September 2022. This Phase also looked at redeveloping an existing special school in the Borough through significant investment in rebuilding the upper part of Newman Special School which is no longer fit for the purpose of education delivery. 165 additional school places were created in this Phase.

- Phase 4 of the programme was approved for implementation in June 2023 with the main aim of SEND Sufficiency Phase 4 to support mainstream schools to meet a wider level of need and improve accessibility within both mainstream and special schools. Phase 4 includes the development of a minimum of 10 resource provisions across mainstream settings creating 100 new SEND places. A second main aim of SEND Sufficiency Phase 4 was the implementation of the Schools' Accessibility Funding Framework across both mainstream and special schools. An update on the implementation of both main areas of SEND Sufficiency Phase 4 is included in the main body of this report.

2. Key Issues

2.1 Resource Provision Update:

2.1.1 A resource provision is attached to a mainstream school providing specialist therapeutic input and support for pupils with a specific SEND need type. Pupils access support from the resource provision based on their individual need whilst also accessing mainstream classes and curriculum.

2.1.2 Following the expression of interest process and due diligence, the first Phase of resource provision implementation took place in Spring Term 2023. This included the approval of new resource provision at Thrybergh Academy and Dalton Foljambe and additional places at Wales High School resource provision. It is anticipated the building works will be completed so that the first places for children are available in September 2024.

2.1.3 There are currently 5 schools working through approvals to support the opening of their resource provision. The schools, breakdown of accommodation and projected places for academic year 24/25 are given below:

School/Academy	Phase	Primary Need	Places from September 24
Maltby Manor Academy	Primary	Social Emotional Mental Health	5
Thurcroft Junior Academy	Primary	Communication and Interaction	5
Brinsworth Whitehill	Primary	Communication and Interaction	5
Winterhill School	Secondary	Social Emotional Mental Health	5
Brinsworth Academy	Secondary	Moderate Learning Difficulty	5

2.1.4 Subject to completion of building works and necessary DfE approvals, 8 provisions for Phase 4 are scheduled to be completed by September 2024 with the additional 100 places being delivered in a staged way over the remaining two academic years.

2.1.5 The additional resource provisions and places will be developed during academic year 24/25 with a review of current capacity, provision mapping and analysis informing the remaining provision roll-out.

2.2 **Accessibility Funding Framework:**

2.2.1 In June 2023 Cabinet approved the School's Accessibility Strategy and Accessibility Capital Funding Framework. The intention of Schools' Accessibility Funding is to support schools to meet a wider level of SEND need through adaptations to existing buildings. This supports the Council's sufficiency strategy by moving the SEND continuum towards the mainstream.

2.2.2 The Accessibility Funding Strategy proposes three distinct areas including:

- Targeted work across mainstream and special schools linked to accessibility requirements for individual pupils and cohorts.

- Individual requests and contributions for individual pupils linked to established equipment panel.

- A small capital grant programme for schools open through application and assessment in line with schools' own accessibility planning.

2.2.3 In Spring 2023 capacity assessment work was completed by an external consultant across all special schools in Rotherham. This identified any current capacity gaps across the SEND estate which could be mitigated through Accessibility Funding. Where sufficient capacity does not exist, it is Accessibility Funding that has been utilised to develop additional provision for specific pupil cohorts who are struggling to access the existing curriculum offer within our special schools.

2.2.4 Since launch, Accessibility Funding has been awarded to the following special schools:

- **Nexus (Forest View) £370k** – the development of Forest View as a purpose built 14-19 provision for young people with SEND focusing on preparation for adulthood. The provision was developed in Summer 2023 after the decision to close Rowan School following the transfer of pupils to Elements Academy in September 2022. Forest View has created 50 additional SEND places.

- **Newman School £15k** – Newman was supported to develop a therapeutic space so young people can receive therapy on site as part of the core offer of the school.

- **Elements Academy £67k** – Through adaptations to unused (blank) capacity within the school, Elements Academy have adapted space to improve access to the curriculum for young people with SEMH. This has supported the school to provide an additional 45 places to help meet demand for places.

2.2.5 June saw the launch of the accessibility capital funding small grants' programme for mainstream schools. Grants were capped at a maximum of £50k in an initial funding round. Interest from schools was strong with 16 applications received initially. A multi-agency short-listing panel was formulated including colleagues in Education, Inclusion, Health, CYPS Commissioning, Asset Management and Rotherham Parent Carer Forum. Of the bids received, the following were approved in the initial funding round:

- **Brinsworth Academy** – £9.3k. The project will develop blank teaching capacity in the school to create a breakout area and Sensory space. This will support students who require additional support including those who access the Moderate Learning Difficulty resource provision within the school.

- **Wath Church of England School** – £1.2k. Funding will be used to develop a changing area for Foundation Stage pupils.

- **Wingfield Academy** - £50k. The development of a vocational teaching space to support an identified cohort of pupils with SEMH needs. The project will support the school to widen their curriculum offer with a planned reduction in use of alternative provision and school suspensions/exclusions.

- **Oakwood High School** - £50k. The project will support the school to broaden its support offer for young people with SEMH needs through adapting an existing building on site to create a break-out area and bespoke learning environment. The project is being jointly funded with the school.

- **Brinsworth Manor Infants** – £31k. The project will develop a nurture area and Sensory space for pupils who require additional support within the Foundation Stage.

- **Rockingham Junior and Infants** – £20k. The project will support the development of a Forest School and outdoor sensory area for young people with SEMH needs. The provision will also be accessed by young people who attend the LEAF SEMH alternative provision.

- **Waverly Junior Academy** – £50k. The project will improve accessibility to outdoor spaces at the school including the development of an outdoor learning area. This will support pupils across the school including those attending the established communication and interaction resource provision.

2.2.6 The small grants' programme has now been fully implemented with grant agreements agreed with each of the schools. Work is currently underway with all projects due for completion this academic year, subject to building works.

2.2.7 In addition to the small grants and special school applications, accessibility funding has been utilised to support individual pupils who require specific adaptations to support physical access to buildings and the curriculum. This has supported young people to remain within current education settings with support from the EHCP Team to identify pupils, working alongside both mainstream and special schools.

2.2.8 The Safety Valve Agreement recognises a Phase 5 of SEND Sufficiency. The main focus of Phase 5 is to provide increased sufficiency of places and condition improvements within our specialist provision. Phase 5 will cover three core elements which are detailed below:

- **SEMH growth** - the current trajectory of growth for SEMH provision identifies a need to increase specialist provision to create a minimum of 40 additional places during the period of the Safety Valve Agreement

- **Newman School** - continued investment on the Newman Special school site to update and enhance provision against current SEND sufficiency planning. Continued investment will enhance capacity and support placement of higher threshold SEND need in the school, avoiding placement in high-cost Independent Specialist or Out of Authority provision.

- **Pupil Referral Unit Development** - continuing to develop high quality mainstream focused Pupil Referral Unit/Alternative Provision is an essential triage for our SEND system. It supports the implementation of our Inclusion Review (carried out by independent experts ISOS) through ongoing capital investment and we can guide our provisions to focus on intervention-based approaches helping students to return to mainstream education and be successful.

2.2.9 SEND Sufficiency Phase 5 projects are currently forming part of a feasibility study which will be completed during Spring Term 2024. The study will identify

appropriate options for development including identifying appropriate school assets which could be developed, capital investment required and timescales for delivery. On completion of the feasibility study a further Cabinet report will seek appropriate approval to implement Phase 5.

3. Options considered and recommended proposal

3.1 Cabinet is asked to note the progress of the SEND Sufficiency Programme, and that a formal feasibility study will now be undertaken to inform the detail of the next Phase of the programme.

4. Consultation on proposal

4.1 As part of work that the Council undertakes as part of the wider SEND place-based partnership, a series of listening events are held with Parent and Carers across key areas of development across SEND. Previous listening events have included development of the Social Emotional Mental Health Free School, SEND Local Area Inspection, and Newman School development. Plans are in place for a listening event for SEND Sufficiency Phase 5, in order that parents and carers are fully involved in appropriate consultation and are able to support co-producing this Phase of SEND Sufficiency in the Borough.

4.2 All appropriate updates have been provided by RMBC ahead of this Phase of SEND Sufficiency via key discussions with the DfE. Key updates have also been provided to Schools' Forum, School Leaders' forums and associated partners, including the SEND Partnership Board.

4.3 Further formal consultation would be undertaken with key stakeholders for all new resource bases that open at individual schools as part of DfE significant change applications and would lead to adaptions to academy funding agreements. This would be overseen by individual schools as part of their application to the DfE to host a SEND resource base provision.

4.4 Ongoing updates linked to SEND Sufficiency and performance data are provided to Improving Lives Select Committee. This Phase of SEND Sufficiency will also have oversight from improving Lives Select Committee.

5. Timetable and Accountability for Implementing this Decision

5.1
- SEND Sufficiency Phase 4 Cabinet Report – October 2022
- SEND Sufficiency Phase 4 EOI process – November – December 2022
- Due Diligence and Selection Process – January – June 2023
- First new resource provision places – September 2023
- 5 additional resource provisions – September 2024
- Remaining resource provision places – September 2025

6. Financial and Procurement Advice and Implications

6.1 The creation of 10 Resource Units as outlined in the report forms part of Rotherham's DSG Management Plan and Safety Valve agreement to enable Rotherham to operate within its annual DSG funding allocations by the end of 2025/26.

6.2 A Resource Unit provides a VFM solution and avoids a pupil from having to leave a Resource Centre on a mainstream site which costs circa £14k compared to being placed in a Special School which averages £22k or an ISP which averages £65k.

6.3 There have been no procurement implications in the work undertaken to date. In the next Phase of activity, if there is a need for the Council to directly engage third party contractors to deliver the works, this must be undertaken in compliance with the Public Contracts Regulations 2015 (as amended) and the Council's own Finance and Procurement Procedure Rules. However, if the school(s) is(are) to directly contract for the works, there are no procurement implications for the Council.

7. Legal Advice and Implications

7.1 Section 14 of the Education Act 1996 places a general duty upon a local authority to secure sufficient schools to provide primary and secondary education in their area and they should have particular regard to securing special education provision.

7.2 Following the enactment of The Children and Families Act 2014, the Local Authority retains responsibility for commissioning services for children and young people with SEN or a disability. The Local Authority is required to keep the provision for children and young people with SEN or disabilities under review, including its sufficiency (Section 315 of the Education Act 1996), and to promote wellbeing and improve quality, working in conjunction with parents, young people, and providers. This Act and its associated guidance are clear that, when considering any re-organisation of provision, decision makers must be clear how they are satisfied that the proposed alternative arrangements will lead to improvements in the standard, quality and/or range of educational provision for children with SEN or a disability.

7.3 In order to minimise the risk of legal challenge, the Local Authority should ensure that it is fully compliant with all relevant legislation in this area and that it continues to satisfy its statutory duties through its decision making. Furthermore, the Council should also ensure that it continues make decisions that satisfy the terms of the Safety Vale Agreement

8. Human Resources Advice and Implications

8.1 There is no direct HR implication within this report.

9. Implications for Children and Young People and Vulnerable Adults

9.1 Additional Special Educational Needs and Disability (SEND) places created within the borough give more children and young people the opportunity to access high quality provision to meet their educational needs and in line with parental wishes.

9.2 Key considerations are referenced within the report.

10. Equalities and Human Rights Advice and Implications

10.1 Children and Young People with SEND are disproportionately represented across a range of education and inclusion measures. The SEND sufficiency Phase 4 aims to provide specialist education provision that supports identified cohorts with SEND needs to have enhanced education opportunities and provide support in order that all children and young people have the strongest possible preparation for Adulthood.

11. Implications for CO2 Emissions and Climate Change

11.1 All areas of SEND Sufficiency, student placed planning (inclusive of circa at least 100+ additional SEND places), and educational placements have a direct environmental impact, consideration of this element is informed in provision development and provision enhancement in the Borough due to the direct impact this will have to limiting students travelling outside the Borough. This would support reduced emissions of CO_2.

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

12. Implications for Partners

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

12.2 Development of specialist SEND provision in the Borough will enhance SEND practice for all SEND need types in the Borough and will support areas of focus to enhance SEND capacity across education system in Rotherham enhancing SEND provision in Rotherham schools.

13. Risks and Mitigation

13.1 Across all areas of this Phase of SEND Sufficiency the council will adhere to guidance and advisory outline provided to Local Authorities by DfE in relation to significant changes or changes of designation for schools. Regular update meetings are held with DfE, and this will support forward planning across this Phase of SEND Sufficiency.

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

13.3 There is a risk that changes to schools' OFSTED rating, inclusive practice, national SEND guidance or required capital allocation results in schools listed being unable to successfully complete due diligence or receive DfE approval to host a resource provision.

14. Accountable Officers

Helen Sweaton – Joint Assistant Director, Commissioning, Performance and Quality

Julien Kramer – Assistant Director Education and Inclusion

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	23/02/24
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	23/02/24

Report Author: Helen Sweaton Joint Assistant Director, Commissioning, Performance and Quality helen.sweaton@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: SEND Sufficiency Update	
Directorate: CYPS	**Service area:** Education and Inclusion
Lead person: Mark Cummins	**Contact:** mark.cummins@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
To provide an update on Phase 4 of the Rotherham Special Education Needs and Disability (SEND) programme of activity. To seek approval to complete a feasibility study into a further phase of SEND Sufficiency.

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

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

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

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

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

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

4. Considering the impact on equality and diversity

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

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

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

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

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

Equality and diversity has been considered at all key stages of the SEND sufficiency programme (SEND sufficiency 1, 2, 3 and 4) and will continue to be considered across all future phases.

- **Key findings**

In Rotherham 20.4% of pupils have a statutory plan of Special Educational Need or Disability (SEND) with an Education Health Care Plan (EHCP) or are receiving SEND support (previously known as school action and school action plus). This compares to an average of 17.1% across all England Authority's. In order that the educational needs of children and young people in the borough with SEND can continue to be met, the Council has a responsibility to create a sufficiency of education provision to meet the needs of all pupils

- **Actions**

Wide ranging consultation has taken place across SEND Sufficiency phases 1,2, 3 and 4. This work has informed and also highlighted the requirements for future SEND sufficiency programmes of work to further enhance opportunities for pupils.

Date to scope and plan your Equality Analysis:	December 2023
Date to complete your Equality Analysis:	January 2024
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
Julien Kramer	Assistant Director Inclusion and Education	January 2024
Helen Sweaton	Joint Assistant Director Commissioning, Performance and Quality	January 2024
Cary-Anne Sykes	Head of Service - SEND	January 2024

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	15/12/2023
Report title and date	SEND Sufficiency Update
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	11/03/2024
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	30/01/2024

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: SEND Sufficiency Phase 4	
Date of Equality Analysis (EA):05/05/2023	
Directorate: CYPS	**Service area:** Education and Inclusion
Lead Manager: Mark Cummins	**Contact number:** **01709 807123**
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)**
Julien Kramer	RMBC	Director Education and Inclusion
Helen Sweaton	RMBC	Joint Assistant Director Commissioning, Performance and Inclusion
Cary-Anne Sykes	RMBC	Head of Service - SEND
SEND Partnership Board	Multi-agency Strategic Board	

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

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

To provide an update to Cabinet on the implementation of SEND Sufficiency Phase 4 and to seek approval to complete a feasibility study ahead of SEND Sufficiency Phase 5.

What equality information is available? (Include any engagement undertaken)
As part of developing proposals for SEND sufficiency programmes phases 1,2, 3 and 4 equalities impact assessments were completed in line with DfE requirements aligned to the free school presumption process for SEND phase 3 and in line with RMBC requirements for SEND sufficiency phases 1, 2, 3 and 4. The Equality impact assessments were appendices to subsequent cabinet reports.

There has been wide reaching and ongoing consultation with stakeholders since the development of SEND sufficiency phase 1.
Parents/carers
Parents / Carers Forum
Community engagement
Schools
Pupil Referral Units
Elected Members
DfE
Ofsted
Staff

Equality information is collated as part of our statutory returns on our SEND cohort to the Department for Education and for internal monitoring as part of the EHCP process. This includes pupil level data such as name, DOB, address, SEND Primary need type, Ethnicity and Gender. Information will be updated through performance management arrangements with the schools approved to host and develop SEND provision.

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 SEND Strategic Board retains oversight of proposals, implementation and impact.	
Engagement undertaken with customers. (date and group(s) consulted and key findings)	There has been ongoing engagement across SEND Sufficiency phases 1,2, 3 and 4. This has included continuous sessions with stakeholders such as: Sponsors / schools Staff Elected members Local residents Parent/carer forum Parents/children who will be attending the schools / settings Neighbouring schools across the authority Wider community engagement Transport Ofsted DfE Schools Forum Education Consultative Committee Rotherham Education Strategic Partnership The ongoing engagement has been used as part of the process to bring about the proposals for future rounds of SEND Sufficiency outlined within the Cabinet update.
Engagement undertaken with staff (date and group(s)consulted and key findings)	Staff in both the LA and schools/settings have been involved (as above) and where necessary / appropriate this has also included involvement from wider staffing including RMBC HR, legal, Finance, Asset Management, planning and RMBC Education and Inclusion

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

In Rotherham 20.4% of pupils have a statutory plan of Special Educational Need or Disability (SEND) with an Education Health Care Plan (EHCP) or are receiving SEND support (previously known as school action and school action plus). This compares to an average of 17.1% across all England Authority's. In order that the educational needs of children and young people in the borough with SEND can continue to be met, the Council has a responsibility to create a sufficiency of education provision to meet the needs of all pupils. The work to create new education places across the previous SEND sufficiency programme phases support the LA's statutory duty to meeting the needs of pupils impacted.
Does your Policy/Service present any problems or barriers to communities or Groups? No – places created under the SEND sufficiency strategy are for pupils with identified SEND needs. The SEND sufficiency strategy aims to create additional local places to support pupil needs.
Does the Service/Policy provide any positive impact/s including improvements or remove barriers? Yes – the SEND sufficiency programme creates more specialist provision meaning children who will attend are able to access specialist provision in borough in line with their needs.
What affect will the Policy/Service have on community relations? (may also need to consider activity which may be perceived as benefiting one group at the expense of another) As part of the ongoing SEND sufficiency strategy work, wider community consultation and parent/carer representation is sought when developing sufficiency plans. The SEND sufficiency strategy and previous programmes to create additional capacity have been received and supported positively as they create resources for children with specific needs within borough. The ongoing work has helped to identify the additional capacity required to further enhance this work in SEND sufficiency phase 4 and 5. There has been ongoing consultation with all stakeholders since the commencement of SEND Sufficiency phase 1 to ensure any concerns have been addressed in advance of development and implementation of the previous phases.

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: SEND Sufficiency Update
Directorate and service area: CYPS. Commissioning, Performance and Quality
Lead Manager: Mark Cummins
Summary of findings:
SEND Sufficiency Phase 4 will continue to implement the resource provision development programme and accessibility funding framework as previously approved at Cabinet.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
The proposed profile of provision informed by current SEND needs and provision mapping would be to create the following: • 2 Primary phase Social Emotional Mental Health resource base provisions – 20 places in total • 2 Secondary phase Social Emotional Mental Health resource base provisions – 20 places in total • 2 Primary phase Communication and interaction resource base provisions – 20 places in total • 2 Secondary phase Communication and interaction resource base provisions - 20 places in total	A, D, S, GR, RE,	

• 2 Secondary Moderate Learning Difficulty resource base provisions -20 places in total Total minimum places – 100 places		
• Implementation of School's Accessibility Capital Funding Strategy across both mainstream and special schools	A, D, S, GR, RE,	

***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
Julien Kramer	Assistant Director Education and Inclusion	January 2024
Helen Sweaton	Joint Assistant Director Commissioning, Performance and Quality	January 2024
Cllr Victoria Cusworth	Cabinet Member for Children and Young People	January 2024

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	January 2024
Report title and date	SEND Sufficiency Update
Date report sent for publication	February 2024
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	February 2024

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Appendix 3 – SEND Sufficiency Update

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	**Describe impact or potential impacts on emissions across Rotherham as a whole.**	**Describe any measures to mitigate emission impacts**	**Outline any monitoring of emission impacts that will be carried out**
Emissions from non-domestic buildings?	No change	Emissions will remain at similar levels to current across the borough. The proposed new SEND resources will be a mixture of repurposed existing space in existing school buildings and small extensions to existing buildings.	Emissions overall will remain at similar levels as the pupils will remain in Rotherham.	Adaptations to existing buildings / extensions to existing buildings to create the additional SEND capacity across the borough will be completed to current building code and overseen by asset management service.	Monitoring of transitions of pupils will be facilitated and monitored via EHCP process / SEND protocols. The local governing bodies will also hold oversight of the establishment and running of the new provisions.
Emissions from transport?	Impact unknown	There may be some variations to journey travel for children with SEND to enable them to attend the new provisions. Some journeys may increase, and others decrease. Transport journeys will be evaluated by RMBC Corporate Transport Unit and EHCP team.	Pupils travel to school in line with their EHCP / travel to school plan. Any changes to school placement are determined via the EHCP process / placement in a SEND resource and transport implications considered at that point.	Mitigating measures are considered via the individual pupil's travel to school plan and monitored by the Transport team.	Transport to school arrangements are kept under review by the Corporate Transport Unit. Ongoing monitoring / assessment by Transport Unit.
Emissions from waste, or the quantity of waste itself?	No change	There will be no change in the overall amount of waste generated by schools overall compared to present.	Waste levels across the borough will remain at similar levels to present.	Schools have a waste management process	Impact will be monitored by the school governing body and LA.
Emissions from housing and domestic buildings?	N/A	N/A	N/A	N/A	N/A

Emissions from construction and/or development?	Impact unknown	The proposed new SEND resources will be a combination of refurbished existing school space and small school expansions and designed to existing building code.	There will be some short term impact during development phase. This will be overseen by Asset Management Service.	Work will be planned and overseen by Asset Management Service.	Monitoring will be coordinated by Asset Management Service and Governing Bodies.
Carbon capture (e.g. through trees)?	No change	N/A	N/A	N/A	N/A
Identify any emission impacts associated with this decision that have not been covered by the above fields: None					

Please provide a summary of all impacts and mitigation/monitoring measures: Transport implications of school transport arrangements are kept under review by Corporate Transport Unit. Emissions overall will remain at similar levels.

Supporting information:	
Completed by: **(Name, title, and service area/directorate).**	Mark Cummins SEND Transformation Project Lead
Please outline any research, data, or information used to complete this [form].	
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
Early Help Strategy: Family Help in Rotherham 2024 - 2029

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)
Kelly White, Acting Assistant Director Early Help & Family Engagement

Ward(s) Affected
Borough-Wide

Report Summary

The proposed Early Help Strategy: Family Help in Rotherham 2024-2029 has been developed in response to revised government guidance, including the Department for Education (DfE) new edition 'Working Together to Safeguard Children December 2023'. The statutory guidance outlines what organisations and agencies must and should do to help, protect and promote the welfare of all children and young people.

This is a partnership document and the Strategy articulates Rotherham Borough's widest vision for Early Help:

All agencies working together to ensure that children, young people, and families have their needs identified early so that they can receive swift access to targeted help and support *(co-produced and agreed by partners, stakeholders, children, young people, and families).*

The Strategy describes three phases of support for children and families and concludes with how children, families and other key stakeholders will work together to deliver the vision over the next five years.

It is proposed the Delivery Plan will be overseen by the Early Help Partnership Group with scrutiny from the Improving Lives Select Commission (ILSC).

Recommendations
That Cabinet:-

1. Endorse the Early Help Strategy: Family Help in Rotherham 2024-2029.

2. Approves the Local Authority involvement in the development and implementation of the Strategy Delivery Plan with the oversight and delivery of progress by the Early Help Partnership Group (EHPG) and the Improving Lives Select Commission (ILSC).

List of Appendices Included

Appendix 1: Early Help Strategy 2024-2029
Appendix 2: Family Help Services and Support
Appendix 3: Glossary of Terms
Appendix 4: Part A - Initial Equality screening Assessment form
Appendix 5: Part B – Equality Analysis Form
Appendix 6: Early Help Strategy Carbon Impact Assessment

Background Papers
Working together to safeguard children 2023: statutory guidance (publishing.service.gov.uk)
Children Act 2004 (legislation.gov.uk)
Graded Care Profile 2 (GCP2) | NSPCC Learning
Guide for children and young people: Stable Homes, Built on Love - GOV.UK (www.gov.uk)
Children's social care: national framework - GOV.UK (www.gov.uk)
http://www.gov.uk/government/collections/family-hubs-and-start-for-life-programme%20
Place Partnership – Healthy Rotherham (yourhealthrotherham.co.uk)
Health Wellbeing Strategy 2018 New branding.pdf (rotherham.gov.uk)
https://www.rscp.org.uk/downloads/file/158/child-exploitation-priorities-2023-to-2028
council-plan-2022-25 (rotherham.gov.uk)

Consideration by any other Council Committee, Scrutiny or Advisory Panel
N/A

Council Approval Required
No

Exempt from the Press and Public
No

Early Help Strategy: Family Help in Rotherham 2024 – 2029

1. Background

1.1 The previous Early Help Strategy 2016 – 2019 was central to Rotherham's improvement journey. The Strategy set out the Council's intentions to work together across the partnership to harness collective expertise and resources and organise these to meet the needs of children and families. The Strategy comprised of three phases which were implemented on time and delivered against the agreed activity.

1.2 As a result, Rotherham now has an effective and mature Early Help system. There have been many achievements since the last strategy was produced. Key achievements over this timeframe include:

- Development of the integrated Early Help Service, with a well-equipped and well-trained workforce.

- Front door integration between Early Help and Children's Social Care in the Multi Agency Safeguarding Hub (MASH), including introduction of a 'rapid response' function by Early Help enabling swift support to families to prevent escalation into statutory services.

- Strong co-working framework between Early Help and Children's Social Care with robust step-up, step down and co-working arrangements.

- Embedding the Graded Care Profile 2 tool in Early Help practice with 94.5% completed since April 2023 being carried out by Early Help.

- Delivery of an integrated outreach and engagement offer that spans the 0-19 age range (25 with SEND).

- Multi-disciplinary approach to outreach & engagement activity such as Operation Keepsafe and Partnership Water Safety Plan.

- Robust suite of evidence-based, validated programmes available for families both digitally and face to face, with access to self-serve digital interventions which families can access when they need them.

- Development of the Early Help Midwifery Pathway to ensure robust arrangements for early identification of need between Early Help and Midwifery Services.

- Embedding of shared responsibility for early help across partners, with an increase in the numbers of Early Help Assessments by partners from 0 to 26.9% (as of December 2023).

- Development of the Family Hubs and the Best Start in Life programme, adding value to the existing support that is already available for families in Children's Centres and Early Help sites.

- Development and embedding of the School Attendance Matters Pathway (SAMP) which is highlighted nationally by the Department for Education for its innovative and welfare-based approach to poor school attendance.

- Established a Universal Youth Work offer (of over 900 sessions per year), increasing capacity within the voluntary and community sector to deliver youth provision for young people across the Borough.

- Delivered the DfE funded Healthy Holidays' Programme.

1.3 Work on a new Strategy was delayed in 2019 to allow time for Self-Evaluation work to take place in relation to the national Supporting Families Programme, so that learning could inform the Strategy. Further development was then paused during the pandemic and recommenced at the start of 2022.

1.4 During this period, the Early Help Partnership Group has followed an overarching delivery plan and overseen the delivery of key national programmes including the Supporting Families Programme and the Family Hubs and Start for Life Programme.

1.5 In 2023, the government published a new vision to transform Children's Social Care: 'Stable Homes, Built on Love: Implementation Strategy' in response to the Independent Review of Children's Social Care. This preceded the publication of updated multi-agency statutory guidance 'Working Together to Safeguard Children 2023'.

1.6 The new Strategy is therefore required to address the changing environment and recent developments set out in the government's plans to reform children's social care and early help, setting a national direction for change.

2. Key Issues

2.1 Learning gained from the delivery of the Supporting Families Programme, and the Family Hubs and Start for Life Programme, has identified the need to build upon the good co-operation that is currently in place across the partnership and improve how services share information and work together to provide holistic support for families. This includes improved awareness and access to the universal Start for Life offer, further development of the network of support available to families in their communities, building on children centre delivery in line with the family hubs approach, embedding co-production to ensure the voices of those who use and access services influence the continuous improvement of the Early Help Offer.

2.2 'Stable Homes, Built on Love: Implementation Strategy' defines a significant change to children's social care and sets out key ambitions (6 pillars of reform) including the need to provide 'Family Help' to help ensure all children and families can get the right help, at the right time, and in an easy way.

Ambition 1: Family help
Ambition 2: Keeping children safe

Ambition 3: Supporting families to help children
Ambition 4: Make care better for children in care and care leavers
Ambition 5: Children have great social workers
Ambition 6: Improving the whole system for children and families

2.3 Requirements within Working Together to Safeguard Children 2023 focus on:

- Strengthening multi-agency working across the whole system of support and protection for children and their families
- Keeping a child-centred approach while bringing a whole-family focus
- Embedding strong, effective and consistent multi-agency child protection practice

2.4 A new chapter on 'shared responsibility' highlights how positive outcomes for children depend on strong multi-agency working. The guidance introduces a set of multi-agency expectations for all practitioners involved in safeguarding and child protection. These expectations aim to ensure that practitioners share the same goals, learn with and from each other, have what they need to help families, acknowledge and appreciate difference and challenge each other.

2.5 Rotherham Together Partnership wants Rotherham to be a great place to grow up, where children and young people have the best chance to reach their full potential. This will mean that children grow up happily, safe, in good health and develop the skills and qualifications they need to be successful. The Strategy articulates Rotherham's vision for children, young people and families:

Best Start - Children get the best start in life.
Safe - Children and young people are safe from harm.
Achieve - Young people feel empowered to succeed and achieve their aspirations.
Have fun - Children and young people have fun things to do and safe places to go.

2.6 The Strategy describes three phases of support for children and families.

2.6.1 **Universal and Community Family Help**

Universal and Community services are available to all children, young people, and families in Rotherham. These services are provided by lots of different agencies such as nurseries, schools, and colleges; GPs, midwives, and health visitors; children centres and family hubs, libraries, youth services, and community organisations. They are the starting point for any family in Rotherham requiring information, advice and support.

Proposals to secure investments of £895,000 into universal services were approved by Council in February 2024 and include:

- A Baby Pack Scheme for all new parents giving birth in Rotherham to give them the best start in life.

- Developing a SEND activity hub in the town centre improving the Council's offer of recreational activities for children and young people with SEND.

- Additional capacity to increase the reach of the offer to under 5s.

- Further enhancing the Voluntary, Community and Faith Services sector's ability to deliver services to more children and young people across the Borough.

- Additional capacity to develop work with partners at the Front Door to improve the effectiveness of initial contact with families.

2.6.2 **Focused Family Help**

This will provide help where families are not managing to effect positive change and they require enhanced, more focused and/or specialist support. This will include children and their families who need additional support to meet their full potential or whose needs are sufficiently complex will receive focused family help. This may be provided by a range of services and practitioners across the partnership, usually supported by an Early Help assessment. Examples include mental health support in schools, targeted prevention work from Youth Justice teams or early help casework in Children and Young People's Services.

2.6.3 **Specialist Family Help**

Specialist services to children and their families are provided where children and young people need a high level of support or may be experiencing or likely to suffer significant harm in circumstances where improvements have not been achieved through universal and community family help, or focused family help. This can include services for disabled children, special school arrangements or specialist physical or mental health provision, for example. It may also include child protection services, working with those experiencing harms outside the home, care arrangements or youth justice services, including custody. Specialist Family Help is provided to families where the concerns are high and have not improved through enhanced or focused support.

2.7 A five-year Delivery Plan has been developed as a roadmap to achieving the three phases of support for children, young people and families.

2.7.1 **Phase 1 (2024/24) Design** will include consultation with key stakeholders across the wider Council, the Improving Lives Select Commission (ILSC), Health, Police and children and families to ensure co-design and co-production from the start. New guidance will be considered along with a number of reviews. The first phase will be around establishing and setting out the requirements of the project.

2.7.2 **Phase 2 (2025/26)** will focus on the **implementation and delivery** stage ensuring continued engagement with stakeholders. There are plans to engage external evaluation two years into the implementation phase as a measure of progress and success. Key outcome measures will also be developed during this phase.

2.7.3 **Phases 3 & 4 (2026-2028) Maintain and Operate** will also incorporate monitoring service quality, measuring outcomes and responding to learning to achieve continuous improvement.

2.7.4 **Phase 5 (2029) Evaluate** will include a review and refresh of the strategy.

2.8 The Early Help Partnership Group provides the strategic oversight and delivery of the Early Help Strategy, along with the evaluation of the effectiveness of the Early Help Offer in Rotherham**.**

2.9 Reporting to the Early Help Partnership Group, the Family Hub Operational Group brings together colleagues from a range of services to ensure effective partnership, collaboration and strong communication between agencies co-located in Family Hubs in Children's Centres.

2.10 The Early Help Partnership Group feeds into the Local Safeguarding Children's Executive and the Place Board.

3. Options considered and recommended proposal

3.1 Cabinet is asked to endorse the Early Help Strategy: Family Help in Rotherham 2024-2029. Endorsement of the Strategy 2024- 2029 will ensure the Council has set out its commitment in line with best practice to ensure that there is an Early Help Strategy in place for all children and young people in the Borough.

3.2 Cabinet is asked to approve the Local Authority involvement in the development and implementation of the Strategy Delivery Plan and the oversight and delivery of progress by the Early Help Partnership Group and scrutiny by the Rotherham Metropolitan Borough Council (RMBC) Improving Lives Select Commission (ILSC).

3.3 The alternative option is not to endorse the Early Help Strategy: Family Help in Rotherham 2024-2029. This would result in non-compliance with the government's legislative requirements and statutory guidance on multi-agency working to help, protect and promote the welfare of children. This would present a significant barrier in achieving the necessary national and cultural shift to continue to reform children's social care and early help in Rotherham. This option is not recommended.

4. Consultation on proposal

4.1 In 2020, the Early Help Partnership Group led a series of consultation events with staff, stakeholders, and partners. (See Appendix 5 Equality Impact Assessment).

4.2 Further consultation took place at the Rotherham Show in September 2022 and in a workshop, facilitated by the Improving Lives Select Commission (ILSC), in September 2022. The following premises emerged from the ILSC workshop;

- Early help is “everyone’s business”.
- The Early Help Offer needs to be clear and link to basic needs.

4.3 In 2023 a further engagement activity involved internal stakeholders and key partners. There were many positive responses shared as well as many suggestions to improve the current early help offer. All stakeholders recognised the commitment of Early Help members and shared aspects of the service of which they were most proud. This has informed the development of the delivery model and plan.

4.4 Local learning indicates the importance of embedding co-production to ensure the voices of those who use and access services influence the continuous improvement of the Early Help Offer. Working Together 2023 sets out new expectations for ‘shared responsibility’ and introduces a set of multi-agency expectations to ensure that practitioners share the same goals, learn with and from each other, have what they need to help families, acknowledge and appreciate difference and challenge each other. Genuine Partnerships and the Four Cornerstones (also known as the Rotherham Charter) evolved from a unique partnership involving the Rotherham Parent Carers Forum and Rotherham Council. The Rotherham Four Cornerstones (developed from research involving Rotherham children and young people with special educational needs, and their parents and carers) defines how the partnership works together and with children and families, acknowledging that the development of shared goals requires co-production rather than consultation. Consequently, whilst the Early Help vision and principles are defined in this strategy, the delivery plan includes an initial year of engagement, consultation and co-production.

5. Timetable and Accountability for Implementing this Decision

5.1 The new Early Help Strategy: Family Help in Rotherham will cover the period 2024 to 2029.

5.2 Progress against the delivery plan and review of objectives will be monitored by the Early Help Partnership Group.

5.3 A further update will be brought to Cabinet following the Year 1 consultation and design work with partners, children, young people and families.

6. Financial and Procurement Advice and Implications

6.1 There are no direct procurement implications arising from the recommendations detailed in this report. However, it is important to note that where third party organisations are engaged to deliver against the strategy,

they must be procured via the relevant procurement legislation at the time (Public Contracts Regulations 2015, Procurement Act 2023 or The Health Care Services (Provider Selection Regime) Regulations 2023) as well as the Council's own Financial and Procurement Procedure Rules.

6.2 Finances will need to be maintained within existing budgeted cash limits. There are a number of grant funded projects across Early Help with set funding end dates, which provide additional funding sources and are subject to specific resource and delivery requirements.

7. Legal Advice and Implications

7.1 The wide variety of services, support and resources available to babies, children, young people and their families, as described on offer in this report falls within the requirements of section 17 of the Children Act 1989 whereby every local authority has a general duty to safeguard and promote the welfare of children within their area who are in need. In addition, there is a renewed focus highlighted in the recent "Working Together to Safeguard Children 2023" on how organisation and agencies provide early help to strengthen the role of education and childcare settings in keeping children safe; clarifying a broader range of practitioners to be the lead practitioners for families in receiving support under s17 of CA 1989 and improved multi-agency child protection standards has been take into consideration above. As such, no legal implications arise from the recommendations in this report.

8. Human Resources Advice and Implications

8.1 HR will provide support to ensure that the workforce is skilled and experienced to deliver the strategy.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The Early Help Strategy: Family Help in Rotherham 2024 – 2029 aligns with the key local partnership priorities and plans including Rotherham Metropolitan Borough Council Plan 2022/25, Rotherham Safeguarding Children Partnership plan and associated strategies, Rotherham Health and Wellbeing Plan and Rotherham Health and Social Care Place Plan.

9.2 The Strategy describes how partners will work together to ensure that all children and young people receive the right help at the right time so that Rotherham is a great place to grow up, where children and young people have the best chance to reach their full potential. This will mean that children grow up happily, safe, in good health and develop the skills and qualifications they need to be successful.

9.3 The Adult Social Care Strategy for Rotherham 2024 – 2027 sets out a vision to enable every resident with care and support needs to live their best lives, with the people they value, close to home and with access to the right support at the right time. To achieve this vision, a number of strategic priorities are identified to support young people preparing for adulthood. These priorities will

complement the Early Help Strategy to enable young people to receive the right help at the right time.

10. Equalities and Human Rights Advice and Implications

10.1 Equality and human rights are considered within the strategy.

11. Implications for CO2 Emissions and Climate Change

11.1 Actions proposed in the *Early Help Strategy: Family Help in Rotherham 2024-2029* may have a carbon impact in Rotherham. Commitments to develop a SEND hub in Rotherham Town Centre and to increase the Council's Universal Youth offer may affect emissions from non-domestic buildings; whereas strengthening local provision may decrease emissions from transport, if families do not have to travel so far, to access the support they need. These and other impacts, mitigation and monitoring actions are summarised in a carbon impact assessment, Appendix 6.

12. Implications for Partners

12.1 These are referred to in the strategy and associated delivery plan.

13. Risks and Mitigation

13.1 These are referred to in the strategy and associated delivery plan.

14. Accountable Officers

14.1 Kelly White, Acting Director Early Help and Family Engagement kelly.white@rotherham.gov.uk

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	23/02/24
Assistant Director or Legal Services (Monitoring Officer)	Phil Horsfield	23/02/24

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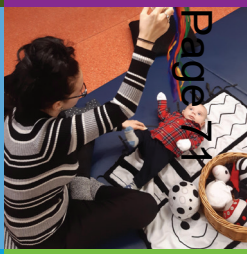
This report is published on the Council's website.

EARLY HELP STRATEGY:
FAMILY HELP IN ROTHERHAM
2024-2029



Rotherham Safeguarding Children Partnership

South Yorkshire POLICE

NHS The Rotherham NHS Foundation Trust

Rotherham Metropolitan Borough Council

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FOREWORD

COUNCILLOR VICTORIA CUSWORTH, CABINET MEMBER FOR CHILDREN AND YOUNG PEOPLE

As Cabinet Member for Children and Young People's Services, I have a specific remit for leading targeted and coordinated action across the early years and childcare system to improve outcomes for children.

I am delighted to introduce the new Early Help Strategy: Family Help in Rotherham which is central to delivering our collective vision of 'all agencies working together to ensure that children, young people, and families have their needs identified early so that they can receive swift access to targeted help and support'. We are coming from a position of real strength, with strong partnerships and robust early help and support provided to our children and families and are ready to build on the national Stable Homes, Built on Love' Strategy.

This sets out a vision for children's social care, Early Help and partners to provide the help families need to overcome challenges at the earliest possible stage, to keep children safe, and to make sure children in care have stable loving homes, long-term loving relationships, and opportunities for a good life. The Government's strategy presents a positive vision for a 'family-first' approach, prioritising early Family Help and valuing the support wider family and friends can offer including as kinship carers.

In Rotherham, we want all families to be able to access advice and support, as well as providing them with the tools they need to care for and interact positively with their children, whilst at the same time looking after their own wellbeing. We have made significant strides as a partnership towards these goals over the last five years and look forward to embedding these and being ever more ambitious for children and young people with the plans outlined in this strategy involving Universal and Community Help; Focused Help; and Specialist Help.

I am committed to championing this strategy, and working with partners and children, young people and families. I am excited to see the progress we can make together.

INTRODUCTION AND APPROACH

In 2023, the Government published a new vision to transform children's social care: 'Stable Homes, Built on Love: Implementation Strategy' in response to the Independent Review of Children's Social Care. This proposes significant changes to children's social care and Early Help, setting out a number of key ambitions including the need to provide 'Family Help' to help ensure all children and families can get the right help, at the right time, and in an easy way.

Further to this, Working Together to Safeguard Children 2023 focuses on strengthening multi-agency working across the whole system of support and protection for children and their families keeping a child-centred approach while bringing a whole-family focus embedding strong, effective and consistent multi-agency child protection practice.

The Early Help Systems Guide provides a framework, which helps to focus Early Help systems on common goals and progress towards these. In addition, the National Supporting Families programme is about building resilience by providing effective, whole family support at the earliest opportunity.

In Rotherham we are committed to ensuring that all children, young people, and families are resilient, successful, and safe, building on our key ambitions.

We recognise that all families benefit from and need help from time to time to enable their babies, children, and young people to thrive. We also know that moving forward most families want the resilience to be able to support themselves in the longer term, with their wider network.

For most children, young people and families in Rotherham, they flourish with support from services which are available to all families, for example GPs and Schools (universal services). Some families may need to access additional short-term support to address a specific issue, or may require more intensive, longer-term support, when experiencing more complex issues. This is common to all local authority areas, and within this document we will detail the different levels of support available for families.

We know that the needs of children, young people and families change over time and our partnership approach to Early Help ensures that families can access the right level of support at the time they need it. Central to a healthy Early Help system is agencies working together, to meet the needs of both the child and the family in order to achieve long term, sustainable outcomes.

Rotherham already benefits from co-location arrangements between a range of agencies working with children and their families as part of the development of our Family Hubs in Children's Centres. Family Hubs help improve whole family support from 0 to19, including Start for Life services, through a physical network of hubs including a digital and virtual offer, as well as outreach and engagement support.

This same partnership approach needs to be applied when considering contextualised safeguarding and harm outside the home. This encourages collaborative working across the partnership to help children and their families understand their environments and associations outside of the family home, and to engage with community partners in order to minimise risk within a certain area.

THE VISION AND KEY PRINCIPLES

We want Rotherham to be a great place to grow up, where children and young people are supported when needed to reach their full potential. This will mean that children grow up happily, safe, in good health and develop the skills and qualifications they need to be successful.

This is not only important for our children and young people, but for the future of our Borough. Research shows that experiences in childhood have a major influence on outcomes across an individual's life. By supporting children and young people to have the best possible start in life and to develop, flourish and thrive we can prevent future challenges and address inequalities.

We aim to give Children the best start in life – This is identified in the Health and Wellbeing Strategy, Rotherham Health and Care Place Plan, the Council Plan and the Family Hubs and Best Start in Life programme.

All partners are committed to working together in a coordinated way with organisations, communities, children and their families to eliminate neglect and reduce child exploitation and keep children safe from harm – This is identified in the Rotherham Safeguarding Children's Partnership Neglect Strategy, child exploitation priorities, Council Plan and Police and Crime Plan.

We are ambitious for our young people, we want them to feel empowered to succeed and achieve their aspirations – This is identified in the Council Plan and SEND Strategy.

It is also important to us that children and young people have fun with things to do and safe places to go – This is identified in the Council Plan and SEND Strategy.

Our Early Help Vision

All agencies working together to ensure that children, young people, and families have their needs identified early so that they can receive swift access to targeted help and support – This has been co-produced and agreed by partners, stakeholders, children, young people, and families.

Key principles:

We have agreed the following principles to underpin and inform our work with children, young people, and families.

- Children, young people and families are at the heart of everything we do.
- Prevention and Early Help support is better than late intervention.
- Early Help is a shared responsibility, across the partnership, and is everyone's business.
- We will ensure that children and young people thrive in their families by receiving the right help, at the right time, and in an easy way, recognising the importance of relationship-based intervention.
- We are committed to promoting fairness; respect; equality; dignity; and supporting autonomy.
- We will listen to families, have purposeful conversations and provide support to improve outcomes.
- We will work restoratively with children, young people and families.
- Public, voluntary and community sector organisations are all part of the Early Help system and work together to meet the needs of children and their families.

WHAT IS EARLY HELP?

Whilst Working Together 2023 defines Early Help (above), it also talks about 'Family Help'. This is a new term that is inclusive of all ages and incorporates a number of services across the partnership. Family Help in Rotherham is not a single service, but a collaborative, whole system approach, that works across the partnership. This means children, young people and their families receive support at the earliest opportunity from a range of different services, dependent on their needs.

Family Help is made up of public, voluntary and community sector organisations working together to meet the needs of children and their families so that they receive the right support at the right time. These organisations include public health nursing, midwifery, mental health services, the Police, schools, nurseries, substance misuse providers, educational psychologists, domestic abuse services, childminders, housing providers, and other services working with children, young people, and families.

We know that prevention is better than late intervention to improve outcomes for families. For this reason, we focus on meeting needs early, as problems arise to help prevent them from getting worse.

- Identify needs early
- Right Support at the right time to stop things getting worse
- Best possible start through early education
- Whole family approach
- System of support
- Supporting families
- Partnership working

"Early Help is support for children of all ages that improves a family's resilience and outcomes or reduces the chance of a problem getting worse. It is not an individual service, but a system of support delivered by local authorities and their partners working together and taking collective responsibility to provide the right provision in their area"

(Working Together to Safeguard Children 2023)

WHAT WE KNOW ABOUT FAMILIES IN ROTHERHAM

- **The population of Rotherham is 265,800** (Census data, 2021).
- **Rotherham ranks as the 35th most deprived upper tier local authority in England** out of a total of 151 upper-tier local authorities (Index of multiple deprivation 2019 by LSOA).
- **21.9% of children aged 0 to 15 years live in absolute low-income families.** 25.7% of children live in relative low-income families, for comparison, the percentage rate for England is 15.1% and 18.7% respectively. The number of Children aged under 16, living in relative low-income families, financial year ending 2021 was 13,193 (Index of multiple deprivation 2019 by LSOA).
- **There are 125 schools in Rotherham.**
- Of the 41,332 pupils school years Reception to Year 11 a total of 12,034 **(29.1%) are eligible for free school meals** (October 2023).
- **73.6% of children in reception class who are at a healthy weight** (2,275 children in total), in comparison to the national figure of 76.5% (National Child Measurement Programme).
- **20.4% of pupils in Rotherham (9,325) have identified SEND needs** compared to 17.1% nationally (Spring School Census, 2023).
- **3,192 Children and young people aged 0 to 25 years have a EHCP,** a 44% increase in EHCP over the last 3 years. (EHCP data, July 2023).
- **89% of children aged 0 to 5 years old registered with a Children's Centre** and of those living in the 30% most deprived areas of Rotherham, 92% were registered (March 2023).
- **73% of children aged 0 to 5 years access Children's Centre activities.** 78% of children living in the 30% most deprived communities access Children's Centre activities.
- **505 children in care,** this includes 382 in-family based placements (December 2023).
- **323 care leavers in Rotherham** (November 2023).

3 STAGES OF SUPPORT FOR CHILDREN YOUNG PEOPLE AND FAMILIES

I. UNIVERSAL AND COMMUNITY FAMILY HELP

Universal and community services are available to everyone - all children, young people, and families in Rotherham. They ensure families can access **the right support at the right time,** and prevent concerns escalating, helping families to help themselves, and preventing a reliance on statutory services. In Rotherham, these services are provided by lots of different agencies such as nurseries, schools, and colleges; GPs, midwives, other NHS services and 0 to19 public health nursing services, including health visitors and school nurses; family hubs in Children's Centres and Early Help sites, libraries, youth services, and community organisations. These services may be the starting point for any family in Rotherham requiring information, advice, and support.

Rotherham has a strong voluntary and community sector who provide support to children, young people, and families. There are a total of 750 registered third-sector organisations in Rotherham, with a workforce of 3,778 employees, 4,218 volunteers, and 1,759 trustees, providing a range of support to improve health and wellbeing, increase community participation, cohesion and belonging, build resilience and independence, and address individual needs.

What we will do:

- Develop the **self-service and digital offer** to allow families to access information they need at a time convenient to them, including online parenting courses, signposting, guidance and advice.
- Continue to deliver **the Family Hubs and Start for Life Programme** to ensure that families have access to the information and tools they need to care for and interact positively with their babies and children, and to look after their own wellbeing.
- Provide **Baby Packs** to all new parents living in Rotherham, to help give their children the best start in life.
- Continue to **enhance the Local Offer** for children with disabilities and their families.
- Develop a **SEND hub** centrally based improving our offer of recreational activities for children and young people with SEND, providing a safe disability friendly space to support families accessing the Town Centre and the opportunity for peer support and access to calm/sensory spaces.
- Ensure children and young people with SEND and their families **have their voices heard** and this makes a difference to their experiences and outcomes.
- **Work with families** to help them understand their own wider network of support through family and friends.
- Increase the **Universal Youth Work offer** across the borough ensuring young people have places to go and things to do.

- Deliver the **Children's Centre offer** to children and families 0 to 5 years, increasing engagement with this universal offer.
- Further work with our **Voluntary and Community Sector to deliver services** to more children and young people across the Borough.
- Promote the **early identification of children and young people's needs** to ensure timely intervention to support them.
- Continue to deliver **Operation Keepsafe** – a multi-agency initiative that enables a proactive response to children and young people that are at risk due to being unsupervised and vulnerable due to the time of night that they are out, or the risky situations that they place themselves in.
- Ensure that all children and young people get the best possible start by working with families to **increase the number of children accessing early education.**

- Work in partnership to **expand wraparound care options** (before and after school) for primary school children by increasing the number of places available, to support working families.
- Continue to work with public and private sector partners to deliver **improvements in the choice of housing** available in Rotherham.
- Aim to **improve the health and wellbeing** of Rotherham residents, reduce health inequalities and protect the population from health harms.
- Continue to deliver the **'Rotherham Backs Breastfeeding'** campaign (as part of the Breastfeeding Friendly Borough Declaration).
- Aim to make **maternity and neonatal services more personalised** and equitable.
- Continue to support children and young people's mental health and wellbeing and as part of this we will aim to **improve timely access to mental health assessments and intervention.**
- Work in partnership with organisations, communities, children and their families to **increase their understanding of vulnerabilities to exploitation**, and keep children safe.
- We will encourage and support professionals and members of our community to **spot the signs of neglect** by increasing engagement, awareness and understanding of neglect.
- Continue to work with our local community to **recruit, retain and grow the best in-house foster carers** so that the needs of children and young people can be met in Rotherham.
- Partners will work together to increase the number of **young people accessing supported internships** and other opportunities for employment.

2. FOCUSED FAMILY HELP

Focused Family Help is available where families have not been able to effect positive change with the support of universal services and they need additional support. This may be an enhanced, more intensive and/or specialist support. It can be delivered in the home, in health settings, through schools, Children's Centres, and the voluntary and community sector. It might include parenting intervention, mental health and emotional wellbeing support, targeted youth services, youth justice services, and housing and employment services. Focused Family Help can support children and families who have several needs, or whose circumstances might make them more vulnerable.

What we will do:

- Ensure **community-based, multi-disciplinary focused family help services** are available to provide seamless support for families, spanning Early Help and child in need (Section 17 Children Act 1989) provision. This is inclusive of children with additional needs and disabilities.
- Avoid multiple assessments of children and their families **working seamlessly with partners** to build on existing information and assessments, ensuring that those best place undertake or are supported to undertake assessment work where appropriate.
- Ensure that when children and their family have an identified need, **access to support is simple, avoiding delay and duplication** for children and families.
- Collaborate with education, health and social care where appropriate to **provide support for children with additional needs.**
- Work collectively with the Police, schools and colleges to continue to **deliver Operation Encompass** raising awareness of the impact of domestic abuse on the next school day for children.
- Work to ensure **all children and young people in Rotherham with SEND enjoy good physical and mental health.**
- We will work closely with schools within the Rotherham and the Department for Education (DfE) as they **develop mainstream SEND resource provisions** supporting children to continue to receive their education locally.
- Ensure **appropriate support for children will longer term health needs.**
- Work with colleagues across the partnership to **determine who is best placed to support the family, ensuring support is specific and based on need** such as housing; domestic abuse support services; education; community safety.
- Work with families to **help them share their circumstances with trusted family and friends**, with a view to extending their support network, improving resilience and providing a safe exit strategy.
- Work with partners to **review the current Early Help Assessment template to ensure it is streamlined and family-friendly,** as well as being a tool that be used by a range of partners.
- Ensure that across the wider family help system that school attendance is viewed as 'everybody's business' and **that barriers to attending school are understood and supported** through Early Help Assessments and the Rotherham School Attendance Matters Pathway.

- Work with health colleagues to **provide better access to mental health and wellbeing support programmes** for young people.
- Work with our schools to **reduce the number of children who are excluded.**
- Deliver targeted work with Rotherham's Not in Education, Employment or Training (NEET) and not known young people, supporting young people in **Years 12 and 13 to access employment, education, and training.**
- Deliver **street-based work with young people** within their communities.
- Continue work with partners, community safety and Police to support **early identification of vulnerability to prevent child exploitation and deliver support through Evolve outreach in schools.**
- **Support successful preparation for adulthood**, including independent living and employment.

3. SPECIALIST FAMILY HELP

Statutory services to children and their families are provided where children and young people need a high level of support or may be experiencing or likely to suffer significant harm. This can include services for disabled children, special school arrangements or specialist physical or mental health provision, for example. It may also include child protection services, working with those experiencing harms outside the home, care arrangements or youth justice services, including custody. Specialist Family Help is provided to families where the concerns are high and in circumstances where improvements have not been achieved through universal and community family help, or focused family help.

What we will do:

- Provide **a timely response to escalating concerns** for children wherever those concerns arise.
- **Utilise existing relationships with families**, across the partnership with those who best know our children.
- **Use family group conferencing or network meetings at the earliest opportunity** to support children to remain within their family network where it is safe to do so.
- Advocate for children and engage with schools to ensure children receive and engage in an **appropriate education offer.**
- Work with health colleagues to best **understand any unmet needs** (including mental health) for children, and ensure plans are in place to meet these needs.
- Ensure our Short Breaks offer is **flexible and meets need.**
- Where level of risks indicates, **work collectively** with Police and Health colleagues to investigate concerns and best support children and their families.
- Work jointly with partners and **utilise partnership information** to best understand children's situations **to inform joint decision making.**
- Engage **specialist teams** within social care to respond to crisis and support children and young people to remain within their networks where it is safe to do so.
- **Work with Health colleagues** to ensure our Children in Care benefit from timely health assessments and dental appointments and that any identified needs are met.
- **Work with families and partners to support planning** at all levels for children.

DELIVERY PLAN

Phase 1
(2024/25)
Design

- Consult with children, young people and families on new ways of working
- Identify and consult with stakeholders (wider Local Authority, Police, Health etc)
- Consider the new 'Working Together to Safeguard Children' Framework 2023 and incorporate any required changes for Rotherham (P2)
- Develop a roadmap - child's journey across the Early Help system
- Review and update Early Help Systems Guide (July 2024)
- Budget and HR integration for relevant agencies

Phase 2
(2025/26)
Implement and Deliver

- Clear governance arrangements
- Operational Group(s)
- Implement key outcome measures
- Implement the re- designed system
- HR support
- Budget monitoring
- Continued engagement with children, young people, families, staff and stakeholders

Phases 3 and 4
(2026/28)
Maintain and Operate

- Ongoing delivery of services
- Implement Government changes/legislation
- Monitor service quality and adjust
- Measure success/outcomes
- Responding to learning - continuous improvement
- Budget pressures
- External evaluation

Phase 5
(2028/29)
Evaluate

- Seek feedback from children, young people and their families
- Assess and identify areas of development
- Review and refresh strategy

HOW WE WILL MEASURE SUCCESS

The Early Help Partnership Group will be accountable for strategic oversight of performance across the Early Help system in Rotherham. They will provide robust governance and accountability arrangements with scheduled analysis and reporting to understand the impact of delivery for children and families and embed a partnership approach.

A multi-agency performance management framework will be developed which will monitor success via a set of outcome measures and key performance indicators from across the partnership. There will be direct links with other strategies and plans and may also be cross-cutting across partner agencies.

There are some examples of outcomes below, however, these could change during the co-production and implementation phases of the strategy delivery plan.

Local authority outcomes

- Reduce the number of children with speech, language and communication needs.
- Reduce contacts which progress to Children's Social Care assessment.
- Increase in the number of Early Help Assessments completed by partners.
- Reduce the number of children and young people where neglect is a primary concern.
- Increase the number of children and families ceasing Early Help support, achieving positive and sustainable outcomes.
- Increase the number of young people accessing Universal Youth Work sessions.
- Maximise the number of children aged 0 to 5 being registered with and accessing a Children's Centre.
- Reduce first time entrants into the Youth Justice Service.
- Continue to reduce young people re-offending in Rotherham.

Education outcomes

- Increased preparedness for children starting school in nursery or Key Stage 1.
- Increase school attendance.
- Reduce the number of permanent exclusions.
- Improve attainment outcomes for our Children in Need (CIN).

Health outcomes

- Increase breastfeeding continuation status at 6 to 8 weeks.
- Improve parent/infant mental health relationship.
- Increase in the number of families attending weaning sessions across Rotherham.
- Reduce the number of 5 year-olds with visual tooth decay (or other similar oral health outcomes.)
- Increased engagement in the Weight Health and Attitude Management service.

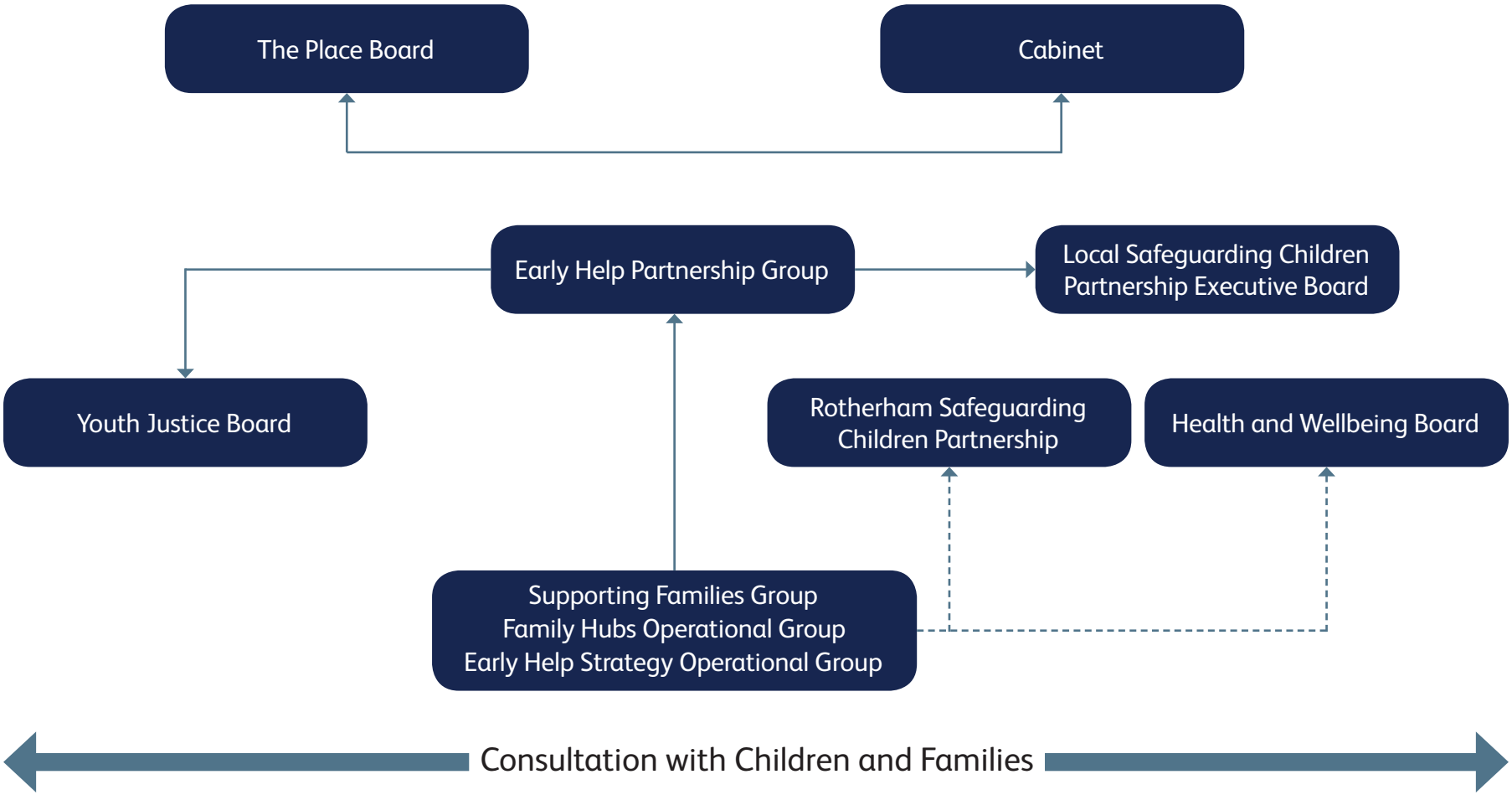
Safer Rotherham Partnership outcomes

- Reduce the number and seriousness of children and young people missing.
- Reduce the number and severity of domestic abuse incidents.
- Reduce the number of children at risk of and experiencing exploitation.

Year 1 – Overall Outcome of success

By the end of March 2025, all actions identified in the design phase of the delivery plan will be completed and project management controls will be in place to begin implementation and delivery.

GOVERNANCE AND ACCOUNTABILITY



Consultation with children and families is well established as part of our day-to-day practice to gather and act on feedback from families and engage people with their lived experience (evidence-based tools). We believe that people who have experienced services should have a say on how services are developed and delivered.

OUR VISION
OUR CHILDREN - RESILIENT, SUCCESSFUL AND SAFE

Thank you to all of the organisations and individuals who will be supporting and delivering the Early Help Strategy

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Appendix 2 Family Help Services and Support

Universal and Community Family Help

Children's Centres:
Early Help Outreach and Engagement teams deliver the statutory Children's Centre offer for families with children aged 0-5 years. This includes delivery of universal activities including new birth celebration sessions; baby massage; baby first aid; treasure basket sessions; reach, roll and play sessions; talking tots; toddler yoga; stay and play groups; and baby weigh sessions.

The Family Hubs' programme is delivered through Children's Centres:
Family Hubs and Start for Life is a national programme to improve access to 'whole family' service delivery, including Start for Life services in areas with the highest levels of deprivation and across the wider 0-19 age range. All families need support from time to time to help their babies and children thrive, whether that's from friends, family, volunteers, or practitioners. Our ambition is for every family to receive the support they need when they need it, ensuring that all families have access to the information and tools they need to care for and interact positively with their babies and children, and to look after their own wellbeing. Family Hubs will provide an exciting opportunity to transform join-up between services, taking a whole family approach to better support families to access the help they need.

The Family Hub and the Start for Life Programme brings together services which support families in Rotherham, such as midwifery, health visiting, Children's Centres, Early Help, voluntary and community sector organisations. The programme ensures that children and families can go to get the right information, advice, and support when they need it, with services working together to reduce the need for them to have to keep repeating their story.

The focus of Family Hubs is supporting parents, carers and families with children under two, but it will also include a wider offer from conception to 19 or up to 25 for those with special educational needs and disabilities (SEND).

Universal Youth Work:
It is important that we are offering timely support and the opportunity for positive change, working with young people and families to ensure they have the tools they need to develop resilience and independence. Universal youth work provision is important in the pathway to adulthood for young people and the Universal Youth Work offer builds capacity within the voluntary and community sector to ensure that there are sufficient places to go and things to do for young people across the Borough.

Universal Youth Work funding is open to constituted voluntary groups, charities, private sector organisations, schools, faith groups who can demonstrate they can meet the minimum standards of a high-quality offer for young people, creating provision across the Borough for young people. The offer focusses on the needs of adolescence, but ensure whole family working, within a community development approach. would respond to localised issues as well as developing a localised offer of safe places to go and stimulating things to do.

Healthy Holidays:
The Healthy Holiday Programme is funded by the Department for Education to provide support to families who may find school holidays difficult because of increased costs such as food and childcare and reduced income. Children from disadvantaged families are less likely to access organised out-of-school activities and are more likely to experience 'unhealthy holidays' in terms of nutrition, physical health, and social isolation. The funding enables eligible children ages from reception to year 11 to access holidays clubs for free.

Managed by the Early Help and Family Engagement Service, the programme is delivered by a range of providers over the Easter, Summer, and Winter School Holidays. Each activity lasts 4 hours per day. Programmes are for 4 days at Easter and Winter, and 16 days over the Summer Holidays. Each activity includes a nutritious meal and a variety of sports and enriching activities for children and young people.

Street-based work with young people:
Early Help Outreach & Engagement teams deliver street-based youth work sessions flexibly across the Borough. These sessions target 'hot spot' areas in response to identified issues such as anti-social behaviour or exploitation, as well as extending youth provision across the varying geographical profile in Rotherham. Street-based youth work engages with young people in their own communities and 'on their own turf', allowing flexibility to utilise creative and innovative approaches to engage with young people, help them to identify their skills, passions and to share their voice on issues which are important to them. Through this provision young people are provided with support and guidance to be able to make safe choices and to engage with other opportunities such as universal youth work provision.

Operation Keepsafe is a multi-agency initiative that enables a proactive response to children and young people that are at risk due to being unsupervised and vulnerable due to the time of night that they are out, or the risky situations that they place themselves in. Intelligence informs us that some localities present high levels of risk at particular times and Operation Keepsafe offers a multi-agency response to protect vulnerable young people from imminent harm or potential harm whilst identifying pertinent underlying issues.

- **Operation Keepsafe** is delivered between the hours of 10pm and 2 am.
- **Operation Keepsafe 2** is a *lighter touch* version of Operation Keepsafe and is delivered earlier in the evening in response to intelligence about youth related issues (usually between 6-9pm though this can be flexible.)

It is important to note that the difference between a Keepsafe 2 and general outreach detached work is the multi-agency context (including police) and the fact that it is a one-off response to intelligence and community concern.

Evidence-based programmes:
Co-ordination of evidence-based programmes delivered across the borough is through the Early Help Evidence Based Hub. Families can access a wide repertoire of evidence-based interventions, delivered in partnership by Early Help workers and partners.

Through the Family Hubs' digital platform families can access online programmes, providing a self-serve function to digital evidence-based programs. Face to face group delivery is available to families where this better suit their needs.

Programme	Delivery Method	Programme Summary
Triple P 0-12	In person & online	Parenting programme for parents of children 0-12. The programme promotes positive parenting strategies, coping and self-care skills.
Triple P Teen	In person & online	Parenting programme for parents of teenagers. The programme promotes positive parenting strategies, dealing with emotional and risky behaviours, coping and self-care skills.
Triple P Steppingstones	In person	This programme is for parents of children 0-12 who have a child with disability. The programme builds parenting skills for promoting children's development, social competence and self-control and is delivered in a group setting.
Triple P Discussion Groups	In person	Short one-off parent discussion groups on commonly encountered problems such as disobedience, fighting and aggression, and managing situations such as shopping with children and bedtime. The Teen Triple P Discussion Group Series includes parent discussion groups on commonly encountered problems such as getting teenagers to cooperate, coping with teenagers' emotions, reducing family conflict, and building teenagers' survival skills. The discussion groups are designed to provide an overview of the positive parenting principles for any interested parent. Parents are actively involved throughout the 2-hour small group format discussions.

Triple P Fear-Less	In person & online	Fear-Less Triple P is for parents (of children aged 6 to 14) who would like to learn how to teach their children to manage anxiety effectively.
Triple P Transitions	Online	Family Transitions Triple P is designed for parents who are experiencing personal distress from separation or divorce, which is impacting on or complicating their parenting.
The Solihull Approach, including Preparation for Parenthood / The First Five Years / The School Years	In person & online	The Solihull Approach introduces a model for understanding the impact of relationships on health and wellbeing and the impact of adverse childhood experiences on health and wellbeing. The Solihull Approach supports mental health and wellbeing in parents, children, schools, older adults, and high stress workplaces through an evidence-based model. The Solihull Approach model combines three theoretical concepts, containment (psychoanalytic theory), reciprocity (child development) and behaviour management (behaviourism). It provides a framework for thinking for a wide range of professionals working with families with babies, children, and young people. Rotherham has pre-birth, preparation for parenthood, 0-5 and school age versions of the programme and it is available face to face and digitally.
Parents as Partners	In person	Parents as Partners (PaP) is an evidence-based intervention for couples and co-parents. Designed to improve relationships between parents and to increase children's well-being and success.
Sleep Tight	In person	This course helps parents understand the impact of poor sleep on behaviour. The programme supports families to implement creative and evidence-based methods of improving sleep patterns in young children.
Family Links	In person	This programme is for the parents of young children up to the age of 10 and looks at topics, including: understanding why children behave as they do, recognising the feelings behind behaviour. Exploring different approaches to discipline and learning the importance of looking after ourselves.
Caring Dads	In person	Developed in a university partnership, Caring Dads is a group intervention program for men who have abused, neglected, or exposed their children to domestic violence.
Timid to Tiger	In person	Timid to Tiger is an entirely parenting-based approach to managing anxiety in children aged nine years or below.
One Plus One: Me, You and Baby Too	Online	Me, You and Baby Too helps new and expectant parents adapt to the changes that parenthood can have on their relationship, while raising awareness of the impact of stress and conflict on their baby. Parents completing this course will develop the skills to manage their conflict more constructively.

One Plus One: Arguing Better	Online	Arguing better helps raise awareness of parental conflict and its impact on children. It gives parents the skills to cope with stress together and manage their conflict more constructively.
One Plus One: Getting it Right for Children	Online	Getting it right for children uses Behaviour Modelling Training techniques to help separating parents see how they are putting their children in the middle of their conflict. It helps parents to develop positive communication skills, so that they can parent co-operatively and work out solutions together.
PEEP (Parents as Early Educators Programme) Home Learning Programme	In person	A parenting programme that helps parents and carers to improve their children's life chances, by making the most of everyday learning opportunities - listening, talking, playing, singing, and sharing books and stories together.
Be Share Aware	In person	Delivered to young people that have been involved in 'sexting' and sharing explicit images, referrals come through the police direct to the Youth Justice Service.
Crime and Consequences	In person	Education intervention for young people who have been issued with an Outcome 22 by police to defer prosecution and provide the opportunity to engage in a preventative intervention.
Barriers to Learning Programme	In person	Keep on Track Programme is a 12-week programme delivered to young people in Year 11 who are at risk of becoming NEET.

Focused Family Help

Partner led Early Help Assessments:

Focused Family Help is available where families have not been able to affect positive change with the support of universal services and they need additional support. Focused Family Help can be delivered through a range of services working with children and families through the Early Help Assessment (EHA). The EHA helps any professional to better understand and document needs when issues or concerns begin to emerge for a child and family that they are working with. The tool is a consistent way of understanding and articulating the things that we are worried about, what is working well and what needs to happen.

Early Help Integrated Working Leads (IWLs) are responsible for embedding the uptake of the Early Help Assessments across partners, and ensuring effective support is provided to children and families through this process. This includes support and oversight of children where an EHA has been requested from a partner agency; support and guidance for partners through the process of completing the EHA and plan and undertaking the role of Lead Professional; providing information and advice to Lead Professionals about services that could support or contribute to the support package for a child and family; reflective discussion to help drive positive change for families; developing strong multi-agency relationships with local partners in order to ensure high quality support to children and families to address need and prevent problems getting worse.

Early Help Family Support:
Family support is provided to children and families by locality services delivering family support to help them to address problems at the earliest opportunity and deliver interventions to address presenting needs. Family support is underpinned by the Early Help Assessment tool (EHA), as evidence shows us that the most effective way to work with vulnerable families is to provide support that is coordinated and focused on problems that affect the whole family.

When an Early Help Family Support Worker is the Lead Professional for a family, they undertake the EHA in partnership with the family and other professionals to understand what life is like for the child and family and what support is needed to address the presenting needs. The Family Support Worker will work with the family and other professionals to co-produce an action plan, which is outcome focused and that seeks to address the needs identified through the EHA. Team Around the Family (TAF) meetings will take place regularly to ensure that the plan is reviewed, and the family are receiving the right support and engaging in order to make positive changes. The plan may incorporate direct support from other agencies, and family support workers will deliver interventions as part of this plan. Through regular review of the plan, the family and agencies are working to address issues and ensure that families can eventually sustain change with support from Universal Services.

Families who have been open to Social Care for a statutory assessment and who need continued support may step down to Early Help as part of Rotherham's step-down arrangements. For these children and families, an updated EHA and plan will be completed to understand the current needs for the family and co-ordinate continued support from agencies.

School Attendance Matters Pathway (SAMP):
The Early Help Service launched the School Attendance Matters Pathway (SAMP) in September 2019 to ensure rigorous and consistent processes are in place to support children who have poor attendance. The SAMP was developed in partnership with Head Teachers and the subsequent agreed pathway is managed by the Early Help Service.

The SAMP provides a framework which supports the Service's statutory duty of enforcement action for poor school attendance and ensures a restorative based approach where welfare is considered paramount, and support strategies are exhausted prior to enforcement action in Court. The Early Help Assessment underpins the SAMP and is a shared responsibility across the wider children's workforce, to ensure that issues are addressed early in the development of a problem.

In May 2022 the DfE published 'Working Together to Improve School Attendance', which outlines a duty for schools, academy trusts, governing bodies and local authorities to work together to maintain high levels of school attendance. This guidance introduces a clear core set of expectations for schools, MATs, and local authorities from Sept 2022 and is refocused away from overreliance solely on punitive approaches to an approach of providing whole family support before enforcement.

The Early Help Core Attendance Team co-ordinate effective operational delivery of the School Attendance Matters Pathway.

Targeted work with young people who are NEET and Not Known:
Early Help Outreach & Engagement Workers are responsible for contacting and supporting young people who are in years 12 and 13 and who are NEET or have a destination which is 'not known'. This is a statutory duty of the Local Authority under the Education Act 1996.

In practice this involves:

- Delivery of the Keep on Track programme with young people identified as being at Risk of NEET (RONI) in Year 11.
- Interventions with young people in years 12 and 13 who are NEET, to support them into a positive EET destination.
- Ensuring that every young person in years 11 and 12 have an offer of a place by the end of September (September Guarantee).
- Contact with young people whose destination is 'Not Known'.

Universal and Targeted Groups for children and families:
Delivered by Early Help Outreach & Engagement teams, universal and targeted groups are offered to children and families across the Borough.

Youth Justice Service:

Aims to prevent offending and re-offending of children aged 10-17. All YJS staff have a responsibility to be alert to safeguarding issues in their work with children and their families and must ensure that all young people are assessed to identify risk of exploitation. Exploitation Risk Assessment Management Tools should be completed where appropriate and appropriate concerns should be raised with line managers and where appropriate referred to Children's Social Care and specialist exploitation teams.

Specialist Family Help

Children's Services are responsible for the co-ordinating of statutory assessments for children in need. Where there are concerns about the safety and welfare of a child, a referral should be made to the Multi-Agency Safeguarding Hub (MASH). They will assess the information and if deemed appropriate undertake further assessment. The assessment may result in the provision of services designed to address the identified needs of the child through Early Help support, a multi-agency child in need plan or child protection plan.

Where a child is assessed as having suffered, or being at risk of, significant harm as a result of exploitation, Children's Services will follow a Contextual Safeguarding process to ensure that extra familial risks are considered under a multi-agency plan coordinated by the exploitation team, Evolve. Multi agency support is provided to victims and survivors of child exploitation.

For a small number of children, they will become children in care but only when there are no other safe options for the children within their family and extended network. They will be supported whilst children in care and as care leavers.

The Youth Justice Service comprises of a range of professionals who work together to prevent children and young people from entering the youth justice system for the first time, supporting them to move away from offending, and when they do, working to 'child first' principles to ensure the best possible outcomes for young people and victims of crime. They also support children in custody.
Rotherham Children's Safeguarding Partnership has the statutory responsibility to oversee partnership arrangement to keep children safe. They comprise senior representation from Children's Social Care, Police and Health. Sitting underneath this are multi-agency partner delivery groups with specific focus on child exploitation; neglect; performance, practice and improvement; and education.

Appendix 3 Glossary of Terms

Sentence or Word Clarification	Clarification
Child Sexual Exploitation	Child sexual exploitation (CSE) is a type of sexual abuse. Child Sexual Exploitation includes forcing or enticing a child or young person to take part in sexual activities, not necessarily involving violence, or whether the child is aware of what is happening and in some situations the child may believe they are in a loving consensual relationship – this is called grooming. The activities may involve physical contact, and may also include non-contact activities, such as involving children watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse. Children or young people might be invited to parties or gatherings with others their own age or adults and given drugs and alcohol. They may be assaulted and sexually abused by one person or multiple perpetrators. The sexual assaults and abuse can be violent, humiliating and degrading. Sexual abuse can take place online, and technology can be used to facilitate offline abuse. CSE can happen in person or online and children encouraged to film or stream sexual activities and have sexual conversations. An abuser will gain a child's trust or control them through violence or blackmail before moving onto sexually abusing them. The national plan focuses on the relationship between Child exploitation and the Serious and Organised Crime delivery framework, also known as the '4Ps' – Pursue, Prepare, Protect and Prevent. This document can be found at Tackling Child Sexual Abuse Plan 2021 (publishing.service.gov.uk)
Children's Social Work National Framework	A Department for Education National Framework that brings together the purpose of local authority children's social care, the principles by which children, young people and families should be supported, the enablers that should be in place so the system is effective, and the outcomes that should be achieved so that children and young people can grow up to thrive. The National Framework puts the voices of children, young people and families at the heart of practice, so they can have a say in how they are supported. Children's social care: national framework - GOV.UK (www.gov.uk)
Child Criminal Exploitation	Child criminal exploitation (CCE) is the manipulation, coercion and control of children and young people to commit crimes usually for the benefit of other abusive adult's or peers. This could be within extended families, communities or more sophisticated organised crime groups, linked to the modern-day slavery. transporting and storing of drugs and harbouring or receipt' monies. Such exploitation usually happens outside of the home and is extra-familial. The national guidance can be found at Criminal exploitation of children and vulnerable adults: county lines - GOV.UK (www.gov.uk

Early Help Partnership Group (EHPG)	Provides the strategic oversight and delivery of the Early Help Strategy and evaluation of the effectiveness of the Early Help Offer in Rotherham**.** The partnership offers strong support across the multi-agency partnership to embed a strong universal and targeted offer in Rotherham with shared responsibility.
Early Help and Family Support Service	Family support is provided to children and families by locality services delivering family support to help them to address problems at the earliest opportunity and deliver interventions to address presenting needs.
Early Help Systems Guide	The Early Help Systems Guide provides a framework, which helps to focus early help systems on common goals and progress towards these. The National Supporting Families programme is about building resilience by providing effective, whole family support at the earliest opportunity.
Evolve Team	The Evolve Team respond to and safeguard children who are or likely to suffer harm through child sexual exploitation in Rotherham. They aim to provide 'wrap around' support and protection to children and their family, with a team of people from a variety of support agencies. This includes social workers, a child sexual exploitation specialist nurse, a Barnardo's social worker, a children's social care operational manager, business support staff and police officers.
Family Group Conference	A Family Group Conference (FGC) is a meeting to bring family members, friends and anybody else important to the family together, with the aim of making things better and safer for the family concerned. Family Group Conferencing – Rotherham Metropolitan Borough Council
Family Hubs	Rotherham already benefits from co-location arrangements between a range of agencies working with children and their families as part of the development of our Family Hubs (children's centres). Family Hubs help improve whole family service support, including Start for Life services, through a physical network of hubs including a digital and virtual offer, as well as outreach and engagement support.
Family Hub Operational Group	Brings together a range of colleagues from a range of services to ensure effective parentship, collaboration and strong communication between agencies co-located in Family Hubs. Family Hubs Locality meetings feed into this group.
KPI	Key performance Indicator
NEET - Not in Employment, Education or Training	A young person who is not in full time employment, education or training.
Rotherham Safeguarding Children Partnership (RSCP)	Rotherham's Safeguarding Children Partnership (RSCP) provides a multi-agency approach for professionals working with children, young people, and adults. They work collaboratively in order to protect children contextually, that is, to understand their environments and associations outside of the family home, and to engage with community partners in order to minimise risk within a certain area.
School Attendance Matters Pathway (SAMP)	The School Attendance Matters Pathway (SAMP) provides a framework which supports the Service's statutory duty of enforcement action for poor school attendance and ensures a restorative based approach where welfare is considered paramount, and support strategies are exhausted prior to enforcement action in Court.

Safer Rotherham Partnership (SRP)	The Safer Rotherham Partnership is the borough's Community Safety Partnership, set up under the Crime and Disorder Act 1998. The Safer Rotherham Partnership Plan 2022-2025 can be found at safer-rotherham-partnership-plan (saferrotherham.org.uk)
S47 – Section 47	Where information gathered during a referral or an assessment (which may be very brief) results in the social worker suspecting that the child is suffering or likely to suffer significant harm, a strategy discussion Meeting should be held to decide whether to initiate enquiries under Section 47 of the Children Act 1989.
SEND Hub	A centrally based offer of recreational activities for children and young people with SEND. The Hub would provide a safe disability friendly space to support families accessing the Town Centre by providing a changing space and the opportunity for peer support and access to calm/ sensory spaces.
Stable Homes Built on Love	The Governments 'Stable Homes, Built on Love' Strategy sets out a vision for children's social care to provide the help families need to overcome challenges at the earliest possible stage, to keep children safe, and to make sure children in care have stable loving homes, long-term loving relationships, and opportunities for a good life. The Government's strategy presents a positive vision for a 'family-first', prioritising early family help and valuing the support wider family and friends can offer including as kinship carers. Children's Social Care: Stable Homes, Built on Love consultation response (publishing.service.gov.uk)
Supporting Families Programme	The programme focuses on building the resilience of vulnerable families, and on driving system change so that every area has joined up, efficient local services which are able to identify families in need and provide the right support at the right time.
Best Start in Life Programme	Rotherham has a key focus on supporting families to help children to have the very Best Start in Life. This includes a range of services from different organisations, located in one place and support is available for families with children aged 0 to 5. The Best Start in Life support is delivered from Family Hubs based in Childrens Centres which covers the 0-19 age range (25 with special educational needs and disabilities). We have good evidence that that the first 1001 days of a child's life (pregnancy to age 2) are critical for good development. Best Start in Life Programme – Rotherham Metropolitan Borough Council
The Place Board	A forum where all partners across health and care in Rotherham come together to formulate and agree strategies and provide leadership to deliver the ambitions of the Place Partnership and the Rotherham Place Plan.
Vulnerable Child	Vulnerable children are children can be at greater risk of experiencing harm because of one or more factors in their lives including abuse, living in a home where there is domestic abuse, addiction or mental ill health, and or having additional needs such as learning or physical needs. Vulnerable children can have less resilience or safeguards around them to spot signs of risk.
Working Together to Safeguard Children 2023	A Government guide providing the legislative requirements that apply to individuals, organisations and agencies in respect of multi-agency working to help, protect and promote the welfare of children. The guidance focuses on • Strengthening multi-agency working across the whole system of support and protection for children and their families

	• Keeping a child-centred approach while bringing a whole-family focus • Embedding strong, effective and consistent multi-agency child protection practice The Working Together guidance can be found at Working together to safeguard children 2023: statutory guidance (publishing.service.gov.uk)

PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
Title: Early Help Strategy 2024-2029	
Directorate: Children and Young People's Services	**Service area: Early Help**
Lead person: Kelly White	**Contact number:** 01709 822318
Is this a: [x] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
The Early Help Strategy 2024-2029 describes the responsibility of agencies to work together and safeguard children in line with the refreshed statutory guidance Working Together to Safeguard Children 2023. The strategy describes the local authority's responsibility to promote inter-agency partnership working to improve the welfare of all children under section 10 of the Children Act 2004. The previous Rotherham Early Help Strategy 2016-2019 was launched in January 2016 and was primarily focussed on the resources, staffing and services within the local authority. The Early Help Strategy 2024-2029 builds on these strong foundations as well as the vision of the previous strategy and sets the priorities for prevention and early identification and intervention in Rotherham.

The Multi-Agency Early Help Partnership Group will oversee the implementation of the delivery plan reporting into the Rotherham Safeguarding Children's Partnership and the Place Board.

3. Relevance to equality and diversity

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

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

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

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

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

If you have answered **no** to all the questions above please complete **sections 5 and 6.**
If you have answered **yes** to any of the above please complete **section 4.**

4. Considering the impact on equality and diversity

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

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

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

How have you considered equality and diversity?

There are approximately 1,393 Early Help episodes open.

Number of Children in all episodes	Requests for support
2955	**1045**

The Insight data dashboard breaks down equality and diversity information into locality, gender, age, ethnicity, and primary need.

To inform the Early Help Strategy a consultation and engagement activity with partners was undertaken. The development of the revised Strategy has involved collaborative working across Rotherham's key stakeholders.

The Early Help Partnership Group has met regularly to develop the priorities and themes for the strategy and Head Teacher briefings were held. An on-line consultation survey was also shared with partners and stakeholders.

- 83 organisations responded to the consultation survey.
- 93% of respondents reported that they had engaged with early help with 3% stating never having engaged with early help.
- 51% of respondents had completed an Early Help Assessments (EHA) and 35% had engaged in Team Around the Family meetings (TAF).
- 10% of respondents had engaged around matters of attendance and 4% parenting support.
- 76% of respondents felt there was a shared understanding of early help across the wider system and 67% felt mechanisms were in place to support professionals and partner agencies to quality assure and improve their early help practice, assessment, and plans.

- 65% of respondents felt that the partnership was making effective use of services available from other organisations and groups to support children, young people, and families.

Recruitment to staff roles considers the need for the workforce to reflect the communities in which they work.

Information regarding protected characteristics is captured in the Early Help Assessment and informs the Plan that is coproduced with the family members.

Translation services are utilised as a range of bespoke provision is in place including specific targeted support groups for LGBT young people, BAME young people, Girls and young women, faith-based groups and provision, support for Ukraine and Afghanistan families and young people with autism.

Key findings

Rotherham's Early Help Offer supports some of the most vulnerable children, young people and families in Rotherham.

The draft five-year Early Help Strategy 2024-2029 is a partnership approach to prevention, early identification, and family help and support in Rotherham. It will aim to deliver better outcomes for babies, children, young people, and families across Rotherham by ensuring that support is provided to all parents and carers, including those who are hardest to reach and/or most in need of help and support.

The draft Strategy will aim to improve how services share information and work together to provide holistic support for families through a Start for Life offer, a network of support through a family hubs approach, and that the voices of those who use, and access services influence the continuous improvement of the Early Help offer.

Actions

Further Equality Impact Analysis will be completed as required as part of the delivery associated with the Strategy.

A range of approaches will be used to ensure that children, young people and families play a key part in the evaluation of the strategy.

Service users have been involved with the development of the strategy and influence decision making and delivery as well as frontline staff, partner agencies.

- Continued engagement with the Early Help Partnership Group
- Continue to ensure that consultation and engagement with the service users is embedded in all Early Help Assessments and plans.

Date to scope and plan your Equality Analysis:	January 2024
Date to complete your Equality Analysis:	January 2024

Lead person for your Equality Analysis (Include name and job title):	Kelly White, Interim Assistant Director Early Help

5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**
Nicola Curley	Director of Children's Services	31/01/2024

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	29 January 2024
Report title and date	Early Help Strategy 2024-2029
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	March 2024
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	January 2024

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PART B – Equality Analysis Form

1. Title	
Equality Analysis title: Early Help Strategy 2024 - 2029	
Date of Equality Analysis (EA): 29 January 2024	
Directorate: CYPS	**Service area: Early Help**
Lead Manager: **Kelly White: Interim Assistant Director, Early Help**	**Contact number: 01709 822318**
Is this a: [x] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance		
Name	**Organisation**	**Role (eg service user, managers, service specialist)**
Helen Sweaton	RMBC/ South Yorks NHS	Assistant Director, Commissioning
Anne Hawke	RMBC	Head of Service, Performance
Laura Gough	RMBC	Head of Service Safeguarding

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 Early Help Service is an essential component of Rotherham Metropolitan Borough Council's (RMBC) delivery model for Children's Services.

The Early Help Strategy 2024-2029 describes the local authority's responsibility to promote inter-agency co-operation to improve the welfare of all children under section 10 of the Children Act 2004.

Early Help spans a wide age range; 0-19 years and up to 25 years if there is a disability or special educational need. It incorporates pre-birth, early years, adolescence through to early adulthood. Early Help has a critical role to play at the key transition points in a child's journey from dependence to independence. The service brings together a range of statutory and non-statutory functions including Family Support Services, Education Support Services, Youth Justice Services.

The previous Rotherham Early Help Strategy 2016-2019 was launched in January 2016 and was primarily focussed on the resources, staffing and services within the local authority. The Early Help Strategy 2024-2029 builds on the strong foundations and vision of the previous strategy and sets the priorities for prevention and early identification and intervention in Rotherham.

The five-year Early Help Strategy 2024-2029 is a partnership strategy that has been developed through partner and stakeholder consultation and coproduction through the multi-agency Early Help Partnership Group (EHPG).

The Early Help Vision, *"All agencies working together to ensure that children, young people, and families have their needs identified early so that they can receive swift access to targeted help and support,"* was developed and agreed by partners, stakeholders, children, young people, and families.

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

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

Equality information is available through the following sources:

- Performance Practice and Learning
- CYPS performance reporting – Scorecards and Dashboards (Insight)
- Audit and QA activity
- Section 11
- DfE reporting
- Department for Health & Social Care
- Ofsted

A work plan will sit alongside the strategy with includes the capturing of data, including diversity and equality, and feedback form different children and groups which will continue to be used to monitor, scrutinise and inform the plan. This work plan is owned and delivered on by the Early Help Partnership Group, a multi-agency group offering cross partnership challenge and co working.

Rotherham is a large minster town in South Yorkshire, England which along with its nearby settlements form the Metropolitan Borough of Rotherham, with a population of 265,800 (ONS, 2021).

There are 61,600 0-19 year old children living in the Borough (23.1% of the local population – ONS, 2021). 122 Schools provide education to 45676 Pupils on Roll.

26% of children living in Rotherham are in low-income families (England 19% - 2021). Our Free School Meal (FSM) entitlement rate is above national average, 21.8% compared to 20.2% at Primary phase and 20.7% compared to 18.2% at Secondary phase (DfE 2020/21).

Rotherham is a relatively deprived local authority, ranking 44th of 317 local authorities according to the 2019 Index of Multiple Deprivation score (a slight relative increase from 52nd in 2017). Deprivation is linked to a wide variety of poor health and educational outcomes for children. As such, Rotherham often fares significantly worse than the national average when considering markers of 'good health' throughout this document. Comparisons have also been made with statistical 'nearest neighbours' to compare how well Rotherham is doing relatively to similar local authorities.

20.1% of our school age population is from BME background (England 36.1%) (DfE 2021/22).

- The population of Rotherham is 265,800 (Census data, 2021)
- There are 125 schools in Rotherham
- The percentage of children and young people who are eligible for free school meals is 11,621 — or 68% (Data as of July 2022)
- Rotherham ranks as the 35th most deprived upper tier local authority in England out of a total of 151 upper-tier local authorities (Index of multiple deprivation 2019 by LSOA)
- The prevalence of children in reception class who were at a healthy weight was 73.6% (2,275 children in total), in comparison to the national figure of 76.5% (National Child Measurement Programme (NCMP) data from 2021 to 2022)
- At the end of March 2023, 89% of children aged 0-5-years-old were registered with a Children's Centre and of those living in the 30% most deprived areas of Rotherham, 92% were registered. During the same period, the proportion of children aged 0-5-years-old who had accessed Children's centre activities was 73% overall and 78% for those children living in the 30% most deprived communities.
- In Rotherham there are 21.9% of children aged 0-15 years in absolute low-income families and 25.7% of children in relative low-income families, for comparison, the percentage rate for England is 15.1% and 18.7% respectively. The number of Children aged under 16, living in relative low-income families, financial year ending 2021 was 13,193 (Index of multiple deprivation 2019 by LSOA)
- 20.4% of pupils in Rotherham (9,325) have identified SEND needs compared to 17.1% nationally (Spring School Census 2023)
- 3,192 Children and young people aged 0-25 yrs have a EHCP (44% increase in EHCP over last 3 years) (EHCP data July 2023)
- As of 31 December 2023, we had 505 children in care, 382 were in family-based placements.
- There are currently 323 care leavers in Rotherham (As of November 2023)

Of the children open to the service 1537 are male or identify as male, 1388 are female or identify as female and 20 are unborn (5 have not disclosed gender).

Ethnicity	Count
A1 - White British	2387
A5 - Gypsy / Roma	114
A3 - Any other White background	74
E2 - Any other ethnic group	62
C2 - Pakistani	56
B3 - White and Asian	54
B4 - Any other mixed background	41
B1 - White and Black Caribbean	34
D2 - African	32
E4 - Information not yet obtained	31
B2 - White and Black African	27
C4 - Any other Asian background	21
C1 - Indian	6
E1 - Chinese	5
D3 - Any other Black background	3
E3 - Refused	2
A2 - White Irish	1
Rotherham Total	2950

Recruitment to staff roles considers the need for the workforce to reflect the communities in which they work.

Information regarding protected characteristics is captured in the Early Help Assessment and informs the Plan that is coproduced with the family members.

Translation services are utilised as a range of bespoke provision is in place including specific targeted support groups for LGBT young people, BAME young people, Girls and young women, faith-based groups and provision, support for Ukraine and Afghanistan families and young people with autism.

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

Not that we're aware of, we have rich cross organisational data available however we will continue to develop our reporting mechanisms as part of the Early Help delivery plan to ensure Diversity and Equality remains a key consideration.

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

A range of approaches will be used to ensure that children, young people and families play a key part in the evaluation of the strategy and that their individual needs and protected characteristics are considered.

Existing data and established methodology across the children's workforce will continue to be used to monitor impact on those groups with protected characteristics.

Service users have been involved with the development of the strategy and influence decision making and delivery as well as frontline staff, partner agencies.

- Continue engagement with the Early Help Partnership Group
- Continue to ensure that consultation and engagement with the service users is embedded in all Early Help Assessments and plans.

Engagement undertaken with customers. (date and group(s) consulted and key findings)	To inform the Early Help Strategy a consultation and engagement activity was undertaken with partners and delivery groups which report to The Rotherham Children's Safeguarding Partnership. An on-line consultation survey was also shared with partners and stakeholders. 83 organisations responded to the consultation survey. In September 2022 the Improving Lives Select Commission held a workshop to identify the key challenges facing children, young people, and families in the borough and to shape and influence the priorities, principles, and themes of the Strategy. The recommendations made have been incorporated into the development of the Strategy and associated governance arrangements.
Engagement undertaken with staff (date and group(s)consulted and key findings)	The Early Help Partnership Group have been engaged and will be pivotal in the implementation of the Strategy Deliver Plan.

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)

How do you think the Policy/Service meets the needs of different communities and groups?

The Early Help Service covers a wide range of need and includes working directly with different communities and groups. However, some need is universal and not unique to protected characteristics (e.g., parenting). Delivery of the proposed Strategy will support the service to take account of cultural differences and strengths, and the unique circumstances of some young people and families in Rotherham.

The Early Help Assessment (EHA) process and Signs of Safety (SoS) model ensure an assessment and case planning format that integrates professional knowledge with local family and cultural knowledge, to identify and implement interventions that will benefit children, young people and families avoiding the need for further costly interventions. Early indications of its use with Early Help families are positive.

The impact of changes across the protected characteristics groups that Early Help works with is detailed below and is most likely to be initially experienced in the form of less frequent interventions or different models of engagement.

As the service moves towards more evidenced based, outcome focussed, and targeted forms of delivery, those individuals from protected groups are likely to experience a more enhanced service.

It is of particular importance that the service is agile enough and has tools that are flexible to respond to future need and changing demographics such as the population becoming more culturally diverse.

As well as responding to need as illustrated in the snapshot, the Strategy also takes account of the fact that those most likely to require help and support are located in areas of multiple deprivation.

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

The strategy proposes continuation of the delivery of a continuum of early help support including a more targeted service for those in need of early help, it is not envisaged that the service will present any barriers to communities and groups.

Accessibility, physical and geographical will continue to be carefully monitored by the Early Help Partnership Group.

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

Early Help services are not delivered in isolation and the Early Help Strategy 2024-2029 emphasises the importance of developing the Early Help System, the Early Help Offer and the Early Help Workforce.

The strategy proposes continuation of the delivery of a continuum of early help support including a more targeted service for those in need of early help, it is not envisaged that the service will present any barriers to communities and groups.

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 Early Help Strategy 2024-2029 will ensure that the service continues to work with the specific specified groups identified through the Protected Characteristics and does not differentiate between different groups.

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: Early Help Strategy 2024-2029
Directorate and service area: CYPS, Early Help
Lead Manager: Kelly White: Interim Assistant Director, Early Help
Summary of findings:
The Early Help Strategy 2024-2029 will ensure that the service continues to work with the specific specified groups identified through the Protected Characteristics. Anticipated Impact will be low. Early Help services in Rotherham will continue to develop through the delivery of this strategy which will improve the accessibility of the Early Help offer, the way the system works together and workforce.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Complete and submit EH Strategy	A, D, S, RE, RoB, PM, C, O	March 2024
Cabinet Paper Approval	As Above	March 2024
Implementation of the 5 Year Delivery Plan	As Above	April 2024 to March 2029

***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**
Nicola Curley Kelly White Cllr Cusworth	Director Children's Services Interim Assistant Director, Early Help Cabinet Member	TBC 01/02/24 TBC

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	29/01/2024
Report title and date	Early Help Strategy 2024-2029, Cabinet March 2024
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

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User guidance:

- The first section of this form guides users through considering major areas where emissions are likely to occur. If emissions are impacted in a way not covered by these categories, please identify this at the bottom of the section
- The first section should be filled as such:
  - ***Impact***: identify, in relation to each area, whether the decision of the proposal does the following: *reduces emissions*, *increases emissions*, or has *no impact on emissions*. If it is uncertain this section can be labelled *impact unknown*
  - If ***no impact on emissions*** is identified: no further detail is needed for this area, but can be added if relevant (e.g. if efforts have been made to mitigate emissions in this area.)
  - ***Describe impacts or potential impacts on emissions***: two sections deal respectively with emissions from the Council (including those of contractors), and emissions across Rotherham as a whole. In both sections please explain any factors that are likely to reduce or increase emissions. If ***impact unknown*** has been selected, then identify the area of uncertainty and outline known variables that may affect impacts.
  - In most cases there is no need to quantify the emission impact of an area after outlining the factors that may reduce or increase emissions. In some cases, however, this may be desirable if factors can be reduced to a small number of known variables (e.g. if an emission impact is attached to a known or estimated quantity of fuel consumed).
  - ***Describe any measures to mitigate emission impact:*** regardless of the emission impact, in many cases steps should be taken in order to reduce mitigate all emissions associated with each area as far as possible; these steps can be outlined here (For example: if a proposal is likely to increase emissions but practices or materials have been adopted in order to reduce this overall impact, this would be described here).
  - ***Outline any monitoring of emission impacts that will be carried out:*** in this section outline any steps taken to monitor emission levels, or steps taken to monitor the factors that are expected to increase or reduce emission levels (for example, if waste or transport levels are being monitored this would be described here)
- A ***summary paragraph*** outlining the likely overall impacts of the proposal/decision on emissions should then be completed - this is not required if the proposal/decision has no impact across all areas.
- The supporting information section should be filled as followed:
  - Author/completing officer
  - ***Research, data, or information*** may refer to datasets, background documents, literature, consultations, or other data-gathering exercise. These should also be added to the ***supporting documents*** section of the cabinet report

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- Carbon Impact Assessments are to be appended to the associated cabinet reports
- Prior to publishing reports, Carbon Impact Assessments should be sent to climate@rotherham.gov.uk for feedback
- Report authors may also use the above email address to direct any further queries or to access further support regarding completing the assessment

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	**Describe impact or potential impacts on emissions across Rotherham as a whole.**	**Describe any measures to mitigate emission impacts**	**Outline any monitoring of emission impacts that will be carried out**
Emissions from non-domestic buildings?	Unknown; potential increase in emissions	*Early Help Strategy: Family Help in Rotherham 2024-2029* commits to develop a SEND hub in Rotherham Town Centre and to increase the Council's Universal Youth Work offer across the Borough. This may increase emissions from non-domestic buildings.		Existing facilities will be preferred, where appropriate to the needs of children, young people and their families.	Greenhouse gas emission from non-domestic buildings in the Council's energy procurement portfolio are monitored and reported in NZ30 carbon accounts.
Emissions from transport?	Unknown; potential decrease in emissions		Extending wraparound care options for primary school children may decrease emissions from transport through avoided car journeys. Developing mainstream SEND resource provision, so that children can continue to receive their education locally, may save people from travelling farther to access the same support.		Emissions from home to school transport (HST) provided by the Council are partially monitored, as fuel use in corporate fleet vehicles is reported in NZ30 carbon accounts. The Climate Change Team will seek to increase the Council's capacity to monitor emissions from taxis and private hire vehicles commissioned for HST.

Emissions from waste, or the quantity of waste itself?				.	
Emissions from housing and domestic buildings?					
Emissions from construction and/or development?					
Carbon capture (e.g. through trees)?					

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

Developing a self-service and digital offer for families will have an uncertain carbon impact. There may be some benefit from avoided energy use in buildings, avoided journeys to access services and advice and avoided use of paper and other materials. However, digital resources have their own, significant carbon impact, due to data servers' high energy demand and the potential harm caused by electronic waste.

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

The Early Help Strategy 2024-2029 describes the local authority's responsibility to promote inter-agency co-operation to improve the welfare of all children under section 10 of the Children Act 2004.

Working Together, 2023 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 previous Rotherham Early Help Strategy 2016-2019 was launched in January 2016 and was primarily focussed on the resources, staffing and services within the local authority. The Early Help Strategy 2024-2029 builds on the strong foundations and vision of the previous strategy and sets the priorities for prevention and early identification and intervention in Rotherham.

The Multi-agency Early Help Partnership 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).	Kelly White, Interim Assistant Director, Early Help, Children and Young People's Services Arthur King, Principal Climate Change Officer, Asset Management, Finance and Customer 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: CIA 235 Katie Rockett, Climate Change Officer, Asset Management, Finance and Customer Services

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
The Fostering Plan Update

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)
Jane Wood, Head of Service for Children in Care
Jane-e.wood@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

This report is being provided to Cabinet as an update in respect of the Fostering Rotherham Plan 2023-2028, the Fostering Elected Members Working Group, the Fostering and Adoption Panel and One Adoption South Yorkshire.

Recommendations

That Cabinet:-

1. Endorse the Fostering Rotherham Plan 2023-2028 as a working document, to proceed with ongoing developments in the service.

2. Endorse the recommendations from the Fostering Elected Members Working Group.

3. Agree to the proposals in respect of the Fostering and Adoption Panels and delegate authority to the Strategic Director for Children and Young People's Services in consultation with the Cabinet Member, Chief Executive and Assistant Director of Legal Services to amend the Terms of Reference.

4. Approve three years of continued involvement with South Yorkshire Adoption Agency and delegate authority to the Strategic Director for Children and Young People's Services in consultation with the Cabinet Member, Chief Executive and Assistant Director of Legal Services to ensure arrangements are in place to facilitate the continued involvement.

List of Appendices Included

Appendix 1 Fostering Rotherham Plan 2023-2028
Appendix 2 RAA Terms of Reference, March 2023
Appendix 3 Part A Initial Equality Screening Assessment
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
No

Council Approval Required
No

Exempt from the Press and Public
No

The Fostering Plan Update

1. Background

1.1 The Council is working with partners to ensure that Fostering Rotherham is a robust service, with strong practice and an excellent offer for foster carers. This is designed to ensure that children in care are provided with high quality, family-based placements.

1.2 The Council have produced detailed strategies to inform planning in respect of recruitment, retention and service delivery and have reviewed these at frequent stages. The scale and pace of change has produced some excellent results in 2023 to 2024, most notably recruiting the most fostering households since 2019. This year the Council have provided a net increase of an additional 26 available placements for children to date since April 2023 and a net increase of foster carers and placements for the first time since 2019. This is a result of a net increase of 9 fostering households and the replacement of foster carers who previously had placements on hold.

1.3 The Fostering Rotherham Plan 2023-2028 (Appendix One) sets out the five-year strategy to recruit, retain and grow in house foster carers to provide stable and enduring homes for the borough's children and young people. Children and young people should live in nurturing homes where they receive high quality and consistent care. This plan sets out how the Council intend to achieve this for children and young people in Rotherham. This plan sits alongside the Rotherham Corporate Parenting Strategy 2024-2027 and the Rotherham Looked after Children and Care Leavers Sufficiency Strategy 2023-2028.

1.4 The Elected Members Fostering Working Group was formed in March 2023. The focus of this Group has been on what Elected Members can do to support Fostering recruitment and retention and wider issues with the Fostering Service in the Rotherham Community. The Elected Members Fostering Working Group has supported and endorsed the Fostering Rotherham Plan and new fees and allowances which were approved at Cabinet in November. They have also helped to raise the profile of Fostering Rotherham and Members continue to champion fostering across Rotherham, evidencing strong political cross-party support.

1.5 Fostering and Adoption Panels are a mandatory operational function, which consider new applicants to fostering or adoption, ongoing approvals of foster carers or adopters and matching between children and prospective foster carers or adopters. Fostering and Adoption Panels have the purpose of considering all available information to formulate a recommendation to the Agency Decision Maker of Fostering or Adoption, who will make a final decision.

1.6 Until March 2011, it was a legal requirement for at least one Elected Member of the Local Authority to sit on Adoption and Fostering Panels. The Fostering Services (England) Regulations 2011 determined that this was no longer a requirement and was optional for Local Authorities. Rotherham Council have

continued the practice of Elected Members sitting on Panel to date. While this has been of benefit to the Panels, this practice is resource intensive and requires Elected Members to undertake frequent training and attend at least 75% of panels. As the pool of foster carers increases, this use of resource will continue to expand and is out of step with the 2011 Regulations and best practice. Other Local Authorities take a variety of approaches, but none of the South Yorkshire Authorities include Elected Members on these operational panels.

1.7 One Adoption South Yorkshire is the regional adoption agency (RAA) managing adoption services for Rotherham, Sheffield, Barnsley and Doncaster. Regional adoption agencies are a government led initiative, to enhance efficiency in adoption services across the Country. The expectation is for organisations to pool their resources and share best practice, with the aim of recruiting a diverse cohort of adopters and providing high quality service delivery. The RAA in South Yorkshire is a partnership arrangement, led by Doncaster Local Authority on behalf of the four partner Local Authorities. Staff continue to be employed by their own Authority, whilst the host Authority has delegated responsibilities through the RAA Governance Board to commission activities to meet the needs of children, adoptive families and birth families within the parameters of the agreed RAA pooled budget. The Terms of Reference for the Board are attached at Appendix 2. The RAA agreed to review the effectiveness and efficiency of the partnership in 2024-2025 and will consider the ongoing arrangements for adoption services to ensure it continues to offer high quality services and best value for all four involved Local Authorities.

2. Key Issues

2.1 The Fostering Rotherham Plan 2023-2028 sets out what has been achieved so far within the Service and outlines a number of targets to achieve over the next five years. These include increasing the net number of foster carers each year, enhancing the diversity of foster carers and the number of bespoke foster carers, skilled to care for children with disabilities, adolescents, sibling groups and unaccompanied asylum-seeking children. The Council intends to reduce the use of independent fostering agency carers and promote the resilience and skills of our in house foster carers. The Fostering Plan details how the goals will be achieved and continue to improve the quality and efficiency of service delivery in Fostering Rotherham.

2.2 The key achievements within the Fostering Rotherham service over the last 12 months are as follows;

- Providing in house foster carers with a competitive offer for skills, complexity and respite.

- Providing a high-quality service, support and training package for foster carers.

- Uplifting fees and allowances in line with the national increases, including celebration allowances.

- A net increase in fostering households and available placements for children overall.

- Quality assurance and performance data will be utilised to review the progress of the Plan and the impact for the service on a monthly basis.

2.3 Progress on the Fostering Rotherham service and the Fostering Plan will report into the Corporate Parenting Partnership Board. The Board reports to Council and Scrutiny annually.

2.4 **Elected Members Fostering Working Group**

2.4.1 The Elected Members Fostering Working Group was established in March 2023 and concluded in January 2024.

2.4.2 The aim of the Working Group in their Corporate Parenting role was to support the increase in the number of Foster Carers who can provide loving homes for the children of Rotherham who need care.

2.4.3 The focus of this group has been on what Elected Members can do to support fostering recruitment and retention and how they can raise the profile of the Fostering Service within the Rotherham Community.

2.4.4 There were two strands to this work: to retain the existing foster carers and fostering families and increase the number of children for which they feel able to offer their care and support; and to recruit foster carers and families with the right skills who are committed to providing loving homes for children.

2.4.5 The Working Group had five key lines of enquiry:

1. What is the current offer for our foster carers and how is this marketed? Why Foster for Rotherham? This should include an update on work looking at how the Service uses behaviour change methodologies to underpin a new recruitment campaign.

2. What are other authorities doing? Is anyone bucking the national trend and not only recruiting foster carers and families but also addressing retention issues?

3. How can we increase the diversity of our fostering families?

4. How can Elected Members contribute to recruitment and retention of foster carers/families/increase in placements?

5. Are we doing enough across the Council?
   a. What do we contribute as One Council?
   b. What do/can our partners contribute eg Police. Health, Chamber of Commerce, The College?

2.4.6 The Working Group was a Member-led working group offered to all parties across the Council and included the following attendees:

Cllr Cusworth, Lead Member and Chair of the Working Group.
Cllr Joanna Baker-Rogers
Cllr Michael Bennett-Sylvester
Cllr Rob Elliott
Cllr Tony Griffin
Cllr Gina Monk
Monica Green (Assistant Director)
Jane Wood (Head of Service)
Toni Traynor (Service Manager)
William Wilcock (Senior Communications Officer)
Kelly Oxer (Fostering Marketing Manager)

2.4.7 Guest speakers were invited to attend specific sessions. This included Bright Sparks and a Foster Carer.

2.4.8 Nine two-hour meetings took place and covered the following agenda items:

- Session 1: Introductory meeting to agree terms of reference.
- Session 2: Meeting to set the scene including the current number of foster carers and placements; data from 2019 to present around recruitment and retention; behaviour change methodologies that inform marketing and recruitment campaigns; structure of the service.
- Session 3: Discussion of good practice identified through desktop research; review Authorities who are seeing success in recruitment and retention of Foster Carers.
- Session 4: Update on Fostering performance and recruitment activities; briefing on marketing strategies, including a presentation by Bright Sparks.
- Session 5: Update on Fostering performance and recruitment activities; development of partnership pledge work.
- Session 6: Fostering recruitment update and internal Council pledge work.
- Session 7: Update on Fostering performance and recruitment activities; consideration of Elected Member involvement in the recruitment and retention of Foster Carers.
- Session 8: Update on Fostering performance and recruitment activities; consideration of ways to increase the diversity of our foster carers and families including the current recruitment strategy.
- Session 9: Agree recommendations from the Working Group.

2.4.9 The Elected Members Fostering Working Group used a combination of briefings, desktop research by members, and workshop style meetings with officers from Fostering and the Communications Service. They considered officer views and ideas in an advisory and supportive way.

2.4.10 The Elected Members Fostering Working Group has supported and endorsed the Fostering Rotherham Plan and new fees and allowances which were approved at Cabinet in November.

2.4.11 The further key recommendations from the Working Group include:

- Celebrating our Fostering Families throughout the year
- Elected Members to champion Fostering Rotherham and for foster carers and those leaving care to know the details of their Ward Councillor
- Maximising the reach of communications and advertising in order to increase recruitment of Foster Carers, including from a diverse background, representative of our community in Rotherham.
- Maximising the diversity of our workforce in Children and Young People's Services and to improve diversity of our Foster Carers to reflect the demographic in Rotherham.

2.4.12 The Working Group has also suggested three activities, which can be undertaken by Elected Members to support the profile of Fostering Rotherham. These include;

- participating in one fostering recruitment activity.
- a leaflet drop.
- contacting one local business.

2.4.13 It is recommended that from May 2024, Elected Members will be informed of these proposals in induction processes and invited to consider if they are able to action any of the suggested activities.

2.4.14 The Working Group also recommended additional areas of work outside of the fostering service:

- Strengthen the placement choice for our children in order to provide strong placement matches.

- Tasking the Corporate Parenting Partnership Board to establish a subgroup in the new municipal year to further the work around diversity within the workforce and our foster carers and understand further the over representation of ethnic minority children in our care.

2.4.15 The Elected Members Fostering Working Group has contributed significantly to the overall Fostering Plan during the year and is thanked for its commitment to children in the Borough and its support of the Fostering Service in striving to continually improve service delivery. It has helped raise the profile of

Fostering Rotherham and Members continue to champion fostering across Rotherham.

2.5 **Fostering and Adoption Panels**

It is proposed that in the new municipal year, Fostering and Adoption Panels will be conducted without Cabinet Members as panel members. The Portfolio holder will be able to observe Fostering and Adoption Panels without participating in panel recommendations. Fostering and Adoption, including panel functions, will be reported into the Corporate Parenting Partnership Board to ensure continued scrutiny and oversight. The number of Elected Members on the Panel will be increased, where their involvement and oversight will have a greater impact on a wider range of children in care.

2.6 **Regional Adoption Agency**

Regional Adoption Agencies (RAA) are a requirement set by the Government. Rotherham must be part of such an agency and would need to identify another RAA to join before it could serve notice on One Adoption South Yorkshire. There are geographical and partnership advantages to belonging to One Adoption South Yorkshire for the Local Authority, children and prospective adopters and it is proposed that this arrangement continue for a further three years.

3. Options considered and recommended proposal

3.1 Options available to Cabinet are as follows:

Option 1 – not to endorse the Fostering Rotherham Plan, accept the recommendations from the Elected Members Working Group, amend panel membership or continue Rotherham's involvement in One Adoption South Yorkshire. This would hinder progress in improving Rotherham's fostering services and continue not to utilise Member time in the most effective way possible. It would also result in non-compliance with the requirement to be part of a regional adoption agency. Therefore, this option is not recommended.

3.2 Option 2 that Cabinet:

- Endorses the Fostering Rotherham Plan 2023-2028. This will enable the Fostering Rotherham service to continue to enhance the service delivery and increase the number of high-quality foster carers and placements available for children.

- Endorses the recommendations from the Fostering Elected Members Working Group. This will promote the profile of fostering across Rotherham and support the recruitment and retention strategy. A further more detailed report to the Lead Member for Children's Services and Strategic Director of Children and Young People will follow.

- Agrees that Elected Members are no longer required to sit as panel members on Fostering and Adoption Panels. This will provide Elected Members with additional capacity to assist with alternative areas of focus.

- Approves three years of continued involvement with South Yorkshire Adoption Agency. This will ensure consistency in service delivery and increase the availability of prospective adopters for children in Rotherham.

3.3 This option will enable continued service delivery and development, whilst ensuring full compliance with Government policy. This is the recommended option.

4. Consultation on proposal

4.1 The development of the Fostering Rotherham Plan has involved a number of partner agencies across Rotherham, including health, education, commissioning, performance and finance. The Fostering Rotherham Plan continues to be reviewed at the Strategic Fostering Board and through the Corporate Parenting Partnership Board.

5. Timetable and Accountability for Implementing this Decision

5.1 It is proposed that the recommendations set out above commence in the new municipal year.

6. Financial and Procurement Advice and Implications

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

6.2 There are no direct financial implications associated with the recommendations detailed in this report.

7. Legal Advice and Implications

7.1 The Fostering Panel approval requirements and powers are set out in The Care Planning and Fostering (Miscellaneous Amendments) (England) Regulations 2015 which introduced the concept of long-term fostering. Section 1 and 3 of the Children and Social Work Act 2017 also set out corporate parenting principles, with statutory guidance published about applying the corporate parenting principles to looked after children in 2018 with the combined aim of ensuring the care needs of all looked after children and care leavers are met, keeping children safe and stable in their homes to promote high aspirations and to secure the best outcomes.

7.2 As set out in this paper, the proposal to increase the number of high-quality foster carers and increasing the number of placements for children in the interests of promoting their welfare, is in keeping with aims of the Children Act 1989. Furthermore, it has also been re-emphasised in the statutory guidance, Working Together to Safeguard Children 2023, “that children who need help and protection deserve high-quality and effective support.” These points have been considered in this report and therefore no legal implications arise from this report.

8. Human Resources Advice and Implications

8.1 HR will continue to provide support and advice from a workforce perspective when required and continue to work with the HR RAA – One adoption group.

9. Implications for Children and Young People and Vulnerable Adults

9.1 Implications for children, young people and vulnerable adults are considered 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 5 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.

14. Accountable Officers

14.1 Monica Green, Assistant Director Childrens Services

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	27/02/24
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	27/02/24

Report Author:

Jane Wood, Head of Service for Children in Care

Jane-e.wood@rotherham.gov.uk
This report is published on the Council's website.

Fostering Rotherham In-house Fostering Plan

2023-2028

FOSTERING ROTHERHAM

1. Introduction

One of the key priorities for Rotherham Metropolitan Borough Council (RMBC), and key ambition as a corporate parent, is to recruit, retain and grow the best in-house foster carers locally. The needs of children and young people are met effectively if they live in an environment that provides high quality of care and support. Generally, this is achieved within a family home setting. Foster placements also provide the best value to the Council and its residents.

The foundation for being able to achieve this is to provide placement stability and high-quality enduring placements, which are, wherever possible local to children's own school, communities and people who are important to them. This is fundamental in providing our Children in Care and Care Experienced Young People with a strong sense of self and connectivity, to ensure they are resilient, successful, and safe. Rotherham Council foster carers are key in helping us deliver this priority.

The Children in Care and Care Leavers Sufficiency Strategy 2023 – 2028 aspires to reduce reliance on Independent Fostering Agencies by recruiting more in-house foster carers. This includes a significant programme of work to focus on the retention and recruitment of foster carers that ensures we can compete with Independent Fostering Agencies and regional Local Authorities.

2. Our Vision

We have a strong and clear vision for Rotherham's Fostering Service – to have enough high-quality fostering families so that "Rotherham's children and young people are enabled to be resilient, successful and safe" (Council Plan 2022-25 RMBC).

Our vision is to improve the care experience for children in Rotherham by ensuring that wherever possible they are looked after in a foster family environment.

This means children can be cared for and stay connected, be closer to their families, schools, communities, and services that know them best.

FOSTERING ROTHERHAM

3. Aims and Objectives

We will:

- Recruit more foster carers, creating 20 new placements each year.
- Increase the number of foster carers with the skills to care for teenagers.
- Increase the number of foster carers with the skills to care for sibling groups.
- Increase the number of foster carers with the skills to care for children who have disabilities.
- Increase the number of foster carers with the skills to care for children who are ready to step-down from residential care.
- Increase the diversity of our cohort of foster carers to meet the diverse needs of Rotherham children and young people who are looked after.
- Reduce reliance on Independent Fostering Agencies by the council.
- Reduce reliance on residential placements for children and young people in favour of placements with foster families.
- Remain competitive in the marketplace.
- Continue to strengthen our offer of support to foster carers so they have excellent support based on the feedback they provide so that we continue to improve.
- Improve the resilience of our foster carers through our support to them, reducing the number of placements which break down and providing placement stability.
- To be innovative and try new ways of working to improve the foster carer offer.
- Continue to improve our quality of practice.

FOSTERING ROTHERHAM

4. Our Approach

Rotherham Metropolitan Borough Council's in-house Fostering Service want to be a service that is diverse and representative of the communities, groups, and individuals who we support.

We are striving for excellence in everything that we do, using research and best practice alongside innovative fostering programmes to achieve the best outcomes for our children and young people.

We are a service that is focused on improving outcomes for children who are unable to live with their families by supporting foster carers to help them reach their full potential.

We have four key drivers to assist with the delivery of this Plan:

- **Strong Leadership**

  Our senior leadership team are passionate about fostering and committed to developing Fostering Rotherham to be a brand leader.

- **Skilled Workforce**

  Our staff strive for excellence, providing high quality support and supervision based on best practice models to our foster carers.

- **A Diverse Fostering Community**

  We aspire to have a Fostering Service reflective of the diverse community in Rotherham. We want placement choice for our children and to be able to provide strong placement matches.

- **Exceptional Journey Through Fostering**

  We want everyone to have a positive fostering journey at all stages of their experience so that we successfully recruit and retain foster carers leading to an in-house Fostering Service made up of happy foster carers able to offer placement choice.

FOSTERING ROTHERHAM

5. National Context

The following statistics give the context of fostering in 2022 into 2023.

Demand for foster carers is rising due to increasing numbers of children in care. However, the number of approved fostering places have decreased by 5% since 2018 to 74,660 in England as of March 2022.

The demand nationally for foster carers has increased by 11% whilst fostering households have only increased by 2%. (Source DfE).

The number of children in care reached just over 82,000 in the UK as of March 2022 – up 2% on the previous year and continuing the increase seen in recent years.

The rate of children in care increased from 67 per 10,000 children as of March 2021 to 70 per 10,000 children as of March 2022 (Source: DfE).

In England, as of 31 March 2022, there were a total of

- 43,905 fostering households.
- 36,050 were mainstream fostering households and
- 7,855 were family and friends' households.
- 61,360 foster carers.

This represents a slight decrease compared with last year. If the last 2 years are excluded as potential anomalies due to the COVID-19 pandemic in the local authority sector, the number of carers has decreased by 8% since 2017 to 2018.

Local Authorities are facing problems in recruiting and retaining enough foster carers, particularly for those who require specialist placements.

The children and young people entering care often have more complex needs.

Local authority agencies continue to account for about 6 in 10 of all carers (58%).

The Independent Fostering Agencies has increased slightly, by 2%, in the same period. (Source: DofE).

There continues to be a significant use of Independent Fostering Agencies as demand for Local Authority Foster Carers is outstripping supply.

The national age demographic presents a picture that the current foster carer workforce is aging, and with retirement presented as a key reason as to why foster carers are leaving the workforce (Source: DofE).

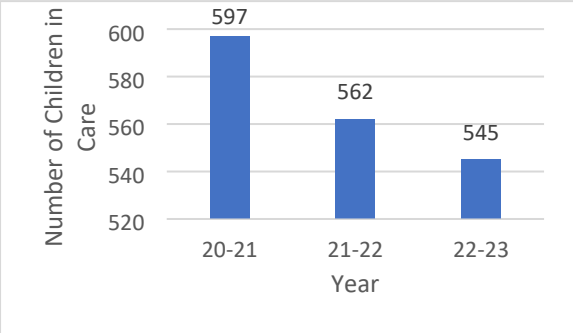
The impact of the above is that currently matching is often based on available carers and not needs led – and based on a thorough matching process. This results in social workers often having little choice of carer and can result in placement instability.

FOSTERING ROTHERHAM

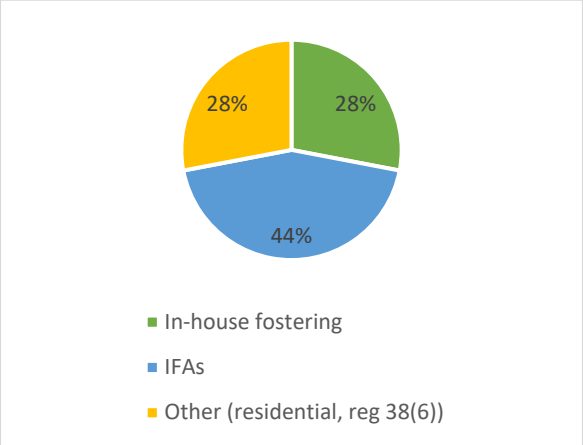
6. Local Context

In Rotherham the rate of children in care (per 10,000 children under 18) as of the end of March 2022 was 99, a reduction from 2020/21's local rate of 104. It is higher than the average rate in Yorkshire and The Humber of 81 (which increased from 78 in 2020/21). (Source: LG Inform).

The graph below provides a snapshot of the number of children in care over recent years and highlights how as of 31 March 2023 this has decreased to 545 children in care.

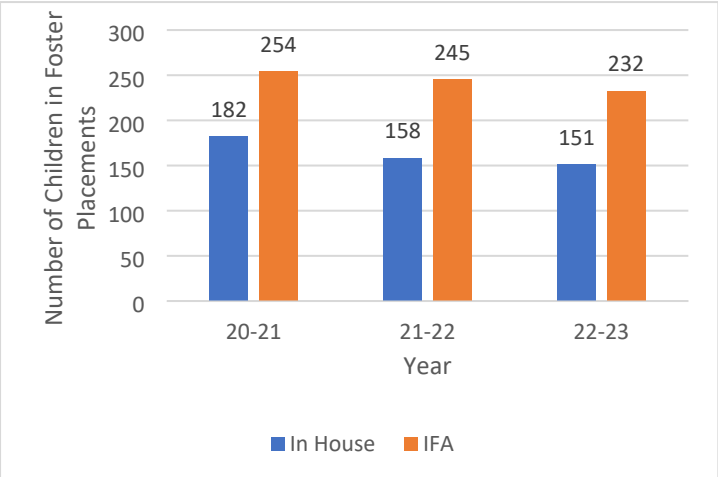


Proportion of children in care in in-house foster placements, independent fostering agencies, and residential provision on 31 March 2023.



FOSTERING ROTHERHAM

Number of children in foster placements (in-house and independent fostering agencies)



The above graph shows that from 2020-2023 in-house fostering households declined, which impacted upon RMBC not having sufficient placements available.

RMBC place a significant number of children with Independent Fostering Agency carers. Independent Fostering Agency placements cost more than a RMBC Foster Carer and may also be out of area.

Some children and young people are placed in a Children's Residential Home could be placed with skilled Foster Carers were such carers available.

It is clear that Rotherham needs to increase its placement sufficiency for children in care to meet increasing and predicted demand.

7. Placement stability, disruption, and unplanned placement endings

Placement stability continues to be a factor in offering an effective fostering service. A stable placement is crucial to ensuring that the council delivers good outcomes to each looked after child.

Rotherham Fostering's Service robust offer of support includes support groups and access to the Rotherham Therapeutic Team.

In 2022/23 4 pre-disruption meetings were held in situations where a placement was identified to be at risk of breakdown to determine what immediate support can be offered to support the continuation of the placement.

In the table below it shows that RMBC are very close to the most up to date national average figures regarding children who have experienced 3+ placements in the last 12 months.

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However, there has been a reduction this year in the percentage of children in placements that have been stable for at least 2 years, and we are below the national average in this area.

It should be noted that this data covers children in care in all types of placements, both in-house and IFA foster care and residential, so this figure is not necessarily a reflection of the stability of our in-house foster placements this year.

Looked After Children Placement Stability	March 2020	March 2021	March 2022	March 2023	National Average (March 22 – latest data)
%LAC who have experienced 3+ placements within the last 12 months	11.1%	8.9%	9.3%	9.8%	10%
% LAC who have been looked after for two and half years and more in the same placement 2+ years	62.1%	69.2%	70.2%	64.7%	71%

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Unplanned Endings & Disruptions

In 2022/23 there were 9 disruption meetings held following the unplanned ending of the placements of 10 children in care. Key themes included:

- Difficulty in obtaining respite when needed.
- Increasing challenging/ risky behaviour beyond what was manageable for the carers, particularly in the case of sibling groups.
- Foster carer's own emotional wellbeing.
- Matching considerations and impact on other fostered children in the home.
- Emergency placement when new into care so information not known / Not enough information provided in initial referral preplacement – changes in the Children's Social Worker also impacting on information available and case management in general.
- Pressure of school being far from placement in terms of transport, time and social impact on child and local authority not supporting a school move.
- Impact of covid 19 pandemic and resulting effect on access to support from other carers as well as additional pressures placed on carers.
- The need to make more use of pre-disruption meetings to put in more support at an earlier stage.

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What have the Fostering Service achieved since the start of 2023?

Over the last year a lot of work has taken place to obtain feedback from foster carers and members of the fostering service. This includes surveys and feedback from foster carers at support groups and fostering events.

Below are examples of some of the changes that the fostering service have put in place in 2023 based on this feedback:

- ✓ Uplifted fostering skills and allowances 2023/24 in line with the national increase of 12.43% including holiday, birthday, and celebration allowances.

- ✓ Day care payment changed to fixed daily rate to encourage foster carers to support with day care.

- ✓ Implemented the Enhanced and Complex Carer payments (£100 and £200) respectively paid per week per child dependent upon assessment of the child's needs.

- ✓ Provide 14 days paid respite.

- ✓ Foster carers now receive birthday payments in advance and on time.

- ✓ Fast Track Independent Fostering Agency transfers and where appropriate matching fees.

- ✓ Established an Elected Member Fostering Working group to support with plans to recruit and retain Rotherham Foster Carers.

- ✓ Established a new Strategic and Operational Fostering Working Group to drive forward our recruitment and retention of foster carers.

- ✓ Developed a recruitment and retention strategy 2023-2025 and campaign plan and progress is reported to the Strategic and Operational Fostering Working Group.

- ✓ Secured a fostering recruitment Pledge from each Directorate. The action plan and progress is reported into the Strategic Fostering Working Group. Examples of things we have achieved include:
  - Council Tax leaflet mailout.
  - Finance webpage link to fostering.
  - Access to attendance at community events
  - Publishing in the Home Matters Magazine
  - Secured additional funding for recruitment activity from the Rotherham Partnership Fund.
  - Have Library fostering ambassadors.
  - Secured a regular feature across 10 months of the year in the Rotherham Advertiser.

- ✓ Achieved Fostering Friendly Status.

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- ✓ Revamped all the Fostering Rotherham branding.
- ✓ Updated videos and messages and are including foster carers and young people in care as part of our communication and recruitment campaign.
- ✓ High profile billboards at Meadowbank and Templeborough.
- ✓ AdSmart campaign in July and September.
- ✓ Established a Fostering Partnership with Rotherham United Football Club
- ✓ Completed a review of assessment processes and continue to make improvements from the first point of contact though to approval to maximise each fostering enquiry received.
- ✓ Improved the conversion rate of people who enquire about fostering who then go on to become approved carers.
- ✓ Reviewed all Foster Carers to progress Pathway to Care adaptations to properties to increase the number of placements available.
- ✓ Created a fostering buddy scheme for all newly approved carers.
- ✓ Refreshed and added to the excellent and highly valued foster carer training package.
- ✓ Increased the number of support groups.
- ✓ Annual reviews with supervising social worker and PDP developed withing the first year of fostering.
- ✓ Implemented a foster carer well-being offer.
- ✓ Advertised for additional Mockingbird Hub carers.
- ✓ Expanding the Mockingbird family model to create an additional two constellations.
- ✓ Refreshed and streamlined the variations and exemptions process.
- ✓ Implementation of a Long-Term Matching Panel.
- ✓ Updated the foster carer handbook so it is more accessible and has up to date information about our offer to Rotherham foster carers.

High Level Action Plan:

We now plan to undertake the following actions between 2023-2028 so we can achieve our aims and continue to improve our offer to foster carers:

RAG
Action has exceeded or will exceed target end date or is at high risk of the expected outcome not being achieved.
Action at risk of exceeding the target end date of at risk of the expected outcome not being met, but this is being manged within the project
Action on track to meet target end date and the expected outcome
Action awaiting start
Action Complete

ROTHERHAM FOSTERING ACTION PLAN 2023-2028							
	What Do we Want to Achieve?	**Action**	**Lead Action Owner**	**By when**	**Outcome**	**Update and evidence**	**RAG**
1. General							
1.1	**A Fostering Service Action Plan.**	Action plan in place identifying key areas of service development. Dates to review progress in diaries.	Fostering Service Manager	November 2023	Clarity about focus of work and priorities.	Action plan completed and lead officers allocated, and timescales set. Updates will be shared at the Fostering Service Meeting	**Action Completed**

1.2	**Annual Reports.**	Annual Report draft completed by September 2023. Plan in place for the preparation and completion of the next Annual Report 2024 and 2025.	Fostering Service Manager/Panel Advisor	January 2024	Annual Report in place, signed off and publicised. System in place to ensure Annual Report completed in a timely way. Evidences the work of the fostering service.	Annual Report completed, signed off and shared at Corporate Parenting Panel. To be added to Tri-x and on website	**Green**
1.3	**A Foster Carer Handbook/Policies and procedures**	Foster carer handbook to be regularly updated. Policies and Procedures to be reviewed and updates and published in Tri-X	Panel Advisor	April 2023	Handbook kept up to date. All policies and procedures up to date.	Handbook updated and will be updated again in April 2024 System in place to keep Policies and Procedures updated	**Green**
1.4	**A Service that can deliver an excellent fostering service**	Continue to implement the organisational changes to the fostering service establishment	Head of Service / Fostering Service	Review by the end of February 2024	The fostering service have the skills, capacity, and expertise to deliver a high-quality fostering offer.	Business cases approved for Temporary AP posts. Further review of the structure to take place in February 2024 to inform final structure.	**Green**

			Manager				
1.5	**A Statement of Purpose**	The statement of purpose is refreshed annually.	Panel Advisor	February 2024	Foster carers, team members, and children are clear how the service will meet outcomes for children	Drafted and with Comms for image input	**Green**
1.6	**A Children's Guide**	The children's guide is refreshed and available in various communication methods.	Panel Advisor	March 2024	Children and young people know what the fostering service will do for them and how they can find out their rights.		**Green**
2. Marketing and Recruitment							
2.1	**The Elected Members Group will inform future recruitment and retention activities**	Review recruitment and retention work and benchmark against other Fostering Agencies. Develop the role of Elected Members as champions of Fostering and to support the recruitment and retention activities.	Cabinet Member for Children and Young People/ Head of Service /Fostering	April 2024	A fostering recruitment and retention offer that is ambitious and ensures we have more in-house foster carers resulting in more placement choice.	Working Group taking place and action plan will be completed by April 2024	**Green**

		Support with plans to grow community and business partnerships to support recruitment and retention work.	Service Manager				
2.2	**A regular review of the recruitment and retention strategy/action plan and foster carer offer at the Strategic and Operational Fostering Working Group.**	Ensure the recruitment and retention strategy is updated and remains dynamic and competitive. Carry out 6 monthly competitor analysis work to inform the recruitment and retention action plan. Identify service developments including taking innovative ideas from other organisations. Use the above the update the fostering offer on a regular basis. RMBC are responsive and can adapt and change recruitment and retention offers.	Senior Communications Officer	January 2024	We will have a foster carer offer that makes sure we remain competitive and the fostering agency of choice. Performance will be monitored at the Fostering Strategic Working Group.	Current strategies with the Communications Team for refresh.	**Green**

2.3	**Continue to implement and review DLT and Partner Pledges as part of the recruitment and Retention action plan**	Directorate Partnership Pledges are updated so we remain ambitious in the wider Councils' commitment and support in the recruitment and retention of foster carers. Work with the wider Partnership (RTP) to identify their Pledges to support the recruitment and retention of foster carers	Fostering Marketing Manager/ Senior Communications Officer Directorate and Partner leads	March-2024	We will have a Council and Partnership Pledge that t is ambitious and ensures we have more in-house foster carers resulting in more placement choice. Progress against the Pledges will be reviewed every quarter at Fostering Strategic Group.	New Marketing Manager will link with Directorate and Partners to refresh the Pledges	**Green**
2.4	**Recruit more foster carers from diverse backgrounds**	The Elected Member working group will look at plans to recruit carers from diverse backgrounds. Establish a task and finish group to include foster carers to support the targeted recruitment of foster carers from diverse backgrounds.	Elected Member Working Group/ Fostering Marketing Manager	March 2024	We have carers from different backgrounds providing more placement choice that reflect the diverse needs of our children in care and create better placement matching.	Session planned to complete this work.	**Green**

2.5	**Implement targeted/bespoke recruitment for teenagers, sibling groups, children with disabilities, UASC and step-down carers.**	Create a targeted and bespoke recruitment campaign throughout the year.	Fostering Marketing Manager/Bright Sparks and Senior Communications Officer	January 2024	Increased number of foster carers	Plan in place to finalise the bespoke and targeted plan for 2024-25. Meeting in January to sign off.	**Green**
2.6	**Develop a Supported Lodgings Scheme**	Review the current procedure. Advertise for Supported Lodgings Carers	LAC Service Manager. Fostering Service/Marketing Manager/Bright Sparks	March 2024	Increased placement offer for young people post 16 years.	Service Manager drafting the updated procedure and payment. Once completed and approved Fostering Recruitment to take place.	**Green**
2.7	**Create a pool of foster carers who will support recruitment events**	To support and encourage foster carers to be part of the foster carer recruitment campaign.	Marketing Manager	March 2024	Carers will feel valued	Approved at Cabinet December 2023. Procedure being drafted.	**Green**

			Senior Communications Officer			Recruitment to take place. Publicity and launch of scheme planned.	
2.8	**Mentor/Shadow Payment Scheme to Support existing foster carers to talk to and support potential new foster carers at the start of their fostering journey.**	Produce a scheme with a cohort of foster carers that helps RMBC recruit more carers.	Marketing Manager/ Senior Communications Officer	March 2024	Enables new carers to feel part of a fostering community from the first point of contact.	Approved at Cabinet December 2023. Procedure being drafted. Recruitment to take place. Publicity and launch of scheme planned.	**Green**
2.9	**Update the existing Refer a Friend Scheme.**	Current scheme updated and expanded	Marketing Manager/Senior Communications Officer	January 2024	Increase the number of foster carers recruited. Foster carers and RMBC workforce feel valued by receiving a financial incentive.	Approved at Cabinet December 2023. Procedure being drafted. Recruitment to take place. Publicity and launch of scheme planned.	**Green**
2.10	**Children in Care and Care Experienced Young People to support recruitment activity.**	To encourage the support of children in care and care experienced young people to support with the recruitment of foster carers.	Marketing Manager/Senior	March 2024	Children in care and care experienced young people share their	Approved at Cabinet December 2023. Procedure being drafted.	**Green**

			Communications Officer		fostering experience in advertising campaigns.	Recruitment to take place. Publicity and launch of scheme planned.	
3. Valuing our foster carers.							
3.1	**Consultation and Engagement activity with foster carers**	We will undertake a foster carer heath check every 6 months. Work with the RMBC Foster carer Association. Hold Foster Care Forums and Foster Carer Conference to consult with carers.	Bright Sparks, Marketing Manager and Panel Advisor	March 2024	The feedback from the health check will inform further service developments/ improvement work. Foster carers shape our service and foster carer offer based on feedback.	Feedback from the last Health Check informed the December Fees and Allowances updates approved at Cabinet. Bright Sparks to run the health check every 6 months. Foster carer Forums and conference to be planned for 2024.	**Green**
3.2	**Finances –** **Ensure fostering fees, allowances and financial incentives remain competitive.**	As part of the ongoing recruitment drive the skills payments have an annual inflationary uplift from 2023/24 financial year, aligned to the percentage annual increases already in place for the national	Finance and Fostering Service Manager	April 2024	We have a financial offer that remains competitive.		**Green**

	Ensure payments are not delayed.	fostering maintenance allowances. Review the payments system and ensure that foster carers receive payments on time.	Fostering Team Managers/Service Manager, Business Support and Digital Services.		Foster carers receive their payments on time.	Task and finish group to work with IT and finance/Business Support to set up an easier and more timely payment scheme for carers.	
3.3	**Produce a Foster Carer Charter.**	Foster carers and social workers from across Children's Services develop a charter. Agreement of the charter at Corporate Parenting Committee	Panel Advisor /Fostering Team Manager	March 2024	There are clear expectations about how foster carers are treated, trained, and supported. Cohesive working arrangements with foster carers as a team around the carer		**Green**

					and child/young person. Foster carers report feeling included and more supported by RMBC.		
3.4	**Foster carers to be provided with information that explains the different teams in CYPS, and their contact details.**	Contact details of teams provided to carers.	Panel Advisor	April 2024	Foster carers understand all the different teams and know which team to contact if they require support.		**Green**
3.5	**To expand the Foster Carer well-being offer**	Enhance and embed the Well-being clinics – clinics to be evaluated to inform further developments.	Panel Advisor and Fostering Team Managers	April 2024	Foster carers are aware of and able to access the offer.		**Green**
3.6	**To refresh the and publish the support for foster carers and the fostering Service from the Therapeutic Team**	To work with Rotherham Therapeutic Team to enhance the offer to foster carers.	RTT service and Fostering Team	July 2024	To have a trauma informed and therapeutic fostering service. Enhancing the skills of the		**Green**

			Managers.		workforce and foster carers which will ensure high quality interventions and excellent outcomes for children in care and young people.		
3.7	**Implement Long Service Awards**	Long Service awards to be in place to celebrate significant milestones of 1-, 3- and 5-years post approval and five yearly thereafter.	Team Manager and Panel Advisor	February 2024	Foster carers feel valued.	Approved at Cabinet December 2023. Awards will be presented at the Foster Carers Conference	**Green**
3.8	**Retainer Fee for Carers when a placement/bed is placed on 'hold'**	To implement a retainer fee for foster carers when a decision is made 'block' a placement due to the needs of the young person.	Service Manager	March 2024	Recognition of foster carers and prevents financial disadvantage. Ability to place children with additional needs with in-house foster carers.	Approved at Cabinet December 2023. Procedure being drafted. Publicity and launch of scheme planned.	**Green**
3.9	**Holiday Scheme**	Update the current holiday payment scheme.	Service Manager	March 2024	Recognition of foster carers by updating the scheme.	Approved at Cabinet December 2023. Procedure being drafted.	**Green**

						Publicity and launch of scheme planned.	
3.10	**Increase Payments to Mockingbird Hub Carers**	Uplift the Mockingbird activity budget and payment for any second home carer that takes them beyond 16 overnight stays per month	Service Manager	March 2024	Recognition of foster carers by updating the scheme.	Approved at Cabinet December 2023. Procedure being drafted. Publicity and launch of scheme planned.	
4. Service Developments/ We will be innovative and try new ways of working.							
4.1	**Improve the fostering duty system and placement search process to include placement forecasting and matching processes**	Update the current fostering duty system so we have accurate information about carer availability. Improve the placement search process and reporting system. Develop a forecasting and predictions system so we can identify future potential carers for children requiring a foster placement.	Fostering Service Manager, Team Managers and Advance Practitioners	March 2024	We will be able to respond to placement search requests quickly. We will have a system to help identify future placements for children who require a placement.	Duty worker in post. Placement searches and matching in place and being refreshed and updated.	**Green**
4.2	**Improve Placement Planning.** Foster carers will be fully involved with	Review and update the current pre-placement and post placement planning process.	Debbie Willis/ Rebecca Green/	March 2024	Foster carers report that they are fully involved, informed, and	Matching and placement planning to be drafted, tested out and then procedure in place by March 2024	**Green**

	placement planning both prior to and after placements are made so they are provided with full information about the child/young person.		avid Wade.		supported throughout pre-placement and post placement planning. Appropriate plans in place to ensure the foster carer and child/young person is well supported. Reduction in placement breakdowns due to good placement planning and support to carers.		
4.3	**Develop a placement stability offer to foster carers to avoid placement breakdowns**	Establish a task and finish group to develop a placement stability offer.	Service Manager, Team Managers and Advanced	May 2024	Foster carers and the child/young person feel more supported at an earlier stage to stabilise placements.		**Green**

			Practitioners		Reduction in the number of placement breakdowns.		
4.4	**Expand the criteria of Pathway to Care Requests**	Review and update the eligibility for pathway to care to include additional safe space for children with complex needs	Drafted and to be considered if this will be implemented	March 2024	More flexibility to creatively support children to remain with their carer.		**Green**
4.5	**Develop an out of hours help line service with foster carers.**	Establish a task and finish group with foster carers to scope out an out of hours placement offer would look like and operate. Proposals to be developed and to be considered by Head of Service	Fostering Team Manager and Panel Advisor	May 2024	We will have a strong out of hours offer of support for foster carers.		**Green**
4.6	**Develop the Step-down offer by developing a residential hub and specialist, skilled foster carers linked to the hub.**	Establish a task and finish group to develop the offer. Establish a recruitment campaign for specialist foster carers.	Head of Service and Service Manager Fostering and	February 2024	Children in care in external residential, IFA provision and in-house residential are supported to live with foster carers.		**Green**

		Undertake training and development as part of the new offer.	Residential Services				
4.7	**Embed Exit interview with foster carers**	Establish an exit interview procedure and guidance.	Panel Advisor and Advanced Practitioners	April 2024	Exit interviews are embedded in practice and inform further service developments.		**Green**
4.8	**Increase Foster Panel Member pay to retain Panel Members.**	Progress the proposal to increase Foster Panel pay so that we are competitive.	Service Manager	December 2024		Approved at December Cabinet 2023. Payments in place from December 2023.	**Completed**
5. Training							
5.1	**Training –** **Foster carers have a training offer remains dynamic and of high quality and is informed by feedback from carers.**	Annual review of fostering training following feedback from carers ➢ Establish a task and finish group with foster carers to review all the activities, establish and fill any gaps.	Fostering Team Manager, Panel Advisor and Training Officer.	April 2024	Foster carers feel supported and more confident and knowledgeable in their role. Maximum take up of training and development		**Green**

		➢ Ensure system in place to collate learning logs for all carers in line with Ofsted requirements			which supports continued learning.		
5.2	**Training –** The Fostering Service has a training and development offer in place.	With the Learning and Development service design a training package for the fostering service so they remain a highly skilled workforce. The training package is informed by the outcome of feedback from audit work, panel QA work and other sources of service feedback.	As above		The fostering training package ensures a service that is highly skilled.		**Green**
6. Quality Assurance and Performance							
6.1	**Develop a QA framework for fostering.**	Implement an audit and dip sample process for fostering including the Fostering Panel Establish monthly Performance meetings for fostering. Establish 6 weekly audit cycle.	Fostering Service Manager/Team Managers	April 2024	Managers in the service have a QA framework and tools in place to ensure they know how the service is performing and can take action if there are areas of concern	Audit template created and currently being tested. Audit framework for Fostering Panel currently being updated. QA report completed for Performance Meetings.	**Green**

		Establish thematic Dip Sample audit every month. Establish a QA framework for fostering Panel. Regular reporting of audit findings, action plan and monitoring of actions.					
6.2	**One place to record recruitment and retention data to show the performance of the service.**	Develop one place to keep performance reporting up to date.	Performance Officer, Service Manager.	March 2024	Everyone involved in fostering has the data they need to know how the service is performing	Scorecard Updated	**Completed**
6.3	**Update Insight**	Work to review and update as part of 6.2.	As above	March 2024	Accurate information on Insight.	Work taking place to update Insight.	**Green**
7. Family and Friends as Foster Carers							
7.1	**Regulation 24 assessment guidance, role and responsibilities updated.**	Refresh the guidance. Complete training for the workforce	Fostering Team Manager	March 2024	Reduced number of regulations 25's by working with locality teams to promote better	Procedure being updated. Training in place and about to be delivered.	**Green**

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Referenced Documents/Reports:

1: The Children in Care and Care Leavers Sufficiency Strategy 2023 – 2028

2: Fostering Recruitment Strategy 2023-2025

3: Fostering Retention Strategy 2023-2025

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South Yorkshire RAA Terms of Reference- Revised March 2023

(One Adoption South Yorkshire)

This governance structure provides a structure for the continuing development and delivery of the South Yorkshire Regional Adoption Agency 'SYRAA'.

The SYRAA is an agreement between the following Local Authorities:

i. City of Doncaster Council;
ii. Barnsley Metropolitan Borough Council;
iii. Rotherham Metropolitan Borough Council; and
iv. Sheffield City Council

Together known as the "Partner Agencies".

This Schedule will be subject to revision through the operation and decision-making process of the Head of Service for the SYRAA ("Head of Service") and the SYRAA Governance Board ("Governance Board").

Purpose and Objectives

The following principles were agreed at the SYRAA's inception and SYRAA governance will ensure that there is:

(i) strategic oversight and direction of the SYRAA;

(ii) a clear definition of roles and responsibilities at organisation, group and individual level; and

(iii) a clear structure for coherent, timely and efficient decision-making.

Key features of the SYRAA governance arrangements are:

1). Head of Service

The Head of Service, appointed by the City of Doncaster Council (the "Host Agency") shall provide overall strategic oversight and direction to SYRAA.

The Head of Service shall be line- managed by the Assistant Director for Children, Young People and Families for the Host Agency in accordance with the terms as set out in the Business Case and the Agreement with its Schedules.

The Head of Service will report to and is accountable to the Governance Board.

The Head of Service will also report to:

- The 4 local corporate parenting boards; and
- The 4 local scrutiny panels.

The Head of Service will provide strategic management and will provide assurance to the SYRAA that key aims and objectives are being met and that the SYRAA is performing within the boundaries set by the Governance Board.

2).The Governance Board

The Governance Board is constituted by the appointment of one representative from each Partner Agency at Senior Management level, either the Director of Children's

Services or the Executive Director of Children's Services. Partner Agency representatives must have decision-making capabilities at the highest level. The Partner Agency members will have voting rights at the Governance Board.

Representatives will also be included from:

- Adoption UK
- Health
- Education
- Voluntary Alliance
- Adopters and other service users

These representatives will be non-voting members.

The Chief Finance Officer for the SYRAA ("CFO") and the Head of Service will also be members of the Governance Board as non-voting members.

The Voluntary Adoption Agency ("VAA") representatives will not be entitled to a vote.

Aims of the Governance Board

The aims of the Governance Board include:

- To provide oversight, strategic direction and decision making for the SYRAA (to be known as OASY) on behalf of the members.
- To maintain links with interested parties in their own organisations
- To include decisions in regards of direction and constitution of the staff employed by the Host Agency to work on behalf of the SYRAA
- To ensure there is a coherent vision and strategy for the SYRAA and ensure the strategic vision is delivered
- To ensure regular and robust monitoring of performance and service delivery of SYRAA
- To represent the interests of all Partner Agencies in respect of governance and accountability
- Act as a consultative body, performing a check and challenge function to the Head of Service.
- Monitor the monthly initially then bi-monthly and eventually quarterly performance and financial targets.
- Assist in the completion of an annual review and approve the annual report
- Each representative will brief practitioners within their portfolio of responsibility, local council members and local scrutiny groups as appropriate.
- Each representative will report to their respective Council their own findings from the SYRAA annual report.

Financial Responsibilities of the Governance Board

- To ensure the solvency of the SYRAA
- To ensure the SYRAA complies with legal and statutory responsibilities
- To safeguard SYRAA assets
- To ensure the effective and efficient use of SYRAA resources
- To ensure that financial control systems are in place and working effectively
- To approve the annual financial statements and the annual budget
- To appoint the SYRAA's internal and external auditors

- To approve contracts over £20,000 (excluding inter agency placements) in accordance with the Scheme of Delegation.

Structure of the Governance Board/Voting Rights

- The Board will be supported by the SYRAA Business Manager (appointed by the Host Agency) and in their absence the Host Agency will provide business support on behalf of the Partner Agencies.
- Each voting Partner Agency representative will have one vote and all proposals should be made by one partner (at least) and seconded by one partner.
- Decisions will be made on a majority vote of those partners present.
- The Host Agency will chair the Governance Board initially and after 12 months the Governance Board Chair could be rotated on a 12 monthly basis if agreed by the Governance Board. The Governance Board Chair cannot also act as a Partner Agency representative at the Governance Board meetings.
- A Vice Chair will be chosen by the existing Governance Board.
- The Governance Board Chair shall have the casting vote.
- The Governance Board Chair shall have regard for the overall interests of the service not the Partner Agency they represent.
- The Vice Chair will be appointed annually
- A meeting of the Governance Board shall be quorate if 75% of its members who are entitled to vote are present.
- Each member will appoint a proxy member to attend in their absence. The proxy member must have delegated authority. If either the member or proxy cannot attend the Governance Board meeting, then a written submission will be considered.
- Governance Board membership is to be agreed annually in accordance with the terms of the Partnership Agreement.

Governance Board Members agree to:

- Commit to attend at least 5 Governance Board meetings per year or proxy in their absence.
- Commit to not using a proxy for two Governance Board meetings in a row.
- Communicate and promote the SYRAA within their organisations.

Structure of the meetings

- Meeting dates will be agreed twelve-months in advance.
- Governance Board Meetings will be held monthly and then bi-monthly then quarterly. The point at which meetings become quarterly will be determined by the Governance Board.
- Agendas and papers will be circulated 5 working days before the meeting by the SYRAA Business Manager
- The agenda will be set by the Governance Board Chair in conjunction with the Head of Service
- Minutes will be taken of Governance Board meetings and decisions recorded for review.
- Completed minutes will be submitted for agreement at the following meeting.
- Once agreed minutes will be made available to Governance Board members and shared with SYRAA staff and adopters via the SYRAA web-site.

Delegated Decision-making

Finance

See Appendix 2i

Staffing

See Appendix 2ii

Responsibilities of Governance Board Members to report back to their individual Boards

Governance Board members will be responsible to their Local Corporate Parenting Boards and Scrutiny Boards for the activities of the SYRAA on behalf of local children and families.

Each representative will brief their portfolio members and scrutiny groups as appropriate regarding the activities and performance of the SYRAA.

Each representative will report to their own Council or Agency their own findings from the SYRAA Annual Report

Declarations of Interest and Registrations of Governance Board Member Interests

These will be deemed to have been declared as part of Governance Board members employment with their respective authorities.

VAA Board members, adopter representatives, Health and Education representatives may be asked to withdraw from sections of the meeting where information may be sensitive. This will be at the discretion of the Governance Board Chair.

3). Adoption Support Sub-Board

Membership:

- Head of Service
- Service Manager for Adoption Support
- Virtual Heads Representative
- Health Representative
- Adopter-Voice and Adopter Engagement Officer
- Adopter representative from each local authority area

The purpose and role of the meeting is to:

Provide a forum for a proactive dialogue between local partners, adopters and OASY to identify adopter support provision across South Yorkshire and ensure adopters are able to gain access, identify any gaps in provision and plan collectively to address those gaps.

Accountability and Responsibility:

Members commit to attending meetings or nominate a suitable substitute who can attend in their place who will be expected to make decisions as needed. All members of the meeting will be responsible for reporting to their own organisations, through their respective governance arrangements.

This meeting reports through to the SYRAA Governance Board which provides oversight of the SYRAA. Where there is an issue that cannot be resolved at this meeting and a decision cannot be reached the matter will be taken for further discussion and decision at the Governance Board.

Meetings

- Shall be quarterly initially but may be determined to be more frequent or less frequent but no less than bi annually.
- The Head of Service will act as Chairperson for ongoing meetings
- The Business Support Manager will be responsible for agreeing meeting agendas with the Head of Service and approving minutes for circulation.
- Agendas and papers for the meeting will be sent out by the Business Support Manager at least two working days prior to the meeting in order to provide time for members to read them and identify actions for their own organisations.

4). Operational Leads Meeting

Membership:

- Head of Service
- Senior representative from each local authority with a lead on adoption.
- Service Managers from OASY and Service Managers responsible for adoption within the Local Authorities
- Business Support Manager

The purpose and role of the meeting is to:

- To provide a forum for a proactive dialogue between the local authority and SYRAA to improve the outcomes for children, birth parents and adopters across South Yorkshire.
- To make decisions regarding streamlining to improve processes and systems at the interface between each Partner Agency and SYRAA to prevent delay for children and to improve performance and efficiency.
- To discuss and agree decisions regarding the Business Plan for clarity as the work progresses.
- To discuss interface and services provided by partners that impact both on the Partner Agency and SYRAA regarding adoption.

Accountability and Responsibility:

Members commit to attending meetings or nominate a suitable substitute who can attend in their place who will be expected to make decisions as needed. All members of the meeting will be responsible for reporting to their own organisations, through their respective governance arrangements.

This meeting reports through to the SYRAA Governance Board which provides oversight of the SYRAA. Where there is an issue that cannot be resolved at this

meeting and a decision cannot be reached the matter will be taken for further discussion and decision at the Governance Board.

Meetings

- Shall be quarterly initially but may be determined to be more frequent or less frequent but no less than bi annually.
- The Head of Service will act as Chairperson for ongoing meetings
- The Business Support Manager will be responsible for agreeing meeting agendas with the Head of Service and approving minutes for circulation.
- Agendas and papers for the meeting will be sent out by the Business Support Manager at least two working days prior to the meeting in order to provide time for members to read them and identify actions for their own organisations.

5). SYRAA Senior Leadership Team Meetings

Membership

- Head of Service
- 3 SYRAA Service Managers
- SYRAA Business Manager
- Adopter Representatives from Adoption-UK and the local Adopter Engagement Officer

The purpose of this meeting is to make operational decisions regarding the direct activity of the SYRAA. Attendees will report on activity in their respective localities and in their respective areas of responsibility.

Accountability and Responsibility:

Members commit to attending meetings or nominate a suitable substitute who can attend in their place who will be expected to make decisions as needed. All members of the meeting will be responsible for reporting to their own localities and their respective areas of responsibility and ensuring that decisions are implemented.

Meetings

- Shall be monthly
- The Head of Service will act as Chairperson for ongoing meetings. In the absence of the Head of Service one of the Service Managers will be designated to chair.
- All members will be responsible for agreeing meeting agendas with the Head of Service and notes and an action log will be provided.
- Agendas and papers for the meeting will be sent out by the Head of Service at least two working days prior to the meeting.

Appendix 2i

Schedule

Finance Schedule

1. General Principals

1.1 Each Party to the Agreement will provide its financial contribution as set out below. DCST as the Host shall not inherit any debt or liability incurred by any of the Parties.

1.2 Each Party shall not make any changes to its adoption budget and staffing structure without advising the SYRAA Governance Board in advance, unless within the delegated budget and/or minor amends. Such amends will be reported to the Governance Board for information.

2. Contributions and Charging Method

2.1 The Parties to the Agreement are committed to the fair and equitable resourcing of the SYRAA whilst ensuring the full cost of the service is resourced. Each Party is agreed that they are required to contribute their agreed annual budget for their existing Adoption Services to the SYRAA. Contributions and apportionments for the Central Hub costs 2020/21 financial year are up to £15k (currently forecast at £9k) for each Local Authority Party.

2.2 The SYRAA Governance Board shall make recommendations for the annual budget contributions of each Local Authority in each financial year; in order to contribute to the successful operation of the SYRAA. Only when each Local Authority has formally agreed to those recommendations can the SYRAA Governance Board adopt those recommendations. Each Local Authority Party effectively pays a proportion of the whole of the SYRAA budget (including Central Hub), determined and based on the current size and contribution of their existing adoption service budget. The Parties are agreed that such proportions shall be used to allocate in proportion any budget underspends or overspends as agreed by the SYRAA Governance Board.

2.3 In exceptional circumstances where an under or overspend has occurred due to local decisions these should be borne by said local authority.

2.4 Until such time as the SYRAA Governance Board agree the following items of income and expenditure will remain the individual responsibility of each Local Authority;

- Adoption Allowance
- Accommodation
- Central Support Services (IT, HR, Finance)

2.5 The impact of any pay award made by any Local Authority Party for its staff shall be funded by the determining Local Authority and does not fall under the financial responsibility of the SYRAA budget.

2.6 Any cost pressures on non-staffing budgets to be considered as part of the wider SYRAA budget and where efficiencies cannot be determined additional funding will be requested from partners following approval by the Governance Board.

3. Payment Arrangements

3.1 Following the formal adoption of any revised annual budget by the Governance Board, each Local Authority Party shall be formally notified of their revised annual financial contribution. The financial contribution shall be paid quarterly in advance to DCST as Host in oder to meet Central Hub costs and expenses.

4. Budget Control & Monitoring

4.1 Each Party shall provide their adoption support budget position (including forecast outturn) to the host on a MONTHLY basis (from Month 2) within 15 working days of the end of the prior month to enable reporting to partners at the Governance Board.

4.2 Any financial decisions and such recommendations that may impact on the SYRAA budget shall be agreed by the Governance Board (noting the commentary within 1.2).

Appendix 2ii

1. SCHEDULE 4
HR ISSUES

5. Background

5.1 The Parties are to enter into an s101 Agreement ("the Agreement") for collaborative working to jointly deliver adoptions services through the South Yorkshire Regional Adoption Agency.

1.2. The Parties have agreed that employees in each respective Party to the Agreement will remain directly employed by their existing employing Party.

1.3. The Parties have agreed to review the joint working arrangement annually and should an extension to these arrangements prove necessary or desirable, discussions with the respective Heads of Service in each Party will take place as soon as practicable before the Agreement expires.

6. Purpose

6.1 The purpose of this Schedule is to:

- Ensure that the day to day management of a respective Party's employee is retained by that respective Party
- Ensure the Parties are aware that the individual Party who is the employer in law is the only Party who can terminate the employment of its own employee(s).
- Record that the Transfer of Undertakings (Protection of Employment) Regulations 1998 (as amended) ('the Regulations') has been considered and that the Parties agree that a relevant transfer pursuant to the Regulations is not applicable in these circumstances;

For the avoidance of doubt the Parties agree and acknowledge that each respective Parties employees or officers are its own and the respective Party retains legal responsibility and liability for the employee or officer. This Schedule is not intended to imply or mean that a joint contract of employment exists between the Parties and the employee or officer, or that one is to be created, but that cooperation exists between the Parties in achieving the Objectives as detailed in the Agreement and Business Case.

7. Scope and Effect

7.1 This Schedule forms part of the Agreement.

7.2 The Parties agree that employees in each respective Party in the SYRAA will remain directly employed by their existing employing Party under the terms and conditions of employment in place in their respective Party and subject to the respective Party's policies and procedures including but not limited to in respect of conduct, performance, attendance, grievance/dignity and whistleblowing. This also includes continuing to be directly line managed by the employee's respective Party for performance management, annual appraisals, induction, absence management, holiday leave and in all aspects of employment policies and practices in the employing organisations.

7.3 Where any issue arises in respect of any employee(s) of one Party ("Party A") which involves another employee(s) of another Party ("Party B") any such issue shall be addressed through the policies and procedures of Party A and Party B shall ensure as far as reasonably practicable, its employee(s) engages in any such process of Party A.

7.4 The Parties agree that reporting arrangements will not change for any employee of the Parties with the exception of the Service Managers in each Party. Whilst they will continue to be formally line managed by their respective Head of Service in the respective Party, they will be matrix managed by the new SYRAA Head of Service employed by the DCST.

7.5 Each Authority shall annually pay to DCST a proportionate amount of the staffing costs which include a Head of Service, Business Support Manager(s) and Service Manager(s) as determined by the SYRAA set out in Schedule 3 (Financial), within 28 days of receipt of an invoice from DCST. Costs of employment of such staff shall include annual salary increases in line with any local government pay awards, together with any associated employment costs, pension's costs, training costs and expenses reasonably incurred by DCST

7.6 Each Party shall ensure that its respective employees receive any learning, training and development which is of benefit for the joint working of the SYRAA.

7.7 Each Party shall ensure that it has the appropriate levels of insurance/indemnity cover required to work jointly for the purpose of the SYRAA.

7.8 Any Party may apply to review the terms of this Schedule at any time by consultation with the other Parties.

7.9 In the event that any of the Parties make changes to their adoption service structures they will consult with the SYRAA Head of Service to inform them of the change and any potential impact upon the SYRAA.

7.10 When a vacancy arises in an adoption team within one of the Parties adoption service structures, the respective Party will be responsible for recruiting to that vacancy to join their establishment. Where appropriate, and in line with the Party's relevant policies, if one of the Parties has a vacancy in their adoption team they may choose to advertise that vacancy across the other adoption teams within the SYRAA. If appropriate, secondments of staff from one Party to another may be considered between the Parties, subject to a secondment agreement as may be considered, as a means of responding to spikes in work demands or as an alternative to recruitment.

7.11 If required, work may be allocated across organisational boundaries (in line with the respective employee's job descriptions) to provide some flexibility in capacity across the SYRAA to respond to changing work demands.

7.12 The Parties agree that whilst every attempt will be made to informally resolve any potential disagreements between employees of the separate Parties, in the event that there is a serious disagreement or dispute between employees of different Parties that cannot be resolved informally, such matters will be dealt with by the relevant Party's complaints policy.

7.13 The Parties agree that any claim, actions, proceedings, orders, demands, complaints, investigations and any award, compensation, damages, tribunal awards, fine, loss, order, penalty, disbursement, payment made by way of settlement and costs, expenses and legal costs reasonably incurred in connection with a claim or investigation related to a respective Party's employee arising out of or in connection with but not limited to the following:

(a) Redundancy payments including contractual or enhanced redundancy costs, termination costs and notice payments, with the exception of the SYRAA staff as identified at clause 15.2 of the Agreement;
(b) Unfair, wrongful or constructive dismissal compensation;
(c) Compensation for discrimination on grounds of sex, race, disability, age, religion or belief, gender reassignment, marriage or civil partnership, pregnancy and maternity or sexual orientation or claims for equal pay;
(d) Compensation for less favourable treatment of part-time workers or fixed term employees;
(e) Outstanding employment debts and unlawful deduction of wages including any PAYE and national insurance contributions;
(f) Employment claims whether in tort, contract or statute or otherwise;
(g) Any investigation relating to employment matters by the Equality and Human Rights Commission or other enforcement, regulatory or supervisory body and of implementing any requirements which may arise from such investigation;

In each case shall be met by the respective Party who is the employer in law of the employee and each Party shall indemnify and hold harmless each other Party to give effect to this unless such claim arises out of a Party's employee's negligent act/wilful misconduct/ breach of obligations.

7.14 The Parties agree that they shall not unlawfully discriminate either directly or indirectly on any protected characteristic grounds and without prejudice to the generality of the foregoing the Parties shall not unlawfully discriminate, victimise or harass, within the meaning and scope of the Equality Act 2010, the Human Rights Act 1998 or other relevant or equivalent legislation, or any statutory modification or re-enactment thereof. The Parties shall take all reasonable steps to secure the observance of this by all employees and officers or any other person acting on the Parties behalf.

7.15 For the avoidance of doubt, this Schedule does not change or modify employee's or officer's contracts of employment or terms and conditions of employment and/or the practice and procedure of a Party which the Parties acknowledge reflect the nature, activities and statutory basis of the Parties, their employees and officers under the governing legislation save for as provided for at paragraph 3.3.

7.16 The principles of joint working cited reflect established practice within the Local Government sector in the UK.

PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
Title: Fostering and Adoption Update to Cabinet January 2024	
Directorate: CYPS	**Service area:** Children in Care
Lead person: Jane Wood	**Contact:** 01709 254791
Is this a: [ ] **Strategy / Policy** [x] **Service / Function** [ ] **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
This report is being provided to Cabinet as an update in respect of the Fostering Rotherham Plan 2023-2028, the Fostering Elected Members Working Group, the Fostering and Adoption Panel and One Adoption South Yorkshire.

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

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

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

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

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

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

4. Considering the impact on equality and diversity

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

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

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

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

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

Equality and diversity has been considered at all key stages for the Fostering Rotherham Plan and recommendations set out in the report. This has included consideration of the diverse cohort of children in care and care leavers and the impact of service delivery.

There are currently 504 children in the care of Rotherham Council and 342 care leavers (some of whom overlap). Children and young people are from varying backgrounds and circumstances.

- **Key findings**

There are no barriers identified which could impact upon equality and diversity. The recommendations are inclusive of the needs of all children in care and aim to improve the lives of children in care and care leavers.

The Fostering Rotherham Plan sets out the Councils objectives for enhancing the fostering service.

We intend to offer the highest quality services to our children and young people, through consultation and multi-agency working.

We know that children in care and care leavers are a vulnerable group in society and many have experienced adversity in their childhoods and beyond. We propose to ensure that all children in care and care leavers can be placed in suitable, high quality, family based placements.

- **Actions**

Equality and Diversity information will continue to be monitored throughout the delivery of the plan and recommendations at the Corporate Parenting Board.

A range of approaches will be used to ensure that children, young people and families play a key part in reviews of services.

The development of the plan and recommendations has been undertaken with children and young people and their families in mind, and in conjunction with frontline staff and partner agencies.

Date to scope and plan your Equality Analysis:	January 2024.
Date to complete your Equality Analysis:	January 2024.
Lead person for your Equality Analysis (Include name and job title):	Jane Wood, Head of Service, Children in Care and Corporate Parenting.

5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**
Nicola Curley	Director of Children's Services	
Monica Green	Assistant Director, Children's Social Care	
Cllr Cusworth	Lead Member Children's Services	

6. Publishing	
This screening document will act as evidence that due regard to equality and diversity has been given. If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report. A copy of **all** screenings should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.	
Date screening completed	23.1.24
Report title and date	Fostering and Adoption Update to Cabinet January 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	January 2024.
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

PART B – Equality Analysis Form

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

This form:

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

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

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

1. Title	
Equality Analysis title: Fostering and Adoption Update to Cabinet January 2024	
Date of Equality Analysis (EA): 23.1.24	
Directorate: CYPS	**Service area:** Children in Care
Lead Manager: Jane Wood	**Contact number:** 01709 254791
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)**
Nicola Curley	RMBC	Strategic Director of Children's Social Care
Monica Green	RMBC	Assistant Director, Children's Social Care
Laura Gough	RMBC	Head of Service Safeguarding

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.)

This report screens the activity undertaken to progress the Fostering Rotherham Plan and recommendations. It is important to note that the strategy specifically relates to children in care and care leavers and as such excludes children not in those categories. This strategy incorporates all children in care and care leavers and does not exclude any child or young person within that range.

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

Equality information is captured as part of our existing service delivery and identified priorities. This includes data for all children in care and care leavers, including, though not limited to age, gender, ethnicity and disability status.

Data was used to inform the plan and recommendations, in respect of identifying gaps in provision and services.

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

Regular monitoring and oversight through the Corporate Parenting Partnership Board
Children in Care Council and Leaving Care Forum
Performance Practice and Learning
CYPS performance reporting – Scorecards and Dashboards
Audit and QA activity
DfE
Department for Health & Social Care
Ofsted
Staff and Social Work Health Check 2023

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? The Fostering Rotherham Plan will be reviewed quarterly in Corporate Parenting Partnership Board. This will consider oversight and implementation of the strategy. Performance and quality monitoring will measure the progress and impact of the plan. Existing data and established methodology across the children's workforce will continue to be used to monitor impact on those groups with protected characteristics. As part of current practice, the voice of children and families is sought through audit activity, and a variety of voice groups. The Children in Care Council will contribute to the service planning and progress of this plan.

Engagement undertaken with customers. (date and group(s) consulted and key findings)	There has been ongoing engagement with partner agencies regarding the implementation of the Fostering Rotherham Plan.
Engagement undertaken with staff (date and group(s)consulted and key findings)	Managers and front line staff have been involved in the preparation of the Fostering Rotherham Plan and service planning. Where appropriate this has also included involvement from wider directorates, including HR, Finance and Legal.

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 and Guidance, as well as oversight from the regulatory body, Ofsted. Service delivery is utilising a restorative, inclusive approach. While the plan and recommendations are specific to children in care and care leavers, the proposals do not exclude any group within this category. There is also a focus on meeting the individual needs of children and young people.
Does your Policy/Service present any problems or barriers to communities or Groups? No, the Fostering Rotherham Plan and recommendations intend to equip the workforce and wider partner agencies to meet the needs of children in care and care leavers.

Does the Service/Policy provide any positive impact/s including improvements or remove barriers? Yes, the plan and recommendations propose actions which will improve the lives of children in care and care leavers, by providing them with high quality, family-based placements.
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 expected that this plan and recommendations will have a positive impact upon community relations, including increasing the opportunities for children in care and care leavers.

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: Fostering and Adoption Update to Cabinet January 2024
Directorate and service area: CYPS
Lead Manager: Jane Wood
Summary of findings:

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Fostering Rotherham Plan 2023-2028 implementation	A, D, S, GR, RE, ROB, SO, C, O	**Review September 2024.**
Seek to remove barriers for children and young people who may have protected characteristics in terms of accessing services set out in the plan and recommendations	A, D, S, GR, RE, ROB, SO, C, O	**March 2024**
Ensure that all children and young people are treated fairly and with respect throughout the implementation of this plan and recommendations	A, D, S, GR, RE, ROB, SO, C, O	**January 2025**
Complete a further equality analysis after 12 months to ensure the success of this plan and identify any issues.	A, D, S, GR, RE, ROB, SO, C, O	**January 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**
Nicola Curley	Director of Children's Services	January 2024
Monica Green	Assistant Director, Children's Social Care	January 2024

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	
Report title and date	Fostering and Adoption Update to Cabinet January 2024
Date report sent for publication	February 2024
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

User guidance:

- The first section of this form guides users through considering major areas where emissions are likely to occur. If emissions are impacted in a way not covered by these categories, please identify this at the bottom of the section
- The first section should be filled as such:
  - ***Impact***: identify, in relation to each area, whether the decision of the proposal does the following: *reduces emissions*, *increases emissions*, or has *no impact on emissions*. If it is uncertain this section can be labelled *impact unknown*
  - If ***no impact on emissions*** is identified: no further detail is needed for this area, but can be added if relevant (e.g. if efforts have been made to mitigate emissions in this area.)
  - ***Describe impacts or potential impacts on emissions***: two sections deal respectively with emissions from the Council (including those of contractors), and emissions across Rotherham as a whole. In both sections please explain any factors that are likely to reduce or increase emissions. If ***impact unknown*** has been selected, then identify the area of uncertainty and outline known variables that may affect impacts.
  - In most cases there is no need to quantify the emission impact of an area after outlining the factors that may reduce or increase emissions. In some cases, however, this may be desirable if factors can be reduced to a small number of known variables (e.g. if an emission impact is attached to a known or estimated quantity of fuel consumed).
  - ***Describe any measures to mitigate emission impact:*** regardless of the emission impact, in many cases steps should be taken in order to reduce mitigate all emissions associated with each area as far as possible; these steps can be outlined here (For example: if a proposal is likely to increase emissions but practices or materials have been adopted in order to reduce this overall impact, this would be described here).
  - ***Outline any monitoring of emission impacts that will be carried out:*** in this section outline any steps taken to monitor emission levels, or steps taken to monitor the factors that are expected to increase or reduce emission levels (for example, if waste or transport levels are being monitored this would be described here)
- A ***summary paragraph*** outlining the likely overall impacts of the proposal/decision on emissions should then be completed - this is not required if the proposal/decision has no impact across all areas.
- The supporting information section should be filled as followed:
  - Author/completing officer
  - ***Research, data, or information*** may refer to datasets, background documents, literature, consultations, or other data-gathering exercise. These should also be added to the ***supporting documents*** section of the cabinet report

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- Carbon Impact Assessments are to be appended to the associated cabinet reports
- Prior to publishing reports, Carbon Impact Assessments should be sent to climate@rotherham.gov.uk for feedback
- Report authors may also use the above email address to direct any further queries or to access further support regarding completing the assessment

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	**Describe impact or potential impacts on emissions across Rotherham as a whole.**	**Describe any measures to mitigate emission impacts**	**Outline any monitoring of emission impacts that will be carried out**
Emissions from non-domestic buildings?	No Change				
Emissions from transport?	Small decrease in emissions	Placing more children locally in Rotherham should reduce travel and associated emissions for staff travelling to out of area placements. There may be emissions associated with promotional activity (council officers travelling to events). There is no change to these emissions as this activity is already ongoing.	Placing more children locally in Rotherham will support a reduction in the transportation of children in placement to school and activities should reduce as children will not need to be transported from out of area to access their school or family time.	Emissions from officer travel (to events or to placements) could be mitigated by officers choosing to travel by active travel (cycling or walking); public transport; or car sharing, where feasible.	Emissions from staff travel are monitored by the Climate Change Team. It is not considered feasible to monitor emissions impacts of children's travel to school and family time.
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				
Identify any emission impacts associated with this decision that have not been covered by the above fields: None identified.					

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

There are some impacts on emissions from travel, namely:

- Reduction in travel emissions as more placements are provided for children within the borough – this affects both children travelling to school and family time, and officers carrying out visits.
- There is also a carbon impact in terms of officers travelling to promotional activities.
- Emissions from officer travel could be reduced by officers choosing to travel by active travel, public transport or car sharing, where possible. Emissions from staff travel are currently monitored by the council's Climate Change Team.

Supporting information:	
Completed by: **(Name, title, and service area/directorate).**	Jane Wood Head of Service for Children in Care and Corporate Parenting
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]	Tracking reference: CIA246

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Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
Home to School Transport Policy

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

Strategic Director Approving Submission of the Report
Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)
Karen Mudford, Head of Fleet & Transport Services
karen.mudford@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

The Home to School Transport Policy is based on statutory guidelines issued by the Department for Education (DfE) which stipulate local authorities' responsibilities when making home to school travel arrangements for children of compulsory school age.

Following a review by Council officers of the existing Policy and the new DfE guidelines published 29th June 2023, a draft Policy was considered by Cabinet on 18th December 2023 and approved to go to public consultation, which commenced on the 8th January 2024. The consultation attracted 179 responses to the online survey, with further targeted activities seeking views of stakeholders, parents/carers, the general public and anyone who may be affected by the Policy, such as schools, other local authorities, taxi/public service vehicle operators, the young people themselves, and groups representing the voices of families, including the Parent Carer Forum. The Policy has been updated with the sections highlighted in yellow showing the updated areas and is attached at Appendix 1.

This report outlines the findings of the review and subsequent consultation and recommends that Cabinet approves the revised Policy.

Recommendations

1. That Cabinet approves the Home to School Policy that is attached to this report as Appendix 1.

List of Appendices Included

Appendix 1 Home to School Transport Policy 2024/2025
Appendix 2 Consultation Responses
Appendix 3 Consultation Activities
Appendix 4 Equalities Screening Assessment
Appendix 5 Climate Impact Assessment

Background Papers

Rotherham Metropolitan Borough Council – Home to School Policy 2023/2024
Home_to_School_Post_16_Transport_Policy_2324.docx (live.com)

Statutory guidance – Home to School Travel – 25th January 2024.
Home-to-school travel - GOV.UK (www.gov.uk)

Consideration by any other Council Committee, Scrutiny or Advisory Panel
None

Council Approval Required
No

Exempt from the Press and Public
No

Home to School Transport Policy

1. Background

1.1 Home to School travel is an integral part of the school system that supports children of compulsory school age to access education, enabling them to fulfil their potential.

1.2 The Council have a statutory responsibility to make suitable travel arrangements to and from school for eligible children of compulsory school age. Statutory guidance is published by the Department for Education (DfE) and sets out what local authorities must do to comply with the law.

1.3 The RMBC Home to School Transport Policy is updated with minor changes each year to ensure it reflects the academic dates and complies with statutory duties for 'Post 16 Transport Policy Statement Obligations'. Updated statutory guidelines were published by the DfE in June 2023, following a public consultation in 2019 and stakeholder comments provided in 2022/2023. Prior to that, the guidelines were last published by the DfE in July 2014. This refresh of the guidelines has led to a full review of the Policy. A revised draft Policy was presented to Cabinet on the 18th December 2023 for approval to go out to public consultation.

1.4 Following this decision, a further update to the statutory guidance was published on 25th January 2024. Following a review of the revised guidance by officers, no further amendments to the draft Policy have been identified.

For information, the revised guidance included 7 amendments:

	Amendment Summary	DfE Document Reference	Revised Policy Reference
1	Minor amendment to make clear that Part 2 (discretionary travel) is statutory guidance.	Page 4 (about this guidance)	Included within section 5 of the revised Policy.
2	Now specifies that parts of the guidance are likely to be of particular relevance to schools that choose to arrange travel for their pupils.	Page 5 (who is this guidance for)	Advisory note relating to travel arranged by school and how the guidelines may be applicable. Not required in revised Policy.
3	Now Includes a reference to Academy Trust quality descriptions document published in July 2023. Inclusion of a link to the descriptions in annex 3: additional resources.	Page 7 (context)	Not required in revised Policy.

4	Clarified that local authorities may name 2 schools in a child's EHC plan – one that the child will attend on condition that the parent arranges the travel, and one to which the LA will arrange travel.	Paragraph 24 and 25	Included in section 6.1 of the revised Policy which determines the expectations around provision of transport where two schools are named in the Education Health & Care Plan.
5	Amended so that local authorities are not expected to measure a safe walking route when determining which is a child's nearest school.	Paragraph 38	Section 4.4 of the revised Policy considers available walking route for the purposes of assessing eligibility for supported travel assistance.
6	Included a reference to guidance published by ATCO on alternatives to seatbelt buckle guards. A link has also been added to the guidance in annex 3: additional resources.	Paragraph 115	Operational guidance, not relating to Policy.
7	Wording added to specify that schools – as well as local authorities – may wish to specify in their contracts with operators that they will only accept vehicles that are fitted with seatbelts.	Annex 2 (further information - page 55 – seatbelts and standing passengers)	Operational guidance, not relating to Policy.

2. Key Issues

2.1 It is a requirement of the new DfE guidelines that there is an up-to-date policy in place to allow parents/carers to consider home to school travel arrangements when applying for school places and make informed choices about educational settings. Where a child may not be eligible for free school travel, this may influence the parental view of the school place that is applied for.

2.2 To ensure parents/carers are fully informed, an updated policy must be in place and easily accessible, reasonably ahead of 15th May 2024, as any objections to school admissions arrangements for September 2024 must be submitted by this date.

2.3 The previous Policy has been reviewed by Council officers and it is felt that whilst currently compliant, further consideration to the new DfE guidelines should be adopted to ensure the information is clear and easy for parents/carers and other stakeholders to understand. This led to the

proposed Policy, agreed by Cabinet in December 2023 for public consultation.

2.4 The key aspects of the proposed Policy agreed in December 2023 are as follows:

- Local authority statutory duties for eligible children and young people;
- Clearer definitions of key words which overarch full policy, such as 'suitable school', 'home address', and 'qualifying schools';
- Definition of what is meant by a suitable/qualifying school in relation to addressing particular types of needs;
- Statutory walking distances;
- Travel Solutions (including Independent Travel Training);
- Behaviour expectations, public transport;
- Behaviour expectations on assisted home to school transport including how this may differ for children with SEND;
- Eligibility and application process children/young people (SEND);
- Local authority discretionary powers;
- Safeguarding;
- Suitability of transport arrangements; and
- Parental payments.

2.5 In addition to the key aspects above, the revised Policy also includes consideration to the overarching principles within the new statutory guidance that are summarised as:

- A clear introduction explaining what the reader can expect to learn from the document;
- Categories of eligibility and the definition of extended rights;
- References to any separate applicable policies;
- How applications can be made and clear explanations of terms;
- Clarity around dual living arrangements;
- How eligibility will be assessed, including the measurements of distances from school and individual needs;
- The different ways and modes in which travel may be offered;
- Details on how non-eligible children can access travel solutions; and
- How parents/carers may appeal decisions made by the Local Authority in relation to school travel.

2.6 As agreed by Cabinet, a public consultation has taken place to seek the views of stakeholders, parents/carers, the general public and anyone who may be affected by the Policy, such as schools, other local authorities, taxi/public service vehicle operators, the young people themselves, and groups representing the voices of families, including the Parent Carer Forum.

2.7 In order to ensure a good level of engagement in the consultation, officers have undertaken a range of targeted exercises, which have directly engaged with over 460 families, young people, or school staff across 12 different face- to-face group sessions. In addition to direct engagement, a

public consultation has been openly available and promoted through digital media and press releases, reaching further audiences.

2.8 In total, the Council has received 179 responses to the survey that was accessible both online and through paper-based copies. A full list of the events held, can be found in Appendix 3.

2.9 A number of areas received unambiguous majority support throughout the consultation, and these are summarised below:

- 102 respondents (58%) felt that the proposed Policy is clear, or really clear, when trying to understand eligibility for children with special educational needs or disabilities.
- 105 respondents (59%) felt that it was either important, or very important for the local authority to consider sustainability, aiming to reduce harmful emissions from vehicles and consider the promotion of public transport and active travel solutions, such as the use of buses, trains, cycling and walking.
- 167 respondents (94%) felt that it was either important, or very important for the local authority to address inappropriate behaviour by children and young people on transport, by working in conjunction with schools, colleges, parents/carers.
- 106 respondents (60%) felt that it was either clear, or really clear, in the current Policy on how to report safeguarding concerns.
- 164 respondents (93%) felt that it was either important, or very important for the local authority to consider the child or young person's long-term future when offering a travel solution.
- 148 respondents (83%) agreed, or strongly agreed that in the interests of spending limited funds responsibly, the local authority should not make payments to parents/carers for journeys when the child does not attend school.
- 126 respondents (71%) agreed, or strongly agreed that in the interests of spending limited funds responsibly, the local authority should only consider offering a single occupancy taxi where there is no space available on an existing shared transport route, or an alternative travel solution is not suitable.
- 120 respondents (68%) agreed, or strongly agreed, that in the interests of spending limited funds responsibly, the local authority should apply discretion to grant transport support, even when a child/young person does not qualify.

2.10 There were six areas where the consultation feedback required further analysis and consideration:

2.10.1 The first area related to the 'Zoom Zero Travel Pass' and if the Policy clearly explains eligibility.

- 83 respondents (48%) felt that the proposed Policy is clear, or really clear, and on further analysis, 50 respondents (29%) felt neutral

regarding this aspect of the Policy, with 38 respondents (23%) stating that it is unclear, or not clear at all.

- This was further supported through the face-to-face engagement sessions where there was limited understanding of ‘Zoom Zero Travel Passes’.

- Given the limited understanding, a further enhancement has been made to the revised Policy to include more clarity around eligibility for a ‘Zoom Zero Travel Pass’, so as to be clear that this travel solution can also be offered to children and young people with SEND.

- This content has now been updated and can be found in Section 3 of the revised Policy.

2.10.2 The consultation also sought views on whether in the interests of spending 'Home to School Transport' funding responsibly, the Local Authority should only consider applications where children cannot reasonably be expected to be accompanied to school by parents/carers. 80 respondents (46%) agreed, or strongly agreed with this, with a further 34 respondents (19%) returning a neutral opinion. 63 respondents (35%) disagreed or strongly disagreed.

- The Policy maintains that accompaniment must be a consideration when assessing entitlement. The assessment process considers whether the child/young person can be reasonably expected to walk to school and if so, whether the parent/carer can reasonably be expected to accompany them, particularly when the distance from home to school is below the statutory walking distance.

2.10.3 In relation to a question regarding personal travel budgets and parental travel claims where the consultation asked if these should only be considered where there is no available space on existing shared transport, 87 people (49%) strongly agreed or agreed, whilst 32 people (18%) remained neutral with 58 people (33%) disagreeing or strongly disagreeing.

- It is considered to be a more effective use of existing resources to include a young person on an established route, therefore no further changes to the Policy have been made as a result of this feedback, with most respondents who provided a view on this question in favour of the proposal.

2.10.4 When asked how clearly Policy explained journeys other than home to school, 86 respondents (49%) felt that the explanation was clear, or really clear.

- 58 respondents (33%) selected the neutral option, whilst 28 respondents (18%) stated they felt this was unclear, or not clear at all.

- This aspect of the Policy seeks to ensure that journeys outside of normal school times, and/or for purposes other than travelling to and from the specified school site, are generally not accommodated in the interests of spending funding responsibly and ensuring parity to all. This feedback therefore, has not led to further changes, with the majority of those providing an opinion confirming this aspect of the Policy is clear/really clear.

2.10.5 In relation to transport eligibility for young people post the age of 16, 78 respondents (45%) felt that the explanations are clear, or really clear, whilst 36 respondents (21%) felt it was unclear or not clear at all. 56 respondents (34%) provided a neutral response.

- Eligibility has therefore been more clearly defined in Section 10 of the revised Policy and will be further reviewed following the release of updated guidance from the DfE on Post 16 travel arrangements, which is currently under review.

2.10.6 Whilst the Policy refers to alternative provision, feedback through the consultation process has identified that the local authority is not obliged to provide transport for journeys to/from alternative provision where the decision has been made by the child/young persons' school/education provision.

2.11 Furthermore, feedback has suggested that the Policy needs to be sufficiently clear concerning arrangements for children/young people where an 'Educated other than at school ', (EOTAS), or an 'Educated other that at college', (EOTAC) package is in place, and stipulated within the education and healthcare plan.

2.12 These points have therefore been addressed by additional wording in the Policy within Section 6.6, and a further paragraph numbered 6.7.

2.13 Outside of the survey questions, further learning and feedback was received in the following areas, which required consideration for inclusion:

2.13.1 Shared knowledge from a local authority forum suggested that parents/carers have the right to request flexible working arrangements with their employer, for the purposes of undertaking the parental responsibility in accompanying their child to school. Therefore, a useful link has been included in the Policy under Section 1.5.4.

2.13.2 Whilst the consultation returned a significant positive response stating that the Policy clearly informed the reader on how to report safeguarding concerns and incidents, it was felt by some stakeholders that this could be further enhanced by including an additional paragraph on who specifically to report these to and providing details on the Multi-Agency Safeguarding Hub (MASH). This updated text can now be found in Section 2.1.1 of the Policy.

2.13.3 Whilst the Policy is clear in Section 4.9 around the behavioural expectations of children/young people whilst using public transport, further clarity was

needed about behaviour on local authority provision, and how this expectation may differ concerning a child/young person with special educational needs and/or disabilities. A link has now been included in Section 7.3 of the Policy, which directs the reader to the local authority's 'Behaviour charter' which is published on the Rotherham Local Offer website.

2.13.4 A further suggestion to enhance accessibility for those who may not have access to the internet was made, concerning the 'National Databank' initiative, which provides free mobile data to people who may require it to connect with essential services. The Council's link to this facility has now been added to the introductory page of the Policy in addition to the existing information regarding internet access at libraries.

2.13.5 It was highlighted within Section 4.9.8 of the Policy, that should behaviour whilst on transport lead to the consideration of removing a Zoom Zero Travel Pass, the local authority will still need to provide a suitable alternative solution in line with statutory obligations.

2.14 Further wording has now been added to Section 4.9.8 of the Policy where the local authority will seek to work with schools to address any behavioural issues, which may include sanctions being imposed in line with school behavioural policies.

2.15 Furthermore, content has been added to confirm that travel arrangements will only be withdrawn as a last resort, and when doing so the local authority will still maintain statutory obligations by offering a suitable alternative travel solution which includes a personal travel budget/parental travel claim based on the concessionary bus fare.

3. Options considered and recommended proposal

3.1 **Option 1:** The Council does not make any changes to the current Policy other than to include the dates applicable for the new academic year 2024/2025.

Whilst the current Policy has been suitable and sufficient, it is not reflective of the substantial updates provided by the Department for Education in the statutory guidance entitled, "Travel to school for children of compulsory school age". Prior to June 2023, the last issue of this document was 2014, so there have been significant changes which may result in the view that the current Policy is no longer compliant with statutory guidelines.

3.2 **Option 2:** The period of consultation has offered the opportunity for the general public, parents/carers, key stakeholders, Council officers, groups representing families such as the Parent Carer Forum and young people themselves to comment on the changes that have been proposed, as well as the option to comment on the policy in general.

3.3 The recommended option is option two, that Cabinet adopts the proposed revised Policy as set out in the report.

3.4 The primary purpose of the refreshed statutory guidance is to support Local Authorities in adhering to their statutory responsibilities, whilst making difficult decisions around how to make best use of the limited resources available.

3.5 The guidance also ensures that Home to School travel policies applied by local authorities, are clear for parents/carers to understand, enabling them to make informed decisions around school placements in the context of what arrangements are available for home to school travel.

4. Consultation on proposal

4.1 As noted in Section 2, consultation has taken place with those affected by the Policy from 8th January 2024 and 22nd February 2024, and the response summary is detailed within Appendix 2. As noted in section 2.7 officers directly engaged with over 460 families, young people, or school staff across 12 different face- to-face group sessions alongside an openly available public consultation promoted through digital media and press releases. In total the Council received 179 responses. The consultation has taken the form of discussions, presentations, and meetings with:

- Council Members;
- Members of the Public;
- Parents / Carers;
- Parent Carer Forum;
- Groups representing young people and the impact upon people with special educational needs and disabilities (SEND), people with social, emotional, and mental health (SEMH) considerations and other appropriate groups;
- Schools whose pupils will be affected by any proposed changes, including those located in other local authority areas, and the local authorities themselves;
- Parents who may choose for children to attend schools with designated religious character, and the schools themselves;
- SYMCA and other associated public transport providers; and
- Taxi / Public Service Vehicle operatives.

4.2 The consultation considered how the proposed policy changes may impact on:

- The parents' choice of school;
- Any financial impact to affected families, paying particular attention to any potential effect to children from low-income families; and
- The impact proposed changes may have on people with protected characteristics.

5.0 Timetable and Accountability for Implementing this Decision

5.1 If adopted, the revised Policy will become effective from 1st April 2024, with revised processes implemented following this date.

5.2 If adopted, the Policy will be published on the Council's website and the Rotherham Local Offer website.

5.3 All relevant Council officers will be trained on the key changes and application of the new Policy prior to the effective date.

6. Financial and Procurement Advice and Implications

6.1 There are no direct procurement implications arising from the recommendations detailed in this report with regard to the acceptance of the changes to the Policy. However, if in the implementation/delivery of the changes a need arises to engage with any third-party providers this activity would need to be undertaken in compliance with the Council's Financial and Procurement Procedure Rules and Public Contract Regulations (as amended).

6.2 There are no direct financial implications arising from the recommendations detailed in this report. The implementation of the revised policy should support in controlling the cost of Home to School Transport. This will be monitored following the implementation of the revised policy.

7. Legal Advice and Implications

7.1 As set out within the body of the report, the Local Authority has a statutory duty, by virtue of Section 508B(1) Education Act 1996 [The 'Act'], in the case of an eligible child to make such travel arrangements as they consider necessary in order to secure that suitable home to school travel arrangements, for the purpose of facilitating the child's attendance at the relevant educational establishment for him are made and provided free of charge. Section 508B(10)(b) defines relevant educational establishment.

7.2 Section 508A of the Act deals with the duty placed upon the Local Authority in respect of the promotion of the use of sustainable travel on journeys to and from places of education in the Borough.

7.3 Section 508C of the Act places a statutory duty on the Local Authority to consider making such travel arrangements as they consider necessary for the purpose of facilitating the child's attendance at any relevant educational establishment in relation to the child.

7.4 The Local Authority must also comply with published Statutory Guidance, as referenced within the report.

7.5 Part 4 of the Statutory Guidance 'Travel to school for children of compulsory school age' deals with local school travel policies. The Statutory Guidance states that Local Authorities should keep their school travel policy under

7.6 regular review to ensure it continues to meet local needs and comply with statutory requirements. An up-to-date policy must be available by 19th September each year.

7.7 Legal Services have been involved in the review/consultation of the Policy and have raised the issue of provision should a child be subject to an EOTAS package [Education otherwise than at school as a result]. This feedback has been taken into account and is included at section 6.7 of the revised Policy.

7.8 In adopting the reviewed and revised Policy the risk of legal challenge will be limited. This is in respect of not only challenge by parents, for example, in respect of the decision-making process and potential judicial review proceedings but also challenge from the DfE for a failure to comply with statutory provisions. The Statutory Guidance has been updated significantly and it is vital that any policy is compliant with the Statutory provisions. In addition, it is a legal requirement that Local Authorities keep the policy under review. Adopting the approach set out in option 1 will significantly increase the risk of legal challenge to the Council and will undermine any decisions made in accordance with the policy. It would also mean that the Council has a policy that is potentially unlawful.

8. Human Resources Advice and Implications

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

9. Implications for Children and Young People and Vulnerable Adults

9.1 The Home to School Transport policy is a key Council Policy that sets out how transport arrangements are delivered for Home to School functions, which includes young people with Education, Health, and Social Care Plans. The Policy is designed to ensure it meets both legal requirements and individual need.

9.2 The programme of consultations has been wide ranging. Responses suggest that not only has the consultative exercise reached all key parties and those with an interest in Home to School transport; but that there is general support for the majority of the proposed changes in policy.

9.3 Schools, parents, and those with an interest in this vital area of our work, felt it helpful that further investigations were made into six aspects of the proposed policy framework: with additional consultations to clarify the concerns of respondents, and to address those concerns.

9.4 Beyond this consultative process there has been further assessment of certain additional aspects of the Home to School arrangements; flexible working, safeguarding, behavioural matters, with access and accountability.

9.5 Concurrent with this major review exercise, it has been valuable for key departments of the council to strengthen their cross-departmental working

arrangements in delivering a high -quality service with robust attention to the management of the public purse.

9.6 Any variation to existing practice offers the potential of friction associated with change. The arrangements made to manage and mitigate risk are proportionate.

10. Equalities and Human Rights Advice and Implications

10.1 In undertaking its Home to School travel function, the Council complies with relevant legislative requirements including the Human Rights Act 1998.

10.2 The Policy will ensure the consistent and fair application; recognising that every individual is entitled to equality, dignity, and respect.

10.3 When making eligibility decisions for Home to School travel, the Council and its officers aim to ensure there is no discrimination on the grounds of culture, ethnic or national origins, gender, disability, age, sexual orientation, political or religious beliefs or socio-economic status.

10.4 Adherence to these requirements is assured by means of officer awareness, observation, case reviews and both customer satisfaction and complaints received into the service. In addition, those affected by decisions have the right to challenge that decision thorough a formal appeals process.

10.5 An Equalities Screening Assessment has been completed and is attached as Appendix 4 to this report.

11. Implications for CO2 Emissions and Climate Change

11.1 There are no direct CO2 emissions or climate change implications introduced by this report as therefore it is recommended that the Policy is adopted.

11.2 Avoiding home to school travel by single occupancy taxi or public service vehicle, except where no space is available on existing shared transport routes, or alternative travel solutions are unsuitable will have a beneficial carbon impact. To measure this carbon impact, Fleet and Transport Services will collaborate with the Climate Change Team, to report greenhouse gas emissions from taxis and public service vehicles on home to school transport routes, from a 2023/2024 baseline.

11.3 Further implications are considered in a carbon impact assessment as Appendix 5.

12. Implications for Partners

12.1 It is recognised that effective Home to School Travel requires collaborative working between educational providers and parent/carers to ensure suitable travel arrangements are in place for eligible children. Schools will be required to support the council in delivering Home to School Travel, for

example by promoting good behaviour on transport, and sharing information to ensure the child's needs are met. This includes considering travel arrangements, when making changes to their school day.

12.2 The local authority school travel team (Transport Services) and the special educational needs and disabilities (SEND) team including associated partners, need to ensure there is collaborative working in place that considers travel arrangements when deciding which educational setting is to be named in a child's Education, Health, and Care Plan (EHCP) and assessed for suitability with the child's needs in mind.

12.3 As the new policy will strive to develop sustainable travel solutions, there may be increased demand on public transport networks and partnership working with SYMCA will be critical to the success of transport sustainability in the context of Home to School travel.

13. Risks and Mitigation

13.1 The Home to School Policy must give confidence to stakeholders that it is compliant with statutory guidance and addresses the obligations placed upon the local authority to operate lawfully. It is therefore imperative that policy is updated in accordance with the guidelines and any changes are made through the effective Council processes that will ensure transparency and fairness to all families, not limited to those with children eligible for free Home to School travel.

13.2 Failure to implement updates to policy in accordance with statutory guidance may result in reputational or financial risk to the council, of not ensuring the needs of eligible children are met, or an overspending of public money where eligibility is not clearly defined. This will be managed through the Corporate Risk Register, and annual policy review in line with statutory guidance.

14. Accountable Officers

Karen Mudford – Head of Fleet & Transport Services

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	29/02/24
Assistant Director Legal Services (Monitoring Officer)	Phil Horsfield	29/02/24

Report Author: *Karen Mudford – Head of Fleet & Transport Services*
This report is published on the Council's website.

Rotherham Metropolitan Borough Council

HOME TO SCHOOL TRANSPORT POLICY

ACADEMIC YEAR 2024/2025

The arrangements as set out in this policy are publicised in the "SEND Local Offer" as per section 30 (2) (d) of the Children and Families Act 2014.

This Policy includes Learners aged 16-19 years in further education and training and continuing learners with a learning difficulty and/or disability (LLDD) aged 19 years and over.

Department Responsible: Regeneration & Environment, Transport Services, Business & Projects Team, Sandbeck Building, Hellaby Depot, Rotherham S66 8QL
Email: **education.transport@rotherham.gov.uk**
Tel: 01709 249951

To make an application for any of the home to school transport options explained within this policy, or for further information please visit Rotherham SEND Local Offer page: https://www.rotherhamsendlocaloffer.org.uk/ or scan this QR code:

''If you or someone you know needs help to understand or read this document, please contact us'': education.transport@rotherham.gov.uk

Slovak **Slovensky**
Ak vy alebo niekto koho poznáte potrebuje pomoc pri pochopení alebo čítaní tohto dokumentu, prosím kontaktujte nás na vyššie uvedenom čísle alebo nám pošlite e-mail.

Kurdish Sorani **کوردی سۆرانی**
نەگەر تۆ یان کەسێک کە تۆ دەیناسی پێویستی بەیارمەتی هەیێت بۆ نەوەی لەم بەڵگەنامە یە تێبگات یان بیخوێنێتەوە، تکایە پەیوەندیمان پێوە بکە لەسەر نەو ژمارەیەی سەرەوەدا یان بەو نیمەیڵە.

Arabic **عربي**
إذا كنت انت أواي شخص تعرفه بحاجة إلى مساعدة لفهم أوقراءة هذه الوثيقة، الرجاء الاتصال على الرقم اعلاه، أو مراسلتنا عبر البريد الإلكتروني

Urdu **اُردو**
اگر آپ یا آپ کے جاننے والے کسی شخص کو اس دستاویز کو سمجھنے یا پڑھنے کیلئے مدد کی ضرورت ھے تو برائے مہربانی مندرجہ بالا نمبر پرھم سے رابطہ کریں یا ھمیں ای میل کریں۔

Farsi **فارسی**
اگر جناب عالی یا شخص دیگری که شما اورا می شناسید برای خواندن یا فهمیدن این مدارک نیاز به کمک دارد لطفا با ما بوسیله شماره بالا یا ایمیل تماس حاصل فرمایید.

No Access to the Internet?

- Please note that free internet access is available at all our library sites.
- The National Databank is an initiative that provides free mobile data to people who need it to access essential services and have no internet access at home for more information please visit: Get free mobile data to access essential services – Rotherham Metropolitan Borough Council

RELEVANT DATE

LINKS /USEFUL CONTACTS

To apply for a new Zoom Zero Travel Pass or renew an existing one	https://www.rotherhamsendlocaloffer.org.uk/
To request and pay for a lost, stolen or damaged Zoom Zero Travel Pass. (Stolen passes can be replaced free of charge if you have a Crime Reference Number from the Police).	Traveline on 01709 515151
To apply for special educational needs and/or disability transport (ages 5-16)	https://www.rotherhamsendlocaloffer.org.uk/
To apply for special educational needs and/or disability transport (ages 16+)	https://www.rotherhamsendlocaloffer.org.uk/
To request changes on transport, or cancel existing transport provision.	https://www.rotherhamsendlocaloffer.org.uk/
To report concerns, issues or incidents regarding home to school transport operations.	R&E-Passengertransport@rotherham.gov.uk
Find my Local Council	https://www.gov.uk/find-local-council
South Yorkshire Mayoral Combined Authority (SYMCA) Traveline/Enquiries	https://www.travelsouthyorkshire.com/en-gb/contact/traveline Telephone: 01709 515151
Multi Agency Safeguarding Hub	MASH-referral@rotherham.gov.uk Tel. 01709 336080
South Yorkshire Local Authorities	
Barnsley – School Transport	schooltransport@barnsley.gov.uk
Doncaster – Travel Assistance Service	transport@doncaster.gov.uk
Sheffield – Home to School Transport	Indetravel@sheffield.gov.uk

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1. POLICY STATEMENT

1.1. Introduction and general principals

This document sets out Rotherham Metropolitan Borough Council (RMBC), hereafter referred to as the Local Authority's (LA)'s, policy for providing appropriate 'Home to school' travel solutions for eligible children/young people of compulsory school age living within Rotherham Borough. Children/young people who are not Rotherham residents should refer to the transport policy issued by their home Local Authority.

1.2. Local Authority statutory duties

Section 508B of the Education Act 1996 (amended by the Education & Inspections Act 2006) deals with the duty of Local Authorities to make such travel arrangements as they consider necessary to facilitate attendance at school for "eligible" children to "qualifying schools". Schedule 35B of the Act defines "eligible" with regard to children in an Authority's area who are of compulsory school age.

The duty applies to home to school travel arrangements at the beginning of the school day and to return home at the end of the day. The LA are not required to make arrangements for children and young people who travel between institutions during the school day or attend commitments outside of the normal school day hours.

Section 508C of the Education Act 1996 considers travel arrangements for other children who are not "eligible".

Further information regarding Home to School transport and the statutory duties to which Local Authorities must have regard are contained within the 'Statutory guidance for local authorities for children of compulsory school age' revised June 2023, and issued by Department for Education to accompany the Education and Inspections Act 2006
Travel to school for children of compulsory school age (publishing.service.gov.uk).

This Policy also explains what transport arrangements may be available to learners who are over statutory school age and wish to continue their education post16. Statutory duties to which Local Authorities must have regard are contained within the 'Statutory guidance for local authorities for Post-16 travel support to education and training', revised January 2019 and issued by Department for Education to accompany the Education and Inspections Act 2006 Post-16 transport and travel support to education and training (publishing.service.gov.uk).

The Policy is correct at the time of publication. It should not be assumed, however, that there will be no changes to this information before the start of, or during, the school year.

1.3. Sustainable school travel

Section 508A of the Education Act 1996 places a duty on the LA to promote the use of sustainable travel on journeys to and from places of education in the Borough. Sustainable travel in this context is that which may improve:

- The physical wellbeing of users, and/or
- The environmental wellbeing of all or part of the LA area.

Sustainable travel benefits children, young people and everyone around them, by helping people keep healthy, improving mental wellbeing, easing traffic congestion and reducing toxins in the air.

Sustainable travel includes using public transport and shared transport, independent travel training, road safety training and active travel such as walking, wheeling, cycling and scooting to school.

1.4. Parent/Carer responsibilities

The Education Act 1996 places the responsibility of parents/carers to ensure that their children attend school promptly and regularly.
Section 444(4) provides a parent/carer with a defence if their child is eligible for free travel to school and the LA have failed to make home to school travel arrangements for them.

1.5. Definition of terms

1.5.1 Suitable school

A suitable school is defined as a 'qualifying school' that is suitable for the child's age, ability, aptitude, and special educational needs they may have, provided it is able to admit them. It does not mean the most suitable school as preferred by the parent/carer.
For eligible secondary school age children, the suitable school for the purposes of supported travel assistance, will almost always be their nearest qualifying school unless defined by the admissions process. A link to the admissions policy is contained here: Schools admission policies – Rotherham Metropolitan Borough Council

A 'qualifying school' is outlined in section 1.5.3.

1.5.2. Home address

The home address is considered to be the one where the child/young person resides with their primary parent/carer, and where the child benefit monies are paid to, or where the young person is registered on the electoral register. Where parents do not

live together, and the child spends part of the week with each parent, the LA will not provide transport assistance to and from two separate addresses.

1.5.3. Qualifying schools

A qualifying school is any school within the Borough which fits into one of the following categories:

Community schools, foundation schools, voluntary aided and controlled schools;
Academies (including those which are free schools, university technical school colleges; studio schools and special schools;
Alternative provision academies;
Community or foundation special schools;
Non-maintained special schools;
Pupil referral units;
Maintained nursery schools (where attended by a child of compulsory school age);
City Technology colleges and city colleges for the technology of the arts;

For children with special educational needs, an independent school is considered a qualifying school providing that it is the only school named in their EHCP or the nearest of two or more schools named in the EHCP.

1.5.4. Accompaniment

A child/young person will not normally be eligible for Home to School transport assistance on the grounds of their special educational needs, disabilities or mobility problems, or on the grounds that the route is unsafe if they would be able to walk to school accompanied. Where the LA determines that a child would be able to walk if they were accompanied, the general expectation is that the parent will accompany them or make other suitable arrangements for their journey to and from school.

The following reasons will not be considered as exceptions to this, where the parent/carer cannot accompany the child/young person;
Parent's working patterns
Children attending other schools

It is reasonable for the LA to expect the parent/carer to make suitable arrangements to fulfil their various responsibilities (e.g. as an employee and as a parent/carer).

Parents/carers have the right to request flexible working arrangements with their employer. Further information can be found here:

Flexible working for parents and carers of disabled children - Working Families

Flexible working and the right to request - Working Families

For parents and carers who are entering or returning to employment, please visit: Flexible working and time off | Contact

Where a child/young person is required to be accompanied to school, and their parent/carer have disabilities or mobility problems as defined by a medical professional which would make it difficult for them the accompany their child, the LA may provide transport assistance when appropriate medical evidence has been provided from a healthcare professional.

2. SAFEGUARDING

Safeguarding is everyone's responsibility. Rotherham Metropolitan Borough Council has developed a safeguarding policy which explains what safeguarding is, different types of abuse and neglect and actions to take regarding any safeguarding concerns to ensure continued safety and welfare. The Rotherham Corporate Safeguarding Policy can be accessed at the following link: - https://moderngov.rotherham.gov.uk/documents/s106259/Appendix%20-%20Corporate%20Safeguarding%20Policy.pdf.

2.1.1. Reporting a safeguarding concern or incident

Any safeguarding concerns or incidents involving transport services operating RMBC home to school contracts, must be reported immediately to the Travel Planning Team so that they can be investigated and actioned accordingly:

- Email: R&E-PassengerTransport@rotherham.gov.uk.
- Telephone: 01709 334322 (24 hours voicemail is available).
- Incident and report forms are available on the Rotherham SEND Local offer: Transport/Getting Around – Rotherham SEND Local Offer.

Safeguarding concerns or incidents may also be reported to the Multi-Agency Safeguarding Hub (MASH):

- Email: MASH-referral@rotherham.gov.uk
- Telephone: 01709 336080

2.1.2. The following safeguarding standards also apply to the Home to School travel providers:

- All drivers and passenger assistants have an enhanced Disclosure and Barring Service (DBS) check, with an additional check of the children's and adult's barred list.

- Camera equipment capable of recording both audio and visual, is installed in all vehicles used to transport children and young people as part of any arrangement to which the policy applies.
- All vehicles will be fitted with seatbelts in line with manufacturers recommendations and compliant with current safety standards.
- The driver will not allow a child to transported travel in the front seat of a vehicle.
- The driver will possess an appropriate level 2 qualification in a subject relevant to the transport of passengers.
- The driver (and any passenger assistants) have attended the Council's training course on safeguarding vulnerable passengers.
- The driver (and any passenger assistants) have an understanding of handling emergency situations, i.e. road accident or medical emergency.
- The driver (and any passenger assistants) have the appropriate training with regards to any specific needs of the children travelling, which may include managing behaviour.
- The driver and passenger assistant (if relevant) will have ability in English and Maths that meets the required standard.
- The driver will have satisfactorily completed an advance driving skills test to Driver and Vehicle Standards Agency (DVSA) standards (taxi and private hire test).
- Drivers that do not hold a hackney carriage/private hire drivers licence issued by Rotherham MBC are still required to meet the same standards, which includes an enhanced DBS check.
- Drivers and passenger assistants must adhere to the Council's Code of Conduct when working with children and young people.
- The Council will monitor driver/vehicle compliance against these standards and will take swift and robust action should it become apparent that there are areas of non-compliance. Consideration will be made if it is necessary to refer any cases back to DBS.

  Refer to the council's Hackney Carriage and Private Hire licensing policy for more information: Taxi and private hire licensing – Rotherham Metropolitan Borough Council

2.1.3. The LA ensures that appropriate processes are in place to uphold the required standards of transport provided as part of a Home to School travel arrangement, and where necessary, relevant services/agencies will be informed.

2.1.4. The implementation of the above requirements will ensure that this policy supports the delivery of the Council's Strategic Plan to keep people safe when using licensed vehicles in Rotherham. Additional requirements may be introduced should circumstances require this – appropriate communication will take place with all those affected by any amendments to the requirements outlined above.

2.1.5. Parents/carers need to ensure that a responsible adult meets the child/young person when they are collected and dropped off by the transport provider. If an emergency occurs which prevents this, the Travel Planning Team should be

informed **urgently** (Tel. 01709 334325). In the event of a responsible adult not being available, the transport operator will contact the Travel Planning Team. If the issue cannot be resolved the Multi-Agency Safeguarding Hub (MASH) (Tel. 01709 336080) will be informed and the child may be taken to a place of safety until they are collected by a responsible adult.

3. TRAVEL SOLUTIONS

Transport assistance may be provided for eligible travellers through the following travel solutions:

- A Zoom Zero Travel Pass (available for mainstream travel and as a travel solution for children and young people with SEND)
- Independent Travel Training
- Personal Transport Budget
- Refunded travelling expenses
- Free or subsidised travel on a coach, minibus, taxi or specially adapted vehicle

Further information about each 'Travel solution' is provided within the policy below.

4. MAINSTREAM SCHOOL TRANSPORT

Parents/carers of children/young people who are of compulsory school age and access public transport to travel to and from school should visit the 'Travel South Yorkshire' website to see what concessionary bus passes and saver tickets are available to ensure they are using the most cost-effective way to travel: Tickets and Passes - Travel South Yorkshire.

Responsibility for the operation of public transport services on lies with the providers of the bus services and/or South Yorkshire Mayoral Combined Authority (SYMCA).

4.1. Eligibility for free transport assistance

Children/young people attending a school in Rotherham, but who live outside the LA's boundary, must apply to their home Local Authority for advice and guidance. Your Local Authority can be found at: https://www.gov.uk/find-local-council.

The closing date for Zoom Zero Travel Pass (ZZTP) applications, as specified by SYMCA, is 30th June each year. There is no guarantee that passes will be available for the start of the new academic year where an application has been received after this date, and no refunds will be made for travel expenses incurred as a result of a late application for a Zoom Zero Travel Pass.

4.1.1. The majority of Rotherham children/young people assessed as entitled to free transport assistance are issued with a Zoom Zero Travel Pass allowing them to travel free by public transport to and from school. Where specific buses are provided for mainstream home to school transport, these may be run commercially by the

operators or on a contract with the Council. In both instances, these may be registered services available to the general public and parents/carers should consider the need to accompany the child/young person as necessary.

4.1.2. To apply for a new Zoom Zero Travel Pass, or renew an existing one, please visit Rotherham SEND Local Offer and complete the relevant application form: https://www.rotherhamsendlocaloffer.org.uk/.

4.1.3 Eligibility of entitlement for a Zoom Zero Travel Pass is established following an assessment of each application under statutory requirements which govern the LA. Assessment criteria include:

- the age of the child/young person,
- the school they are attending,
- a distance measurement from the home address to the school based on the statutory walking distances referred to in section 4.2,
- any additional needs the child/young person may have.

4.1.4. Parents/Carers may wish to consider whether their child/young person will/will not be entitled to a Zoom Zero Travel pass under the criteria contained in this policy before submitting their preferred secondary school places.

4.1.5. Catchment schools and the home addresses they cover can be found here: Finding and choosing a school – Rotherham Metropolitan Borough Council

4.1.4. Confirmation of eligibility for each child/young person is based on the family circumstances, and availability of school placements at the time the application is assessed.

4.1.6. Following a change in the child/young person's circumstances, for example, a change of address, eligibility for free transport assistance will need to be re-assessed as this may affect both the identity of the qualifying school and the statutory walking distance.

4.1.7. The statutory walking distance between the child/young person's home address and school is measured using a computerised mapping system. This is from the front door of the home address to the nearest designated school entrance by the nearest available walking route (see section 4.4).

4.1.8. A Zoom Zero Travel Pass is only issued for one academic year. It is the **responsibility of the parent/carer** to make an application for a renewed bus pass by the 30th of June before the start of each new academic year, so eligibility can be reassessed.

4.1.9. Where it is not possible for a child/young person to travel by public transport, the Local Authority may consider an alternative travel solution.

4.2. Statutory walking distances

Children under the age of 5 years There is no statutory duty to provide transport assistance to children under the age of 5 years. Parents/Carers are expected to accompany children under the age of 5 years to their early year's provider and on public transport.

Currently, there is no charge for children under the age of 5 years to travel by public transport if accompanied by a parent/carer paying full fare. Financial assistance is not given to parents/carers for their personal transport costs when they accompany their child to early year's provision. The bus operator may charge the concessionary fare to a child under the age of 5 years, if they are travelling with an older child paying a concessionary fare.

For Children aged 5-7 years (on 1st September), who are attending their nearest available qualifying school or any alternative catchment school determined by the Local Authority, free transport assistance (usually a Zoom Zero Travel Pass) will be provided where the distance between home and school is more than and not equal to 2 miles (otherwise referred to as the lower statutory qualifying distance). For children with a Zoom Zero Travel Pass, parents/carers are responsible for ensuring their child's safety, by making appropriate arrangements for their child to be accompanied to and from the nearest bus stop and during the journey.

For Children/young people aged 8-16 years (on 1st September) who are attending their nearest available qualifying school or any alternative catchment school determined by the Local Authority, free transport assistance (usually a Zoom Zero Travel Pass) will be provided where the distance between home and school is more than and not equal to 3 miles (otherwise referred to as the upper statutory qualifying distance). For children/young people with a Zoom Zero Travel Pass parents/carers are responsible for ensuring their child's safety by making appropriate arrangements for their child/young person to be accompanied to and from the nearest bus stops and during the journey if appropriate.

Secondary aged children/young people who do not qualify for free transport assistance need to obtain a concessionary fare pass issued by SYMCA. The Zoom Under 16 Travel Pass (proof of age) allows the holder to travel at the concessionary fare on buses trams and trains in South Yorkshire. Further information and application forms are available from the Travel South Yorkshire website **www.travelsouthyorkshire.com** or the Rotherham or Meadowhall Interchanges.

Children/young people aged 16-19 years
There is no statutory duty for the Local Authority to provide Zoom Zero Travel Passes for children/young people aged 16-19 (on 1st September) who wish to continue their education as they are no longer statutory school age. Please visit Travel South Yorkshire website for information of what concessionary passes and saver tickets may be available.

Learning providers may provide concessionary passes for students to travel. Please contact the Student Services or 6th form teams for available options.

4.3. Children/young people attending denominational (faith) schools
There is no statutory duty to provide free transport assistance to denominational (faith) schools except for eligible secondary aged children/young people from low-income families (section 4.8).

4.4. Available walking route
Where children/young people are attending their nearest available qualifying school, or any alternative catchment school determined by the Local Authority, consideration for a Zoom Zero Travel Pass may be given where the available walking route has been established as not suitable even when they are being accompanied by a parent/carer (section 1.5.4).

Where the safety of a walking route is challenged, the LA will undertake a "walking route assessment", which involves walking it at the times of day or on the days of week that the child/young person would travel.

When assessing the safety of an "available route", only the potential risk created by traffic, the highway and topographical conditions will be considered. Set criteria have been established by Road Safety Great Britain in the 'Assessment of Walked Routes to School' guidelines. These criteria and assessments are common to all the South Yorkshire Authorities. Road Safety GB publishes updated Walked Routes to School guidelines

A Zoom Zero Travel Pass will not be issued where an assessed available walking route to school (determined by the Local Authority in accordance with the above guidelines) exists.

For further details please visit: Road Safety information for Parents and Teachers – Rotherham Metropolitan Borough Council.

There is no suggestion that a child/young people is required to walk to school. The availability of a suitable walking route is the assessment criteria applied in accordance with statutory guidance.

- **It is the responsibility of the parent/carer to advise the LA of any changes during the school year, for example a change of address or school. Failure to notify the LA may affect future entitlement for home to school transport assistance.**

4.5. Children/young people who are not attending their nearest available qualifying school, or any alternative catchment school as determined by the LA

The LA recognises its obligations under the School Standards and Framework Act 1998, as amended by the Education Act 2002, to comply with parental preferences regarding choice of school. In order to ensure the efficient use of its resources, the

LA will only provide free transport assistance where the school attended is the nearest available qualifying school, or any alternative catchment school determined by the LA, from the child/young person's main home address.

Parents/carers who apply for a place in a school for their child/young person which is **not** the nearest available qualifying school or any alternative catchment school determined by the LA, will not be provided with free transport assistance, regardless of the distance involved, unless low-income criteria apply (section 4.8).

4.6. Managed moves

Transport assistance will not be provided for a child/young person when a managed move between two schools is agreed by the schools. Parents/carers should contact the schools concerned if their need assistance with travel.

4.7. Exceptions

Exceptions to this policy may be made in the following circumstances: -

- A Zoom Zero Travel Pass may be given to children/young people who attend a school outside of The Rotherham Borough, provided that it is the nearest available qualifying school to the home address, beyond the statutory walking distance and is within South Yorkshire.
- If a child/young person is permanently excluded from their school and the LA allocates an alternative educational establishment which is located within the statutory qualifying distance (appropriate to the age of the child/young person from their home address, transport assistance may be provided by issuing of a zoom zero travel pass.
- Some children/young people may be registered at more than one school. Where they are registered at two qualifying schools (which are not Pupil Referral Units), if eligible, transport assistance may be provided to whichever of the schools the child/young person is attending on any school day.
- Transport assistance may be available for some children/young people whose parents/carers have disabilities. Where it is a condition of the availability of the walking route that the child/young person should be accompanied, but their parents/carers disabilities prevent this, alternative arrangements may be considered.

4.8. Extended rights for children/young people from low-income families

The Education and Inspections Act 2006 introduced free transport assistance for qualifying children/young people from low-income families to exercise school choice. Where these extended rights need to be considered, it is a requirement that the family provide relevant proof when making their application for assistance to the LA.

Qualifying children/young people will be entitled to Free School Meals or from families in receipt of Maximum Working Tax Credit. Children/young people from 'low income' families meeting these criteria will receive free transport assistance (usually a Zoom Zero Travel Pass) on condition that:

Children/young people aged 8 to 10 years attending their nearest available qualifying school (unless an alternative available school has been determined by the

Local Authority) where the distance between home and school is more than, and not equal to, 2 miles **or**

Children/young people aged 11 to 16 years attending any 1 of their 3 nearest available qualifying schools, where the distance between home and school is more than, and not equal to, 2 miles, but not more than 6 miles **or**

Children/young people aged 11 to 16 years attending their nearest available denominational (faith) school on grounds of religion or belief, where the distance between home and school is more than 2 miles but not more than 15 miles.

The distances referred to above are measured as:

- More than 2 miles – as per the statutory walking distance, along the nearest available walking route.

- More than 2 miles up to the 6 mile or the 15 mile upper limits – along road routes passable by suitable motorised transport.

To make an application for free school meals please see the Council's website: https://www.rotherham.gov.uk/benefits/apply-free-school-meals/1

4.9. Behaviour expectations, public transport

4.9.1. The ultimate responsibility for the safety and conduct of any child/young person during the journey to and from school **rests with parents/carers.** Some children/young people may need to be taken to the bus stop and supervised until the bus arrives. Similarly, these children/young people may need to be met on their return journey. Parents/Carers are expected to explain to their child/young person that it is important to maintain positive behaviour while they are travelling on transport.

4.9.2. The Education & Inspections Act 2006 places a requirement on schools to assume responsibility for their child/young person's conduct and promote appropriate standards of behaviour on the journey to and from school. Headteachers are also able to take action to address unacceptable behaviour which includes behaviour at all stages of the journey from home to school and includes waiting for, and while using, public transport.

4.9.3. Guidance on **'Promoting Positive Behaviour by Children/young people on Public Transport in South Yorkshire'** has been developed by Local Authority Education Transport Officers, SYMCA, South Yorkshire Police and Transport Operators. Further details can be found by visiting: https://www.travelsouthyorkshire.com/getmedia/2a6143cd-39bc-4219-85a1-f6ebeea8c0b9/3737_BEHAVIOUR-GUIDE_V2-

4.9.4. Schools are a key partner in working collaboratively with those agencies who have developed this guidance. Each school should consider initiatives for reinforcing a message of safe and sensible behaviour on the journey to and from school.

4.9.5. Schools' behaviour policies should set out what the school will do in response to poor behaviour and bullying which occurs off the school premises and is

witnessed by a staff member or reported to the school, including the sanctions that will be imposed on children/young people.

4.9.6. It is a requirement for the use of Zoom Zero Travel Passes for each child/young person to follow an expected Code of Conduct - 35693_Zoom Zero Pass_code of conduct.indd (travelsouthyorkshire.com)

4.9.7. Where a Zoom Zero Travel Pass has been issued to a child/young person, it is a requirement that their Parent/Carer accept their child/young person will follow the expectations set out in the code of conduct.

4.9.8. In the event of children/young people exhibiting persistent, deliberate, disruptive and/or dangerous behaviours (including physical and verbal abuse), the LA may consider withdrawing a Zoom Zero Travel Pass and will seek to work with the school to address any behavioural issues, which may include sanctions being imposed in line with school behavioural Policies.

Additionally, the bus operator can refuse entry to the vehicle for such children/young people, and in some circumstances, it may be necessary to inform the Police.

An eligible child's travel arrangements will only be withdrawn as a last resort, and the LA will provide a suitable alternative travel solution including a personal travel budget/parental travel claim based on the concessionary bus fare.

4.9.9. Parents/Carers will be expected to make their own arrangements to ensure their child/young person attends school if their child has been refused entry onto a public transport vehicle.

4.9.10. Responsibility for the operation of public transport services lies with the providers of the bus services and/or South Yorkshire Mayoral Combined Authority (SYMCA).

5. LOCAL AUTHORITY DISCRETIONARY POWERS

The LA has discretionary powers to provide home to school transport for non-eligible children/young people who live within Rotherham and are not 'eligible travellers.'

Any requests for transport assistance will be assessed on an individual basis and where transport is provided for all or some of the required school journeys, parents/carers will be requested to make subsidised contributions towards this transport. Up-to-date information on subsidised journeys, alongside costs can be found on the Travel South Yorkshire website at https://www.travelsouthyorkshire.com/en-gb/ticketsandpasses/zoom. Transport will be provided free of charge where a family have provided proof of low income (section 4.8).

6.TRANSPORT FOR CHILDREN/YOUNG PEOPLE WITH AN EDUCATION, HEALTH AND CARE PLAN (EHCP) AND/OR DISABILITIES (SEND)

6.1. Naming a school in a child/young person's EHCP

Section 39 of the Children and Families Act 2014 governs the naming of a school in a child/young person's EHCP. Parents/carers have the right to ask for a particular school to be named in their child/young person's EHCP and the LA must name that school in the plan unless it would be unsuitable for the child/young person's age, ability, aptitude, special educational needs, or incompatible with efficient education of others, or the efficient use of resources.

Where a parent would prefer their child/young people to attend a school that is further away from their home address than the nearest school that would be able to meet their needs, the LA will consider whether arranging home to school transport to the preferred school would be incompatible with the efficient use of resources.

If the LA determines that providing transport to the parent/carer's preferred school would be incompatible with the efficient use of resources, the Local Authority may name the parents/carer's preferred school on the condition that the parent/carer arranges the travel or provides some or all of the cost of the travel.

6.2. Disabled person's pass

A disabled person's pass may be available to some Rotherham residents which allows free travel on buses, trams and trains within South Yorkshire and some cross boundary services. Severely disabled children who cannot travel alone may qualify for a disability pass and a care giver may also qualify for one so they can travel with them free of charge. More details are available on the Council's Apply for a travel pass – Rotherham Metropolitan Borough Council and on the Travel South Yorkshire website Disabled Pass - Travel South Yorkshire

6.3. Children below the age of 5 years

Parents/carers are usually required to take children under the age of 5 to their early year's provider as there is no statutory duty for the LA to provide transport for children who are not yet of compulsory school age.

Where a child below compulsory school age is likely to require transport assistance when they become statutory school age, specialist transport may be granted under LA discretionary powers. In this instance, parents/carers will be required to make subsidised contributions towards this transport. The cost is currently £1.00 per journey to travel within the Rotherham Borough, £2.00 per day for travel outside of the Rotherham Borough. Transport will be provided free of charge where a family have provided proof of low income (Section 4.8).

6.4 Children/young people of compulsory school age (5 – 16)

Not every child/young person with an Education Health Care Plan (EHCP) will be eligible for free home to school transport assistance. The LA will need to assess eligibility on the grounds of their special educational needs, disability or mobility problems on an individual basis.

Where a child of compulsory school age, attending their nearest available qualifying school, or any alternative catchment school determined by the LA has a temporary medical condition which affects their ability to travel to school, even if accompanied, they may be provided with free transport assistance. The LA will need to confirm eligibility for home to school transport assistance.

6.5 Applications for home to school transport solutions

To establish entitlement of eligibility of home to school transport assistance, an assessment of entitlement needs to be undertaken. The assessment will consider the child/young person's physical ability to walk to school and any health and safety issues related to their SEND. The assessment process also considers whether the child/young person can be reasonably expected to walk to school and if so, whether the parent/carer can reasonably be expected to accompany the child/young person (section 1.5.4).

The LA requires completion of an application for home to school transport assistance for every request for assisted home to school transport (which will usually be completed by the parent/carer of the child/young person).

6.5.1. All applications are assessed on an individual basis of need and in accordance with current home to school transport policy and statutory guidance.

6.5.2. To make an application for transport assistance please visit RMBC website and find the appropriate application form under the SEND Local Offer: https://www.rotherhamsendlocaloffer.org.uk/

In addition to the application, the LA will require:

- Information from the child/young person's school.
- Any relevant information in the child/young person's EHCP plan, which is relevant for transport considerations /or
- Information from a professionals involved in the child/young person's care, e.g., educational psychologist or hospital consultant/or
- Any relevant information in the child/young person's individual healthcare plan

Sensitive information submitted for assessments and reviews will be treated in a confidential manner and may be shared with the transport operator/provider.

6.5.3. The transport solution offered by the LA is determined following a comprehensive assessment of the information provided which relates to the child/young person's needs and abilities, including age, mobility and how their SEND affect their ability to travel.

6.5.4. Where an eligible child with SEND is able to travel on public transport, they may be entitled to a Zoom Zero Travel Pass to allow them to access free transport which will operate from and to the bus stop nearest to the child/young person's home address (section 4.1.3).

6.5.5. Parents/Carers should ensure their child/young person's safety, by making appropriate arrangements for them to be accompanied to and from the nearest bus stop, as appropriate.

6.5.6. Children/young people who have been assessed as requiring transport assistance, other than a Zoom Zero Travel Pass, may receive support for independence and mobility training. The aim is to reduce their reliance on individual transport and to develop independent travel skills (section 9).

6.5.7. Some parents/carers may choose to use their own vehicle to transport their child/young person to and from school. They may be entitled to a parental payment if there are no spaces available on existing transport for the eligible traveller, or where no contracted transport provision exists (section 8).

6.5.8. Children/young people in receipt of home to school transport assistance must have their eligibility re-assessed following a change of circumstances, for example, a change of address or school as this may affect both the identity of the qualifying school and the distance**. It is the responsibility of the parent/carer to inform the LA of any changes.**

6.5.9. There may be occasions where a change needs to be made by the LA to existing home to school transport during the school term. When changes do become necessary, families and schools will be provided with as much notice as possible so that the child/young person can be fully prepared for any required change.

6.5.10. Eligibility for assisted home to school transport should be reviewed when a child/young person transitions into a new key stage (for example moving from primary to secondary school) to ensure that arrangements are still appropriate. Any recommended changes to a children/young people's transport arrangements will be considered by the Council provided they have been given suitable notice.

6.5.11. Requests for transport assistance to allow children/young people to attend exams may not be provided. Usual transport operations will remain in place for children/young people during exam periods. It is an expectation that educational

establishments will work with children/young people and families to support attendance for exams and use existing transport arrangements.

6.5.12. Children/young people who attend a residential school (e.g., a term-by-term basis) outside of Rotherham named in their EHCP or Statement of SEN will be allocated a maximum of 6 return journeys to/from their place of education. No additional journeys will be funded by the Council.

6.6. SEND and alternative provision improvement plan

The LA may provide transport assistance for a child/young person who has been placed in an alternative provision by the LA and not by their school (provided they meet the qualifying criteria in section 6). Where transport assistance has been approved, the school will be expected to support the LA with delivery of home to school transport arrangements by:

- promoting good behaviour on transport;
- sharing appropriate information with the LA to ensure the needs of the child/person requiring transport are met;
- consider any implications for home to school transport arrangements when arranging for the child/young person to be educated off-site or proposing changes to their school day or week;
- promote sustainable travel to school.

6.7. Children and young people educated other than at school (EOTAS/EOTAC)

Section 19(1) Education Act 1996 sets out that each Local Authority shall make arrangements for the provision of suitable education at school or otherwise than at school for those children of compulsory school age who, by reason of illness, exclusion from school or otherwise, may not for any period receive suitable education unless such arrangements are made for them.

An EOTAS/EOTAC package provides education for children and young people with social, emotional, behavioural, medical, or other issues who, without such adaptation to the curriculum, may not be able to tolerate access to education in a mainstream or specialist education setting.

The LA may provide transport assistance for a child/young person to access such provision (provided they meet the qualifying criteria in section 6).

7. ASSISTED HOME TO SCHOOL TRANSPORT (TAXI /MINIBUS/COACH)

- Children/young people who are provided with transport on a coach, minibus or taxi will be collected and returned at named points near their home address. If the child/young person is not at the boarding point at the agreed time in the morning, the transport will continue its journey to avoid late arrival at schools.

If the child/young person is collected from home, they are expected to be supervised to board the vehicle at the agreed time.

- Transport will usually be shared with other eligible passengers who also require assisted transport to travel to and from the same school.

- Transport assistance will be provided for the start and finish times of the school day. It is the responsibility of parents/carers to meet other transport needs such as travel to and from work placements, breakfast clubs, after-school clubs, extra-curricular activities, transitional transport, or any other arrangements they make with a school, including provision at an alternative school bases.

- Any extra transport equipment, seating, restraints, or training required due to the child/young person's physical, medical or behavioural needs which require supervision during travel will usually be arranged by the Council. In some circumstances, an agreed written individual transport care plan will be required to be signed by the parent/carer before the child/young person can travel on any contracted vehicle.

- The child/young person's parent/carer must ensure that a responsible adult meets the child/young person when they are returned to their home address by the transport operator. If an emergency occurs which prevents this, the Travel Planning Team should be informed immediately.

- In the event of a responsible adult not being available, the transport operator will contact the Travel Planning Team. If the issue cannot be resolved the Multi-Agency Safeguarding Hub (MASH) (Tel. 01709 336080) will be informed and the child/young person may be taken to a place of safety until they are collected by a responsible adult.

- If a child/young person will be absent from school for any reason, such as illness or holiday, it is the responsibility of the parent/carer to inform the Travel Planning Team as soon as possible to prevent unnecessary charges being made to the Local Authority and to ensure safeguarding of the child/young person. The Travel Planning Team will also need to be informed, in advance when the transport is required to start again.

- Where transport support is provided, no variation can be made to the journey without the prior consent of the LA.

7.1 Medical/mobility considerations

7.1.1. Where a child/young person with medical/mobility needs is travelling on assisted transport provided by the LA, it may be necessary to undertake a risk assessment prior to transport assistance being put in place.

7.1.2. Where a child/young person has a medical care plan for transport and where treatment or equipment is essential for the child/young person's health (e.g., EpiPen, inhaler, vagal nerve stimulator magnet, suction machine etc.), it is the responsibility of parents/carers to ensure this is sent with the child/young person. This should always be in date and in good working order otherwise the child/young person will be refused transport by the driver or passenger assistant.

7.1.3. Transport staff will not administer medicines unless these are part of the transport care plan and staff have received appropriate training. It is important that such medicines are in date, clearly identified with the child/young person's name, date of birth and the dosage prescribed.

7.1.4. Parents/Carers are advised to contact their child/young person's school, to discuss the transfer of items such as letters, money or common medicines. Transport staff may be able to agree to carry these but cannot accept responsibility.

7.1.5. The LA will undertake a risk assessment for any child/young person who is unable to transfer from a wheelchair, or requires other specialist equipment in order to travel, before any assisted transport can be provided. Parents/carers may be entitled to claim a mileage allowance if there have been significant delays in acquiring suitable transport.

7.1.6. If a child/young person is due to receive medical treatment which affects their mobility and fitness to travel, the Travel Planning Team must be informed at least 10 working days in advance so that an updated transport assessment can be undertaken. Children/young people may be refused transport provision until this assessment has taken place and it is deemed safe for them to travel again.

7.1.7. If a child/young person is transported in a wheelchair, it is the parents/carers' responsibility to ensure that this is in good condition and free of defects, including any wheelchair harness. Any defects should be reported and rectified urgently to ensure the safety of the child/young person by contacting Wheelchair Services at **Rotherham.wheelchairs@rothgen.nhs.uk**

7.1.8. Defective equipment will result in transport being stopped as all drivers are instructed to refuse to transport children/young people with defective wheelchairs.

7.1.9. If a child/young person is due to change a wheelchair or buggy, including seating system, the parent/carer must inform the Contract Monitoring Officer at least 10 working days in advance, as it is important that the correct restraints are used to secure the wheelchair into the vehicle. All drivers are instructed to refuse transport provision for a child/young person if changes are made until it is confirmed safe for them to travel again.

7.2 Journey times

As a general guide, the maximum journey time for a child of primary school age should be 45 minutes each way, and 75 minutes each way for children/young people of secondary school age, including any time taken to walk to a pick-up point.

There will be circumstances in which this is not possible, for example:

- in rural areas where children/young people live in remote locations
- where a child/young person needs to travel a long way to the school named in their EHC plan
- when journey times are extended by traffic delays.

Travel arrangements for some children/young people with SEND, in particular those with mobility problems, can be complex to arrange. Shorter journeys may be desirable; however, a child/young person may need to travel a long way to the school that is able to meet their needs and one vehicle may need to collect several children/young people along the journey.

Where long journeys are unavoidable, due to the school that has been named in the child/young person's EHCP, the LA will consider whether there are measures they can take to minimise negative impacts for the children/young people travelling and may ask the school or parent/carer to offer advice on effective ways of managing their behaviour.

7.3 Behaviour expectations, assisted home to school transport

The ultimate responsibility for the safety and conduct of children/young people during the journey to and from school rests with parents/carers.

The LA will collaborate with schools to promote good behaviour on home to school transport as they have the power to sanction children/young people for misbehaviour which takes place on school travel.

The LA and school will work together to:

- Set high expectations for children/young people's behaviour on school travel and ensure these are communicated clearly to parents and children/young people;
- Ensure arrangements are in place to report and manage incidents of unacceptable behaviour;
- Work with operators to put in place measures to manage unacceptable behaviour where it occurs.

The LA will ensure that all drivers and passengers assistants have appropriate training to enable them to manage children/young people's behaviour while travelling.

Unacceptable behaviour may include, but is not limited do, being rude, pushing and kicking, bullying, distracting the driver, refusing to wear a seatbelt and/or refusing to

remain seated, which may endanger the safety and wellbeing of themselves and other passengers.

Travel arrangements may be withdrawn if the behaviour becomes unmanageable or there is a serious health and safety concern, and alternative transport options may be offered for the child/young person.

Further information regarding behaviour expectations can be found in the LA Behaviour Charter which can be accessed here: Transport/Getting Around – Rotherham SEND Local Offer

Managing behaviour that is part of a child's SEND

The LA recognise that a child/young person's challenging behaviour may be part of their SEND. The LA work with transport operators, schools and families to find positive ways to manage this behaviour wherever possible.

Where necessary, a risk assessment will be undertaken by the school and or/LA.

Some children/young people may find changes to transport arrangements distressing and benefit from having consistence in their travel arrangements wherever possible. Where a change to travel arrangements is planned, the LA will provide suitable notice to allow the parents/carers time to prepare children/young people for the change and can request to meet a new driver/passenger assistant to help with the change.

7.4. Children/young people with SEND attending respite care

There is no statutory duty within national home to school transport guidance for the LA to provide free transport assistance for children/young people to travel to respite care placements.

7.5. Children/young people with SEND in Public Care

When a child/young person becomes a looked after child (LAC) by RMBC, they may become eligible for transport assistance. This may also include transport to other destinations as appropriate.

The LA would expect the child/young person to use public transport, unless they are too young to travel alone (see section 4.2) or there are specific risks or safeguarding concerns. When age or risk prohibits them to do so, there is an expectation that the carers or known professionals transport them.

Children/young people of compulsory school age with an EHCP, in the care of RMBC may be eligible to receive transport assistance (provided they meet the qualifying criteria in section 6).

A LAC who is under the financial responsibility of another Local Authority needs to contact their Authority for their transport requirements.

8. TRAVEL PAYMENTS

8.1. Personal transport budget (PTB)

A personal transport budget (PTB) may be provided where agreed, to parents/carers for children/young people who are eligible for transport assistance. The PTB solution enables families to make their own arrangements to achieve the best travel arrangements for their child/young person instead of relying on the traditional services which may not always be the most suitable transport option. Parents/Carers will need to ensure that their child/young person arrives at their educational establishment regularly and on time, and that the arrangement does not negatively affect their ability to access educational provision.

8.1.1. To be considered for a PTB arrangement a child/young person must have their entitlement assessed and satisfy the following criteria:

- ✓ They are confirmed as an 'eligible child/young person' under the criteria contained in the current home to school transport policy.
- ✓ the LA does not have existing space on any routes currently operating to the school which has been identified as one suitable to accommodate the child/young person's needs.

8.1.2. PTB payments are allocated in the terms set out in the LA/Parent Carer agreement letter, and each payment is usually made before the start of the upcoming term via bank transfer and parent/carers agree to provide their bank account details to the LA.

8.1.3. Each PTB is agreed via a distance measurement based on:

The shortest available driving distance (mileage) from the child/young person's home address to their nearest available qualifying school, or place of further education, named in their EHCP
multiplied by
the current mileage allowance as agreed by the LA (currently 45p per mile)
multiplied by
the number of days the child/young person is expected to attend their place of education during each term.

8.1.4. Each PTB is allocated on the agreed assumption that the child/young person attends school/college regularly, achieving an attendance level as set out in the agreement letter. Persistent absence is defined as an attendance rate of 90% or below. If the child/young person's attendance falls below the agreed rate, other transport options will need to be considered, as the PTB offer will no longer be viable.

8.1.5. Under LA financial regulations, Risk Management and Systems of Control, it is a requirement for the attendance of each child/young person in receipt of a PTB

transport option to be reviewed, before the next allocation of monies can be released. Where the agreed attendance level has not been reached, any “unspent” PTB monies will be recovered from the parent/carer.

8.1.6. PTB monies cannot be used to travel to and from work placements or to travel to and from medical, dental or similar appointments. PTB monies will also not be allocated where a child/young person is required to travel to extra-curricular activities or after school clubs.

8.1.7. Where a parent/carer has more than one eligible child/young person living at the same address and attending the same school, only 1 PTB payment will be offered to the family, as it would be expected that they are able to travel together.

8.1.8. Where a parent/carer has more than one eligible child/young person living at the same address but attend different schools, the PTB payment will be based on the shortest available driving route from home to each educational establishment and return.

8.1.9. If there are any changes to the child/young person’s circumstances during the PTB agreement, for example a change of address, it is the responsibility of the parent/carer to inform the LA so that the agreement can be reviewed and amended accordingly.

8.1.10. A request for a PTB arrangement may be refused by the LA, if space on an existing route operating to and from the eligible child/young person’s school/college is suitable and available for the child/young person.

8.1.11. Where a PTB arrangement is no longer appropriate, a request for an alternative travel solution can be requested by the LA or the parent/carer provided both are given a minimum of 15 working days’ notice. Consideration will be made as to whether or not there are any ‘unspent’ PTB monies owed to the LA which need to be paid back.

8.1.12. Alternative arrangements/payments may be considered in exceptional circumstances, following negotiations with parents/carers and with additional signed approval from the Transport Services Manager.

8.2. Parental travel claim (PTC)

A PTC agreement can be a long term or temporary solution where an agreement between the parent/carer and the LA has been established. PTC’s may be offered to the family in place of PTB in the following instances:

- the child/young person will be unable to achieve the required attendance level for the PTB arrangement due to their needs,
- where the parent/carer has been asked by the LA to consider making their own transport arrangements on a short-term basis,

8.2.1. The PTC is calculated using the same criteria as 8.1.3. unless alternative arrangements have been agreed for travel on public transport or in a taxi. In order for the LA to make payment to the family an official claim form which has been verified

by their educational establishment should be submitted to the LA on regular basis as payments are based on actual days attendance at school.

8.2.2. Payments are made via bank transfer and parent/carers agree to provide their bank account details to the LA.

8.2.3. Where a PTC solution has been agreed for travel on public transport or via a taxi, rather than for an agreed mileage rate per day, the parent/carer will be asked to provide receipts with their claim.

9. INDEPENDENT TRAVEL TRAINING

The Special Educational Needs and Disability Code of Practice: 0 to 25 sets the expectation that professional working with children/young people with SEND will support them to prepare for adult life and help them to achieve the best outcomes in employment, independent living, health and community participation.

For many children/young people, learning to travel independently is an important part of preparing for adulthood and it will help them lead fulfilling adult lives. When deciding on appropriate transport solutions, consideration will be made as to whether the child would be suitable to join the Independent Travel Training programme.

Each personalised training programme will ensure that children/young people will be fully trained to carry out their journey from their home address to their place of education. Training will also improve their ability to access social and leisure activities and reduce their reliance on individual transport.

9.1 Independent Travel Training and Parental consent

Children/young people are not able to join a personalised travel training programme without appropriate consent from the parent/carer.

Where consent has not been granted, alternative transport solutions will be considered for the eligible child/young person.

9.2 Safeguarding during Independent Travel Training

The LA will ensure each child/young person participating in a personalised travel training programme will be kept safe at all times. Parents/carers will be involved in the programme throughout its duration, and consent required before their child/young person moves on to each required stage of the programme.

Each child/young person’s abilities, journey to be undertaken will be risk assessed prior to the programme taking place and candidates will be continually observed during their training.

10 TRANSPORT POLICY STATEMENT FOR LEARNERS AGED 16-19 YEARS IN FURTHER EDUCATION AND TRAINING AND CONTINUING LEARNERS WITH A LEARNING DIFFICULTY AND/OR DISABILITY (LLDD) AGED 19 AND OVER

10.1 Summary of policy statements and main objectives

This policy covers the statutory duties of the Local Authority under Section 509AA of the Education Act 1996 and subsequent amendments. It only applies to residents of the Rotherham Borough area. Further information can be obtained by visiting **www.gov.uk.**

This policy outlines what transport support is available when starting a full time (over 12 guided learning hours per week) further education course up to the age of 19 and those learners aged 19 and over with a learning difficulty and/or disability.

10.2 Concessionary Fares, Discounts, Subsidies, Passes or Travel Cards available for Post 16 Learners in Colleges, Sixth Forms and at some Training Providers

The following passes and tickets are the most appropriate for those using public transport to access education and training:

Zoom 16-18 Travel Pass
This pass is available to all South Yorkshire residents and have reached the age of 16 but haven't reached the age of 18 on 1st September of the current academic year. It entitles the traveller to travel for the concessionary fare. For further information and to apply, please visit https://www.travelsouthyorkshire.com/en-GB/LandingPage/Zoom-16-18-Pass (creating a MyTSY account if the children/young people do not have one already).

With a Zoom 16-18 additional discounted tickets can be purchased for periods ranging from one day to four weeks.

Individual enquires can be made by contacting Traveline on 01709 515151.

18-22 Discount Card
This card gives a 15% discount on TravelMaster daily, weekly and four-weekly tickets bought online. An account will firstly need to be made with TravelMaster. Once an account has been set up, an application can be made online at: https://www.sytravelmaster.com/18-22discountcard

Zoom Beyond 18-21 Travel Pass
This pass is available to all South Yorkshire residents who are attending who are aged between 18 and 21. Further details can be found here: https://www.travelsouthyorkshire.com/en-gb/ticketsandpasses/18-21-pass
Zoom Zero Travel Pass – Private Purchase
The Zoom Zero Travel Pass provides free travel between home and college within the South Yorkshire boundary. The family of the young person would have to make

a private purchase for a pass so although it doesn't represent a saving compared to paying on the bus every day, it can be a more convenient to buy the pass rather than having to find change every day. details can be found here:

www.travelsouthyorkshire.com/en-GB/LandingPage/Zoom-Zero-Fare-private-purchase

Further details on all of the above passes and tickets, including operators' tickets, are available on the Travel South Yorkshire website. Other saver ticket options are also available so please visit **www.travelsouthyorkshire.com.**

10.3 Support for Post 16 Learners with Education, Health & Care Plans (EHCP) or Special Educational Needs or Disabilities (SEND)

10.3.1. A disabled person's pass may be available to some Rotherham residents who are over the age of 16, following assessment. Please refer to Section 6.2.

Those unable to take advantage of a disabled person's pass should contact student services at their chosen college or school sixth form.

10.3.2. All learners with an Education, Health & Care Plan (EHCP) or Special Educational Needs or Disabilities (SEND) in Year 11, who already have assisted home to school transport, should have their transport needs reassessed when they move from compulsory schooling to post 16 education. This is in accordance with the Post 16 Transport to Education and Training Statutory Guidance for Local authorities:
www.gov.uk/government/publications/post-16-transport-to-education-and-training.

10.3.3. Post 16 learners will be aged between 16 and 18 years at the start of the academic year (i.e., September) and those continuing learners who started their programme of learning before their 19th birthday.

10.3.4. Post 16 learners are expected to take advantage of the concessionary fare schemes, so that they can access public transport for their daily travel to and from school/college.

10.3.5. There is no automatic entitlement to free home to school or college transport once a young person is over 16 years old and beyond statutory school age and the LA does not have a duty to provide transport assistance. Responsibility for making appropriate transport arrangements rests with the learner and/or parents/carers. Some learners will, however, be considered for transport assistance and provided with a travel solution (section 3).

10.3.6. The distance between home and school or college, offering a suitable course, must exceed 3 miles by the shortest available walking route. This may be disregarded where learners require assisted transport as a result of their learning difficulty and/or disability.

10.3.7. Young people will be engaged in learning or training at:

- A school (including academies)
- A further education institution
- An Authority maintained or assisted institution providing further education
- An establishment funded directly by the Education Funding Agency (EFA) e.g., independent specialist providers for learners with learning difficulties and/or disabilities
- A learning provider that is funded by the local authority to deliver accredited programmes of learning (this could include colleges, charities and private learning providers)

10.3.8. Learners are encouraged to attend courses within the Rotherham Borough. Specific details of the course and reasons for choice will need to be given in order that an assessment can be made, having due regard to the efficient and effective use of resources.

10.3.9. The LA supports the principle of young people having a reasonable opportunity to choose between the courses available to learners at post 16 and be supported to access their choices.

10.3.10. Reasonable choice will include enabling young people to choose courses outside the Rotherham boundaries if it makes sense for them to do so. The Council will be mindful of our neighbouring local authorities transport policies and consider how this transport policy can support movement across boundaries (i.e., South Yorkshire).

Reasonable choice will also include enabling young people to choose an establishment of education that is not the closest to where they live, if it makes sense to do so.

10.3.11. Providing assisted transport (e.g., taxis, specially adapted vehicles) will only be given for learners with special educational needs and disabilities who have had their needs assessed against set criteria including distance, age, mobility and the effect of their complex needs on their ability to travel, compared to their peer group. This may include:

Communication and Interaction Difficulties
Cognition and Learning Difficulties
Specific Learning Difficulties
Social, Emotional and Mental Health Difficulties
Sensory and/or Physical Needs which severely restricts mobility

10.3.12. In order for the LA to assess for entitlement of eligibility, they will need to undertake an individual assessment for the young person and will require completion of an application for home to school transport assistance; this will usually be completed by the parent/carer of the young person.

10.3.13. To make an application for transport assistance, please visit RMBC website and find the appropriate application form under the Rotherham SEND Local Offer: https://www.rotherhamsendlocaloffer.org.uk/

In addition to the application, the LA will require:

- Information from the young person's school/college.
- Any relevant information in the young person's EHCP plan, which is relevant for transport considerations /or
- Information from a professionals involved in the young person's care, e.g., educational psychologist or hospital consultant/or
- Any relevant information in the young person's individual healthcare plan
- Relevant proof of low income (if appropriate, section 4.8).

Sensitive information submitted for assessments and reviews will be treated in a confidential manner and may be shared with the transport operator/provider.

Please be aware that failure to provide all the evidence may result in a delay in an application being processed or the application being refused.

10.4 Apprenticeships/traineeships

Transport assistance is not provided to learners undertaking work placements, apprenticeships or traineeships. In these circumstances learners are advised to contact their employer or learning provider for advice.

10.5 Charges for transport assistance for none statutory transport

Charges apply to all post 16 learners where they require help in travelling to school or college, regardless of whether they are living in the parental home or sheltered/residential accommodation.

Learners and/or parents/carers will be notified of the charges in advance of the travel arrangements and usually invoiced as soon as possible before the start of each term. These charges **must** be paid immediately so that transport arrangements can be made. Every opportunity will, however, be given for learners and/or parents/carers to pay the charges by smaller, more manageable, payments suitable to the learner and/or parent/carer if requested.

Where it has been agreed to provide transport assistance within the Rotherham Borough, learners and/or their parents/carers will be charged on a termly basis (i.e., 3 invoices per year will be sent, usually before the start of each term) based on the current cost of the concessionary student fare and school term dates. The approximate costs per each school terms are as follows:

Autumn term (Sep – Dec) 15 weeks @ £10* per week = £150
Spring term (Jan-Mar) 12 weeks @ £10* per week = £120
Summer term (Apr-July) 12 weeks @ £10* per week = £120

Charges are based on one return bus journey per day at £2.00.

**This can be subject to change. Charges will depend on school/college actual term dates, actual number of days per week students attend school/college and the current cost of available concessionary fares.*

Where it has been agreed to provide transport assistance to provision outside the Rotherham Borough, learners and/or parents/carers will be charged with 3 invoices per year usually before the start of each term based on the current cost of the concessionary student fare and school term dates. The approximate costs per each school terms are as follows:

Autumn term (Sep-Dec) 15 weeks @ £20.00* per week = £300
Spring term (Jan-Mar) 12 weeks @ £20.00* per week = £240
Summer term (Apr-July) 12 weeks @ £20.00* per week = £1240

Charges are based on four bus journeys (2 return journeys) per day at £4.00**

**This can be subject to change. Charges will depend on school/college actual term dates, actual number of days per week students attend school/college and the current cost of available concessionary fares.*

***The journey to some learning providers may require more than one bus journey each way.*

Refunds of transport costs cannot be made for occasional day's absence. If, however, the learner is absent for a full week (e.g., due to illness/holiday) then refunds will be considered upon receipt of confirmation of attendance details from the school/college.

The learner may have their assisted transport withdrawn if:

- *their parent/carer fails to make payment or make a reasonable contribution towards their assisted transport.*
- *their parent/carer has not engaged with the Council's Sundry Accounts Team to secure a manageable payment plan.*

Transport will only be withdrawn as a last resort after all other options have been explored.

10.6 Financial hardship

16 to 19 Student Bursary Fund

The 16-19 Student Bursary Fund is designed to help support those young people who face the greatest barriers to continuing in education or training post 16. If the learner is aged between 16 and 19 years and think that they may struggle with the costs for full-time education or training, they may be eligible for a bursary. This can be used to assist with transport costs.

Students in the following groups may receive the maximum bursary of £1,200 a year:

- young people in care
- care leavers
- young people claiming income support in their own name
- disabled young people who receive both Employment Support Allowance and Disability Living Allowance or Personal Independence Payment in their own name.

To receive the maximum bursary, the course must last for 30 weeks or more. If the course is shorter than 30 weeks, the student may receive less funds.

Other students facing genuine financial difficulties may be awarded a bursary at the discretion of their school, college or training provider.

Further information can be obtained directly from the learner's school or college on how to apply for a bursary.

Full details of the bursary scheme are available on the Directgov website at: www.gov.uk/1619-bursary-fund.

Families experiencing financial hardship (low-income families or learners) can apply to have the transport charges waived. However, consideration will be given as to whether or not the learner has applied for, or is in receipt of, an allocation from the 16-19 bursary fund from the learning provider.

Means testing
Eligibility for help with transport to school/college is not dependent on means testing, but a means test will be used to determine whether the contribution towards the transport costs should be waived for low-income families. The Transport Policy Statement for Learners aged 16-19 years in Further Education uses the low-income eligibility criteria, as set out in the Education and Inspections Act 2006, e.g.: Free School Meals eligibility or being in receipt of the maximum level of Working Tax Credit. Written evidence of these benefits will be requested by the Council and where evidence has not been provided (or is not relevant to the period in which transport is being provided) charges will be issued.

11. RAISING THE PARTICIPATION AGE

From 2015, all young people up until the end of the academic year in which they turn 18 are required to participate in education or training. There is no change to the statutory school age which remains at 5 to 16 years.

This change did not extend the entitlement for the provision of free transport assistance beyond Y11, as it does not mean that the learner must stay at school. They may choose to work full time and study part time, continue full time study at school or college, be involved in part time training whilst volunteering or follow an apprenticeship.

More information about Raising the Participation Age can be obtained from the Department of Education website at: -

http://www.education.gov.uk/childrenandyoungpeople/youngpeople/participation/rpa.
This continues to mean that transport will only be allocated to learners who qualify under the criteria as set out in Section 8.2.

12. 19 – 25 LEARNERS

Learners who are aged 19-25 and have an Education Health and Care Plan (EHCP), who are unable to travel to and from their educational establishment without assistance, should contact their education provider in the first instance to discuss the possibility of transport assistance.

If the learner is continuing a course they started aged 16 – 18 they are known as a 19+ learner and may be entitled to an allocation from the discretionary element of the 16-19 Student Bursary fund. The education provider will be able to provide more details on entitlement and how to make an application.

13 CARE TO LEARN

The Care to Learn scheme can help young parents with childcare costs to continue in, and return to, education after the birth of a child.

The learner must be aged under 20 at the start of their course. The scheme is available for publicly funded courses in England which includes courses in:
Schools
Sixth forms in schools
Sixth-form colleges

The learner may receive up to £160 per week to help with:
Childcare, including deposit and registration fees
A childcare taster session for up to 5 days
Keeping a childcare place over the summer holidays
Taking the child to their childcare provider

Childcare payments are paid directly to the learner's childcare provider and before they are paid.
The learner's childcare provider needs to confirm the child's attendance. The learner's school or college need to confirm that the learner is attending their course.

Travel payments will be paid directly to the learner's school or college and the learner who should then assist with the learner's transport arrangements.

Further Information on C2L can be found at https://www.gov.uk/care-to-learn

Applications for C2L funding can be made online via the Student Bursary Support Service portal. This can be found at:
https://studentbursary.education.gov.uk/w/webpage/student-bursary

14 APPEALS PROCESS

The decision regarding refusal of free home to school transport assistance is based upon information available to officers at the time of the assessment. Parents/Carers have the right to appeal against the Local Authority's decision not to provide

transport assistance, if they feel that an error has been made in the assessment of the entitlement, distance measurement, route safety or there are exceptional circumstances that breach this Policy.

14.1 Appeal Timings

The Home to School Travel and Transport Guidance - July 2014 issued by the Department for Education recommends the timings of the Appeals procedures; these are recommended timings and not compulsory, but every effort will be made to meet these timings.

14.2 Stage 1 Appeal Review

Parents/Carers must, in writing, within 20 working days of the original decision, request a review of the original decision which will be undertaken by a Senior Officer **(Stage 1 Review)**. Requests to appeal should be made in writing to **education.transport@rotherham.gov.uk** Parents/Carers will be provided with a notice of appeal form, which must be completed and returned within 20 working days. This should be accompanied by any other relevant evidence or medical reports that the parent/carer intends to rely upon. All evidence provided, together with a statement of appeal explaining the reasons for the original decision will be submitted to the Senior Officer for consideration.

Following the Stage 1 review the Senior Officer will respond in writing, within 20 working days of receipt of the parental request and receipt of the completed Notice of Appeal, either upholding or overturning the original decision. This will explain the reasons for the review decision and unless the original decision is overturned, offer the parent/carer the opportunity to escalate their appeal to be heard by an independent panel **(Stage 2 Appeal Review).**

14.3 Stage 2 Appeal Review

Parents/Carers must confirm in writing their request for the appeal review to progress to Stage 2 within 20 working days of the letter confirming the outcome of the Stage 1 Appeal Review. Upon receipt, a statement of appeal will be prepared, and all evidence submitted to an independent panel which has had no involvement in either of the previous decisions. The independent panel will review the previous decisions and the parental grounds for appeal within 40 working days. The outcome will be communicated to the parent/carer in writing within 5 working days of the panel hearing by the Council.

A Stage 1 or Stage 2 decision will be effective for the complete academic year following which entitlement will be reviewed for the next academic year. Parent/carer again have the right to appeal this decision if necessary.

If there is a change in individual circumstances during the academic year, such as change of address or mobility needs, it is the responsibility of the parent/carer to inform the Passenger Services Team to ensure a review is undertaken by e-mailing: **education.transport@rotherham.gov.uk.**

14.4. Flowchart of the appeals process

Officer A declines the home to school transport application or offers travel arrangements that the parent/carer consider 'unsuitable' for their child young person's needs.

Within 20 working days from receipt of Officer A's decision letter, parent/carer challenges Officer A's decision on the basis of:

- **Entitlement**
- **Distance measurement**
- **Route safety**
- **Transport solution offered**
- **Consideration of exceptional circumstances**

STAGE 1 – Review by a Senior Officer

Officer B (a Senior Officer) reviews Officer A's decision and sends the parent/carer written notification of the outcome including:

- **Detailed reasoning for decision made.**
- **Notification of option to escalate to STAGE 2.**

Parent/carer challenges Officer B's decision and requests to progress to STAGE 2 within 20 working days from receipt of decision letter from Officer B.

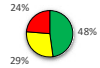
STAGE 2 – Review by Appeal Panel

Within 40 working days from receipt of decision letter from Officer B Independent appeal panel (Officer A or B must not sit on the panel) considers written/verbal representations from parent/carer. The appeal panel is independent of the Stage 1 Process and suitably experienced.

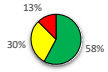
A decision letter is send to parent/carer (within 5 working days), including how to escalate the case to Local Government Ombudsman (LGO). Parents/carers may contact the LGO if they feel that the Local Authority's procedures have not been followed.

APPENDIX 2 - Consultation Responses

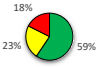
Q1:	Within the current policy, is it easy to understand if a child is eligible for a 'Zoom Zero Travel Pass'?	%	Positive	Neutral	Negative
TOTAL RESPONSES	**174**		83	50	41
			48%	29%	24%
Really clear	23	13.2%			
Clear	60	34.5%			
Neutral	50	28.7%			
Unclear	23	13.2%			
Not clear at all	18	10.3%			



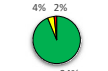
Q2:	Within the current policy, is it easy to understand if a child is eligible for assisted 'Home to School Transport' for those with special educational needs and disabilities?	%	Positive	Neutral	Negative
TOTAL RESPONSES	**176**		102	52	22
			58%	30%	13%
Really clear	22	12.5%			
Clear	80	45.5%			
Neutral	52	29.5%			
Unclear	13	7.4%			
Not clear at all	9	5.1%			



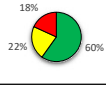
Q3:	Environment and sustainability - How important do you feel this is, in relation to 'Home to School Transport' for the children and young people in our Borough?	%	Positive	Neutral	Negative
TOTAL RESPONSES	**177**		105	41	31
			59%	23%	18%
Very important	57	32.2%			
Important	48	27.1%			
Neutral	41	23.2%			
Not that important	21	11.9%			
Not important at all	10	5.6%			



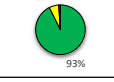
Q4:	How important do you feel it is, that inappropriate behaviour should be addressed by the Local Authority, working in conjunction with schools, colleges, parents and carers?	%	Positive	Neutral	Negative
TOTAL RESPONSES	**178**		167	8	3
			94%	4%	2%
Very important	128	71.9%			
Important	39	21.9%			
Neutral	8	4.5%			
Not that important	2	1.1%			
Not important at all	1	0.6%			



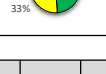
Q5:	Is it clear how to report safeguarding concerns?	%	Positive	Neutral	Negative
TOTAL RESPONSES	**177**		106	39	32
			60%	22%	18%
Really clear	48	27.1%			
Clear	58	32.8%			
Neutral	39	22.0%			
Unclear	25	14.1%			
Not clear at all	7	4.0%			



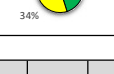
Q6:	How important do you feel it is where possible, for a child or young person's long-term future to be considered when offering a travel solution?	%	Positive	Neutral	Negative
TOTAL RESPONSES	**177**		164	11	2
			93%	6%	1%
Very important	108	61.0%			
Important	56	31.6%			
Neutral	11	6.2%			
Not that important	2	1.1%			
Not important at all	0	0.0%			



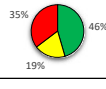
Q7:	How clear do you think journeys other than home to school are explained in the current policy?	%	Positive	Neutral	Negative
TOTAL RESPONSES	**176**		86	58	32
			49%	33%	18%
Really clear	22	12.5%			
Clear	64	36.4%			
Neutral	58	33.0%			
Unclear	21	11.9%			
Not clear at all	11	6.3%			



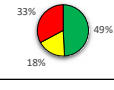
Q8:	How clear do you think the current policy explains transport eligibility, for young people over the age of 16?	%	Positive	Neutral	Negative
TOTAL RESPONSES	**173**		78	59	36
			45%	34%	21%
Really clear	16	9.2%			
Clear	62	35.8%			
Neutral	59	34.1%			
Unclear	29	16.8%			
Not clear at all	7	4.0%			



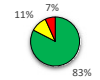
Q9:	In the interests of spending 'Home to School Transport' funding responsibly, the Local Authority should only consider applications where children cannot reasonably be expected to be accompanied to school	%	Positive	Neutral	Negative
TOTAL RESPONSES	**178**		81	34	63
			46%	19%	35%
Strongly Agree	37	20.8%			
Agree	44	24.7%			
Neutral	34	19.1%			
Disagree	33	18.5%			
Strongley Disagree	30	16.9%			



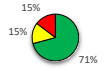
Q10:	A parental payment travel solution, known as a 'Personal Travel Budget' or a 'Parental Travel Claim', should only be offered where there is no space available for the child or young person on an existing shared transport route	%	Positive	Neutral	Negative
TOTAL RESPONSES	**177**		87	32	58
			49%	18%	33%
Strongly Agree	40	22.6%			
Agree	47	26.6%			
Neutral	32	18.1%			
Disagree	35	19.8%			
Strongley Disagree	23	13.0%			



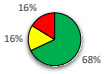
Q11:	Payments to parents/carers - No payments should be made where children do not make a journey to and from school to attend	%	Positive	Neutral	Negative
TOTAL RESPONSES	**179**		148	19	12
			83%	11%	7%
Strongly Agree	87	48.6%			
Agree	61	34.1%			
Neutral	19	10.6%			
Disagree	9	5.0%			
Strongley Disagree	3	1.7%			



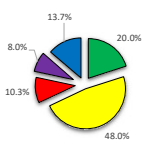
Q12:	A single occupancy taxi should only be offered where there is no space available for the child or young person on an existing shared transport route, or an alternative travel solution is not suitable	%	Positive	Neutral	Negative
TOTAL RESPONSES	**178**		126	26	26
			71%	15%	15%
Strongly Agree	68	38.2%			
Agree	58	32.6%			
Neutral	26	14.6%			
Disagree	15	8.4%			
Strongley Disagree	11	6.2%			



Q13:	Understanding available funds - Do you agree that the Local Authority should use discretion to grant transport support, even when a child or young person does not qualify?	%	Positive	Neutral	Negative
TOTAL RESPONSES	**177**		120	28	29
			68%	16%	16%
Strongly Agree	56	31.6%			
Agree	64	36.2%			
Neutral	28	15.8%			
Disagree	16	9.0%			
Strongley Disagree	13	7.3%			



Q14:	How did you hear about the survey?	%
TOTAL RESPONSES	**175**	
Social media	35	20.0%
School/education est.	84	48.0%
Council website	18	10.3%
Word of mouth	14	8.0%
Consultation event/forum	24	13.7%



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APPENDIX 3
HOME TO SCHOOL POLICY REVIEW CONSULTATION – CYPS/R&E SMT Working Group

STAKEHOLDER ENGAGEMENT LIST

STAKEHOLDER ENGAGEMENT LIST – Last updated 13/02/2024

Event Ref	Planned Start Date	RAG Status	Lead Officer and job title	Is the consultee an individual, group, or a digital audience?	Consultee Name/Group Name	If a group, how many members were involved in the Consultation?	What/who does the consultee represent? (For example, the views of young people)	Completion Date	Comments added to the Consultation Log Y/N (Or not for publication – R)	Relevant Document References (Filed in Teams)
1	08.01.2024		Karen Mudford – Head of Fleet & Transport Services	Digital	Online survey made available publicly – Council newsletter/Council Facebook	To be monitored daily through CS&D	Views of anyone accessing the online survey	22.02.2024	Y	Survey responses recorded as Appendix 2 of the Cabinet Report for March '24
2	04.01.2024		Karen Mudford – Head of Fleet & Transport Services	Group	CYPS / R&E – SMT H2S Policy Consultation Working Group	9	Views of CYPS as an internal stakeholder and co-producer of the Home to School Transport Policy	04.01.2024	Y	RD1 – Minutes of meeting from 4th January 2024
3	12.12.2023		Karen Mudford – Head of Fleet & Transport Services	Individual	RMBC Legal Team – Katie Etheridge	1	Views of RMBC legal advisors	12.12.2023	R	RD2 – Policy with suggested amends and RD 3 – Legal Briefing Note
4	31.1.2024		Elise Squires – Transport Business & Projects Manager	Group	Special School Headteachers	5	Views of Headteachers of Rotherham special schools	22.2.2024	Y	No queries or concerns regarding the Policy content, commitment to send link to survey to all parents/carers.
5	19.1.2024		Elise Squires – Transport Business & Projects Manager	Group	North Regional LA Forum	12	The views of other Local Authority representatives with responsibility for their own home to school transport policies	22.01.2024	Y	RD5 - Briefing document containing notes from attendance.
6	08.01.2023		Elise Squires – Transport Business & Projects Manager	Group	Parent Carer Forum – online and face to face events Event 1 – 5/2/24 Event 2 - 9/2/24	10	The views of parents/carers and children and young people/PCF	22.02.2024	Y	RD4 - PCF Consultation meetings
7	08.01.2023		Elise Squires – Transport Business & Projects Manager	Group	School event – Elements Academy	2	Parents/Carers/schools	01.02.2024	Y	Event poorly attended, despite advertising.
8	18.01.2024		Elise Squires – Transport Business & Projects Manager	Group	Introductory meeting SYMCA	2	The views of South Yorkshire Combined Mayoral Authority	22.02.2024	Y	RD6 - Minutes from meeting.
9	19.01.2024		Elise Squires – Transport Business & Projects Manager	Digital group	Email to all OOA schools and colleges to notify of consultation and signpost parents. Paper copies of questionnaire also supplied	85	The views of parents/carers/schools out of Borough and all colleges	22.02.2024	Y	RD7 – Copy of email sent.
10	09.02.2024		Cary-Anne Sykes – Head of Service SEND Education and Inclusion	Group	SENDCO Network – 9th February 2024	70	The views of school SEND Coordinators	22.02.2024	N	Feedback reported: Parents need to assume more parental responsibility and it was felt that update to policy would support this.
11	26.01.2024		Elise Squires – Transport Business & Projects Manager	Digital group	Details of consultation with link to participate added to all school newsletter following email sent to all schools previously.	138	The views of all Rotherham Schools	22.02.2024	Y	RD8 – Copy of email sent, and acknowledgement from CYPS

RAG Status Key:	5	Consultation Log Updated with Comments	4	Complete	3	In progress	2	Planned	1	Not yet commenced

APPENDIX 3
HOME TO SCHOOL POLICY REVIEW CONSULTATION – CYPS/R&E SMT Working Group

STAKEHOLDER ENGAGEMENT LIST

STAKEHOLDER ENGAGEMENT LIST – Last updated 13/02/2024

Event Ref	Planned Start Date	RAG Status	Lead Officer and job title	Is the consultee an individual, group, or a digital audience?	Consultee Name/Group Name	If a group, how many members were involved in the Consultation?	What/who does the consultee represent? (For example, the views of young people)	Completion Date	Comments added to the Consultation Log Y/N (Or not for publication – R)	Relevant Document References (Filed in Teams)
12	26.01.2924		Elise Squires – Transport Business & Projects Manager	Group	Paper copies of the consultation and details of how to participate sent to the families of all children/young people travelling on our internal routes	167	The views of parents/carers of all passengers currently travelling home to school on in house routes	22.02.2024	Y	
13	26.01.2024		Elise Squires – Transport Business & Projects Manager	Digital	All RMBC employees – inclusion of details of consultation on Monday round up email which is received by all RMBC with internet access.	To be monitored daily through CS&D	The views of RMBC staff as employees and as Rotherham residents/parents/carers	22.02.2024	Y	RD9 – Monday round up 29th January 2024
14	29.01.2024		Elise Squires – Transport Business & Projects Manager	Digital/Postal	Link to participate in consultation sent to families of all children and young people who receive home to school transport assistance via external operators/parental payments/zoom zero travel pass.	To be monitored daily through CS&D	The views of all parents/carers who have currently have travel assistance supported by the LA	22.02.2024	Y	RD10 – Copy of email sent.
15	30.01.2024		Elise Squires – Transport Business & Projects Manager	Group	Jump Starts – informal PCF event	100	Views of parents/carers/children and young people	22.02.2024	Y	RD 4 - PCF Briefing
16	13.02.2024		Elise Squires – Transport Business & Projects Manager	Group	Wacky Superstars at The Storyteller – information PCF event	30	Views of parents/carers/children and young people	22.02.2024	Y	RD4 – PCF Briefing
17	01.02.2024		Elise Squires – Transport Business & Projects Manager	Digital/Group	Meeting with Early Help rep: Kirsty Woodhead and ES to discuss the consultation. KW to ask team to distribute link and flyers to parents/carers at HUB/Home visits/children centre offers. Also invited ES and HS to their SMT meeting 16.02.2024	TBC	Views of parents/carers	22.02.2024		
18	08.02.2044		Graham Laycock/Carrie Ridgeway Transport Service Manager/Travel Planning Manager	Group	Meeting with external operators to advise them of the proposal to revise the home to school transport policy and take part in the consultation	19	The views of external transport operators	22.02.2024	Y	RD11 – Copy of email sent.

RAG Status Key:	5	Consultation Log Updated with Comments	4	Complete	3	In progress	2	Planned	1	Not yet commenced

Appendix 4

PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
Title: Home to School Policy	
Directorate: Regeneration and Environment	**Service area:** Community Safety and Street Scene
Lead person: Karen Mudford – Head of Fleet & Transport Services	**Contact:** Karen.mudford@rotherham.gov.uk
Is this a: [X] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
A revised Home to School Policy was presented to Cabinet 18th December 2023 and the decision to conduct a public consultation was approved. This Equalities Screening relates to a further report being presented to Cabinet 18th March 2024, where the decision to adopt the Policy is sought.

Appendix 4

3. Relevance to equality and diversity

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

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

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

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

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

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

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

4. Considering the impact on equality and diversity

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

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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 have been considered, with a specific focus on the protected characteristics related to the Equality Act 2010 as well as additional factors related to Home to School Policy specifically.

The different stakeholders involved, including children/ young people, parents/carers, transport operators and RMBC, carry implications for equalities. The most pertinent ones for children/young people are age and disability, but marriage/civil partnership and religion/faith are considered with respect to the parent/carer and their choice of school. EAL and socio-economic factors also need to be considered.

- **Key findings**

Of the protected characteristics detailed in the Equality Act 2010, age and disability are predicted to carry the most implications for equalities. There are also broader socioeconomic and English as an Alternative Language (EAL) implications to be considered. Finally, there may be implications for religion/belief, especially with respect to parents of pupils eligible for Home to School support, who opt to send their child to a school with a religious character.

Age

The Home to School Policy aims to assist children aged 5-16 years old (i.e. statutory school age) as well as learners aged 16-19 years old in further/higher education and training and continuing learners with a learning difficulty and/or disability (LLDD) aged 19 years and over.

Different provisions and eligibility criteria exist depending upon the child's age group. Examples include, but are not limited to, statutory walking distances, extended rights for children/young people from low-income families and financial hardship considerations.

Disability

The Home to School Policy includes specific measures for children with EHCPs and/or SEN. Section 39 of the Children and Families Act 2014 governs the naming of a school in a child/young person's EHCP. RMBC provides a local offer for SEND children, which is available at: https://www.rotherhamsendlocaloffer.org.uk/

This Policy includes Learners aged 16-19 years in further education and training and continuing learners with a learning difficulty and/or disability (LLDD) aged 19 years and over.

The 16-19 Student Bursary Fund may provide disabled young people receiving both

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Employment Support Allowance and Disability Living Allowance the maximum bursary of £1,200.

The implications for Home to School Policy also need to be considered in light of disabled parents/carers. Where a child/young person is required to be accompanied to school, and their parent/carer have disabilities or mobility problems as defined by a medical professional, which would make it difficult for them the accompany their child, RMBC may provide transport assistance when appropriate medical evidence has been provided from a healthcare professional.

Independent Travel Training contains specific advice on how best to support SEND children, in referencing The Special Educational Needs and Disability Code of Practice: 0 to 25.

Religion/belief

Some parents opt to send their child to a school with a religious character; there are provisions which balance the parents' wishes in line with the Policy.

Marriage/civil partnership

Some children may spend time between addresses, such as in cases where their parents have separated and/or are divorced. The policy stipulates that Home to School is only provided from one address, but measures must be made to ensure that the provision is practical and meets the individual child's/young person's transport needs.

Other

Socio-economic factors are considered throughout the policy and eligibility criteria are designed to enable parents appropriate access and provision to Home to School transport.

Those with EAL may struggle to understand the document; the front of the draft policy includes a statement that:

"If you or someone you know needs help to understand or read this document, please contact us'': education.transport@rotherham.gov.uk , with translations of this statement available in Slovak, Kurdish Sorani, Arabic, Urdu and Farsi."

Due consideration needs to be given to how best to communicate the proposed Policy changes.

- **Actions**

Overall, the draft Policy provides adequate provision to ensure full compliance with Education Act 1996 and the Equality Act 2010.

The main areas for reducing negative impact are centred around the following: age, disability and EAL. As part of the Equality Analysis, further consideration needs to be made regarding how to improve accessibility for EAL. Therefore, it is necessary to

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consider this as part of a wider corporate communications strategy in the long term, whilst in the interim using regular contact between Council officers and groups such as Special Heads, Parent Carer Forum, Headteachers and those representing the young people themselves, to ensure that anyone needing assistance with the process of applying for transport solutions may be fully supported and where necessary ensuring channels of communication with language specialists are available. Additional data may need to be ascertained with respect to protected characteristics when considering reducing negative impact. Examples include, but are not limited to, when RMBC needs to know how best to address and mitigate circumstances where a child lives at two separate addresses and/or is SEN.

Date to scope and plan your Equality Analysis:	08/02/2024
Date to complete your Equality Analysis:	08/02/2024
Lead person for your Equality Analysis (Include name and job title):	Jacob Huggins National Management Trainee

5. Governance, ownership and approval

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

Name	Job title	Date
Jacob Huggins	National Management Trainee	18/01/24
Steve Elling	Policy & Equalities Manager	14/02/2024
Karen Mudford	Head of Fleet & Transport Services	15/02/2024

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	15/02/24
Report title and date	Home to School Policy Review
If relates to a Cabinet, key delegated officer	March 2024 – Full cabinet meeting

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decision, Council, other committee or a significant operational decision – report date and date sent for publication	and report
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	15/02/24

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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: Home to School Policy Review	
Date of Equality Analysis (EA): 08/02/2024	
Directorate: Regeneration and Environment	**Service area:** Community Safety and Street Scene
Lead Manager: Karen Mudford	**Contact number:** 07554436548
Is this a: [X] **Strategy / Policy** [ ] **Service / Function** [ ] **Other**	

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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)**
Jacob Huggins	Rotherham Metropolitan Borough Council	National Management Trainee
Karen Mudford	Rotherham Metropolitan Borough Council	Head of Fleet & Transport Services
Elise Squires	Rotherham Metropolitan Borough Council	Transport Business & Projects 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 Home to School Transport in line with statutory obligations, for eligible children and young people boroughwide.
What equality information is available? (Include any engagement undertaken) The report provides details of the Policy review and seeks to revise the existing Policy in accordance with renewed Department for Education (DfE) and legislative requirements. Home to School travel is an integral part of the school system that ensures that no child of compulsory school age is prevented from accessing education to fulfil their potential, as a result of a lack of transport or cost of transport. The Council have a statutory responsibility to make suitable travel arrangements to and from school for eligible children of compulsory school age. Statutory guidance is published by the DfE and sets out what local authorities must do to comply with the law. The RMBC Home to School Policy is updated with minor changes each year to ensure it reflects the academic dates and complies with statutory duties for 'Post 16 Transport Policy Statement Obligations', however updated statutory guidelines were published by the DfE in June 2023 following a public consultation in 2019 and stakeholder comments provided in 2022/2023. Prior to that, the guidelines were last published by DfE in July 2014. Given the recent update to the statutory guidance, there is now a significant requirement to review and revise the current Home to School Policy 2023/2024 in preparation for the new academic year 2024/2025, which the Council is obliged to complete in time for the next normal school admissions round. A previous equalities screening assessment was completed in December 2023, which sought approval to commence consultation on any changes that may be required in relation to the current policy; this was approved by Cabinet 18th December 2023.

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Following the consultation, this Cabinet report now recommends that the revised policy is adopted, and as part of this work, there has been a further equalities screening assessment and equality analysis completed.

Overview

All of the quality information extracted follows the focus of the equalities screening. In particular, data regarding age of resident and disability are compared against the national average for context.

The overall focus of the Home to School Policy is ensuring that children can get to and from school. As a result, it is important to focus on statistics relating to children/young people specifically; for example, 18.6% of Rotherham residents are schoolchildren students in full-time education.

Disclaimer

The following data is extracted from the following sources:

- 2021 UK Census (England and Wales only) – Office for National Statistics
- Fingertips, Public Health Data – Office for Health Improvements & Disparities
- Local area Special Educational Needs and Disabilities report for unknown – SEND research from Department for Education
- RMBC data

All data is up to date as of the publication of the individual data source.

Religion and belief

The following information below represent the religious breakdown of Rotherham:

- No religion, 39.8%
- Christian, 49.0%
- Buddhist, 0.2%
- Hindu, 0.3%
- Jewish, 0.0%
- Muslim, 5.1%
- Sikh, 0.2%
- Other religion, 0.4%

Age

The main consideration for age surrounds the percentage of school age children in the Borough and the potential impact that this has on the provision of the Home to School Policy.

18.9% of Rotherham residents are aged 15 and under, which is higher than the average in England and Wales. Between 2011 to 2021, the ratio of people aged 15 years and under in Rotherham fell by -0.2pp.

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There is considerable variation between wards regarding the percentage of people aged 16 years or under resident.

The three wards with the highest respective populations are:

- East Herringthorpe (24.5%)
- Eastwood & East Dene (23.8%)
- Rotherham Central (22.9%).

Meanwhile, the three wards with the lowest respective populations are:

- Thorpe Hesley (13.4%)
- Greasbrough (14.0%)
- Maltby West & Hellaby (15.5%).

It may be worth noting that these areas tend to be more highly densely populated compared to wards with both sparse and older populations on average. Current Home to School Policy should evaluate equality with respect to differences between children accessing Home to School transport in concentrated vs. remote areas within Rotherham.

Disability and Health

Overall, the number of children with learning difficulties known to schools in Rotherham (26.1 per 1,000) is lower than the national average in England (34.4 per 1,000). This trend is consistent, when subdivided into moderate and severe learning difficulties. However, with respect to profound and multiple learning difficulties known to schools, the number of children is higher than the national average in England (1.55 per 1,000 vs. 1.29 per 1,000).

Rotherham is within the 75th percentile for children with autism known to schools (26.2 per 1,000); this is considerably higher than the average in England (18.0 per 1,000).

21.3% of Rotherham residents declare themselves disabled under the Equality Act 2010; 11.4% of residents state that their day-to-day activities are limited a little, whilst 9.9% of residents that their day-to-day activities are limited a lot.

7% of Rotherham residents either have bad or very bad health

Other considerations

(i) EAL

According to the 2021 Census, 1% of Rotherham residents aged 3 years and over do not have English as their main language and/or cannot speak English well. Wards within Rotherham with the rates above the Borough average include:

- Rotherham Central (7.5%)
- Masbrough & Bradgate (5.8%)

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- Eastwood & East Dene (5.0%)
- Rotherham South (3.8%)

During the consultation preparation, we ensured that changes to Home to Policy assessed, not only the individual child's/young person's circumstance, but also that of the parent(s)/carer(s). Currently, 57.8% of Rotherham residents aged 16 and over are economically active, whilst 11.5% of Rotherham residents aged 5 and over provide some form of unpaid care.

(ii) EHCP and SEND

The Home to School draft Policy contains specific provisions and requirements for children/young people with an EHCP and/or SEND. Section 6.1 details the process for naming a school in a child/young person's EHCP and Section 6.6. details alternative provision improvement plan related to SEND.

There are currently 986 ECHP/SEND children of compulsory school age, 138 EHCP post-16 students and 59 EHCP post-19 students receiving Home to School Transport.

The following information summarises the number of children/young people receiving specific provisions detailed in the Home to School Policy:

1. Parental Payment Arrangements (parents/carers receive funds to transport their eligible child/young person): 144 (various age ranges)
2. Successful Independent Travel Training Candidates – now travelling on public transport, who were previously on assisted transport: 10 (various age ranges)
3. Candidates on ITT programme: 4 (various age ranges)
4. Unavailable Network Service (where there is no public service operating for eligible mainstream travellers: 22 (various age ranges)
5. Zoom Zero Travel Pass issued: 1033 (various age ranges)

In the academic year 2022/23, 4.6% of pupils in Rotherham had an EHCP, higher than the average across all schools in England of 4.2%. Meanwhile, 15.8% of pupils in Rotherham had an EHCP, higher than the average across all schools in England of 12.9%.

(iii) Socioeconomic factors

Socioeconomic factors, including deprivation, also play a key role in eligibility for Home to School Transport. As a result, it is important to highlight that Rotherham generally exceeds the average across English with respect to child deprivation. For example, the percentage of children (under 16s) in absolute low-income families in Rotherham is 17.9%, which is higher than the average in England (15.3%). Equally, the percentage of children (under 16s) in absolute low-income families in Rotherham is 22.9%, compared to 19.9% across England.

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(iv) Multiple protected characteristics

Sometimes, it is acknowledged that protected characteristics overlap and that protected characteristics are transient. For instance, the percentage of teenage mother is Rotherham is 1.3%, whilst the average across England is 0.6%. In recognising the role of both age and maternity in this given example, the Home to School Policy ought to recognise the extent to which diversity operates across protected characteristics.

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

No gaps in the information have been identified.

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

Consultation has been carried out with several stakeholders, as detailed in the section below.

Details of the online consultation is available below:

Have your say on the Home to School Transport Policy – Rotherham Metropolitan Borough Council

The most pertinent questions relating to equalities are as follows:

- Within the current policy, is it easy to understand if a child is eligible for assisted 'Home to School Transport' for those with special educational needs and disabilities?
- How clear do you think the current policy explains transport eligibility, for young people over the age of 16?

Engagement undertaken with customers. (date and group(s) consulted and key findings)	Note: Digital/postal consultation activity is not listed. Some consultation events occurred over days and weeks; the dates given below are the **completion** dates: 19/01/2024 – North Regional LA Forum 08/02/2024 – Parent/Carer Forum 09/02/2024 – SENDCO Network 22/02/2024 – School Event – Elements Academy 22/02/2024 – Special School Headteachers 22/02/2024 – Introductory Meeting – SYMCA 22/02/2024 – External transport operators Further information can be found in Appendices 2 & 3 of the Cabinet Report.
Engagement undertaken with staff (date and group(s)consulted and key findings)	12/12/2023 – RMBC Legal Team – Katie Etheridge 04/01/2024 – CYPS/R&E SMT Working Group

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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)

Age

The Home to School draft Policy considers the eligibility for children/young people between the age of 5-16, with one exception:

Children below to ages of 5 years may be eligible for Home to School transport if they start compulsory education before the age of 5; RMBC is able to exercise discretionary powers under these circumstances in order to grant specialist transport.

In addition, the Home to School draft Policy also provides information on eligibility of transport provision for:

1. learners aged 16-19 years in further education and training.
2. continuing learners with a learning difficulty an/or disability aged 19 or over.

Disability, EHCP and SEND

Current policy states the following with respect to EHCP:

“Section 39 of the Children and Families Act 2014 governs the naming of a school in a child/young person’s EHCP. Parents/carers have the right to ask for a particular school to be named in their child/young person’s EHCP and the LA must name that school in the plan unless it would be unsuitable for the child/young person’s age, ability, aptitude, special educational needs, or incompatible with efficient education of others, or the efficient use of resources.

Where a parent would prefer their child/young people to attend a school that is further away from their home address than the nearest school that would be able to meet their needs, the LA will consider whether arranging home to school transport to the preferred school would be incompatible with the efficient use of resources.

If the LA determines that providing transport to the parent/carer’s preferred school would be incompatible with the efficient use of resources, the Local Authority may name the parents/carer’s preferred school on the condition that the parent/carer arranges the travel or provides some or all of the cost of the travel.”

RMBC are satisfied that this measure mitigates any potential negative equalities impacts, balances the need for efficiency in resources and helps parents/carers make informed decisions.

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Section 6.2 provides detail on disabled person's passes, which may be available to some Rotherham residents, including severely disabled children who cannot travel alone; this offer may also extend to the care giver, subject to eligibility requirements. The Home to School draft Policy directs people to the relevant links.

- Pupils with an EHCP will have their individual transport needs assessed by colleagues in C&YPS, against the Home to School Assessment Matrix criteria considering the distance, their age, mobility and the effect of their complex needs on their ability to travel. Areas for consideration are extent of each of the following categories of need, and likelihood/frequency of:
  Mobility
  Medical
  Behavioural
  Vulnerability
  Practicality (available travel on public services network)
  Training (consideration of suitability for Independent Travel Training

Using the matrix scoring system, the most suitable and appropriate travel solution is offered to the family. This travel solution has to be accepted by the family who have the right to appeal if they feel this is not suitable. Appeals process is contained within policy.

In addition to the above, individual transport care plans are requested for some specific medical and mobility issues and for some allergies.

Where a child/young person is required to travel in a wheelchair, a home visit and risk assessment are undertaken prior to transport being put in place.

Civil partnership/marriage

The Home to School Policy considers circumstances where a child is resident at two separate addresses:

"The home address is considered to be the one where the child/young person resides with their primary parent/carer, and where the child benefit monies are paid to, or where the young person is registered on the electoral register. Where parents do not live together, and the child spends part of the week with each parent, the LA will not provide transport assistance to and from two separate addresses."

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

The primary barrier identified is regarding accessibility for those with EAL.

Otherwise, with respect to the protected characteristics outlined in the Equality Act 2010, there are no discernible problem or barriers to particular individuals, communities or groups.

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Does the Service/Policy provide any positive impact/s including improvements or remove barriers? As detailed previously, the Home to School Policy makes specific provision for age and disability, the respective protected characteristics most impacted by this Policy.
What affect will the Policy/Service have on community relations? (may also need to consider activity which may be perceived as benefiting one group at the expense of another) No effects on community relations with respect to the Home to School Policy have been identified; it is not anticipated that one group will benefit at the expense of another.

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: Home to School Policy Review
Directorate and service area: Regeneration and Environment – Community Safety and Street Scene
Lead Manager: Karen Mudford
Summary of findings:
Overall, the findings have revealed that the Home to School Policy Review and all of its associated stages are compliant with the Equality Act 2010. The main protected characteristics considered in this Equality Analysis have been age and disability, with the Policy containing specific provisions to address each group. With respect to age, it is noted that the concentration of young people varies significantly by council ward whilst, with respect to disability, the number of children/young people with profound and multiple learning difficulties is relatively high. This raises questions regarding ensuring that support provided by current transport providers and RMBC is adequate and tailored to specific needs. The main area for improvement is ensuring provision for those who have EAL, including children/young people and parents/guardians. Whilst there is a reference to EAL support within the body of the Policy, RMBC need to ensure informed consent between each relevant stakeholder regarding the specifics of the Policy.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Monitor equalities in the application of the Policy including any collection of equalities data and assessment any barriers to inclusion	**A, D, S, RE, RoB, C, O**	**03/24**
The Policy is subject to an annual review; the results of the consultation and implementation will then be carefully considered as part of our commitment towards a cycle of continuous improvement	**A, D, S, RE, RoB, C, O**	**03/24**

***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**
Jacob Huggins	National Management Trainee	08/02/2024

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	08/02/24
Report title and date	Home to School Policy Review
Date report sent for publication	
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?	No impact on emissions				
Emissions from transport?	Unknown	Key changes to the Home to School Transport Policy may clarify pupils' eligibility for home to school travel arrangements, while improving signposting for non-eligible pupils. This may have an emissions impact on services provided by the Council and its contractors, if there is a corresponding change in the number of pupils accessing home to school transport by coach, minibus or taxi.	Key changes to the Home to School Transport Policy may clarify pupils' eligibility for home to school travel arrangements, while improving signposting for non-eligible pupils. This may have an emissions impact on public service buses i.e., emissions from transport across the Borough of Rotherham. Whether emissions are likely to increase or decrease will depend on 'modal shift': if more pupils take the bus to school who would otherwise have walked, there may be an increase in emissions; whereas uptake from pupils who would previously travel to	Partnership working with SYMCA and Travel South Yorkshire will be critical to the success of transport sustainability in the context of Home to School travel. Sustainability will form a key part of the revised Home to School Transport Policy, in accordance with the revised DfE guidance on Home to School and the DfE's policy paper, "Sustainability and climate change: a strategy for the education and children's services systems".	Emissions from corporate fleet vehicles are monitored as part of the Council's NZ30 greenhouse gas emissions inventory. Emissions from public transport are included with other transport emissions in local authority area greenhouse gas emissions statistics, published by the Department for Energy Security and Net Zero. Estimated emissions from 'service buses' are available from the SY regional transport model. Emissions from taxis used for home to school transport are not yet

			school by car might lead to a decrease in emissions. There may also be secondary effects, arising from changes in the viability of public service bus routes, frequency of services and modal shift by other transport users.		included in the Council's greenhouse gas emissions accounting. Reporting these emissions will be essential to understand the impact of proposed policy changes.
Emissions from waste, or the quantity of waste itself?	No impact on missions				
Emissions from housing and domestic buildings?	No impact on emissions				
Emissions from construction and/or development?	No impact on emissions				
Carbon capture (e.g. through trees)?	No impact on emissions				
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:
Key changes to the Home to School Transport Policy which clarify pupils' eligibility for home to school travel arrangements, while improving signposting for non-eligible pupils, may affect the carbon emissions from public bus services and home to school travel by coach, minibus and taxi. As required by the DfE policy paper *Sustainability and climate change: a strategy for the education and children's services systems*, sustainability will form a key part of the Council's revised Home to School Transport Policy. Bringing home to school transport by taxi within scope of the Council's existing greenhouse gas emissions monitoring will be key to understanding any potential carbon impact arising from the revised policy.

Supporting information:	
Completed by: **(Name, title, and service area/directorate).**	Jacob Huggins National Management Trainee Regeneration and Environment – Community Safety and Street Scene
Please outline any research, data, or information used to complete this [form].	Department for Education: Travel to school for children of compulsory school age - Statutory guidance for local authorities Department for Education: Sustainability and climate change: a strategy for the education and children's services systems.
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	

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Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
New Applications for Business Rates Discretionary Relief for 46th Rotherham Scout Group and Rotherham Unit 287 of the Sea Cadets Corps

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

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

Report Author(s)
Rachel Humphries – Operational Manager, Local Taxation, Revenues, Benefits and Payments, 01709 255159 or rachel.humphries@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary
To consider the applications for the award of Discretionary Business Rate Relief for 46th Rotherham Scout Group and Rotherham Unit 287 of the Sea Cadets Corps. This is in accordance with the Council's Discretionary Business Rates Relief Policy (approved by Cabinet on 12th December 2016).

Recommendations

1. That Cabinet approve the applications for Discretionary Business Rate Relief for 46th Rotherham Scout Group and Rotherham Unit 287 of the Sea Cadets Corps in accordance with the details set out in Section 6 to this report for the 2023/24 and 2024/25 financial years.

List of Appendices Included
Appendix 1 Initial Equality Screening Document
Appendix 2 Carbon Impact Assessment

Background Papers
Discretionary Rate Relief Policy - Approved by Cabinet on 12th December 2016

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

Council Approval Required
No

Exempt from the Press and Public
No

New Applications for Business Rates Discretionary Relief for 46th Rotherham Scout Group and Rotherham Unit 287 of the Sea Cadets Corps

1. Background

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

1.2 The Council can grant discretionary relief to:-

- Registered Charitable Organisations, including Community Amateur Sports Clubs. The relief granted is up to 20% of the rate liability as these organisations are eligible for 80% mandatory rate relief.
- Other organisations or institutions that are not established or conducted for profit and whose aims are charitable or otherwise, philanthropic, religious, concerned with education, social welfare, science, literature or fine arts. Relief can be granted up to 100% of the business rates liability.
- Properties occupied by not for profit sports or social clubs, societies or other organisations for the purposes of recreation. Relief can be granted up to 100% of the business rates liability.
- Rate relief to ratepayers – Section 47 of the LGFA 1988 as amended by Section 69 of the Localism Act 2011. This amendment gives the Council the discretion to grant relief to any other body, organisation or ratepayer, having due regard to its Council Tax.

1.2.1 The Council has operated a system of awarding relief through the application of a policy that was approved by Cabinet on 12th December 2016.

1.2.2 Central Government and councils share every £1 of rates due as follows:

Central Government	50%
South Yorkshire Fire and Rescue Authority	1%
Rotherham MBC	49%

1.3 **Application 1**

46th Rotherham Scout Group, Scouts Hut, Brecks Lane, Rotherham S60 2ER

1.3.1 The organisation provides activities for the benefit of young people's learning, and social and mental welfare. It aims to engage and support personal development thus empowering young people to make a positive contribution to society.

1.3.2 The premises are used to deliver educational and social activities. The equipment which is utilised for outdoor activities is also stored there. The hut is currently undergoing development so that it can be made available for the wider community to hire.

1.3.3 The organisation had to cease operations during Covid which resulted in there being no income generated to meet fixed cost expenditure. The post-Covid period has left the group with significant expenditure to ensure compliance with fire, gas and emergency lighting regulations.

1.3.4 46th Rotherham Scout Group's application is considered to be in line with the Council's qualifying criteria as set out in its policy. The organisation provides access to young people of all sexes, faiths, backgrounds and abilities. Access to volunteering is equally open to all sexes, faiths backgrounds and abilities and this is reflected in the volunteers who work with the organisation. The Council already provides discretionary relief to other scout groups in the Borough.

1.3.5 The organisation is applying for discretionary relief with regards to their 2023/24 and 2024/25 rates liability. The financial implication of awarding the relief is set out in Section 6 of the report.

1.4 **Application 2**

Rotherham Unit 287 of The Sea Cadet Corps, College Road, Rotherham S60 1JE

1.4.1 The organisation offers a structured programme of training and activities both on water and on land. The aim is to develop not only skills in seamanship but also to equip young people with leadership, management and team building skills.

1.4.2 The property, which they moved in to on 8 January 2024, is to be used as the meeting base for training and social activities. It will also be used to store all equipment which is used by the group in their training activities. There are plans to make the property available to the wider community.

1.4.3 The organisation currently benefits from an award of discretionary relief on its two existing premises. However, they are in the process of vacating the premises at Falding Street, Rotherham as they move all their equipment into the new premises which are the subject of this application. They will retain the premises at Thrybergh for their water-based activities.

1.4.4 Rotherham Unit 287 of The Sea Cadet Corps' application for the award of discretionary relief is considered to be in line with the Council's qualifying criteria as set out in its policy. The organisation is open to all young people between the ages of 10 and 18. The organisation is run entirely by volunteers with no payments being made to any individuals for their work with the group.

1.4.5 The organisation is applying for discretionary relief with regards to their 2023/24 and 2024/25 rates liability. The financial implication of awarding the relief is set out in Section 6 of the report.

2. Key Issues

2.1 To consider the applications for the organisations listed in Section 1 of the report requesting an award of discretionary rate relief.

3. Options considered and recommended proposal

3.1 Given the discretionary nature of the relief requested, the Council can determine either to award or not award relief.

3.2 In helping Members make such a decision, the Council has put in place a specific Policy framework to consider individual applications. In accordance with that Policy, applications (including supporting documentation) for relief have been considered in line with the qualifying criteria and other considerations set out in that Policy.

3.3 In line with the Council's Business Rates Discretionary Relief Policy, having regard to the financial cost of the proposed relief, the charitable use of the premises and the contribution that these organisations make to the local community, it is recommended that an award for discretionary relief be granted to the organisations listed in Section 1 of the report.

3.4 The alternative option was to decline to award relief. This has been rejected as the applications meet the Council's Policy.

4. Consultation on proposal

4.1 The recommendation in the report is based on the application of an existing policy. There has been no specific consultation carried out in relation to any individual organisations referred to within this report.

5. Timetable and Accountability for Implementing this Decision

5.1 The applicants will be advised by letter of the outcome of their applications for relief within 10 working days of the Cabinet decision.

6. Financial and Procurement Advice and Implications

6.1 The applicants have completed a full application for the proposed relief to ensure compliance with the Council's discretionary scheme criteria.

6.2 The total value of the relief for the financial years 2023/24 and 2024/25 is £729.11 and £1,307.38 respectively. The cost to the Council is £357.27 (2023/24) and £640.61 (2024/25) based on the Council's 49% share. Paragraph 6.3 below shows the value of the relief for each applicant alongside the specific cost to the Council.

6.3

Year	Total Amount of Relief	Cost to RMBC
46th Rotherham Scout Group		
2023/24	£605.28	£296.59
2024/25	£708.58	£347.20
Rotherham Unit 287 of The Sea Cadet Corps		
2023/24	£123.83	£60.68
(The organisation did not occupy until 8 January 2024)		
2024/25	£598.80	£293.41

6.4 As indicated in paragraph 1.2.2, 49% of the cost of the relief is met by the Council with 50% falling on Central Government and 1% on the South Yorkshire Fire and Rescue Service.

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

7. Legal Advice and Implications

7.1 The statutory framework for discretionary relief is set out in the body of the report.

8. Human Resources Advice and Implications

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

9. Implications for Children and Young People and Vulnerable Adults

9.1 The organisations provide services to young people throughout the borough which aim to make a difference to their lives and have a positive impact on the local community.

10. Equalities and Human Rights Advice and Implications

10.1 The recommendation in the report is to grant discretionary relief which will positively impact the organisations ensuring continuity of service provision which helps tackle inequality. This recommendation is based on the Council's Discretionary Business Rates Relief Scheme under which other businesses are able to make an application.

11. Implications for CO2 Emissions and Climate Change

11.1 It is anticipated that an award of relief would not change the organisations' current operational activities and therefore will not impact CO2 emissions.

12. Implications for Partners

12.1 As stated in 1.2.2, 1% of the cost of any relief granted is met by the South Yorkshire Fire and Rescue Authority. In this case this cost is minimal.

13. Risks and Mitigation

13.1 The Government has issued guidance notes to advise authorities what criteria should be used in considering applications for Discretionary Rate Relief. Authorities have been strongly advised to treat each individual case on its own merits and to not adopt a policy or rule which allows them to not consider each case without proper consideration. In cognisance of these guidance notes, the Council has formally adopted a Policy framework for considering individual discretionary business rates relief applications with the decision to award reserved for Cabinet.

14. Accountable Officers

Rob Mahon, Assistant Director, Financial Services

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	15/02/24
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	22/02/24

Report Author: *Rachel Humphries – Operational* Manager, Local Taxation, Revenues, Benefits and Payments, 01709 255159 or rachel.humphries@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: New Applications for Business Rates Discretionary Relief for 46th Rotherham Scout Group, Scouts Hut, Brecks Lane, Rotherham S60 2ER and Rotherham Unit 287 of The Sea Cadet Corps, College Road, Rotherham S60 1JE	
Directorate: Finance and Customer Services	**Service area: Financial Services**
Lead person: Rob Mahon	**Contact number: 01709 822034**

Is this a:

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

If other, please specify

Cabinet Report to consider applications for the award of Business Rates Discretionary Relief.

2. Please provide a brief description of what you are screening
The report presents applications for the award of Business Rates Discretionary Relief which has been considered in line with the policy agreed by Cabinet on 12 December 2016.

The policy criteria includes consideration of organisations who actively encourage membership from particular groups in the community which include, young people, women, persons with a disability and ethnic minorities.

3. Relevance to equality and diversity

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

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

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

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

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

The recommendation in the report is to award discretionary relief to the organisations which will positively impact the organisation ensuring continuity of access to facilities, support, training and education which helps tackle inequality.

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

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

4. Considering the impact on equality and diversity
If you have not already done so, the impact on equality and diversity should be considered within your proposals before decisions are made**.** Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation. Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B).
• **How have you considered equality and diversity?** *(**think about** the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)*
• **Key findings** *(**think about** any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)*
• **Actions** *(**think about** how you will promote positive impact and remove/reduce negative impact)*

Date to scope and plan your Equality Analysis:	N/A
Date to complete your Equality Analysis:	N/A
Lead person for your Equality Analysis (Include name and job title):	N/A

5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**
Rob Mahon	Assistant Director	15/02/2024

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

If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report. A copy of **all** screenings should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.	
Date screening completed	30/01/2024
Report title and date	**New Applications for Error! Reference source not found.**
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	01/02/2024

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 impact				
Emissions from transport?	No impact				
Emissions from waste, or the quantity of waste itself?	No impact				
Emissions from housing and domestic buildings?	No impact				
Emissions from construction and/or development?	No impact				

Carbon capture (e.g. through trees)?	No impact				
Identify any emission impacts associated with this decision that have not been covered by the above fields:					

Please provide a summary of all impacts and mitigation/monitoring measures: It is anticipated that continuing to award relief will not change the organisations current operational activities and therefore will not impact CO2 emissions.

Supporting information:	
Completed by: **(Name, title, and service area/directorate).**	Rachel Humphries, Operational Manager, Finance and Customer Services
Please outline any research, data, or information used to complete this [form].	
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	
Tracking [to be completed by Policy Support / Climate Champions]	CIA230 Katie Rockett, Climate Change Officer

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
Modern Slavery Transparency Statement - Annual Refresh

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

Strategic Director Approving Submission of the Report
Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)
Steve Parry, Community Safety Officer.
01709 334565 or steve.parry@rotherham.gov.uk

Ward(s) Affected.
Borough-Wide

Report Summary
This report provides the annual update in relation to the activities of the Council and its partners in seeking to both address and prevent modern slavery. The report focusses on actions following the resolution passed by Council to adopt the Co-operative Party Charter against Modern Slavery on the 25 July 2018 and on actions since the last annual report presented to Cabinet on 20 March 2023.

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

At the time of submission of the last annual report to Cabinet on 20 March 2023, the findings, and recommendations from the OSMB review had not been received. They were subsequently received, considered, approved and incorporated into the current Modern Slavery Action Plan (Appendix 2).

Recommendations

That Cabinet:-

1. Note the progress made to date.
2. Approve the Modern Slavery Transparency Statement 2024/25 and it is published on the Council's website.

List of Appendices Included

Appendix 1 – Draft Modern Slavery Transparency Statement 2024/25.
Appendix 2 – Modern Slavery Action Plan.
Appendix 3 – Initial Equality Screening Assessment (Part A).
Appendix 4 – Carbon Impact Assessment.

Background Papers

Modern Slavery Act 2015
Co-operative Party Modern Slavery Charter
Rotherham Metropolitan Borough Councils Transparency Statement
Cabinet Report 20th March 2023

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

Council Approval Required
No

Exempt from the Press and Public
No

Modern Slavery Transparency Statement - Annual Refresh

1. Background

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

- That the Co-operative Party's Charter against Modern Slavery be adopted to ensure that the Council's practices do not support slavery.

- That the Corporate Procurement Team be trained to understand modern slavery issues through the Chartered Institute of Procurement and Supplies (CIPS) online course on Ethical Procurement and Supply.

- That contractors be required to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance.

- That any abnormally low-cost tenders should be challenged, to ensure that they do not rely upon the potential contractor practising modern slavery.

- That suppliers be advised that contracted workers are free to join a Trade Union and should not be treated unfairly for belonging to one.

- That the whistleblowing system, to enable staff to blow the whistle on any suspected examples of modern slavery, be publicised.

- That tendered contractors be required to adopt a whistleblowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.

- That contractual spending be reviewed regularly to identify any potential issues with modern slavery.

- That suppliers be advised of any risk identified concerning modern slavery and refer them to the relevant agencies to be addressed.

- That any contractor who is identified as a cause for concern regarding modern slavery be referred for investigation via the National Crime Agency's national referral mechanism.

- That a report on the implementation of this Policy be published annually.

1.2 Following this commitment, detailed reports have been presented to Cabinet annually. These reports provide updates about the activity of the Council and its partners, in seeking to both address and prevent modern slavery. The reports include a refreshed Modern Slavery Transparency Statement which is considered by Cabinet and, if approved, published on the Council's website.

2. Key Issues

2.1 Following the commitment made by the Council, a range of activities have been, and continue to be delivered within an established action plan, focussing on the Modern Slavery Charter requirements.

2.2 **Training**
Staff within the procurement team received appropriate training in 2018 with further training required this year, though the dates have not yet been finalised. It is recognised that to maintain necessary skill levels and address changes in personnel, the training needs to be provided on a regular cycle and this will be undertaken going forward every three years, as part of the overall modern slavery training provision.

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

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

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

2.6 **Abnormally low bids**
In accordance with Regulation 69 of the Public Contracts Regulations the Council has a duty to require the bidding company to explain any abnormally low bids received. Abnormally low bids are not a regular occurrence in procurement activity and where this has occurred previously it was quickly established that quality related issues contributed to the abnormally low bid with no suggestion that modern slavery was a factor.

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

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

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

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

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

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

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

Modern Slavery and Human Trafficking – The provider must comply with all the following obligations regarding modern slavery and human trafficking.	
Comply with the law.	The provider must comply with relevant Law, including the Modern Slavery Act 2015.
Supply Chain	The provider must use reasonable endeavour (to the extent it is within its reasonable powers to do so) to ensure its supply chain used in connection with the services complies with the rest of this item (66.1.)
Breaches of item 66.1 by the provider which are to be a Termination Default Event of the provider.	Any breaches of the Modern Slavery Act 2015 (or any reasonable equivalent law applicable to the provider or its affiliate at the time) by the provider and/or its affiliate. This applied even if the breach is minor.
	The provider must keep the Council informed in a proper and timely manner if the provider becomes aware of any incident involving slavery and/or trafficking in connection with the services. Within the providers own organisation and/or Within the providers supply chain

2.13 The Council has continued to deliver improvements in relation to processes around modern slavery through the raising of awareness and the provision of training. The Council continues to develop its role within the South Yorkshire Modern Slavery Tactical Partnership Group and the local multi-agency Fortify Bronze Group, which tackles serious and organised crime.

2.14 Tackling Modern Slavery and Serious and Organised Crime continue to be key priorities for the Safer Rotherham Partnership (SRP) and activity is managed through the Protecting Vulnerable Adults and Serious Organised Crime theme groups with oversight by the SRP Board which is chaired by the

Cabinet Member for Corporate Services, Community Safety and Finance.

2.15 The Council has 10 employees from across directorates who have received the necessary training to be successful in becoming modern slavery Single Point of Contact Officers (SPOCs). This has improved knowledge and expertise across the Council in respect of the identification and response to modern slavery cases and in the provision of support to the victims of modern slavery. The development of these officers will continue, and it is planned that extra officers will receive training during 2024/25.

2.16 The Modern Slavery Professionals Pocketbook remains a key point of reference for the Council and partners, along with access to guidance booklets published in several languages on the South Yorkshire Modern Slavery Partnership website. Quarterly reports to the Safer Rotherham Partnership are provided by the multi-agency Protecting Vulnerable Adults Group.

2.17 The National Referral Mechanism (NRM) is a framework for identifying and referring potential victims of modern slavery and ensuring they receive appropriate support. Only designated first responders can refer cases to the NRM. Local Authorities are designated 'first responder organisations' and are therefore able to refer cases to the NRM.

2.18 Between April 2019 and December 2023, a total of 207 referrals from Rotherham were made by the Council and other First Responder Organisations to the NRM. All referrals are reported to the Safer Rotherham Partnership Board via the Performance Management framework.

2.19 Support from the NRM continues to be provided to potential victims of modern slavery through safe house accommodation and on an outreach basis. Whilst outreach is provided to people across South Yorkshire; outreach clients will live either in council accommodation, National Asylum Support Service (NASS) accommodation, with friends, family or in their own private accommodation. In addition, support outside of the NRM structure is also provided by the Snowdrop Project who provide post NRM support in Barnsley, Rotherham and Sheffield.

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

2.21 At the time of submission of the last annual report to Cabinet on 20 March 2023, the findings, and recommendations from the OSMB review had not been received. They were subsequently received, considered, and approved and incorporated into the Modern Slavery Action Plan (Appendix 2).

2.22 A recommendation from the OSMB review was for the Council to establish an internal governance group, including representation from services that may encounter modern slavery. A Modern Slavery Steering Group has been established, is chaired by the Head of Service, Community Safety and Regulatory Services and manages the Councils Modern Slavery Action Plan (Appendix 2).

3. Options considered and recommended proposal

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

3.2 Attached at Appendix 2 is the current 2023/24 Transparency Statement Action Plan based on recommendations by the OSMB 'Spotlight Review' from November 2022 and managed through the Councils Modern Slavery Steering Group.

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

4. Consultation on proposal

4.1 Council Officers continue to work with a range of partners through the Safer Rotherham Partnership, which prioritises activity to address Modern Slavery. Direct consultation in respect of the Transparency Statement with external partners has not taken place as this is a Council specific statement.

5. Timetable and Accountability for Implementing this Decision

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

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

6. Financial and Procurement Advice and Implications

6.1 All costs associated with the delivery of the action plan have been contained within existing approved budgets. Whilst there are financial risks linked to Termination Default Events, the duty to act to prevent modern slavery overrides the financial consequences and, in any case, processes are in place to re-procure and would avoid potential additional expense of non-compliance.

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

and ensure the tender and resulting contract are robust to address this issue.

7. Legal Advice and Implications

7.1 As set out in the body of this report and previous reports about this issue, the Council is required to comply with duties as set out in the Modern Slavery Act 2015, including the duty to co-operate with the Independent Anti-Slavery Commissioner (section 43), the duty as to presumption of age of victims of human trafficking where there are reasonable grounds to believe they may be under 18 (section 51), the duty to notify the Secretary of State of suspected victims of slavery or human trafficking (section 52) and the requirement to publish a transparency statement, including on the Council's website (section 54). This report and Appendices set out how the Council complies with these duties and the other requirements of the Modern Slavery Act 2015.

7.2 The Council also has a duty to consider crime and disorder implications under Section 17 of the Crime and Disorder Act 1998. As Modern Slavery has been adopted as part of the protecting vulnerable adults key priority by the Safer Rotherham Partnership, the Council, as a 'responsible authority' of the 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.

8. Human Resources Advice and Implications

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

9. Implications for Children and Young People and Vulnerable Adults

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

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

11. Implications for CO2 Emissions and Climate Change

11.1 Climate change and modern slavery are linked in a vicious circle. Even as climate change increases the likelihood of natural disasters, so people who are displaced or forced to migrate are more likely to be exploited, in the same industries which are most to blame for global CO_2 emissions.

11.2 Through robust safeguarding and supply chain assurance, the Council can mitigate the carbon as well as the human cost of modern slavery. This has special relevance to the renewable energy sector, where solar PV and battery electric vehicle supply chains may risk sourcing materials or components which have been produced by forced labour.

11.3 A carbon impact assessment with more details and a short bibliography is included as Appendix 4.

12. Implications for Partners

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

12.2 Tackling modern slavery and human trafficking is a key priority for the Council and the Safer Rotherham Partnership.

13. Risks and Mitigation

13.1 There are no risks directly rising from this report.

14. Accountable Officers

14.1 Emma Ellis, Head of Service, Community Safety and Regulatory Services

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/2024
Strategic Director of Finance and Customer Services (S151)	Judith Badger	28/02/2024
Assistant Director of Legal (Monitoring Officer)	Phillip Horsfield	28/02/2024

Report Author: *Steve Parry, Community Safety Officer*
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This report is published on the Council's website.

Rotherham Metropolitan Borough Council

Modern Slavery Act 2015 Transparency Statement 2024/25

Introduction

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

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

Finally, we will continue to strengthen our understanding of the risks relating to modern slavery within supply chains and continue to promote the issues with our contractors and suppliers.

This is the Council's fifth transparency statement in relation to modern slavery and is relevant for 2024/25. An annual progress report will be published on our website, alongside a revised statement for the following year.

What is modern slavery?

Modern slavery is a term that includes any form of human trafficking, slavery, servitude or forced labour, as set out in the Modern Slavery Act 2015, and captures a whole range of types of exploitation, many of which occur together. These include, but are not limited to:

- Sexual exploitation: this includes sexual abuse, forced prostitution and the abuse of children to produce child abuse images/videos.

- Domestic servitude: this involves victims being forced to work in usually private households, performing domestic chores and childcare duties.
- Forced labour: this can happen in various industries, including construction, manufacturing, hospitality, food packaging, agriculture, maritime and beauty sector (nail bars).
- Criminal exploitation: This can be understood as the exploitation of both adults and children to commit a crime, such as theft, burglary, cannabis cultivation, drug trafficking and other similar criminal activities that are subject to penalties and imply financial gain for the trafficker.
- Human trafficking: this requires that a person arranges or facilitates the travel of another person with a view to that person being exploited. The offence can be committed even where the victim consents to the travel. This reflects the fact that a victim may be deceived by the promise of a better life or job or may be a child who is influenced to travel by an adult.
- Other forms of exploitation: human organ removal; forced begging; forced benefit fraud; forced marriage and illegal adoption.

Nationally, there were 16,938 potential victims of modern slavery referred to the Home Office in 2022, representing a 33% increase compared to the preceding year number of 12,706 and the highest annual number recorded since 2009.

There is no typical victim, and some do not understand they have been exploited and that they are entitled to help and support. Victims are often trafficked to a foreign country where they are unable to speak the language, have their travel and identity documents removed and are told if they try to escape, they or their families will be harmed.

Locally and across the United Kingdom, Criminal Exploitation generally and ‘County Lines’ drug trafficking, has become a prominent way in which people, particularly children, are increasingly exploited. ‘County lines’ is the practice of trafficking drugs into rural areas and smaller towns and cities, away from the major conurbations. Many factors contribute to the way in which vulnerable children and other individuals are exploited by traffickers and it is an important factor that a child can never consent to their own exploitation. The Council is fully aware of its designation as a ‘First Responder’ organisation under the National Referral Mechanism (NRM) and its responsibility to identify potential victims and refer cases to the UK Human Trafficking Centre Competent Authority of the NRM.

The Council also works with other agencies to identify and tackle Modern Slavery, particularly through the Safer Rotherham Partnership (SRP), which is the statutory multi-agency Community Safety Partnership (CSP) for Rotherham, introduced by Section 6 of the Crime and Disorder Act 1998.

Our commitment

The Council recognises that it has a responsibility to take a robust approach to

modern slavery and human trafficking. In addition to the Councils responsibility as an employer, it also acknowledges its duty as a Council and ‘First Responder’ to notify the Secretary of State of suspected victims of slavery or human trafficking as introduced by section 52 of the Modern Slavery Act 2015. To support this requirement, the Council will ensure staff are suitably trained to spot the signs and pass on relevant information for referral.

The Council currently has processes and procedures as a part of its Safeguarding Policy in relation to modern slavery, and work will continue to further raise awareness of these processes.

Between April 2019 and December 2023, a total of 207 referrals from Rotherham were made by the Council and other First Responder Organisations to the NRM. The Council will continue to monitor the number of referrals and the action that it and other agencies have taken in respect of them.

The Council is committed to preventing slavery and human trafficking and to ensuring that its supply chains are free from slavery and human trafficking. This is managed by officers being made aware of the potential for modern slavery risks through awareness raising and appropriate briefings, alongside establishing robust assurance. They will consider the potential and likelihood of modern slavery and, where these are deemed to be high, they will seek to develop a clear understanding of the supplier's supply chain arrangements:

The Council’s clear commitment is as follows:

- That the Co-operative Party’s Charter against Modern Slavery be adopted to ensure that our practices don’t support slavery.

- That the Corporate Procurement Team be trained to understand modern slavery through the Chartered Institute of Procurement and Supplies (CIPS) online course on Ethical Procurement and Supply.

- That contractors be required to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance.

- That any abnormally low-cost tender be challenged to ensure that they do not rely upon the potential contractor practising modern slavery.

- That suppliers be advised that contracted workers are free to join a trade union and should not be treated unfairly for belonging to one.

- That the whistleblowing system for staff to blow the whistle on any suspected examples of modern slavery be publicised.

- That tendered contractors be required to adopt a whistleblowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery.

- That contractual spending be reviewed regularly to identify any potential issues with modern slavery.

- That suppliers be advised of any risk identified concerning modern slavery and refer them to the relevant agencies to be addressed.

- That any contractor who is identified as a cause for concern regarding modern slavery be referred for investigation via the National Crime Agency's national referral mechanism.

- That a report on the implementation of this policy be published annually

The Council has publicly committed to adopt the Co-operative party Charter Against Modern Slavery, details of which can be found on the following link: Modern Slavery Charter

Our business and supply chain

Rotherham Council procures a diverse range of goods, works and services to enable the Council to deliver its public service. Procurement activity is categorised into 4 portfolio areas and the types of services include (but not limited to):

- **People:** commissioned social care provision for vulnerable children and adults, public health, homelessness
- **Places:** waste and recycling, green spaces, maintenance of the borough's highways infrastructure, facilities management, vehicles and transport, security, housing repairs and maintenance
- **Corporate:** ICT, professional services, financial services, consultancy, training, catering, leisure
- **Capital Works:** build and civil scheme development and delivery.

In 2022/23 financial year the Council spent in excess of £350m with over 2,500 external suppliers of which more than 99.9% were UK based.

In undertaking procurement activity and the assessments of suppliers, the Council utilises the mandated Selection Questionnaire from Cabinet Office. This provides criteria for assessment to reduce the risk of modern slavery and human trafficking in our supply chain.

In addition, the Councils contracts include clauses around suppliers' compliance towards legislation and best practice linked to modern slavery, including termination as a sanction for failure to comply. Contracts also include statements of expectation from the Council in that all employees are to be treated fairly, have the right to join a trade union and that the supplier must adopt a whistleblowing policy for staff to blow the whistle on any suspected cases of modern slavery.

Our policies

Modern slavery is clearly embedded within Safeguarding practice at the Council.

Copies of the relevant policy relating to adults can be found on the following link: https://www.rotherham.gov.uk/downloads/file/1456/south-yorkshire-safeguarding-adults-procedures

The equivalent Policy in relation to Safeguarding children can be found on the following link:
2.4.3 Children from Abroad, including Victims of Modern Slavery, Trafficking and Exploitation (proceduresonline.com)

The Councils whistleblowing policy is available on the following link: https://www.rotherham.gov.uk/downloads/download/117/whistleblowing-and-serious-misconduct-policy

The Councils Procurement Ethics Policy is available on the following link:
Procurement Ethics Policy

Our governance and due diligence approach

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

Internally, our Strategic Leadership Team, led by the Chief Executive, will ensure operational delivery in line with the commitments made within this statement and further scrutiny will be provided by the Council's Political Leadership, through its Cabinet. This issue may be subject to detailed scrutiny at the direction of the Chair of the relevant Select Commission.

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

What we have we done

Following the public commitment made by the Council, to achieve the standards laid out within the Co-operative party Charter against Modern Slavery, a significant amount of work has been delivered. This has included specialist training for procurement officers and the production of guidance for commissioners and contract managers.

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

To improve awareness and strengthen its ability to identify and respond to cases of

modern slavery, the Council has maintained its commitment to having officers from across council directorates who have received specialist training to become single points of contact for modern slavery. This increased expertise has resulted in improved working practices and co-ordination between the Council, the Police, South Yorkshire Modern Slavery Partnership, and the wider partnership. It is planned that additional officers are to be trained during 2024 as part of a wider Modern Slavery training programme.

A modern slavery awareness raising seminar was delivered to Elected Members of the Council. The was jointly delivered by Council officers, South Yorkshire Police and the Gangmasters and Labour Abuse Authority (GLAA).

As part of Safeguarding Awareness Week, bespoke modern slavery training was delivered to members of the Care Sector by Council officers and the GLAA. This training focused on the rising number of reported labour exploitation within that sector.

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

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

A Modern Slavery Steering Group has been established within the Council, its purpose to oversee the Councils response to modern slavery and human trafficking and comply with the legislative requirements of the Modern Slavery Act 2015. An Action Plan has been produced to provide a clear structure for work to be carried out and this to record and monitor progress.

Modern Slavery continued to be a key priority for the SRP throughout 2023/24 and the Councils work, along with its partners towards eradicating it is reported to and monitored by the Safer Rotherham Partnership.

The Council worked with South Yorkshire Police on the development of intelligence and information in respect of modern slavery and the production of a detailed intelligence document that is used to advise both the SRP and the Modern Slavery Steering Group and inform and drive both Council and partner activity.

What we will do

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

The Council will continue to offer both generic and specialist training and will continue to support this with regular efforts to raise awareness both online, through

social media and within its teams. The Council and its partners will also seek to raise awareness within communities, both about how to spot the signs and hoe and where to report.

The Council will continue to combat modern slavery by working in partnership and providing mutual support between departments and agencies.

The Council will continue to ensure that sound processes and procedures are in place to help identify and support potential victims of modern slavery, including staff having sufficient knowledge to be able to effectively deal with reports, incidents and issues raised.

The Council will work to further improve the gathering and sharing of modern slavery intelligence and information with its partners that may help to disrupt perpetrators and assist with bringing them to justice. This will be monitored through the Councils Modern Slavery Steering Group and the wider SRP, Community Safety Partnership.

The Council will work with its partner agencies to map the local modern slavery landscape to identify high risk industries and 'hot spots'.

The Council will work with its partner agencies to review and improve how young adults at risk of experiencing modern slavery are safeguarded during the transition from children to adult services and are age assessed appropriately.

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

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

This statement should be read in conjunction with the Modern Slavery Act 2015[1] and the National Referral Mechanism[2].

Signed

Chief Executive Leader of the Council

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Modern Slavery Steering Group Action Plan - Post Overview and Scrutiny Management Board 'Spotlight Review' which took place in November 2022.

No:	Action:	Lead Action Owner:	By When:	Progress Update:	Status:
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:				
1a	To front line staff across agencies.	Steve Parry	Apr-24	Training proposal developed by the 'Snowdrop Project' to deliver bespoke training to Front Line Staff, Single Point of Contact Officers (SPOC's) and Elected Members. Dates and funding to be agreed. A refreshed programme of 'Introduction to Human Trafficking' training courses for front line staff began in 2022-23, delivered by the Snowdrop Project. Three dates were delivered as follows: 15th November 2022 7th December 2022 18th January 2023 October 2023 - Meeting to be held 18 October to progress training delivery for remainder of 2023 and into 2024. Training 2024- Rotherham Safeguarding Adults Board commissions training on Modern Slavery and Human Trafficking as part of their annual training offer to partners. This is available to front-line workers and managers. Community Safety Officers were involved in the quality assurance of lesson plans as part of the commissioning process in 2023. The course duration is three hours. The course aim of the course is to help participants to understand human trafficking and the concept of modern slavery and its various forms. Objectives • Define and explain the meanings of adult and child trafficking, human exploitation and modern slavery. • Be aware of and make sure to respect the rights of victims of human trafficking and modern slavery. • Act in line with your own responsibilities as a professional and be aware of the responsibilities of other authorities in the United Kingdom e.g. Prevent and Channel Panel. • Understand County Lines. Currently four courses are commissioned per year. Safer Rotherham Partnership social media content is regularly posted to raise awareness of modern slavery. Further work is still needed to target communications at the public and businesses. December 2023 - As part of Safeguarding Adults Week the GLAA delivered a 'labour exploitation in the care sector' presentation to colleagues working in the care sector. Further training is planned.	**Action progressing and on track**
1b	To elected members.	Steve Parry	Apr-24	Member Seminar arranged for 21st November 2023, jointly delivered by RMBC, SY Police and Gangmasters & Labour Abuse Authority (GLAA) **December 2023-** This seminar took place. Member Seminars to be provided annually - 2024 date(s) to be agreed/confirmed.	**Action progressing and on track**
1c	To the public and targeted business such as letting agencies	Steve Parry	Apr-24	Safer Rotherham Partnership social media content is regularly posted to raise awareness of modern slavery. Further work is still needed to target communications at the public and businesses and is being considered as part of the 2024 training programme.	**Action progressing and on track**
2	That the SRP considers mapping the local modern slavery landscape to identify high risk industries and 'hot spots'	Steve Parry	Jan-24	**June 2023 –** 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 Gangmasters and Labour Abuse Authority (GLAA). The Council will also work with Serious Organised Crime officers, both Police and Council in respect of this process. **October 2023 -** Discussions have taken place at the county-wide South Yorkshire Modern Slavery Tactical Partnership Group in respect of this and the Police Analyst is about to commence work on preparing a 'product' for all four local authorities. Due to the level of work involved it may be late this year or early next before completion. **December 2023 -** Product still not available.	**Action progressing and on track**

3	That consideration be given to establishing an RMBC internal governance group, including representation from services who may encounter modern slavery	Emma Ellis	Jun-23	The first meeting of the Council's Modern Slavery Steering Group chaired by Head of Service, Community Safety and Regulatory Services was held on Thursday 29th June 2023. The meeting focussed on agreeing Term of Reference, including membership and frequency of meetings. The group now meets on a regular basis with meetings set for the remainder of 2023/2024.	**Action completed**
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	Andrew Wells/Kevin Buck	Apr-24	**December 2023 -** Andrew Wells and Kelly White, both core members of the MS Steering Group to meet to discuss and report back to group in due course.	**Action progressing and on track**
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	Steve Parry	Jun-23	**October 2023 -** Local, established homelessness pathways and National Referral Mechanism (NRM) pathway already apply. These existing pathways will be communicated to all partners and included in future training development for clarity. Quality assurance mechanisms will be reviewed to ensure the pathways are effective and there are no barriers to accessing support.	**Action completed**
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	Emma Ellis/Steve Parry	Jan-24	Although the Strategic South Yorkshire Modern Slavery Group has not met for over 12 months, the county-wide South Yorkshire Modern Slavery Tactical Practitioners Partnership Group, chaired by South Yorkshire Police has continued to meet on a regular basis. Approaches have been made with partners to recommence the South Yorkshire Strategic Group meetings, although yet, no date has been set. Community Safety team will 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. The steering group will continue to explore opportunities to share information and intelligence to improve outcomes. **October 2023 -** No change in respect of the re-introduction of the South Yorkshire Modern	**Action progressing and on track**
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	Karen Middlebrook/Steve Parry	Feb-24	As part of the overall training programme, the GLAA have agreed to deliver training to appropriate Council Contract and Procurement Managers in respect of labour exploitation. Delivery style and required content has been discussed through the Modern Slavery Steering Group. Anticipated that training will be delivered during spring - summer 2024. Next steps in relation to auditing contracts will be monitored through the Modern Slavery Steering Group.	**Action progressing and on track**
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	Karen Middlebrook	Jun-23	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.	**Action completed**
9	That consideration be given to allow victim advocates to make recommendations to Housing	Sandra Tolley	Jun-23	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 by victim advocates for the panels to consider in respect of victims of modern slavery.	**Action completed**
COMPLETED ACTIONS					

	Council Actions:	Action owner	Progress note:	
	Incorporate the recommendations of the Council's Overview and Scrutiny Management Board Modern Slavery and Human Trafficking Spotlight Review (November 2022) within this action plan and agree action owners to ensure timely implementation	Emma Ellis, Head of Service, Community Safety and Regulatory Services	Recommendations received and incorporated into Modern Slavery Action Plan, as above and overseen by the Councils Modern Slavery Steering Group.	
	Train its corporate procurement team to understand modern slavery through the Chartered Institute of Procurement and Supply's (CIPS) online course on Ethical Procurement and Supply.	Karen Middlebrook	All relevant officers have now completed the course and passed the exam. Will seek to renew the training on an 3-yearly cycle.	
	Require its contractors to comply fully with the Modern Slavery Act 2015, wherever it applies, with contract termination as a potential sanction for non-compliance. (Section 54 of the Modern Slavery Act is a transparency in supply chains measure that requires businesses who a) carry on a business, or part of a business in the UK; b) supply goods and services; and c) have an annual turnover of £36million or more to produce an annual statement on the steps they are taking to prevent modern slavery in their supply chains and own organisation.)	Karen Middlebrook / Legal	For all tenders undertaken above the EU threshold, the Council is mandated to the use the Selection Questionnaire (SQ) set by Central Government. One of the sections within this SQ is compliance with the Modern Slavery Act. For these types of tender, anyone failing to comply with the Act will not be shortlisted. The Council has signed up to TISCreport.org to help track suppliers and their compliance with the Act. The use of this tool has identified some suppliers, where direct engagement is now taking place through the Contract Managers within service areas to put them in a compliant manner. Further work is required by Legal to strengthen the Council's Terms and Conditions in this regard. Processes also require development in relation to contracts that are below threshold or where they are a call off from a framework agreement. The Council is now addressing this as contracts expire. New terms and conditions are drafted by Legal Services and entered into by all parties. Now complete and in place.	

	Challenge any abnormally low-cost tenders to ensure they do not rely upon the potential contractor practising modern slavery. (Low cost tenders can be a sign of exploitation and should be challenged. Local Authorities can use Regulation 69 of the Public Contracts Regulations 2015 (Abnormally low tenders) which means they can require tenderers to explain the price or costs proposed in the tender.)	Karen Middlebrook / Sam Barstow	If the Council receives an abnormally low tender it would challenge this in accordance with Regulation 69 and this is detailed in the Council's tender template documentation for above threshold tenders. Working relationships within the Council have been strengthened with Procurement and Community Safety to try and tie this link. A list of high risk industries has been gathered and an understanding between the 2 teams that where an abnormally low tender is received in any of these industries, dialogue to take place to determine an agreed course of action. Further guidance has been developed.	
	Highlight to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one.	Karen Middlebrook / Sam Barstow	Transparency within supply chains is supported and positively endorsed by Trade Unions and both national and local levels. Work has been done to include a section in the Council's updated tendering document that's highlights to its suppliers that contracted workers are free to join a trade union and are not to be treated unfairly for belonging to one.	
	Publicise its whistle-blowing system for staff to blow the whistle on any suspected examples of modern slavery	Karen Middlebrook / Sam Barstow	The Whistleblowing policy has been updated to include explicit reference to modern slavery. The Council's whistleblowing and serious misconduct policy is publicised and available on the internet and clear reference is made within the policy to modern slavery.	
	Require its tendered contractors to adopt a whistle-blowing policy which enables their staff to blow the whistle on any suspected examples of modern slavery	Karen Middlebrook / Sam Barstow	Work complete to streamline standard wording around Safeguarding within the Councils template tender documentation. The safeguarding section (8) of the Council's 'Invitation to Tender' document has been updated in respect of the policies that tendering organisations have in place. This includes the requirement for a 'Whistleblowing policy that is accessible to staff and volunteers'. (Section 8.2(I)	
	Review its contractual spending regularly to identify any potential issues with modern slavery.	Karen Middlebrook / Sam Barstow	The Council has signed up to TISCreport.org to help track suppliers and their compliance with the Act. The Councils Modern Slavery Lead is a member of the Councils Commissioning Board and guidance has been developed for Commissioning Officers or those with relevant responsibilities.	
	Highlight for its suppliers any risks identified concerning modern slavery and refer them to the relevant agencies to be addressed (It's important that suppliers also have aware of what modern slavery is, what the signs are and how they can tackle)	Karen Middlebrook / Sam Barstow	The Council has made systematic contact with non-compliant companies as identified through TISC-report. In many cases companies are found to be compliant however publications are not linked or verified so work is ongoing to support suppliers Linked with the action above and follow-up with companies however this now needs further review.	

	Refer for investigation via the National Crime Agency's national referral mechanism any of its contractors identified as a cause for concern regarding modern slavery. (This reiterates the duty for local councils to report concerns using the national referral mechanism, and a public commitment they will do that for their own contractors too)	Sam Barstow	A system is in place to support referrals regarding companies of concern.	
	Report publicly on the implementation of this policy annually	Sam Barstow	A report is presented annually to Cabinet in respect of the Modern Slavery Transparency Statement.	
	Confirm Policy Arrangements both in relation to Childrens and Adult (To ensure that effective Policy is in place which makes clear reference to modern slavery in relation to safeguarding practice/procedure)	Vicky Schofield/Andrew Wells	Complete.	
	Develop an outline plan for compliance against the MS Charter requirements. (Ensure that the Procurement service is working toward compliance with the commitments made within the MS Charter)	Karen Middlebrook / Legal	Complete.	
	Explore available specialists training with wider Safeguarding Training	Sharon Clarke	All levels of Social Workers have had training and confirming that persons whom have “No recourse to public funds” are covered within the procedures.	
	Ensure basic e-learning is available to front line staff and manager	Steve Parry	E learning provided on the Directions Councils website	

	Ensure engagement in wider partnership activity to disrupt, prevent and address modern slavery	Steve Parry	Council in regular attendance at appropriate/relevant meetings.	
	Establish operational links to support response to intelligence and information (Engage with the Home Office, Gang Master Licensing Authority, SYP and Border Force to ensure that proactive operational links are in place and that Rotherham benefits from operational partnership activity)	Sam Barstow	Ongoing links established and continue through existing structures.	
	Develop a robust Transparency Statement on behalf of the Council	Sam Barstow	A refreshed Modern Slavery Transparency Statement is presented to Cabinet annually for approval prior to publication on the Councils website	
	Confirm Policy Arrangements both in relation to Children's and Adult. (Ensure that effective Policy is in place which makes clear reference to Modern Slavery (MS) in relation to safeguarding practice/procedure)	Vicky Schofield/Andrew Wells	Complete	
	Develop an outline plan for compliance against the MS Charter requirements. (Ensure that the Procurement service is working toward compliance with the commitments made within the MS Charter)	Karen Middlebrook / Legal	Complete	

	Improve the Councils ability to identify and respond to (MS). (Working with partners, seek opportunities to enhance the expertise and ability within the Council to respond to Modern Day Slavery)	Steve Parry	The Council is a member of the South Yorkshire (MS) Partnership It also is represented on the South Yorkshire (MS) Practitioners Group and the county-wide and local Organised Crime Boards. A total of 11 Council officers have now been trained as (MS) Single Points of Contact Officers (SPOC's). This has significantly increased knowledge and expertise within the Council to identify and respond to (MS). Through work with the South Yorkshire (MS) Partnership, a detailed quarterly report is now to be presented to the Safer Rotherham Partnership Board to inform its activities in tackling (MS).	

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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: Modern Slavery Update and Revised Transparency Statement	
Directorate: **Regeneration & Environment**	**Service area:** **Community Safety & Regulatory Services**
Lead person: **Steve Parry**	**Contact number:** **07443 477536**
Is this a: ☐ **Strategy / Policy** ☐ **Service / Function** ☒ **Other** **If other, please specify**	

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

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

3. Relevance to equality and diversity

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

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

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

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

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

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

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

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

4. Considering the impact on equality and diversity	
If you have not already done so, the impact on equality and diversity should be considered within your proposals before decisions are made**.**	
• **How have you considered equality and diversity?**	
• **Key findings**	
• **Actions**	
Date to scope and plan your Equality Analysis:	N/A
Date to complete your Equality Analysis:	N/A
Lead person for your Equality Analysis (Include name and job title):	N/A

5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**
Emma Ellis	Head of Community Safety & Regulatory Services.	09/01/2024

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	2nd February 2024
Report title and date	Modern Slavery Annual Transparency Statement 2024/25

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 to be presented to Cabinet on 24th March 2024.
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	5th February 2024

Appendix 4.

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	No Impact				
Emissions from transport?	No Impact				
Emissions from waste, or the quantity of waste itself?	No				
Emissions from housing and domestic buildings?	No				
Emissions from construction and/or development?	No				
Carbon capture (e.g. through trees)?	No				
Identify any emission impacts associated with this decision that have not been covered by the above fields: Climate change and modern slavery are linked in a vicious circle. Climate change is increasing people's vulnerability to modern slavery, by making sudden disasters such as storms and floods more likely and through slower onset disasters, such as drought and salination. Human trafficking for forced labour and sexual exploitation in the wake of natural disasters is well documented, as people who are displaced or forced to migrate lose their livelihoods and social ties in their communities. Extractive industries which cause the greatest environmental harm are also the main source of demand for cheap labour in global supply chains and are linked to trafficking for sexual exploitation. People displaced by climate change are more at risk of being forced into modern slavery, in the same industries which are most to blame for global heating.					

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

Climate change is a driver of modern slavery. In Rotherham and throughout global supply chains, exploitation has a carbon cost, which completes a vicious circle between modern slavery and climate change. By safeguarding people from modern slavery and acting to reduce exposure to modern slavery through its supply chains, the Council can mitigate the carbon as well as the human cost of exploitation.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Steve Parry, Community Safety Officer, Community Safety, Regeneration and Environment.
Please outline any research, data, or information used to complete this [form].	• *Climate-induced migration and modern slavery: A toolkit for policy makers*. Anti-Slavery International & International Institute for Environment and Development (2021). Available from: <https://www.iied.org/sites/default/files/pdfs/2021-09/20441G.pdf> • *From a vicious to a virtuous circle: Addressing climate change, environmental destruction and contemporary slavery*. Anti-Slavery International (2021). Available from: <https://www.antislavery.org/wp-content/uploads/2021/04/ASI_ViciousCycle_Report_web2.pdf> • *Respecting Rights in Renewable Energy: Addressing forced labour of Uyghurs and other Muslim and Turkic-majority peoples in the production of green technology*. Modern Slavery and Human Right Policy and Evidence Centre (2024). Available from: <https://www.antislavery.org/wp-content/uploads/2024/01/MSPEC_Uyghur_Research_Summary.pdf>
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: CIA 237 Arthur King, Principal Climate Change Officer, Asset Management, Finance and Customer Services

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
Housing Delivery Programme - Developments at Greasbrough and Thornhill

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
Greasbrough Ward (Grayson Road, Greasbrough)
Rotherham West Ward (Tenter Street, Thornhill)

Report Summary
This report seeks approval from Cabinet to develop the Council-owned sites at Grayson Road (Greasbrough) and Tenter Street (Thornhill). Together, it is projected that the sites will deliver an estimated 31 new homes.

Appendix 2 identifies the specific areas of land to be appropriated from the General Fund to the Housing Revenue Account, to support development of the new Council homes.

Recommendations

That Cabinet:

1. Approves development of the Grayson Road and Tenter Street sites, to build an estimated 31 new Council homes.

2. Delegates authority to the Assistant Director of Housing, in consultation with the Cabinet Member for Housing, to take the necessary steps to appropriate the land from the General Fund to the Housing Revenue Account: to optimise design of the sites according to strategic need, site constraints, and any requirements resulting from both stakeholder feedback and the planning application process.

List of Appendices Included
Appendix 1 Indicative Site Layouts
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 Delivery Programme Report – 2024/25
Cabinet Meeting: 22nd January 2024
https://moderngov.rotherham.gov.uk/documents/g15886/Public%20reports%20pack%20Monday%2022-Jan-2024%2010.00%20Cabinet.pdf?T=10

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

Council Approval Required
No

Exempt from the Press and Public
No

Housing Delivery Programme - Developments at Greasbrough and Thornhill

1. Background

1.1 Grayson Road and Tenter Street are Council-owned land assets held in the General Fund. Both sites have been allocated for residential development within the Rotherham Local Plan (site references H6 and H8 respectively).

1.2 The sites are intended, once appropriation has taken place, to form part of the Housing Revenue Account (HRA) funded Housing Delivery Programme (the "Programme"), having first been approved for this purpose by Cabinet in January 2024 as part of the 'Housing Development Programme Report – 2024/25'.

1.3 It is estimated that the Grayson Road site could deliver approximately 16 new homes and the Tenter Street site approximately 15 new homes, subject to conclusion of the design process and planning permission.

1.4 Programme reports have identified that there is a clear and continuing need for more affordable homes across the borough, and as the cost-of-living continues to affect communities, more people will turn to the Council for financial and housing support. The Council is continuing to address this need through delivery of the Programme, with a target to deliver hundreds of new homes by March 2026.

2. Key Issues

Approvals

2.1 Both sites have been included within the previous Programme report to Cabinet (as set out at 1.2), meaning that release of the site for the purpose of new housing development has been approved in principle, but formal appropriation from the General Fund to HRA has not yet taken place.

2.2 The 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:
"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 seeks approval from Cabinet to build an estimated 31 new homes across the two sites. Early surveys have been commissioned following which indicative plans have been produced. The final designs are subject to change in line with recommendation 2 of this report.

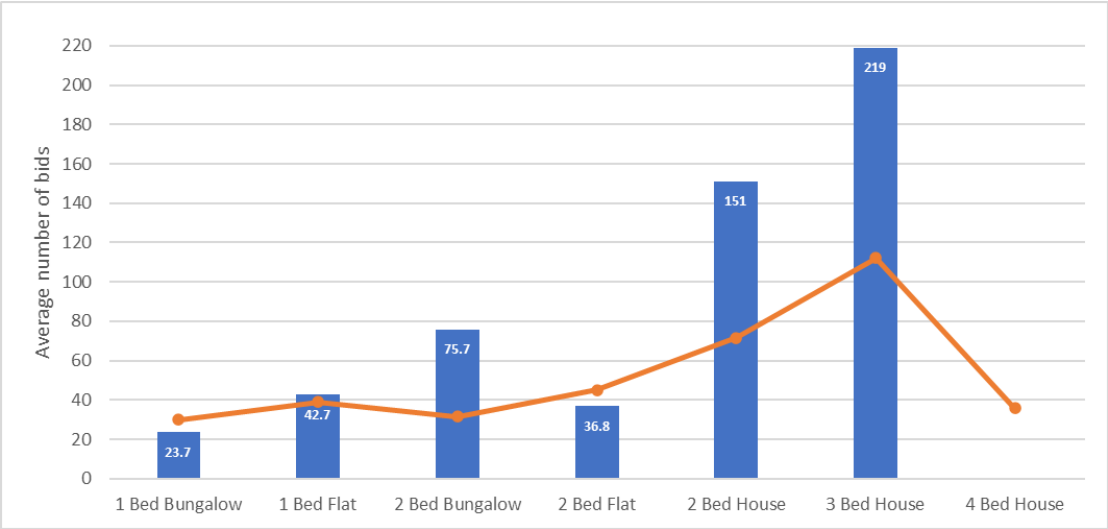
2.4 The sites are currently held on the Council's General Fund asset register and the land areas proposed for the delivery of new Council homes will need to be appropriated to the HRA. Approval to appropriate the sites has already been established via the Housing Delivery Programme – 2024/25 Cabinet report and appropriation will take place once planning permissions have been

secured. Appendix 2 identifies the specific areas of land which are to be appropriated from the General Fund to the HRA.

Local housing need and demand – Greasbrough (Grayson Road Site)

2.5 The Greasbrough locality is situated within the Greasbrough Ward. It is a well-established neighbourhood comprising over 316 existing Council homes in total.

2.6 The area is popular with a high number of bids received for both two- and three-bedroom houses, with bids for two-bedroom properties being over double the Borough average. Two-bedroom bungalows also receive a high number of bids compared to the Rotherham average. The lack of four-bedroom houses in the area means there is no demand data.



Graph 1: *Average bids for Council Properties in Greasbrough in 2023 (blue bars) compared to the Rotherham average bids for 2023 for these property types (orange line).*

2.7 The site has large trees along the perimeter, and pre-planning advice has recommended the retention of many of the more established and healthy trees, although the numbers and location will be informed by the arboriculture (tree) survey. This could result in the reduction of both the developable land and the number of properties to be delivered.

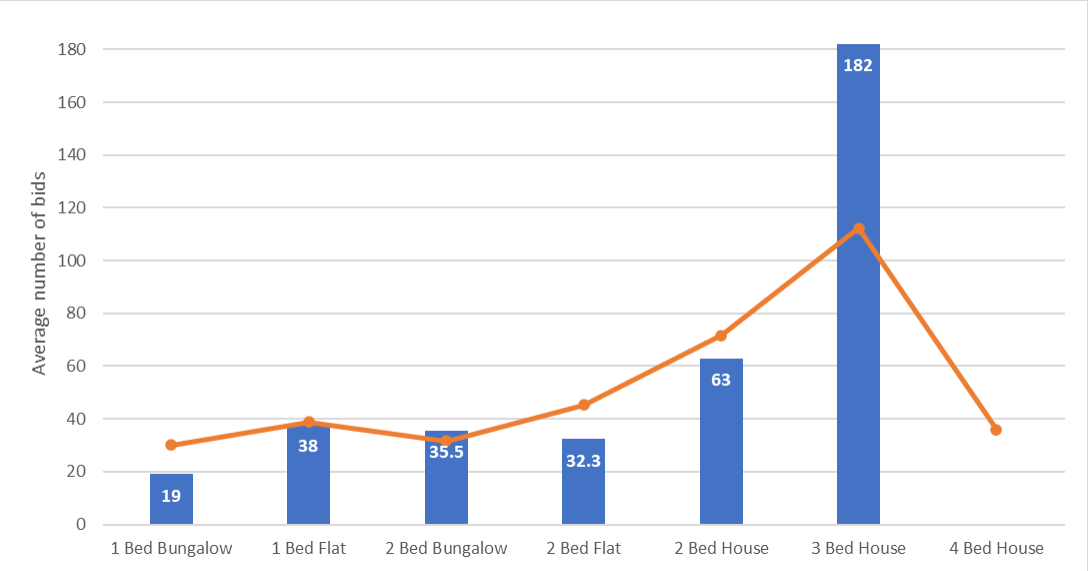
Local housing need and demand – Thornhill (Tenter Street Site)

2.8 Thornhill is situated within the Rotherham West Ward which also includes the localities of Kimberworth, Masbrough and Ferham. It is a well-established neighbourhood comprising over 150 existing Council homes in total.

2.9 The local social housing mix in Thornhill comprises 43 two-bedroom apartments, 31 two-bedroom bungalows, and 26 one-bedroom apartments. There are equal numbers of two- and three-bedroom houses (totalling 30), with the remaining homes a small number of one-bedroom bungalows and

small numbers of two-, three-bedroom maisonettes and 1 four-bedroom maisonette.

2.10 Demand data is not directly available for Thornhill. Within the wider locality, there is an identified demand for three-bedroom houses, which is higher than the Borough average, with demand for two-bedroom bungalows just slightly higher than Borough average.



Graph 2: *Average bids for Council Properties in the broader area in 2023 (blue bars) compared to the Rotherham average bids for 2023 for these property types (orange line).*

2.11 Demand for three-bedroom houses and two-bedroom bungalows is high, with the turnover of these property types higher than the Borough average. There are no four-bedroom houses in the area, so demand data does not exist.

Council housing delivery proposals

2.12 Housing intelligence and needs data identifies that there is a housing need for multiple property types in the areas and any new homes are expected to be in high demand.

2.13 In view of the evidenced need and early input from key stakeholders, proposals for Grayson Road are likely to focus on family houses (two- and three- bedroom houses) whilst the Tenter Street site is also likely to deliver family houses (two- and three-bedroom houses), alongside a smaller number of bungalows or apartments.

2.14 Where apartments are included in the final designs, these will be low-rise and will have their own direct access via a front door. There will be no internal communal areas and they will be constructed to meet Secure by Design standards.

2.15 In view of the Council's net zero-carbon ambitions, all Council homes will be constructed to the Government's Future Homes Standard, which means:

- No fossil fuel heating (no gas, all electric).
- 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.

2.16 Original forecasts from the Council's Local Plan indicated capacity for up to 31 homes across the three sites (Grayson Road – 18, Tenter Street – 13). The current estimate of 31 homes therefore matches the overall Local Plan capacity projection but the completion of initial site appraisals, taking into consideration expected site constraints and planning requirements, indicates that the split is likely to differ.

Biodiversity Net Gain

2.17 From January 2024, new Biodiversity Net Gain (BNG) requirements will apply to most development sites. Smaller sites, which deliver no more than 9 homes, or which are smaller than 0.5 hectares, will be subject to the BNG requirement from April 2024.

2.18 The BNG requirement will be enforced through the planning system and will necessitate a 10% gain from the development. This can be delivered on-site, off-site, or through the purchase of biodiversity credits.

2.19 On-site delivery is preferred, although this will affect scheme design and may reduce the number of homes which can be delivered, resulting in a likely impact on scheme viability. Off-site delivery and the purchase of credits (considered to be the least cost-effective method of meeting BNG requirements) will alternatively incur more development costs, similarly affecting scheme viability. The BNG requirement will be addressed through the detailed design phase.

3. Options considered and recommended proposal

3.1 Option 1: Development of the Grayson Road and Tenter Street sites for an estimated 31 new homes

This will meet identified needs for Council homes and make a significant contribution toward the Council's ambition to deliver hundreds of new homes by March 2026.

This option is recommended.

3.2 Option 2: Do not develop the sites for new Council homes

The sites were formally brought into the Programme in January 2024 to help contribute towards 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.

This option is not recommended.

4. Consultation on the proposals

4.1 Ward members have been engaged on early proposals for the sites and further engagement will take place as the design process progresses.

4.2 Informal community engagement will take place prior to planning applications being submitted. This is expected to comprise both online engagement questionnaires and community drop-in events.

4.3 Residents and statutory consultees will also be formally consulted as part of the planning application process.

4.4 Key internal stakeholders will be engaged throughout the design process.

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 Procurement activity is progressing in parallel with this report. This will enable timely delivery should the proposals in this report be approved. However, there will be no specific contracts or legal binding activity ahead of any Cabinet decision. Subject to Cabinet approval, the aim is to secure planning permission for all sites during Winter 2024.

5.3 The latest forecasts are for construction activity to start on site by Spring 2025, with completion targeted for most of the new homes by Spring 2026.

6. Financial and Procurement Advice and Implications

6.1 Current assumptions in the HRA Business Plan indicate that the average cost per unit is £251k. Based on this, the total cost for 31 units is anticipated to be in the region of £7.520m. 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 HRA Business Plan. Specific scheme resources will be approved via the Council's capital governance processes.

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 (noting that Affordable Rent is higher 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 developments.

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 (an internal form of subsidy), and/or external grant funding through Homes England or the South Yorkshire Mayoral Combined Authority. Other sources of external funding may be considered where suitable opportunities arise. The precise combination of financial resources utilised will be based on the most appropriate funding source(s) available at the time. All grant funding applications will be subject to the Council's grant funding authorisation process.

6.5 The areas 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 All procurement activity required to deliver the recommendations set out in this report will be undertaken in compliance with the Public Contracts Regulations 2015 (as amended) or the Procurement Act 2023 (whichever is the applicable legislation at the time) 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 The internal appropriation of the two sites from General Fund to the HRA must comply with the provisions of Section 122 of the Local Government Act 1972. This Act requires that the Local Authority must be satisfied that the land is no longer required for the purpose for which it was held immediately before the appropriation.

7.3 Legal Services recommends that appropriation for planning purposes be considered as this may minimise site constraints and either reduce costs or maximise the number of housing units capable of development. Early investigation of this type of appropriation would ensure that all necessary steps are taken and evidenced to maximise the likelihood of success.

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 homes will further opportunities for both children and vulnerable adults to be housed 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 delivered.

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 aims to be net carbon neutral as an organisation by 2030, and for Rotherham as a whole to achieve this same position by 2040.

11.2 The Council can 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 homes will ultimately increase emissions. Whilst mitigations are in place, with an explicit aim to exceed Building Regulations Part L (conservation of fuel and power) 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 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 poor ground conditions), 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 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 developed and implemented to provide information on the proposals 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.
Higher development costs resulting from the introduction of Biodiversity Net Gain (BNG) requirements through the planning system.	The design process will consider opportunities to deliver against the new BNG requirement on-site. Where this isn't feasible, cost implications associated with meeting BNG requirements will be factored into grant funding bids.

14. Accountable Officers

James Clark, Assistant Director of Housing

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/2024
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	23/02/2024
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	23/02/2024

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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Appendix 1 – Indicative Site Layouts

Grayson Road, Greasbrough

Tenter Street, Thornhill

Appendix 2 – Land to be appropriated from the General Fund to Housing Revenue Account

Grayson Road, Greasbrough

Tenter Street, Thornhill

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 – Developments at Greasbrough and Thornhill	
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 assessment is screening of one element of a report to the Cabinet meeting of 18th March 2024 which seeks approval from Cabinet to develop the Council-owned Grayson Road and Tenter Street sites to build c. 31 homes for Council rent. This Equalities Assessment deals with the residential element of the proposal – the 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?	✓	
Could the proposal affect service users?	✓	
Has there been or is there likely to be an impact on an individual or group with protected characteristics?	✓	
Have there been or likely to be any public concerns regarding the proposal?	✓	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?	✓	
Could the proposal affect the Council's workforce or employment practices?		✓

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?**

These are key developments which will contribute to the wider Housing Delivery Programme. Through these developments we aim to meet the needs of residents, based on data and evidence held about local demographics and trends and engagement with key stakeholders locally. These schemes will provide a range of housing opportunities, including for older people and people with disabilities to find suitable homes.

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. Equalities and diversity information is analysed and compared against the profile of people on the Council's Housing Register to identify any potential issues i.e. certain protected characteristic groups being under or over-represented in new build properties.

- **Key findings**

An assessment of the scheme has found that it will enable delivery of homes to meet the needs of a range of people included under the protected characteristic on the Housing Register. 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.

- **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:	18/01/24
Date to complete your Equality Analysis:	18/01/24
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
Michael Hellewell	Head of Strategic Housing and Development	05/02/24
David Bagnall	Housing Development Manager	05/02/24

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 – Developments at Greasbrough and Thornhill
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	18 March 2024
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	8 February 2024

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 – Developments at Greasbrough and Thornhill	
Date of Equality Analysis (EA): 08/02/24	
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
Uzma Sattar	Rotherham Council	Housing Development Coordinator
Hannah Mitchell	Rotherham Council	Housing Development 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 – Developments at Greasbrough and Thornhill. This Equalities Assessment deals with the residential element of the proposal – the c. 31 new homes for Council rent.

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. 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 Greasbrough and Thornhill include a range of housing to meet the needs of the wider community.

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 Delivery 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.

Demographic information

- The Census population of Rotherham in 2021 is 265,800, an increase of 8,200 (+3.2%) compared with the 2011 Census, with around half living in and around the main urban area of Rotherham. The remainder live in smaller towns such as Wath, Dinnington and Maltby, and in numerous large villages and rural communities, all of which have their own distinct identities.
- The 2021 Census further shows that Rotherham had 113,900 households, compared with 108,300 in the 2011 Census, an increase of 5,600 or 5.2%. In 2021, 17.7% of Rotherham's population were under 15 years, whilst 25.8% were aged 60 or over. The population of Rotherham aged 60 or over is slightly higher than the England figure of 24.2% and the Yorkshire and Humber figure of 25%.
- Rotherham's young population (under 15) increased from 46,000 in 2011 to 47,100 in 2021 (a 2.4% increase). This increase followed a 6% fall from 48,900 in 2001 to 46,000 in 2011. Whilst the school age population has increased, the number of children aged 0-4 has decreased from 15,738 in 2011 to 14,600 (a 7.3% reduction).
- Rotherham's older population (over 60) has increased from 61,500 in 2011 to 68,600 in the 2021 Census, an 11.5% rise (51,700 in 2001). Rotherham's population is ageing broadly in line with national trends and the percentage aged over 85 increased from 2.1% in 2011 to 2.3% in 2021.

Are there any gaps in the information that you are aware of? None identified following wider discussion with colleagues, and we are seeking to ensure that future housing developments are meeting the protected characteristics identified.	
What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? The overall progress of the Housing Delivery Programme is reported to Cabinet on a six-monthly basis. For individual schemes, all proposals requiring a decision under delegated powers will be subject to the following at an early stage: • Briefing to Assistant Director for Housing and Cabinet Member for Housing. • Consultation with relevant ward members. The strategic basis and financial appraisal of an individual proposal will then be subject to the development and sign-off of an appropriate business case. Progress with individual schemes will be reported to Housing Senior Management Team and other meetings/forums as appropriate. Officer decisions will be formally recorded and published. Surveys will continue to be carried out with the occupants of new homes, and equality and diversity results analysed and compared with other relevant data sets such as the Housing Register. This will allow the Council to understand whether any protected characteristic groups are over or under-represented in new build homes and act, if required.	
Engagement undertaken with customers. (date and group(s) consulted and key findings)	The Council holds a wealth of housing intelligence data which will be used to determine local housing need and prioritise areas for investment. 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. Informal community consultation will also take place in advance of planning submissions.
Engagement undertaken with staff (date and	All respective ward members have been informed of the Council's intention to deliver

group(s)consulted and key findings)	new homes on the sites. Key internal stakeholders are regularly engaged through the scheme design process.

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 Delivery Programme, the Council aims 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. Of the sites listed this report, consideration is being given to multiple house types, including: • Apartments for single people and small families • Two, three, and four bed family houses • Bungalows for older people and people with a disability • Apartments for older people and people with a disability 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 Delivery 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 older people and people with disabilities and/or support needs
What effect will the Policy/Service have on community relations? (may also need to consider activity which may be perceived as benefiting one group at the expense of another) No negative impacts have been identified/are anticipated.

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

5. Summary of findings and Equality Analysis Action Plan

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

Title of analysis: Housing Delivery Programme – Developments at Greasbrough and Thornhill
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	12/02/24
Ian Spicer	Strategic Director of Adult Care, Housing & Public Health	
Councillor Sarah Allen	Cabinet Member for Housing	12/02/24

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	08/02/24
Report title and date	Housing Delivery Programme – Developments at Greasbrough and Thornhill
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	08/02/24

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. Both developments are within reasonable walking distance of shops and public transport stops. 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	Where appropriate, prospective contractors will be required to demonstrate how they will minimise and mitigate emissions from vehicle movements as part of the construction, during the tendering process. All new housing developments are subject to planning controls and the planning process at the plan and policy development and planning application stages takes into account vehicle movements.	Assessment of whether the new households increase or decrease carbon emissions through vehicle movements is not monitored at this time.

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
			issue is outside of the remit of this carbon impact assessment.		
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 contractor's 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.

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	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. It is possible that some mature trees will be removed as part of the development of new sites	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. 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.	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. 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.	This will be monitored through the procurement process.

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.	As above.	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.
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]	Tracking reference: CIA238 Katie Rockett, Climate Change Officer

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
Housing Delivery Programme – Grant Funding from Homes England

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)
Lindsey Castle, Housing Development Coordinator

Ward(s) Affected
Borough-wide

Report Summary
This report seeks Cabinet approval for the Council to enter into an Affordable Homes Programme Grant Funding Agreement with Homes England. This will provide the framework for the Council to access essential grant funding which will support the delivery of hundreds of new Council homes by March 2026.

Recommendations

1. That Cabinet approves entering into a Grant Funding Agreement with the Homes and Communities Agency (trading as 'Homes England') in relation to the Affordable Homes Programme (2021-26).

List of Appendices Included
Appendix 1 Initial Equality Screening (Part A)
Appendix 2 Equality Analysis (Part B)
Appendix 3 Carbon Impact Assessment

Background Papers
Cabinet Report: Housing Delivery Programme Report – 2024/25
Cabinet Meeting: 22nd January 2024

Homes England: Affordable Homes Programme 2021 to 2026
https://www.gov.uk/government/collections/affordable-homes-programme-2021-to-2026

Homes England: Affordable Homes Programme 2021 to 2026, Grant Agreement
https://www.gov.uk/government/publications/grant-agreement-examples-for-the-affordable-homes-programme-2021-to-2026

Consideration by any other Council Committee, Scrutiny or Advisory Panel
None

Council Approval Required
No

Exempt from the Press and Public
No

Housing Delivery Programme – Grant Funding from Homes England

1. Background

1.1 In October 2023, the Council achieved the milestone of 500 new Council homes delivered for rent and shared ownership since January 2018. Plans are in place to deliver hundreds more Council homes by March 2026 through the Housing Delivery Programme (the "Programme"). Approvals for the Programme are obtained and refreshed through six-monthly reports to Cabinet.

1.2 A significant amount of the Council's build programme to date has been supported by grant funding from Homes England (the Government's housing and regeneration agency) through the Shared Ownership and Affordable Homes Programme (SOAHP) which ran from 2016 to 2021.

1.3 The Council initially secured £6.81m of SOAHP grant funding in January 2017 to support a range of developments, including: Site Clusters, The Bellows, and Broom Hayes, and later secured a further £5.74m to support delivery of the Town Centre Trilogy Collection.

1.4 The SOAHP ended in 2021 and has now been superseded by the Affordable Homes Programme (AHP) which runs from 2021 to 2026. The AHP provides £7.39 billion to deliver up to 130,000 affordable homes (for sale or rent) by March 2026, in England (outside of London).

1.5 To help meet the acute need for more affordable homes and to replace Council homes which are being sold under the Right to Buy scheme, the Council's Housing Delivery Programme includes plans to deliver hundreds of new homes through a combination of Council-led build and acquisitions. The Programme has recently been supplemented through the launch of the Small Sites Homebuilder Initiative in early 2023, and in October 2023, Cabinet approved the Housing Acquisitions Policy, which set out proposals to acquire up to 100 homes from the market.

1.6 Grant contributions are crucial to ensuring that much-needed homes are delivered. Grant funding also reduces the financial impact of the investment in new homes on Council budgets and the Housing Revenue Account (HRA).

1.7 The Council has a strong track-record in attracting external investment (typically grant funding) to deliver its housing priorities. The intention is that Homes England AHP grant will be deployed alongside other forms of grant funding where available and appropriate, including the Brownfield Land Release Fund (BLRF) which is administered by One Public Estate (OPE), and the Brownfield Housing Fund (BHF) which is administered by the South Yorkshire Mayoral Combined Authority (SYMCA).

1.8 The Council has previously secured £3.92m BHF to further aid viability of the Town Centre Trilogy scheme and has an active BHF Grant Agreement in place for several small site schemes amounting to £434k. Further BHF bids are planned.

1.9 The Council also secured £431k of BLRF funding in 2023 and will be submitting further bids as part of Round 3 of the Fund.

2. Key Issues

2.1 To access AHP grant funding the Council needs to be a qualified Investment Partner and enter into an AHP Grant Funding Agreement. The Council's continued Investment Partner Qualification was confirmed by Homes England in March 2023, and in September 2023 Homes England issued the Council a "Green" Performance Review for the 2022/23 period.

2.2 The HRA Business Plan, Rent Setting and Service Charges 2024-25 report, which was considered at a meeting of the Council on 28th February 2024, identifies a requirement of approximately £126m to deliver the Council commitment of hundreds of new Council homes by the end of 2025/26. Whilst the majority of this investment will be from HRA funding or unapplied borrowing, the HRA Business Plan model assumes that a proportion of this will come from non-HRA sources (including AHP grant funding).

2.3 The AHP operates on a Continuous Market Engagement (CME) basis which means that bids are submitted on a scheme-by-scheme basis, typically once schemes have been granted planning permission and prior to construction activity starting on site (in the case of new build schemes) or after an offer has been accepted (in the case of acquisitions). Each scheme is assessed on an individual basis (grant values are not pre-determined), with 'cost minimisation' and 'deliverability' key criteria. CME provides access to grant funding throughout the duration of the programme for as long as funding remains available.

2.4 The principle of the use of external grant funding to support the Programme was set out and approved in the recent Cabinet report on the Programme (January 2024).

2.5 A Grant Funding Agreement between the Council and Homes England will act as framework for the Council to access AHP grant funding over a multi-year period. Given the total value of grant awarded to the Council could be for millions of pounds, Cabinet approval is sought to enter into the Agreement.

2.6 It is expected that AHP grant funding will be available for Council new build projects, Small Sites Homebuilder Initiative schemes, and potentially market acquisitions. Homes delivered through Section 106 agreements are not eligible for AHP grant. All schemes funded through the AHP must start on site by 30th September 2025 and be completed by 31st March 2026. This aligns with the Council's current pipeline of Council-led build and acquisitions activity.

3. Options considered and recommended proposal

3.1 Option 1: Do not enter into a grant funding agreement with Homes England

Grant contributions from AHP will be crucial to delivering hundreds of new Council homes by March 2026. If the Council does not enter into a grant funding agreement with Homes England it will be unable to bid for AHP grant and it is likely that the full Housing Delivery Programme will not be delivered.

This option is not recommended.

3.2 Option 2: Enter into a grant funding agreement with Homes England to be able to apply for grant funding from AHP

Implementing the Council's Housing Delivery Programme presents a significant viability challenge. Entering into a grant funding agreement with Homes England will enable the Council to bid for grant from AHP which has the potential to provide significant amounts of grant funding to support the affordability of the Programme.

This option is recommended.

4. Consultation on proposal

4.1 The proposals within this report will support delivery of the Council's Housing Delivery Programme. The six-monthly programme reports to Cabinet set out the approach to consultation and community engagement at an individual project level.

5. Timetable and Accountability for Implementing this Decision

5.1 The Assistant Director of Housing has responsibility for implementing this decision. It is anticipated that the Council will be in contract with Homes England within four to six weeks of the Cabinet decision.

5.2 Housing Delivery Programme reports will continue to be presented to Cabinet on a six-monthly cycle to keep Cabinet appraised of progress, refresh existing approvals, and to seek new approvals as required. Reports will include details of AHP grant received.

6. Financial and Procurement Advice and Implications

6.1 For the grant process to work effectively, Investment Partners are required to enter into a multi-year Grant Agreement with Homes England for the whole AHP period (2021 to 2026).

6.2 Once 'in contract' the process for applying for grant is streamlined via an online portal. This same system is used to report scheme progress against key milestones, which in turn generates staged grant payments. Once bids are submitted and approved by Homes England, the Council is obliged (under the terms of the contract) to accept the grant funding. As such, the

Council's internal grant authorisation process will apply to all scheme-by-scheme grant funding applications to the AHP, prior to bids being submitted.

6.3 Furthermore, only activity approved in the Programme (i.e. those approved by Cabinet as part of the six-monthly Housing Delivery Programme report to Cabinet) will be considered for bid submissions. Future grant funding applications and grant funding awards will also be reported to Cabinet via the same six-monthly report to Cabinet.

6.4 The importance of additional (non-HRA) investment in supporting the delivery of hundreds of new Council homes by the end of 2025/26, as well as the HRA Business Plan assumptions linked to this, are set out earlier in this report (see Sections 1.6, 2.2 and 2.4).

6.5 All grant recipients are required to report on delivery at regular intervals. Homes England also carries out an annual procedural compliance audit on a sample of schemes to ensure requirements have been met.

6.6 There are no direct procurement implications arising from the proposals set out in this report. All procurement activity required to deliver grant funded activity will be undertaken in compliance with the Public Contracts Regulations 2015 (as amended) or the Procurement Act 2023 (whichever is the applicable legislation at the time) and the Council's own Financial and Procurement Procedure Rules.

7. Legal Advice and Implications

7.1 The Grant Agreement is used with all Investment Partners nationally. It contains standard, non-negotiable terms. The Council was in a similar contract with Homes England for the previous SOAHP.

7.2 As part of the contact process, Homes England requires the Council to sign a legal opinion letter. This includes confirming that the Council has taken all necessary action and obtained all relevant consents and approvals to authorise the performance of the obligations under the Grant Agreement.

7.3 The Council can enter into grant agreements and accept grant under Section One of the Localism Act 2011 ('the general power of competence'). This provides the Council with the power to take reasonable action it needs 'for the benefit of the authority, its area or persons resident or present in its area'.

7.4 The purpose of this Grant Agreement is for Homes England to make each approved capital grant under the Programme available to enable the Council to provide affordable housing subject to the grant terms. Both the Council and Homes England undertake to co-operate with each other to facilitate the proper performance of this Agreement and the delivery of housing schemes under the Programme.

7.5 The Grant Agreement has been structured with the objective that it is lawful and complies with the requirements of the UK subsidy regime rules.

However, subsidy control assessments will need to be undertaken to ensure compliance before grant applications are submitted.

8. Human Resources Advice and Implications

8.1 There are no direct human resources implications arising from the proposals set out in this report.

9. Implications for Children and Young People and Vulnerable Adults

9.1 There are no direct implications for children, young people and vulnerable adults arising from the proposals set out in this report. However, grant funding from Homes England will support the delivery of good quality, safe, and thermally efficient homes which will deliver benefits to individuals and communities across the Borough.

10. Equalities and Human Rights Advice and Implications

10.1 There are no direct equalities and human rights implications arising from the proposals set out in this report. However, as the proposals in this report will support the Council's Housing Delivery Programme - the equalities analyses (Parts A and B) from the Housing Delivery Programme report (approved by Cabinet in January 2024) are attached at Appendix One and Two, respectively.

11. Implications for CO2 Emissions and Climate Change

11.1 There are no direct CO2 emissions or climate change implications arising from the proposals set out in the report. However, as the proposals in this report will support the Council's Housing Delivery Programme. The Carbon Impact Assessment from the Housing Delivery Programme report (approved by Cabinet in January 2024) is attached at Appendix Three, with updated tracking details.

12. Implications for Partners

12.1 There are no direct implications for partners arising from the proposals set out in this report.

13. Risks and Mitigation

13.1 The key risks associated with grant applications are summarised in the table below.

Risk	Mitigation
Funding availability / eligibility to deliver the Housing Delivery Programme.	By giving the Council access to additional sources of external funding, the proposals in this report partially address this programme level risk.
Non-compliance with terms and conditions of grant - leading to	Robust processes in place to monitor and ensure compliance. Continued

reputational and financial impacts (e.g. clawback of grant) with the potential to jeopardise future bid submissions.	dialogue with Homes England and regular meetings with internal finance teams to monitor the programme.
Delays in scheme delivery could jeopardise compliance / delivery within AHP timescales and lead to clawback of grant funding.	The Council has appointed an Employer's Agent to provide full contract support. Regular updates with Homes England leads are in place.
The grant value / rate is set at the point of bid submission. There is a risk that cost escalation could increase the level of Council financial resources needed to complete projects.	Investment of time in robust business case preparation to ensure overall costs remain within HRA Business Plan affordability modelling and Capital Programme approvals. The Council has appointed an Employer's Agent who are providing full contract support, including Cost Management services. Early contractor engagement / appointment (and where possible prior to grant funding applications) to refine and confirm costs.
Delays in services received from essential third parties (e.g. utilities connections, other statutory undertakings) could impact on delivery within the AHP timescales.	Early engagement with relevant organisations and internal services, alongside robust project management processes with realistic contingencies for costs and delays.

14. Accountable Officers

James Clark, Assistant Director of Housing

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	23/02/24
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	23/02/24

Report Author: Lindsey Castle, Housing Development Coordinator

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: Housing Delivery Programme Report – 2024/25	
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 sets out proposals which will continue to support the delivery of hundreds of new council homes by March 2026, through a combination of development on Council owned land and the acquisition of homes from the private sector.

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?	✓	
Could the proposal affect service users?	✓	
Has there been or is there likely to be an impact on an individual or group with protected characteristics?	✓	
Have there been or likely to be any public concerns regarding the proposal?	✓	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom?	✓	
Could the proposal affect the Council's workforce or employment practices?		✓

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, the Council aims to meet a range of housing needs based on data and evidence held about local demographics and trends. The housing to be built will help to ensure the following groups can access

good quality, affordable and well managed homes: families, older people, people with disabilities, single person households. The Programme has also been designed to ensure homes are built in a range of areas across the borough including deprived areas where the private sector is unlikely to deliver the homes needed, without public sector intervention. Improving deprived areas through housing and regeneration helps to tackle inequalities.

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

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

- **Key findings**

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

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

Actions

- Conduct new build survey and analyse equalities and diversity data (ongoing)
- For each scheme, consult with colleagues in ASC and CYPS to identify any particular needs that can be met through the scheme - ongoing
- Review this equalities analysis annually, alongside future annual housing development Cabinet reports - annual

Date to scope and plan your Equality Analysis:	27/11/23
Date to complete your Equality Analysis:	29/11/23
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	01/12/23
Sarah Watts	Strategic Housing Manager	29/11/23

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	29/11/23
Report title and date	Housing Delivery Programme Report – 2024/25
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	22nd January 2024
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	1st December 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: Housing Delivery Programme – 2024/25	
Date of Equality Analysis (EA): 29th November 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
Hannah Mitchell	Rotherham Council	Housing Development 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 – 2024/25. This report provides an update on the Housing Delivery Programme, summarising progress since the previous programme update report was approved by Cabinet in July 2023. Several changes have been made to the programme and renewed approvals are sought accordingly.

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

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

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

The Housing Delivery 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 e.g., 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.

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

Demographic information

- The Census population of Rotherham in 2021 is 265,800, an increase of 8,200 (+3.2%) compared with the 2011 Census, with around half living in and around the main urban area of Rotherham. The remainder live in smaller towns such as Wath, Dinnington and Maltby, and in numerous large villages and rural communities, all of which have their own distinct identities
- The 2021 Census further shows that Rotherham had 113,900 households, compared with 108,300 in the 2011 Census, an increase of 5,600 or 5.2%. In 2021, 17.7% of Rotherham's population were under 15 years, whilst 25.8% were aged 60 or over. The population of Rotherham aged 60 or over is slightly higher than the England figure of 24.2% and the Yorkshire and Humber figure of 25%.
- Rotherham's young population (under 15) increased from 46,000 in 2011 to 47,100 in 2021 (a 2.4% increase). This increase followed a 6% fall from 48,900 in 2001 to 46,000 in 2011. Whilst the school age population has increased, the number of children aged 0-4 has decreased from 15,738 in 2011 to 14,600 (a 7.3% reduction).

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

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

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

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

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

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

Officer decisions will be formally recorded and published.

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

Engagement undertaken with customers. (date and group(s) consulted and key findings)	The Council holds a wealth of housing intelligence data which will be used to determine local housing need and prioritise areas for investment. The Housing Strategy has been refreshed and was approved by Cabinet in May 2022. It sets the direction for housing priorities for the next three years. The local community will be consulted on individual schemes as part of the planning process.
Engagement undertaken with staff (date and group(s)consulted and key findings)	The Cabinet Member for Housing has been engaged in the development of the programme from the outset and has been involved in shaping the overall strategic priorities for housing, through the Housing Strategy consultation.

	Ward Members will receive specific briefings on potential sites in their wards.

4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)
How does the Policy/Service meet the needs of different communities and groups? (Protected characteristics of Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity) - see glossary on page 14 of the Equality Screening and Analysis Guidance) Through the Housing Delivery Programme, the Council aims 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; • Accessible homes for older people (+55 years), • Larger family homes (4 bedrooms) • Homes for wheelchair user and those with acute medical needs 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 Programme will help to improve quality of life for households who may currently living in accommodation not suitable for their needs.

Individual schemes will be shaped in consideration of the different housing needs for each area, and the overall programme will include homes that meet the following needs: • Larger family homes • Homes for single people • Homes for older people and people with disabilities and/or support needs
What effect will the Policy/Service have on community relations? (may also need to consider activity which may be perceived as benefiting one group at the expense of another) No negative impacts have been identified/are anticipated.

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

5. Summary of findings and Equality Analysis Action Plan

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

Title of analysis: Housing Delivery Programme – 2023/24
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	19/12/23
Ian Spicer	Strategic Director of Adult Care, Housing & Public Health	18/12/23
Councillor Sarah Allen	Deputy Leader, Cabinet Member for Neighbourhood Working, and Cabinet Member for Housing	20/12/23

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	29/11/2023
Report title and date	Housing Delivery Programme Report – 2023/24
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	01/12/2023

Appendix 3

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	No impact on emissions				
Emissions from transport?	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 at the plan and policy development and planning application stages takes into account vehicle movements.	Assessment of whether the new households increase or decrease carbon emissions through vehicle movements is not monitored at this time. Overall Borough emissions are reported annually but are subject to a 2 year lag.

Appendix 3

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
			Some new properties included in the programme, i.e., the homes the Council purchases as strategic acquisitions will be built regardless of whether the Council purchases them or not.		
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.	The Council will ensure that the new homes are high quality, energy efficient and able to meet the challenge of climate change.	Construction will be monitored to ensure that specifications are met and, where appropriate, the energy performance of new buildings will

Appendix 3

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
			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 regulations. However, as some of these are new builds, there will still be additional emissions until the National Grid becomes decarbonised and as part of the buildings embodied carbon.	The use of modern methods of construction will be considered, where value for money can be demonstrated as well as carbon reduction.	be monitored once occupied to ensure that the stated performance standards are met.
Emissions from construction and/or development?	Increased emissions	Emissions will be increased from on site vehicles and equipment and the lighting of the sites. Also, from the heating lighting and powering of site offices and cabins. The manufacture of construction materials will increase emissions.	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. Removal of trees without replacement could,	The use of modern methods of construction will be considered for all new schemes, where value for money can be demonstrated as well as carbon reduction. Where trees are present on a development site they will be retained	This will be monitored through the procurement process.

Appendix 3

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
			depending how they are disposed of, increase carbon emissions. This activity will also reduce the carbon sequestration capacity of the Borough.	where possible. The planning process deals with protection of trees on development sites and where it allows their removal usually requires equivalent or better replacement.	
Carbon capture (e.g. through trees)?	Unknown	It is possible that some mature trees will be removed as part of the development of new sites which will impact on the borough's ability to capture carbon. 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.
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]	Tracking reference: CIA 240 Arthur King, Principal Climate Change Officer, Asset Management, Finance and Customer Service

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Rotherham Metropolitan Borough Council

Public Report with Exempt Appendices
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
Capital Project Updates

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

Strategic Director Approving Submission of the Report
Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)
Lorna Vertigan, Head of Regeneration

Ward(s) Affected
Boston Castle

Report Summary
This report provides Cabinet with an update on the Templeborough Business Zone and Markets and Library Projects. The report provides updated costs and timeframes and confirms the scope of the projects.

Recommendations

That Cabinet:-

1. Approves the final cost plan for Templeborough Business Zone as shown in Appendix 1 (exempt).
2. Approves the final cost plan for the Markets and Library as shown in Appendix 4 (exempt).

List of Appendices Included

Appendix 1 Templeborough Cost Plan (Exempt)
Appendix 2 Templeborough Equalities Impact Assessment
Appendix 3 Templeborough Carbon Impact Assessment
Appendix 4 Markets and Library Cost Plan (Exempt)
Appendix 5 Markets and Library Equalities Impact Assessment
Appendix 6 Markets and Library Carbon Impact Assessment

Background Papers
Town Deal & Levelling Up Fund: Update and Implementation – Report to Cabinet May 2022
Town Investment Plan
Place Based Investment Strategy
Cabinet - December 2023 – Rotherham Markets & Central Library

Consideration by any other Council Committee, Scrutiny or Advisory Panel
None

Council Approval Required
No

Exempt from the Press and Public
Yes or No? If yes, use text below.

An exemption is sought for Appendices 1 *and 4 under Paragraph 3 (Information relating to the financial or business affairs of any particular person (including the authority holding that information)) of Part I of Schedule 12A of the Local Government Act 1972 is requested, as this appendix contains sensitive commercial information with regards to commercial agreements which could disadvantage the Council in any negotiations if the information were to be made public.*

It is considered that the public interest in maintaining the exemption would outweigh the public interest in disclosing the information as the parties' commercial interest could be prejudiced by disclosure of commercial information.

Capital Project Updates

1. Background

1.1 In 2021 Rotherham Council was awarded £31.6m Town Deal funding, of which £6.9m was allocated to the creation of new managed workspaces, food and beverage units and improved public realm on the Magna Science and Adventure Centre site in Templeborough.

1.2 In 2020, the Council secured £12.6m from the Future High Streets Fund, with £8.9m towards the redevelopment of Rotherham Market and the construction of a new library with improved public realm.

1.3 In 2023 Rotherham was one of ten authorities invited to take part in a Pathfinder pilot which combined Future High Streets Fund, Town Deal and Levelling Up funds into one aggregated allocation of funding with a delivery date of March 2026. The pilot allows local assurance of the programme implementation including the ability to move funding between projects, within a £5m 'material change' threshold.

1.4 Procurement processes have been undertaken for the Templeborough project and a fully designed and costed scheme is now available. This report seeks to update on the costs, timeframes and scope.

1.5 In August 2023 Cabinet approved the enabling works for the Rotherham Markets and Library development and the contractor mobilised on site in September 2023. As the enabling works have progressed, the Council has been working with the contractor to finalise designs and costs for the main works. In December 2023 Cabinet approved a revised budget for the markets and Library development. The final costed scheme is now available and this report provides an update on the final contract price.

2. Key Issues

2.1 Templeborough Business Zone

2.1.1 Rotherham's Town Investment Plan identifies the Templeborough corridor as a centre for economic growth and innovation. The original project as funded by Town Deal aimed to support the area in its growth potential, the sustainability of surrounding businesses and the Magna attraction itself by providing 7 managed workspace units, 2 drive up food and beverage units and to signpost Magna to Sheffield Road through improved public realm, connecting all to the new Tram/Train stop at the rear.

2.1.2 Previous exercises to value engineer the project have resulted in the removal of one managed workspace unit from the target, however the project costs remained in excess of the identified budget and an additional allocation was approved by Cabinet in September 2023.

2.1.3 Following the Stage 1 design phase (of a 2-stage design and build) in December 2023 final contract prices were made available by the preferred

contractor Henry Boot. These costs were in excess of the current budget and are detailed in Appendix 1 (exempt).

2.1.4 Additional funding is now sought to deliver the Templeborough Project with the South Yorkshire Mayoral Combined Authority (SYMCA) devolved Gainshare budget identified as the source, subject to the SYMCA's approval process.

2.2 **Rotherham Markets and Library**

2.2.1 The redevelopment of the Rotherham Markets Complex was identified as a key project in the adopted 2017 Rotherham Town Centre Masterplan. The project aims to introduce new, complementary uses and activities to the complex, such as the Central Library (including gallery and makers space), a food hub as well as enhancing the indoor and outdoor (covered) market. Bringing together the library, markets, food hall and gallery/makers spaces on one site will provide the potential to increase footfall and thereby support and sustain the future of the library service, the market and small independent retailers across the town centre.

2.2.2 A wide-ranging value engineering exercise has been undertaken to identify how the scope of the project can be delivered and quality maintained within the budget agreed by Cabinet in December 2023. Final contract prices have been made available by the contractor Henry Boot. These costs, together with fees and contingency exceed the budget agreed by Cabinet in December 2023. This is detailed in Appendix 4 (exempt).

2.2.3 It is proposed that the additional budget requirement will be met from the Council's capital contingency.

3. Options considered and recommended proposal

3.1 ***Templeborough***

3.1.1 Option 1: A reduced scheme would see the omission of the food and beverage units from the scope. This option is thought to diminish the impact of the scheme on Pathfinder outputs, local facilities and the wider street scene, which is identified as one of the key 'gateways' into Rotherham and has therefore been dismissed. This option is not recommended.

3.1.2 Option 2: An alternative would see the Council not proceeding with the project. This would see the Council not achieving its Place Based Investment Strategy, Town Investment Plan or Pathfinder commitments and has therefore been dismissed. This option is not recommended.

3.1.3 Option 3: The recommended option is to create six managed workspace units, two F&B units and public realm and increase the budget in line with the cost plan at Appendix 1 (exempt).

3.2 **Rotherham Markets and Library**

3.2.1 Option 1: A reduced scheme has been considered, and items for potential de-scoping have been identified and assessed as part of a comprehensive value engineering exercise. This option is not recommended as the removal of identified items would be significantly detrimental to the quality of the scheme and its intended outcomes.

3.2.3 Option 2: An alternative would see the Council not proceeding with the current project. This option is not recommended as it would see the Council not delivering a key component in the town centre regeneration plans, its Place Based Investment Strategy, Future High Street Fund and Pathfinder plans.

3.2.4 Option 3: The recommended option is to deliver the scheme as approved by Cabinet in December 2023, and increase the budget in line with the information at Appendix 4 (exempt).

4. Consultation on proposal

4.1 The Town Deal Board retains oversight of all Pathfinder projects. Having been made aware of the increasing costs, the preferred option was confirmed at Board on 21st February 2024.

4.2 Extensive engagement and consultation with a wide range of stakeholders has been undertaken on the Markets and Library development project throughout the entire design period.

5. Timetable and Accountability for Implementing this Decision

5.1 As specified in the May 2022 report to Cabinet, a Full Business Cases will be produced prior to contract signing and project implementation.

5.2 The Templeborough project must be completed by March 2026 in line with the Pathfinder Pilot.

5.3 The Council is now in receipt of contracted prices for the delivery of the Markets and Library Project and, subject to agreement of the recommendations in this report, the Council will instruct the main works contract.

6. Financial and Procurement Advice and Implications

6.1 The project referred to in this report has been procured in compliance with the Public Contracts Regulations 2015 and the Council's own Financial and Procurement Procedure Rules.

6.2 The financial implications for the capital developments are outlined within Appendices 1 (exempt) and 4 (exempt) detailing the project cost updates and additional funding required.

7. Legal Advice and Implications

7.1 There are no legal implications arising from the contents of this report.

8. Human Resources Advice and Implications

8.1 There are no implications arising from this report.

9. Implications for Children and Young People and Vulnerable Adults

9.1 There are not considered to be any direct implications.

10. Equalities and Human Rights Advice and Implications

10.1 There are no known implications for any specific communities or groups, however the planning of construction activities will consider any impacts and ensure accessibility for all groups.

11. Implications for CO2 Emissions and Climate Change

11.1 In the short-term construction phase the project is considered to negatively affect emission levels due to increased construction traffic and demolition, however once completed the project will replace old and inefficient buildings and improve public realm creating a long-term positive impact.

11.2 The Markets and Library development is expected to achieve a BREEAM rating range from Good/Very Good and is located on a site that is within walking distance of the bus interchange, tram train and railway station.

12. Implications for Partners

12.1. Magna have been supportive of the Templeborough project since its development as part of the Town Investment Plan in 2021.The new workspace and F&B units will be let and managed by Magna, supporting their business plan and their sustainability.

13. Risks and Mitigation

13.1 Timely signing of works contracts is essential to guard against further cost increases, particularly in the current volatile market. Although this approach to Cabinet mitigates risk by providing additional budget, further milestones must be achieved to enable the signing of a works contract and ensuring project delivery.

13.2 Funding Agreements for the Templeborough Business Zone are in negotiation with Magna and will require Board and Stakeholder support before the works contract can be signed. The contractor is aware of this timeline and has factored additional costs accordingly.

13.3 For the Markets and Library redevelopment, the Council and Henry Boot Construction Ltd (HBC) have agreed a NEC works contract for the enabling

works. The main works will follow a similar format. This sets out the terms on which the contract and associated construction works will be governed, including how payments can be drawn down by HBC following delivery works.

13.4 The proposed budget for the Markets and Library redevelopment has a contingency which is consistent with the level agreed at Cabinet in December 2023. This will need to be continually reviewed especially in the current volatile market and the complexities of the scheme.

14. Accountable Officers

Lorna Vertigan, Head of Regeneration
Simon Moss, Assistant Director: Planning, Regeneration & Transport

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	28/02/24
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	28/02/24

Report Author: ***Error! Reference source not found.***
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of the Local Government Act 1972.

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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: Templeborough Business Zone	
Date of Equality Analysis (EA): 14th February 2023	
Directorate: R&E	**Service area:** RIDO
Lead Manager: James Green	**Contact number:**
Is this a: ☐ **Strategy / Policy** ☐ **Service / Function** ☒ **Other** **If other, please specify** Implementation of the Templeborough Business Zone project funded by the Town Deal and SYMCA as detailed in a Full Business Case.	

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)**
Lorna Vertigan	RMBC	Head of Regeneration
James Green	RMBC	Project Manager

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

Aim/Scope

Town Deal facilitates the development of a new 'heart' of Templeborough situated at the gateway between Sheffield and Rotherham. Complementing the Magna Science Adventure Centre and a new tram/train stop, six new managed workspace units will be delivered, set within new green space providing the 'lungs' of this industry dominated part of Rotherham with much needed amenities for the local community.

Supporting the surrounding businesses, the new heart provides the local community with a much needed natural outdoor social and meeting space to promote health and wellbeing, creating a new focal point with two new food outlets that will front Sheffield Road.

Pedestrian routes will be created linking the new tram/train stop to Sheffield Road, local business units and beyond.

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

General information is available in relation to the demographic profile of people with protected characteristics throughout the Borough in comparison to South Yorkshire and England.

Contextual information from a range of sources, including the 2011 and 2021 Census, Population – Rotherham Data Hub and the Council Plan Consultation is provided below.

Population

- Between the last two censuses (held in 2011 and 2021), the population of Rotherham increased by 3.3%, from around 257,300 in 2011 to around 265,800 in 2021.
- The population is ageing; People aged 65 years or over comprise 19.6% of Rotherham's population, which is a higher proportion than 18.6% across England and Wales.
- Rotherham's BAME population is concentrated in the inner areas of the town whilst the outer areas were 96% White British in 2011. 42% of BAME residents live in areas that are amongst the 10% most deprived in the country and for some groups the figure is higher. This compares with the Borough average of 19.5%.

Health and Wellbeing

- The percentage of people who identified as being disabled and limited a lot in Rotherham decreased by 2.10% between 2011 (12% 29,080) and 2021 (9.9%, 26,115). In 2021, 11.40% (30,065) were identified as being disabled and limited a little, compared with 11.20% (27,520) in 2011. In England, the percentage of people who identified as being disabled and limited a lot was 2.40% lower than Rotherham. Overall, the percentage of disabled residents, both limited a lot and a little was lower in England (17.70%) than in Rotherham (21.30%), with a difference of 3.6%.
- In the Council Plan consultation, in response to the question on what would have the biggest positive impact on wellbeing and quality of life, men (30%) and those without a disability (27%) were more likely to state environmental improvements (23% overall), while more women and those with a disability stated, 'More things to do in the community' (16% women, 22% with disability, 13% overall).

Economy

- Rotherham has a polarised geography of deprivation and affluence with the most deprived communities concentrated in the central area whilst the most affluent areas are to the south, although the overall pattern is complex.
- In the consultation for the Council Plan, 45% of respondents stated there were not enough job opportunities in their area, as opposed to 19% who stated there were enough. Those with no disabilities were more likely to state there were enough job opportunities in their area (21%) than those with disabilities (15%), with female respondents more likely to be unsure about the opportunities (37%), than men (32%).

Are there any gaps in the information that you are aware of?
Targeted engagement with protected characteristics groups and keeping these groups updated on the progress will be carried out through the construction stage . This is to ensure awareness and thus offer equal opportunities for the occupancy of the newly provided managed workspace units.

What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics?
A communication and engagement plan is in development. This will detail how the improvements will impact on all members of the community with the inclusion of measurable targets for engagement throughout project delivery and end use.

Engagement undertaken with customers. (date and group(s) consulted and key findings)	The local community generally consists of industrial businesses. In summary historical community engagement took place through online forums in the creation of the Town Investment Plan which attracted the Town Deal grant to the Templeborough project. This consultation demonstrated the need for intervention in the Templeborough area and helped shape the project.

	Since the funding award further consultation with surrounding businesses and with the Magna Trust took place in the development of detailed designs. Engagement will continue throughout further stages of the project implementation.
Engagement undertaken with staff (date and group(s)consulted and key findings)	Regular engagement with Council officers is undertaken through the Governance structure and specifically through the Regeneration Programme Board , Town Deal Board and the Regeneration Programme Delivery Board. Additional engagement is undertaken through specific project working and design groups.

4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)
How does the Policy/Service meet the needs of different communities and groups? (Protected characteristics of Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity) - see glossary on page 14 of the Equality Screening and Analysis Guidance) The proposed project is not expected to have a direct impact on any specific group.
Does your Policy/Service present any problems or barriers to communities or Groups? The project is not considered to create problems or barriers to any specific communities or groups, however it is vital the ongoing engagement allows the local community and protected characteristic groups to be considered individually in the further implementation and marketing of the project to ensure no group is excluded or disadvantaged. This will be considered and accounted for in the Communication and Engagement Plan.
Does the Service/Policy provide any positive impact/s including improvements or remove barriers? The project will bring new managed workspace into the town as well as new F&B units, and although this will not deliver benefits to any specific group engagement must ensure all group equally have the potential to benefit from the end product and any specific support requirements to establish a business in this location. In RIBA Stage 5 application of the developed project design and in the planning of construction activities any impacts on protected characteristic groups will be considered. This is particularly relevant in the design of a safe and accessible route between the new tram/train stop and Sheffield Rd and ensuring new buildings are accessible to all. Although the development of the new tram/train stop is outside the scope of this project an accessible path will be created through Town Deal, thus contributing to removing barriers to people on low incomes accessing the wider Templeborough area, access having previously relied largely upon car ownership. Where the scheme's car parking is concerned the project addresses accessibility

requirements by providing designated parking bays for disabled users.
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 local community generally consists of industrial businesses. In historic consultation the need for a 'heart' of Templeborough and somewhere for employees to gather and eat was considered beneficial to the business 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.

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: Templeborough Business Zone
Directorate and service area: R&E, RIDO
Lead Manager: James Green
Summary of findings:
The Templeborough project Stage 4 design has now been developed. The project is funded through Town Deal with additional funding being sought from SYMCA and it is now the subject to a Full Business Case ahead of entering into the main works contract with the appointed contractor. A communication and engagement plan specific to this project is in development, which will aim at ensuring awareness of the project progress and deliverables among groups of people with protected characteristics during the construction stage of the project.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Safety and security and accessibility of the redeveloped area and connections to be considered during design development	All	completed as part of Stage 4 design process
Marketing of opportunities to occupy the units and support to establish or expand businesses into the new units (by Magna Trust).	All	Mar 2025
Type of provision and occupant of the ‘drive up’ units to be considered by Magna.	All	Mar 2025
Accessibility around the site during the construction phases to be considered	All	March 2024

Proposal for the Communication and Engagement activities to cover the progress of the project is in place.	All	July 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
Simon Moss	Assistant Director, PRT	
Cllr Denise Lelliott	Cabinet Member, Jobs & the Local Economy	

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	14th February 2024
Report title and date	Equality Analysis Form - Templeborough
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

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User guidance:

- The first section of this form guides users through considering major areas where emissions are likely to occur. If emissions are impacted in a way not covered by these categories, please identify this at the bottom of the section
- The first section should be filled as such:
  - ***Impact***: identify, in relation to each area, whether the decision of the proposal does the following: *reduces emissions*, *increases emissions*, or has *no impact on emissions*. If it is uncertain this section can be labelled *impact unknown*
  - If ***no impact on emissions*** is identified: no further detail is needed for this area but can be added if relevant (e.g. if efforts have been made to mitigate emissions in this area.)
  - ***Describe impacts or potential impacts on emissions***: two sections deal respectively with emissions from the Council (including those of contractors), and emissions across Rotherham as a whole. In both sections please explain any factors that are likely to reduce or increase emissions. If ***impact unknown*** has been selected, then identify the area of uncertainty and outline known variables that may affect impacts.
  - In most cases there is no need to quantify the emission impact of an area after outlining the factors that may reduce or increase emissions. In some cases, however, this may be desirable if factors can be reduced to a small number of known variables (e.g. if an emission impact is attached to a known or estimated quantity of fuel consumed).
  - ***Describe any measures to mitigate emission impact:*** regardless of the emission impact, in many cases steps should be taken in order to reduce mitigate all emissions associated with each area as far as possible; these steps can be outlined here (For example: if a proposal is likely to increase emissions but practices or materials have been adopted in order to reduce this overall impact, this would be described here).
  - ***Outline any monitoring of emission impacts that will be carried out:*** in this section outline any steps taken to monitor emission levels, or steps taken to monitor the factors that are expected to increase or reduce emission levels (for example, if waste or transport levels are being monitored this would be described here)
- A ***summary paragraph*** outlining the likely overall impacts of the proposal/decision on emissions should then be completed - this is not required if the proposal/decision has no impact across all areas.
- The supporting information section should be filled as followed:
  - Author/completing officer
  - ***Research, data, or information*** may refer to datasets, background documents, literature, consultations, or other data-gathering exercise. These should also be added to the ***supporting documents*** section of the cabinet report

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- Carbon Impact Assessments are to be appended to the associated cabinet reports
- Prior to publishing reports, Carbon Impact Assessments should be sent to climate@rotherham.gov.uk for feedback
- Report authors may also use the above email address to direct any further queries or to access further support regarding completing the assessment

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	Increases emissions during construction. Reduces emissions during operation.	The proposal does not involve Council buildings.	This project replaces old non-domestic buildings (to erect 6 light industry units) and introduces two new F&B units on site. Operation of these buildings is anticipated to create a net decrease in emissions, however, the overall effect on emissions from non-domestic buildings across the borough is too complex to estimate. Main emission benefits have been accounted for in this document.	The new/refurbished buildings will be designed to present day standards. While RMBC will have no control over the future occupancy of the units, which might potentially impact the emissions levels depending on the use, the key improvement consideration is that as a new building it will be compliant with the Building Regulations and relevant standards for the energy performance of new buildings (Part L of the Building Regulations). The proposal includes a significant level of landscaping, with the intention of creating a more pleasant environment, including the mitigation or combatting of said emissions.	Possible occupancy reviews and measurement/targeting energy use could be carried out. The main contractor will ensure compliance with all building regs and relevant legislation. This will be monitored by RMBC.
Emissions from transport?	Increase emissions	During the construction stage there is going to be a likely increase in emissions due to the increased number of vehicles on site	The addition of a series of new businesses may attract a larger number of vehicles on site. The site has however been chosen for its proximity	Wider improvements to the area, i.e. new segregated cycle tracks extending the existing route from the Sheffield City boundary near	The main contractor appointed will be required to abide by standards to minimise emissions.

		(including the construction machinery and contractors' vehicles).	to the new tram/train stop and cycle ways along Sheffield Road and a new accessible pathway will be created providing a safe and pleasant connection and encouraging the use of cycling and public transport.	to the Magna Science Adventure Centre on the A6178 through to Rotherham Town Centre aim at promoting active travel to site (note: phase 1 – from the borough boundary to Bessemer Way is complete, remaining section to Rotherham will be under construction until the summer). There is a provision of 5 twin EV charging points within the scheme, and also ducting to enable installation of a greater number of EV chargers at a later stage. The provision of EV charging is a planning condition in the interest of supporting and encouraging low emission vehicles and in the interest of air quality enhancement. Public realm works are designed to encourage active modes of travel.	
Emissions from waste, or the quantity of waste itself?	Increase quantity	Contractors will be appointed by the Council and whilst in construction phase, the project will generate waste given the site's previous use and current condition.		Promotion of waste segregation and diversion from landfill during the construction process and adherence with local waste management practice during operation.	Statutory reporting requirements during construction. Submitting and getting an approval for a Construction Environmental Management Plan to

					the Local Planning Authority prior to the commencement of the development is a planning condition, which, among other things covers waste storage, collection, recycling and removal.
Emissions from housing and domestic buildings?	No impact	N/A	N/A	N/A	N/A
Emissions from construction and/or development?	Increases emissions	The proposed scheme would include a demolition and a significant amount of construction works that will have a direct impact on emissions. These include, traveling to site, operation of vehicles on site, operation of any other vehicles needed to construct/dig proposed components, the use of local power generation (generators) until permanent power is available will likely affect emissions also. The embodied energy required to produce construction materials will increase emissions.	The works will be designed to minimise the impact on the surrounding areas	Seek to achieve permanent power connections as early in the programme as practical to avoid the use of generators. The new construction works will use Modern Methods of Construction designed to reduce waste and improve efficiency. Look to promote active travel and reduce single occupancy car journeys.	RMBC will monitor works and ensure that the main contractor is complying with all relevant regulations.

Carbon capture (e.g., through trees)?	Reduce emissions		Included in the proposal is a significant amount of landscaping, some existing and some proposed to add/extend the existing amount. There will be a number of trees planted along the south end of the site, facing Sheffield Road. The extra landscaping/vegetation will reduce emissions on site. Biodiversity net gain of over 80% is targeted for the project.	Planting of trees and other vegetation to mitigate the effects on emissions the site would have.	To maintain the positive impact of the landscaping scheme post development, a relevant planning condition requires setting out the details of the responsibility for maintenance and a schedule of operations for the lifetime of the development, including replacement planting, that will be carried out for a period of 5 years after completion of the planting scheme.
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:

To summarise, it is expected that the project will, in the construction phase start to negatively affect levels of emissions on the surrounding environment and the net emission levels of Rotherham as a whole. The project will have relevant mitigation strategies in place to counter the increase in emission levels. As the project moves to completion it will replace existing old and inefficient buildings with new buildings leading to a long term positive impact. The project also factors it into the proposal the addition of vegetation/landscaping to create a green belt in order to mitigate/reduce the levels of emissions generated by this site.

We will ensure emission reducing measures are implemented wherever feasible in the design, construction, operation and maintenance of the buildings and public realm.
Once appointed, the main contractor will be responsible for compliance with relevant building regs and other relevant legislation, which RMBC will monitor carefully

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Tanya Shvab, Regeneration, RIDO
Please outline any research, data, or information used to complete this [form].	Initial information was provided by the appointed architects AHR in consultation with their Environmental experts. Stage 4 design information. Planning decision notice for the development is used for reference.
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]	

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

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Appendix 5

PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
Title: Rotherham Markets and Library Redevelopment	
Directorate: Regeneration and Environment	**Service area:** Markets and Libraries Boston Castle
Lead person: James Green	**Contact number:** 01709 255837
Is this a: ☐ **Strategy / Policy** ☒ **Service / Function** ☐ **Other** **If other, please specify** Renovation and redevelopment of Rotherham Markets, relocation of the Central Library and improvement works to the surrounding public realm.	

2. Please provide a brief description of what you are screening
Redevelopment and repurposing of the Rotherham Markets Complex, new Central Library relocation and public realm improvements, delivering key components of the Rotherham Town Centre Masterplan 2017. Previous public and stakeholder consultation for the Town Centre Masterplan and the Cultural Strategy identified a need to improve the cultural and leisure offer within

Rotherham town centre. This involves improving the proximity and connectivity between key amenities, upgrading the quality of the built environment and delivering inclusive access to the different facilities on offer. The scheme, together with the Forge Island development, will regenerate the town centre, creating new economic opportunities through well designed, lower carbon and inclusive spaces. This will have spill over effects for the wider town.

Bringing together the library, markets, food hall, citizens advice service and gallery/ event spaces on one site will provide the potential to increase footfall and in turn help support and sustain the future of the library service and the market. It will also provide the opportunity for the library and markets to work closely together in order deliver a more compelling offer to a wider range of residents and visitors.

The aim of the scheme is to provide a safe, welcoming and accessible environment freely open to all which encourages participation, creativity and mutual learning and support. This will be enhanced through more collaborative working internally and externally with partners and services such as the markets, colleges, local schools, voluntary organisations, to ensure that all needs are captured.

3. Relevance to equality and diversity

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

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

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

Questions	Yes	No
Could the proposal have implications regarding the accessibility of services to the whole or wider community? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*	X	
Could the proposal affect service users? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*	X	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? *(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)*		X
Have there been or likely to be any public concerns regarding the proposal? *(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)*	X	

Appendix 5

Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? *(If the answer is yes you may wish to seek advice from commissioning or procurement)*		X
Could the proposal affect the Council's workforce or employment practices? *(If the answer is yes you may wish to seek advice from your HR business partner)*		X
If you have answered no to all the questions above, please explain the reason		

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

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

4. Considering the impact on equality and diversity

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

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

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

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

The aim of the project is to increase use of the markets, library, the public realm and the wider town centre, to create accessible, thriving spaces through inclusive, community-led facilities. Throughout the entire design period, extensive engagement has been undertaken on emerging proposals with a wide range of stakeholders.

Following an 18-month programme of consultation and engagement, the Library Strategy 2021 – 2026 was adopted by the Council on 11th November, 2020. A key priority detailed within the Strategy was to create a new library for the town centre. Following this a design brief was created through information collected by RMBC's libraries team on current uses, and ways to improve the service so that more people can benefit from the services on offer.

The project is being designed with the service users fully in mind, through assessing and accommodating wherever possible, the requirements of different groups.

For the design of the markets, extensive consultation has been undertaken with businesses currently operating and trading from within the Markets complex itself (see Appendix 1).

Engagement with businesses operating within the Markets complex will continue through the redevelopment period with a range of relocations, both temporary and permanent, required to facilitate the planned works. Acknowledging this challenging and disruptive period, the Council has already approved a rent concession of 50% for market traders to be implemented from the Summer of 2023 and to be continued throughout the construction programmes duration.

- **Key findings**

Despite the library at Riverside House delivering a good service, highly-valued by existing customers, borrowing and physical visits never recovered following the transfer of location from Walker Place in 2012. The relocation resulted in an immediate 31% reduction in the number of annual visits to the central library. Relocation to be part of a wider cultural hub will create more of a destination, with better public transport links, and walking and cycling routes. Schools and a number of community groups are located in the Eastwood area, which is convenient for the new site.

The Council's Improving Places Select Commission undertook a review of Rotherham Markets and the emerging redevelopment proposals as reported at the meeting held 07 June 2022. A key finding of this was:

That any re-design of markets spaces duly consider usability and aesthetics, availing market research to optimise spaces for inclusiveness and accessibility, and to make the offer especially attractive to students and young people.

For both services the aim is to provide spaces for different groups to meet, fostering a sense of community. There will be opportunities to host a range of events in the new facilities. This will positively benefit community cohesion within the town centre.

- **Actions**

Our key action is to undertake a Part B Equality Analysis Form which will consider the following:

- Further consultation with traders and community groups around the design of spaces and sequencing of construction works.
- Make reasonable adjustments to the design of the building and public realm in line with the Equality Act, and Part M of Building Regs.
- Disabled access during construction process – maintaining clear pathways and keeping noise and disturbance to a minimum
- On completion, marketing of the facilities and dissemination of information to be fully accessible.
- Maintain the rent concession throughout the construction phase, to encourage businesses to stay.

Appendix 5

• Request Equal Opportunities statements from all partners (ie Developer, Construction Firm)	
Date to scope and plan your Equality Analysis:	09/06/23
Date to complete your Equality Analysis:	30/06/23
Lead person for your Equality Analysis (Include name and job title):	James Green Regeneration and Development Manager

5. Governance, ownership and approval

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

Name	Job title	Date
Tim O'Connell	Service Manager, RIDO	11/05/23

6. Publishing

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

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

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

Date screening completed	09/05/23
Report title and date	
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	15/05/23

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Appendix 5

PART B – Equality Analysis Form

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

This form:

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

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

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

1. Title	
Equality Analysis title: Rotherham Markets and Library Redevelopment	
Date of Equality Analysis (EA): 10/07/23	
Directorate: R&E	**Service area:** RiDO
Lead Manager: James Green	**Contact number:** 01709 255837
Is this a: ☐ **Strategy / Policy** ☒ **Service / Function** ☐ **Other** **If other, please specify**	

Appendix 5

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)**
James Green	RiDO	Regeneration & Development Manager
Eleanor Bainbridge	RiDO	Project Manager
Tanya Shvab	RiDO	Project 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, other groups or stakeholder/s e.g., service users, employees, partners, members, suppliers etc.)

Redevelopment and repurposing of the Rotherham Markets Complex, new Central Library relocation and public realm improvements, delivering key components of the Rotherham Town Centre Masterplan 2017.

Previous public and stakeholder consultation for the Town Centre Masterplan and the Cultural Strategy identified a need to improve the cultural and leisure offer within Rotherham town centre. This involves improving the proximity and connectivity between key amenities, upgrading the quality of the built environment and delivering inclusive access to the different facilities on offer. The scheme, together with the Forge Island development, will regenerate the town centre, creating new economic opportunities through well designed, lower carbon and inclusive spaces. This will have spill over effects for the wider town.

Bringing together the library, markets, food hall, citizens advice service and gallery/ event spaces on one site will provide the potential to increase footfall and in turn help support and sustain the future of the library service and the market. It will also provide the opportunity for the library and markets to work closely together in order deliver a more compelling offer to a wider range of residents and visitors.

The aim of the scheme is to provide a safe, welcoming and accessible environment freely open to all which encourages participation, creativity and mutual learning and support. This will be enhanced through more collaborative working internally and externally with partners and services such as the markets, colleges, local schools, voluntary organisations, to ensure that all needs are captured.

Key Stakeholders are:

- Market Traders (both indoor and outdoor)
    - NMTF Committee

- Market Customers
- Library Service Users
- Markets Staff (Council employees)
- Library Staff (Council employees)
- Neighbouring Businesses (including Council leaseholders)
- Facilities Management
    - RMBC Staff

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

Contextual information from a range of sources, including the 2011 and 2021 Census, Population – Rotherham Data Hub and the Council Plan consultation, is provided below.

Population

- Between the last two censuses (held in 2011 and 2021), the population of Rotherham increased by 3.3%, from around 257,300 in 2011 to around 265,800 in 2021.
- The population is ageing; People aged 65 years or over comprise 19.6% of Rotherham's population, which is a higher proportion than 18.6% across England and Wales.
- Rotherham's BAME population is concentrated in the inner areas of the town whilst the outer areas were 96% White British in 2011. 42% of BAME residents live in areas that are amongst the 10% most deprived in the country and for some groups the figure is higher. This compares with the Borough average of 19.5%.
- The age and gender profile of the town centre population is set out below:

Age range	Male	Female	TOTAL
0-15	248	221	469
16-29	380	303	683
30-44	464	280	744
45-64	364	159	523
65+	124	119	243
All Ages	1,580	1,082	2,662

Health and Wellbeing

- The percentage of people who identified as being disabled and limited a lot in Rotherham decreased by 2.10% between 2011 (12% 29,080) and 2021 (9.9%, 26,115). In 2021, 11.40% (30,065) were identified as being disabled and limited a little, compared with 11.20% (27,520) in 2011. In England, the percentage of people who identified as being disabled and limited a lot was 2.40% lower than Rotherham. Overall, the percentage of disabled residents, both limited a lot and a little was lower in England (17.70%) than in Rotherham (21.30%), with a difference of 3.6%.
- In the Council Plan consultation, in response to the question on what would have the biggest positive impact on wellbeing and quality of life, men (30%) and those

without a disability (27%) were more likely to state environmental improvements (23% overall), while more women and those with a disability stated, 'More things to do in the community' (16% women, 22% with disability, 13% overall).

Economy

- Rotherham has a polarised geography of deprivation and affluence with the most deprived communities concentrated in the central area whilst the most affluent areas are to the south, although the overall pattern is complex.
- In the consultation for the Council Plan, 45% of respondents stated there were not enough job opportunities in their area, as opposed to 19% who stated there were enough. Those with no disabilities were more likely to state there were enough job opportunities in their area (21%) than those with disabilities (15%), with female respondents more likely to be unsure about the opportunities (37%), than men (32%).

Consultation

The Town Centre Masterplan has been subject to wide consultation with business and stakeholder groups. A public event was held in All Saint's Square on 28th June 2017 attended by 75 people over the course of the day. Feedback was wide ranging but there was a clear desire to see improvements in the town centre including a stronger leisure offer to serve the needs of local people who currently needed to travel to other centres to access facilities. The consultation also highlighted safety and the management of anti-social behaviour as important priorities.

Further consultation included a meeting with Rotherham Older People's Forum at Talbot Lane Methodist Church which highlighted a need for new developments to be older person friendly, to include more seating with and provide easy level access wherever possible and with good connections to public transport. Consultation with the Looked After Children's Council focused on the need for things to do in the town centre and the importance of creating a safe environment. The consultation emphasised a cinema as being an important attraction that is missing from the town centre offer for young people.

Rotherham Sight and Sound group were consulted on public realm proposals in the town centre on 16th January 2020. The group highlighted the importance of design in ensuring public spaces are accessible including the choice of materials, surface finishes, improved lighting and accessible seating

Our Rotherham, Our Borough consultation and engagement to inform the new Council Plan took place from 9th August to 19th September 2021 to seek the views of Rotherham residents and other local stakeholders. The consultation included focused groups, short interactions, online and postal survey and Rotherham Show, with over 1,300 interactions taking place in total across all methods of engagement

The short interactions and focus groups aimed to make up some of the engagement gaps, by engaging stakeholders working with some of the groups whose views were underrepresented in the survey, and those sharing protected characteristics.

Throughout the whole consultation and engagement, a common theme was a desire to see Rotherham town centre vibrant, flourishing, clean, safe and attractive to all. There were many suggestions as to how this may be achieved including incentives such as free parking, reduced rents to encourage a wide range of shops and businesses, improved safety and security measures in certain areas, plus investments made to attract families with children, and young people into the town centre.

Linking to messages concerned with the town centre, retaining business and encouraging trade and industry into the area, were responses concerned with local jobs for local people. Street scene matters were also frequently mentioned for the town centre and across the borough.

Many expressed a desire for a wider range of "decent" shops, more activities for families with young children, and greater accessibility for disabled and those with sensory impairments.

Of the children and young people consulted, young people wished for Rotherham town centre to be a place that people want to visit, for there to be more shops, activities, and places for young people to go. They also spoke about wanting to feel safe and secure in the town centre.

Results from the Rotherham Residents Survey comprising a sample of 503 adults who were polled between 8th and 22nd June 2021 showed that 24 per cent or respondents felt 'very optimistic' or 'fairly optimistic' about the future of Rotherham town centre (as they did about the future of the wider borough. Forty-one per cent of respondents were not optimistic at all about the town centre, slightly more than in the previous survey. People aged 25-34 years were most likely not to be optimistic at all, whilst young people aged 18-24 years were the most optimistic. Low skilled workers were notably more optimistic than professional and managerial workers.

Specific Library and Markets Consultation

The aim of the project is to increase use of the markets, library, the public realm and the wider town centre, to create accessible, thriving spaces through inclusive, community-led facilities. Throughout the entire design period, extensive engagement has been undertaken on emerging proposals with a wide range of stakeholders.

Following an 18-month programme of consultation and engagement, the Library Strategy 2021 – 2026 was adopted by the Council on 11th November 2020. A key priority detailed within the Strategy was to create a new library for the town centre. Following this a design brief was created through information collected by RMBC's libraries team on current uses, and ways to improve the service so that more people can benefit from the services on offer.

The project is being designed with the service users fully in mind, through assessing and accommodating wherever possible, the requirements of different groups.

For the design of the markets, extensive consultation has been undertaken with businesses currently operating and trading from within the Markets complex itself.

Engagement with businesses operating within the Markets complex will continue through the redevelopment period with a range of relocations, both temporary and permanent, required to facilitate the planned works. Acknowledging this challenging and disruptive period, the Council has already approved a rent concession of 50% for market traders to be implemented from the Summer of 2023 and to be continued throughout the construction programmes duration.	
Are there any gaps in the information that you are aware of? No- All groups responded, and a wide selection of views gathered. Where individual market traders have been unresponsive to consultation events we have followed-up one-on-one to gather their views and respond to any concerns.	
What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? As the Markets/ Library complex is a run by Council, service delivery is continually monitored. The Council plans to recommission an annual Town Centre survey, to monitor activity including market use and access concerns.	
Engagement undertaken with customers. (Date and group(s) consulted and key findings)	**29/05/2018-15/06/18 Indoor Market exhibition** **Rotherham Markets: Past, Present and Future Exhibition comments** • Reduce the rents and get more people to trade • Better signage and opening up the front • More Parking • Visible security • Proper lighting • Repair and improve the roof • Changing spaces needed with adequate room • Free short stay vehicle access – disability and collection • Opening times to reflect modern needs – i.e., opening later • Encouragement of e-business – purchase via web • Public food court • Provide other reasons to visit i.e., sports centre, health centre, learning and education uses. • School stalls and community stalls given for free, pop-up style • Integration of postal service facility for businesses • More choice of stalls • New flooring, air conditioning • More and improved access to top level • Meeting places

	• Market should be more accessible for everyone, the main entrance could be easier as it is quite a slope, perhaps some kind of escalator which could accommodate wheelchairs.
	• More events
	• Modernise stalls, better entertainment
	• Keep lower indoor market, concentrate on that, and make street market twice weekly, Tuesday and Saturday.
	
	06/11/2019- Town Centre - Student Focus Group Markets:
	
	• Food hall with
	  ○ a variety of foods
	  ○ healthier options
	  ○ street food
	  ○ cultural foods
	  ○ Arcades and games
	• More stalls choice
	• More green spaces
	• Playgroup (for parents to leave kids as they shop)
	• Improvements to crossing from college (Eastwood Bldg) to markets
	• Events – festivals
	• Better social area – USB points
	• Breakfast places – open earlier?
	• Wi-Fi
	
	06/11/2023- Occupants **of the RAIN Building – Carer's Corner, NHS Mental Health, Credit Union**
	Officers presented the latest options,
	• option 1 two individual buildings, larger space available for both Library and Community Hub
	• option 2 adjoining buildings, smaller space available for both Library and Community Hub
	
	Feedback on design options presented:
	• The smaller building will not have enough space to accommodate all of the services currently in the RAIN Building and so would likely only hold the Citizens Advice Rotherham.
	• Issue would then be where to accommodate the displaced services.
	• The current set up has an operational requirement for 15 of the small meeting rooms to deliver the services offered.
	• There is no room for growth, something they have aspirations for in the future.

	• Security/health & safety issues raised with the design, they did not approve of having meeting rooms on a floor where there is no reception or office staff presence. • It is not essential for the Credit Union to have their own reception, a shared reception for the building would work. • All tenants will require a street presence regarding signage. Option 1 is the preferred option. **09/03/2020 and 10/03/20 – Market Traders with Design Team** • Queries raised on the level of rent that will be expected. Comment made that rents need to be competitive. • Traders suggested a temporary market on the street. • Discussion on food ensued as to whether it should be distributed throughout units or in one location, such as an oasis. • Officers advised of the intention to connect the indoor and outdoor market with a food court area for seating. • Traders queried whether there would be a reduced number of stalls? Officers advised that they should be of similar number. • Traders raised the issue of inconvenience during the course of the works, that they would incur costs. • Traders raised the issue of social media and the absence of any presence of the market on social media. Also, social media gave an adverse impression of the town centre out of hours, providing adverse press. • Traders suggested that young people were scared to come into the town centre and this needs to be addressed by RMBC. • Traders identified, and attendees agreed, that the library had been relocated to the wrong place out of the town centre, and that the relocation into the town centre and thus it's inclusion in the scheme was understandable. **03/09/2021 - 05/09/2021-** Gazebo **at Rotherham Show** (approx. 750 people across 3 days). Public information event to showcase the updated markets redevelopment plans.

	01/10/2021 – 05/10/2021 Indoor Market Stall public information event (Approx. 200 people reached) **09/03/2021 and 10/03/21 – Market Traders with Design Team** Public information event to showcase the updated redevelopment plans. **19/10/2021 and 21/10/21 – Market Traders with Design Team Workshops** **Key questions raised by traders:** • Will there be a financial package available for traders while works are ongoing? Will be reflected in leases and rent reductions • What will happen to the food retailers on the ground floor? The food retailers will be put together in one area. Will speak to each individually • What sizes will the stalls be, will they provide market dividers to split the units up and allow stock display? To be decided • Can the empty space in the markets be used to build the new stalls and traders move into and continue trading? • Will there be options to trade elsewhere? • Will storage of goods be provided? • Will the lifts and stairs remain in the same place? • Will the permitter units be redeveloped? • Will the fronts and signage change for everyone? • If cladding is being added will the markets be lit better? **06/06/22-20/06/22 – Online survey with 295 responses** • 125 comments made which included: feeling safe and secure is priority, more free parking, additional seating, better access to library, more shops, better food offer, study space in library, more themed markets and events **14/06/22-16/06/22 – On-street consultation** (approx. 200 attended) • Fruit trees should be planted • Charge for toilets to reduce ASB • More events

	• Gallery exhibition space would be useful to work with the college **03/09/22-04/09/22 – Gazebo at Rotherham Show** to share information and respond to queries Over 1,000 people attended **23/02/23 and 28/02/23 – Indoor Market Traders Consultation** *What about specific requirements for i.e., cafes* Councill will support businesses moving and plans will be put in place for specific businesses like cafes, food outlets and butchers etc. including water and drainage etc. *On the moving day, how will you compensate businesses?* Can discuss the move individually with businesses and look at specific details *What will happen with the trader's car park?* Council looking to put temporary arrangements in place for parking as it will be out of action for a while. Will maintain loading and access for traders though *Will there be advertising to let the public know about the relocation?* Marketing will be undertaken including signage, social media and adverts etc. *Footfall already falling off now* *Some traders not happy as some people are paying £50 per week. Everyone should pay the same.* Officers clarified that all traders will get access to the 50% off rent deal, not including existing concessions. *When the redevelopment is finished, will the rents increase?* No plans to. Intention is to keep the same as they are currently. **07/03/23, 17/03/23 and 11/04/23, 19/04/23 – One-on-one meetings with stall holders** 36 businesses attended **07/06/23, 12-13/06/23** – visits to market units: 66 stalls covered, spoke to 40 traders
Engagement undertaken	Markets and Libraries Service staff have been key

with staff (date and group(s)consulted and key findings)	stakeholders in the decision-making process throughout the development of this project, including at the various Working Groups and the Markets Board.

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) Careful consideration has been given to the needs of a broad range of people including those with protected characteristics who will use the Markets/ Library for purposes outlined below to ensure that the proposed development promotes social inclusion: • Customers for the Markets • User-groups for the library • Visitors using the public realm • Markets and Library staff • People using the neighbouring commercial units and wider town centre. Feedback from consultations has been considered by the design team and aspects of the design have been developed in response to these considerations to ensure that all people have free access to use the scheme: • Creation of accessible routes to all of the different functions of the development, suitable for all pedestrians, wheelchair users and people with prams or buggies. • Accessible routes around the site during construction wherever possible. • Providing pictogram signs that reinforce the routes through the site for people with difficulties in reading text • Providing appropriate lighting, recognised tactile surfacing and sufficient contrast between floor and wall surfaces for people with visual acuity difficulties In response to specific concerns raised by existing Market Traders: • Maintain affordable rents to retain existing Market Traders and protect their livelihoods. • Ensure car parking is maintained in a safe, well-lit area • Improve welfare facilities for Traders
Does your Policy/Service present any problems or barriers to communities or Groups? The project is intended to create an inclusive, safe and welcoming environment for all users of the space. The project intends to bring together diverse groups within the community and provide spaces for exchange.
Does the Service/Policy provide any positive impact/s including improvements or

remove barriers? The project will address accessibility concerns with the current site, where access ramps are non-compliant with building regs. The Indoor Market complex is currently in a poor condition, with damaged flooring and non-contrasting surfaces which do not create an accessible space. The redevelopment will address these issues, making a safe, accessible space for all. All other areas of the scheme will be fully compliant with Building Regs and provide greatly improved public realm for the diverse communities that visit the town centre, to enjoy. By maintaining affordable rents, the existing market traders will be retained to the extent possible.
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 project is expected to help foster improved community relations, with a wider range of services available to groups, and improved accessibility to the site.

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 Markets and Library Redevelopment
Directorate and service area: R&E RiDO
Lead Manager: James Green
Summary of findings:
Consultation has been undertaken with a diverse range of stakeholders. This includes Market Traders, Library Staff, and users of these services. This represents individuals of differing age ranges, individuals from different ethnic/religious groups and traders/businesses within the local area. This consultation involved activities such as events, focus groups, workshops and online questionnaires in order to gain a wide-ranging reach, accessibility in relation to engagement and multiple opportunities for community feedback. This approach has informed the redevelopment scheme design from inception through to construction, where feedback has been captured and taken into account to improve the design wherever feasible.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Ongoing consultation with market traders and community groups around the design of spaces and sequencing of construction works.	**All**	**Ongoing**
Designs of the buildings and public realm make reasonable adjustments in line with the Equality Act, and Part M of Building Regs. Improve the main entrance ramp which does not comply with Building Regs as is. Provide appropriate	**A, D**	**02/24**

lighting, recognised tactile surfacing and sufficient contrast between floor and wall surfaces for people with visual acuity difficulties		
Working with the main contractor to ensure disabled access during construction process – maintaining clear pathways and keeping noise and disturbance to a minimum	**A, D**	**03/26**
On completion, marketing of the facilities and dissemination of information to be fully accessible	**All**	**04/26**
Request Equal Opportunities statements from all partners (i.e., Main Contractor	**All**	**02/24**

***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
Tim O'Connell	Service Manager, Rotherham Investment and Development Office	11/07/23

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	10/07/23
Report title and date	Rotherham Markets and Library Redevelopment
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	11/07/23

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Appendix 6

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	Increases emissions during construction. Reduces emissions during operation.	The final development will reduce emissions from the operation of the Council-led Markets and Libraries services. The development will refurbish the 1970s indoor market, extending its useable lifespan and improving environmental performance, such as more effective passive heating/ cooling. The existing outdoor market and surrounding buildings will be demolished and rebuilt, resulting in an increase in emissions during construction. In operation the new buildings will generate less emissions than the existing. The markets building currently runs	Overall effect on emissions from non-domestic buildings across the borough is too complex to estimate. Main emission benefits have been accounted for in this document.	The design brief for the buildings includes measures to maximise energy efficiency and reduce emissions including for example BREEAM rating and travel plans, low energy lighting, passive heating/ cooling, clean fuel sources (switching from gas to electric) and thermal efficiency. The buildings have been designs so that renewable energy systems (such as solar PV panels) can be added once funding has been secured. Through reusing existing structures where possible and upgrading functionality, significant carbon emission savings will be made.	The main contractor will ensure compliance with all building regs and relevant legislation. This will be monitored by RMBC. During the award and construction stages regular workshops will be held to ensure the entire design and construction teams know their responsibilities in terms of BREEAM scoring. After completion and handover further client/ construction team liaison will be required for items such as seasonal commissioning which should be a targeted credit in terms of both BREEAM but also

		off gas heaters, which will be switched for air-source heat pumps which are powered by electricity.			energy in use during all times of the year. Post occupancy reviews and measurement/targeting of energy use will also assist.
Emissions from transport?	Increases emissions during construction. Reduces emissions during operation.	During the construction phase, there will be an increase in traffic and machinery on site, having an impact on emissions.	The site is well connected to public transport links. The public realm will be revitalised to encourage walking and cycling. We envisage the revitalised and better-connected library site and public realm will reduce reliance on cars for shopping and leisure.	The site is within walking distance of the bus interchange, tram train and railway station and the design brief for the scheme includes consideration of measures to enhance pedestrian connectivity with key arrival points including public transport nodes across the town centre. Active travel will be built into the scheme, including cycle parking and facilities.	The main contractor appointed will be required to abide by standards to minimise emissions. Once in operation, RMBC may monitor active travel more generally and the impact of the project on this.
Emissions from waste, or the quantity of waste itself?	Increases emissions during construction. No impact on emissions during operation.	Increased emissions due to demolition, site clearing works and waste from construction.	Increased emissions due to demolition, site clearing works and waste from construction.	Waste Management Plan to be prepared and be in place as part of planning condition requirements before operations on site can commence and impacts experienced.	As above the main contractor will be responsible for compliance, which will be monitored by RMBC. Prior to any work commencing on site (including demolition),

				In line with Part H of building regs., waste will be kept to a minimum, with reuse and recycling wherever possible. Reuse of the existing indoor markets building reduces waste significantly compared with new construction.	a Construction Environmental Management Plan (CEMP) was submitted to Planning by the main contractor, to promote sustainable development.
Emissions from housing and domestic buildings?	No impact	N/A	N/A	N/A	N/A
Emissions from construction and/or development?	Increases emissions during construction. Reduces emissions during operation.	The proposed construction works will have a direct impact on emissions. This includes, traveling to site, operation of vehicles on site, operation of any other vehicles needed to construct/dig proposed components, and the use of local power generation (generators) until permanent power is available. The embodied energy required to produce	The works will be designed to minimise the impact on the town centre and surrounding areas, including reuse of existing buildings where possible and sustainable/ low-carbon design.	Compliance with relevant building regs will ensure emissions and waste are kept to an absolute minimum. The proposal for the redevelopment of the Central Library aspires to achieve BREEAM Very Good and has achieved this ambition at the design stage pre-assessments. The scheme has been future-proofed to allow for renewables to be	RMBC will monitor works and ensure that the main contractor is complying with all relevant regulations and BREEAM targets. The BREEAM tracker is updated periodically to reflect any design changes, and an updated BREEAM assessment will be conducted following the conclusion of the RIBA Stage 4 design.

		construction materials will increase emissions.		installed once funding has been secured.	
Carbon capture (e.g. through trees)?	No impact	The final development arrangement does not have any quantifiable impact on carbon capture.		The development will provide new soft landscaping and planting, but not significantly increase carbon capture.	Captured through Borough/Region wide indicators and monitoring – no site-specific monitoring proposed.

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

The information in this Appendix will be updated as the more detailed design is developed and agreed.

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

The scheme is designed to promote a healthier and more active Rotherham town centre, with improved public realm, landscaping and leisure spaces. By reusing the existing indoor market building and improving its environmental performance, the waste and emissions related to demolition and rebuild have been prevented for this part of the development. The new buildings will ensure much improved energy efficiency in the operation of the library, gallery/event space and café. The gas fuelled heating and cooling system in the existing indoor market building will be replaced with air source heat pumps which are powered by electricity, and all new buildings will be heated and cooled by renewable fuel sources.

We will ensure emission reducing measures are implemented wherever feasible in the design, construction, operation and maintenance of the building and public realm.

When appointed, the main contractor will be responsible for compliance with relevant building regs and other relevant legislation, which RMBC will monitor carefully.

Appendix 6

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Eleanor Bainbridge, Project Manager, Regeneration and Environment
Please outline any research, data, or information used to complete this [form].	Stage 3 design information, Building Regs Part L compliance
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 180 Arthur King Principal Climate Change Officer Strategic Asset Management Finance and Customer Services

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Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
Social Value annual report and Social Value Policy

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

Strategic Director Approving Submission of the Report
Jo Brown, Assistant Chief Executive

Report Author
Steve Eling
Policy and Equalities Manager
Assistant Chief Executive's Directorate
Steve.eling@rotherham.gov.uk

Wards Affected
Borough-Wide

Report Summary

Each year a report is presented to Cabinet updating on progress towards the priorities set out in the Council's Social Value Policy, including the amount of social value committed and delivered through Council contracts. Policy developments and future priorities are also considered for the following 12 months (2024/25).

Since the last annual report in March 2023, positive progress has continued to be made in realising the ambitions of the Council's policy. In the intervening period social value commitments have more than doubled to £27.8m, with commitments delivered also doubling from £4m to £8m. Alongside this the Council's broader progress on this agenda was recognised through the receipt of a national social value award for public sector leadership.

This year's report also provides the outcome of a review of the current Social Value Policy, to set the direction to 2027. A review rather than a rewrite, the proposed policy retains the original aims and commitments, whilst reflecting on the successes to date and incorporating the additional policy commitments agreed by Cabinet through previous annual reports.

Recommendations

1. That the annual report is received noting the increased social value commitments along with outcomes delivered.

2. That the updated Social Value Policy 2024 – 2027 be approved.

3. That the key priorities for 2024 include:
   a) Community wealth building by growing employee and worker owned businesses in the borough.
   b) Building the capacity of local SMEs through additional tailored support, including one-to-ones and group sessions.
   c) Maximising social value opportunities and commitments through local market analysis.
   d) Developing the local anchor network by working with anchor organisations to help them develop social value approaches and processes.

List of Appendices Included

Appendix 1 Social Value Policy 2024 - 2027
Appendix 2 Social Value commitments and delivery table
Appendix 3 Equality Screening (Form A)
Appendix 4 Carbon Impact Assessment

Background Papers

Social Value Policy (2019)
Centre for Local Economic Strategies – Progressive Procurement in Rotherham

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

Council Approval Required
No

Exempt from the Press and Public
No

Social Value Annual Report and Social Value Policy

1. Background

1.1 In October 2019 the Council adopted a Social Value Policy, which with its accompanying toolkit, set out how Social Value would be maximised in the borough.

1.2 Each year, Cabinet receives a report on progress against the policy priorities including actions for the year set out in the previous report and sets priorities for the year to come. Key actions set out for 2023 were to:

- Continue to embed the foundations of strong social value delivery through contract manager and supplier learning and development, tools and evaluation.
- Support new and existing businesses to enter into new markets, from which the Council buys goods and services through the work of Rotherham Investment and Development Office and meet the buyer events.
- Hold a Social Value celebration event for suppliers to showcase impact and inspire others.
- Formally launch Rotherham Social Value Anchor Networks to raise awareness and engagement of more partners.

1.3 In developing the annual progress report, data is included on social value commitments in the previous year. It should be noted that the amount of social value commitment achieved is determined by the scale, number and type of contracts let each year.

1.4 This year, the Social Value Policy has also been reviewed, bringing it up to date with progress achieved and consolidating additional policy decisions taken since the policy was adopted.

2. Key Issues

2.1 The section of the report covers the following three core elements:

- The annual report sets out achievements of the Social Value Policy over the last year;
- The review of the Social Value Policy; and
- The proposed priority actions for 2024/25.

2.2 Annual Report on Social Value

2.3 <u>Policy achievements in 2023/24</u>

2.4 Continuing to achieve the outcomes and priorities in the Policy is a developing agenda with key priorities agreed for each year through the annual report. The priority actions set for 2023/24 in the annual report agreed in March 2023 and subsequent achievements are:

2023/24 Priorities	Achievements
Continue to embed the foundations of strong social value delivery through contract manager and supplier learning and development, tools and evaluation.	A revised toolkit has been developed, along with further contract manager information and awareness on its use.
Support new and existing businesses to enter into new markets, from which the Council buys goods and services through the work of Rotherham Investment and Development Office and meet the buyer events.	A new project with support from UK Shared Prosperity Fund has been approved and funded to deliver this priority action to support new and existing local businesses.
Hold a Social Value celebration event for suppliers to showcase impact and inspire others.	The event has now become an annual showcase celebrating social value achievements in Rotherham. The event in 2023 involved attendees from across local partnership working and local business. Speakers demonstrated a range of actions that businesses can include in the delivery of contracts to deliver social value outcomes. Planning is underway for the next event, which will take place in summer 2024.
Formally launch Rotherham Social Value Anchor Networks to raise awareness and engagement of more partners.	Anchor networks have a specific focus taken forward by project work being supported through UK Shared Prosperity Fund. The project is funded until March 2025 and will assist partners to further identify where joint activity can deliver added value.

2.5 Social value committed and delivered measured by National TOMs

2.6 The National Themes, Outcomes and Measures (TOMs) Framework is developed by the National Social Value Task Force, a cross-sector entity combining both public and private sector organisations. It is designed to provide a clear definition of social value and a corresponding measurement tool that provides both a transparent and robust reporting solution.

2.7 The TOMs comprise over 100 measures, across the following five themes:

- Jobs: Promoting Local Skills and Employment.
- Growth: Supporting Growth of Local and Small Business.
- Social: Healthier, Safer and more Resilient Communities.
- Environment: Protecting and Improving Our Environment.
- Innovation: Promoting Social Innovation.

2.8 The Council has selected from the National TOMs (2021), those measures which will have a positive impact on the economic, social, and environmental wellbeing of the Rotherham community.

2.9 Details of the key performance indicator measures that the Council's suppliers have committed to and delivered against on contracts procured and awarded between the implementation of the Social Value policy in December 2019 and 30th November 2023 are set out in a table as Appendix 2 to the report, with highlights set out below. It should be noted that the year anniversary date is the 30th November.

2.10 The table in Appendix 2 sets out units including the number of people to benefit, training hours and tonnes of carbon saved, for example. It then sets out monetary values, using proxy values for many of the TOMs (NTs). These proxy values represent the value to society if these measures are delivered. The information set out below provides detail of both units and monetary values.

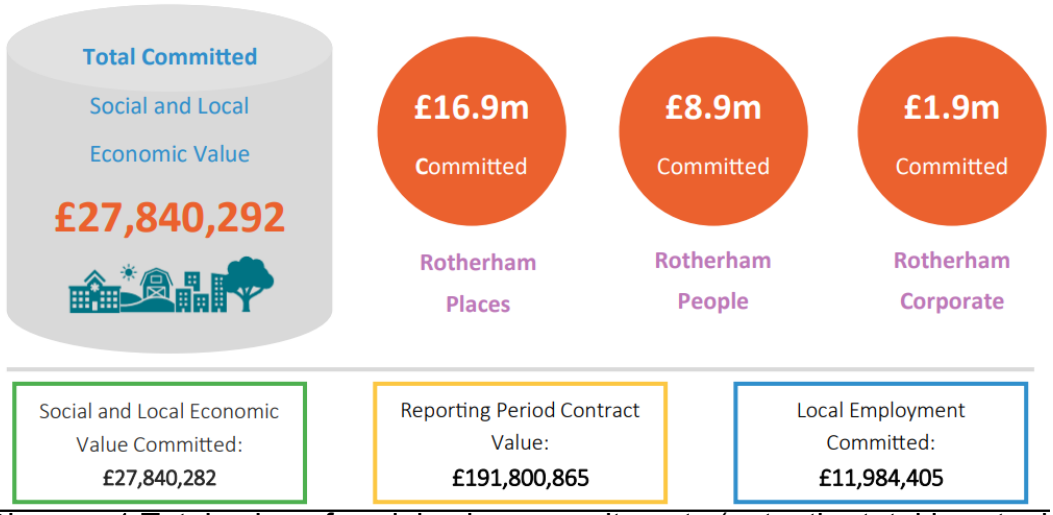

Diagram 1 Total value of social value commitments (note: the total is actual but Places, People and Corporate are rounded so may not sum together).

2.11 The total social and local economic value (SLEV) committed since the introduction of the Social Value policy shows significant increase having more than doubled from £13.6m included in the annual report 2023 to £27.8m in this year's annual report. This represents a net increase of £14.2m or 103%. The total contract value attracting social value shows an increase from £106.86m last year to £191.8m this year, a net increase of £89.4m or 83.6%.

The mid-year position (up to end of May 2023) reported to Overview and Scrutiny Management Board in December 2023, had shown a net increase in commitments of £11.8m or 87% with total contract value attracting social value show increasing by £68.6m or 64%.

2.12 The use of Places, People and Corporate categories is procurement terminology. It is a way of categorising/grouping similar types of expenditure:

- Rotherham Places covers construction, facilities management, environment, and transport.
- Rotherham People covers commissioned services for delivery to residents such as health and social care provision.
- Rotherham Corporate covers contracts that support the operational running of the Council (i.e. ICT, temporary labour, training, PPE).

2.13 Of the three categories, “places” has seen the largest absolute increase over the year of £10.4m or 160%, increasing from £6.5m to £16.9m with “people” achieving £2.3m or 34% increase from £6.6m to £8.9m and “corporate” achieving £1.4m 303% increase from £461k to £1.9m.

Diagram 2 Outputs on local skills and employment along with protecting and improving the environment.

2.14 Key commitments for “promoting local skills and employment” include training weeks committed has increased from 988 included in the annual report 2023 to 1,526 this year. This is a net increase of 538 or 53.8%. The value of supporting young people has increased from £771k to £1.7m over the same period, a net increase of £929k or 116%. The number of full time equivalent (FTE) long term unemployed hired on contracts has also increased from 12.31 to 19 over the year a net increase of 6.69 or 55%. This covers the commitments made under TOM NT3 and is separate from the broader local employment commitment under TOM NT1. The tonnes of CO2e saved has increased from 2,670 to 4,369 since the 2023 annual report a net increase of 1,699 or 65%.

Diagram 3 Support to local VCS groups and local spend in Rotherham on supply chain contracts.

2.15 Support and value for local VCSE and community groups has seen increases in equipment and resources from £83.8k in the annual report 2023 to £121.2k this year. Local economic value from the use of the local supply chain significantly increased from £3m to £10.9m over the same period. This represents a net increase of £7.9m or 263%.

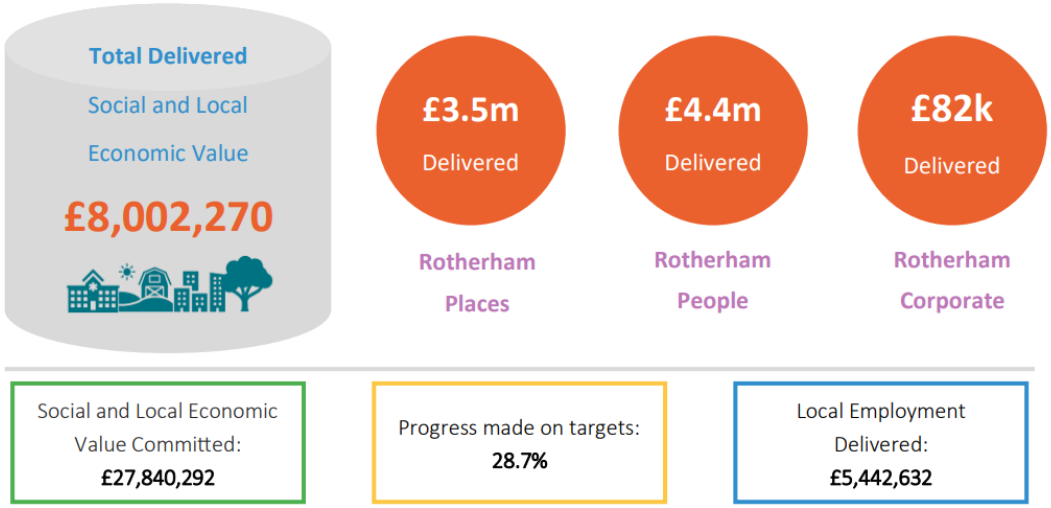

Diagram 4 Social value commitments delivered.

2.16 Social Value delivered over the last year has more than doubled from £3.97m in the last annual report to £8m. "People" has seen the largest increase from £1.9m to £4.4m, a net increase of £2.5m or 131%. The £4.4m is an increase for £2.9m in the mid-year report. Reflecting the value of commitments, "Places" has delivered £3.5m, up from £1.9m, a net increase of £1.6m or 84%. "Corporate" has increased to £82k from £18k over the same period, a net increase of £64k or 355%.

Diagram 5 Local skills & employment along with protecting and improving our environment units delivered.

2.17 Achievements of note in "promoting local skills and employment" include apprenticeships, where the number of apprenticeship weeks has increased to 487 from 266 included in the last annual report. This is a net increase of 221 or 83%. Support to assist unemployed individuals has also increased from £49k to £247k over the same period, a net increase of £198k or 404%. CO2 saved now stands at 816 tonnes with a proxy value of £56k.

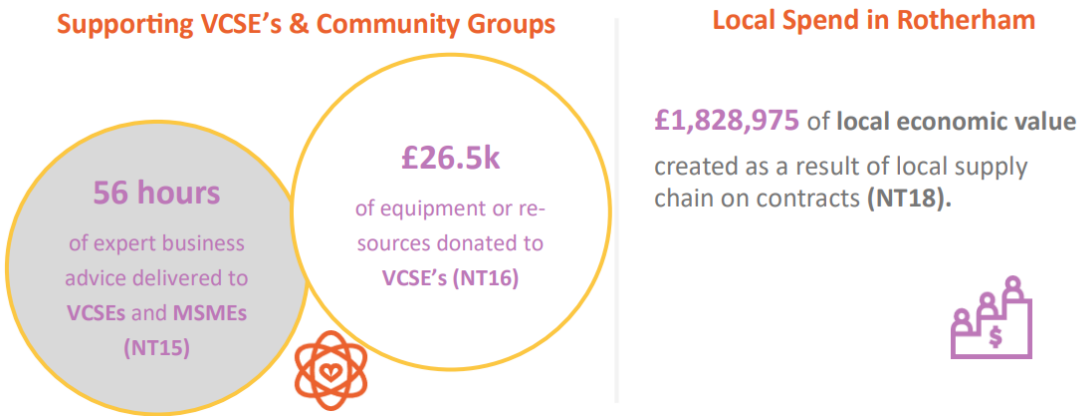

Diagram 6 Support for VCSE and community groups delivered along with local spend.

2.18 Supporting VCSE's and community groups shows an increase in equipment and resources donated over the year from £20k to £26.5k. Expert business advice hours to VCSE's and MSMEs has increased from 29 to 56 hours over the same period.

2.19 Living Wage Progress

2.20 The Council received accreditation as a "Living Wage Employer" from the Living Wage Foundation in September 2021 and has retained the accreditation in 2022 and 2023. This means that the Council is able to continue to display the Real Living Wage logo on communications and publicity.

2.21 The Council continues to pay its own staff the real living wage, currently £10.90 per hour. It was announced in October that this will rise to rise to

£12.00 per hour, with employers having six months until May 1st 2024 to implement this. The Council is also working to ensure that all in scope contracts pay the real living wage. The annual report that was submitted to the Living Wage Foundation in September 2023 set out that 77 contracts let, were living wage compliant. This included all in scope contracts and an additional 37 out of scope contracts where contractors confirmed that they pay their staff the real living wage.

2.22 Social Value Award Winner

2.23 In June 2023 the Council won the prestigious Social Value Award for Public Sector Leadership. The Social Value Awards, organised by the Social Value Portal as part of their annual social value conference, are the most widely recognised awards for organisations and individuals delivering social value outcomes in communities across a number of categories.

2.24 This award was given to the Council for leading the way to embed social value into the business culture, processes, and systems to ensure the needs of communities are being met.

2.25 The judging panel highlighted the Council had:

- Made a public commitment to embed social value through its policies including corporate, procurement and planning.
- Used social value data to inform decision making at the highest level.
- Developed processes that address economic inequality, support for local businesses, community wellbeing and regenerating the environment.
- Accounted for social value transparently and with independent verification of results.
- Been highly innovative through the creation of a Social Value operational group to embed social value across the organisation.

2.26 Social Value Case Studies

2.27 Since adoption of the policy, suppliers and contract managers have shared a variety of positive stories and real-life examples to highlight the impact of social value on residents and communities. Two new case studies are set out below.

2.28 Case study 1: The Rotherham Foundation NHS Trust: Building Social Value through local jobs and skills development.

2.29 The Rotherham NHS Foundation Trust (Rotherham Trust) delivers the Rotherham Children's Public Health Nursing Service. This service goes beyond traditional health visiting and school nursing. It involves a dedicated team of community practitioners who work together to:

- Promote healthy lifestyles for children, young people, families, and carers.
- Provide expert advice and support, empowering individuals to make informed choices about their health and well-being.

2.30 In 2022/23, Rotherham Trust exceeded its commitment to deliver £1.6 million in Social Value. This meant focusing on creating good local jobs and developing essential skills for Rotherham residents.

2.31 The results of this include:

- Over 60 full-time equivalent positions were filled by Rotherham residents, providing valuable employment opportunities and boosting the local economy.
- The student placement programme thrived, offering realistic work experience and fostering local talent. This included a Rotherham resident securing full-time employment with the service after the completion of their training.

2.32 Rotherham Trust is committed to making a positive impact on the community it serves. By investing in local people and fostering a culture of health and well-being, the Trust is building a brighter future for generations to come.

2.33 Case study 2: Connect Healthcare Rotherham – jobs for local residents

2.34 Connect Healthcare Rotherham delivers the NHS Health Checks programme which is a is a free preventative healthcare programme. It aims to identify people aged 40 to 74 who are at an increased risk of developing heart disease, stroke, type 2 diabetes, kidney disease, and dementia, and to help them take steps to reduce their risk.

2.35 Connect Healthcare Rotherham is a local organisation formed by all 29 GP practices in Rotherham serving the needs of over 260,000 residents of Rotherham.

2.36 As an accredited living wage employer, Connect Healthcare Rotherham focused their social value commitment of raising living standards for Rotherham residents by employing local people, offering apprenticeships and career support sessions. In the first year of delivery of the contract they have delivered over £128k in social and local economic value, which has included employing 4.2 full-time equivalent posts for Rotherham residents.

2.37 Local Labour Policy

2.38 In January 2024, Cabinet adopted the Local Labour Policy Interim Policy Statement. This Policy sets out the requirements for major and/or employment generating development entering into Local Labour Agreements, increasing the opportunities for local people to access training and local employment.

2.39 The Planning Service will monitor the implementation of the planning conditions. The percentage of working age population educated to certain levels within the borough is monitored in the Local Plan Annual Monitoring Report, produced in December each year.

2.40 Local market intelligence – local needs assessment

The Social Value Portal has been engaged by the Rotherham Together Partnership to undertake a local needs analysis that will help to target future actions. This will include a data review aligned to the social value outcomes set out in the National TOMs that will assist the Council and partners to plan future actions.

2.41 Social Value Policy Review

2.42 Overarching progress made since the Social Value Policy was adopted

2.43 The Council adopted its first Social Value Policy in October 2019, with operational implementation from December 2019. This set out the aims and objectives to secure social value commitments and outcomes for Rotherham through procurement of Council contracts. The policy set out how the Council would use its purchasing power and influence to ensure that every pound the Council spends achieves the most value for our communities and residents, ensuring that decisions are not just based on financial cost but look at benefits to the wider community.

2.44 Whilst the Council's journey on this agenda is not yet complete, significant progress has been made to achieve its aim of maximising the local impact of the Council's spend, as summarised below:

Social Value Policy Aim	Update on the progress made
Raise the living standards of Rotherham residents and commit to working towards the Joseph Rowntree Living Wage.	Real Living Wage accreditation achieved in September 2021 and has been maintained annually since. The Council continues to pay its own staff the real living wage, currently £10.90 per hour. The annual report submitted to the Living Wage Foundation in September 2023 set out that 77 contracts let were living wage compliant. This included all in scope contracts and an additional 37 out of scope contracts.
Increase the proportion of the Council's expenditure which goes to local businesses and providers.	Local spend through contracts has increased significantly from £44.8m in 2019/20 to £77.2m in 2022/23, representing an increase of 72%. This is an increase from 17.8% to 27.9% of spend on contracts.
Build social value into all council contracts and maximise the impact gained from every pound	Social value is now included in all contracts with an estimated value

spent, through the introduction of a rigorous system for assessing and measuring social value.	>£100k where procurement commenced from December 2019.
Commit to the principle of co-designing services wherever possible.	Is undertaken as appropriate through each contract procurement.

2.45 Four years on from the implementation of the policy and in line with best practice a review of this document has been undertaken. Rather than signal a change in direction, the review of the builds on the original policy aims and priorities and incorporates developments and achievements to date, providing a forward look for the next three years.

2.46 The most significant developments to the policy arise from work undertaken by the Centre for Local Economic Strategies (CLES) in 2020 and its recommendations that were adopted by Council as part of the annual report in 2021.

2.47 The process for the completion of the review has engaged a range of people involved in developing and implementing social value. This has included officers across the Council and engagement with partners through the Business Growth Board. Input has helped to shape the policy and identify practical measures for implementation going forward.

2.48 Following the completion of the review, the updated Social Value Policy 2024 – 2027 is set out at appendix 1 to this report. The key changes made to the Policy are:

- Recognising the progress to date of the existing policy and building on these successes.
- Incorporating the Centre for Local Economic Strategies (CLES) recommendations regarding community wealth building that were adopted by Cabinet in 2021.
- Setting out the direction for the period 2024 – 2027.

2.49 In recognising the achievements to date, it is noted that the Council is already delivering community wealth building through engaging in initiatives to promote fair employment and equitable labour markets as evidenced by being a Real Living Wage employer. Additionally, the Council is supporting other anchor institutions to establish social value mechanisms to make financial power work for local places. The policy sets out that the Council will explore the three remaining pillars of community wealth building over the life of the policy.

2.50 <u>Key actions and development for 2024/25</u>

2.51 The key actions for 2024/25 take forward priorities of the 2024 – 2027 Social Value Policy of:

- Community wealth building.
- Making financial power work for local places.
- Progressive procurement of goods and Services.

2.52 The actions draw on investment funding in the Council's budget and support received from the UK Shared Prosperity Fund.

2.53 The community wealth building initiative, funded by a Council budget investment, builds upon the two-year national pilot that has been undertaken at a sub-regional scale, co-ordinated through the South Yorkshire Mayoral Combined Authority (SYMCA), working with Co-operatives UK and the Employee Ownership Association. Actions include:

- Growing employee and worker owned businesses in the borough being embedded within the RiDO team, to ensure that this becomes an integrated element of the advice and support provided to companies.
- Promoting employee ownership, including utilising its wider networks to promote this across the borough.
- Mapping the wider interventions in business support and skills development that can support businesses to adopt an employee ownership model.

2.54 The projects supported by UK Shared Prosperity Fund follow the approval by Cabinet in August 2023, to enhance delivery and improve the coordination of social value activity in Rotherham, with a specific focus on supporting local businesses. This is based on the following three priority areas of work, which will be undertaken by working in partnership with the Chamber of Commerce and Go4Growth:

- Building the capacity of local SMEs through a combination of workshops and tailored one to one support. This will include:
    - Advice and information through one to one sessions and events, webinars, podcasts and newsletters.
    - Tailored support to help individual businesses find opportunities, understand requirements and become contract ready.

- Maximising social value opportunities and commitments through local market analysis and development and direct advice and support for contract managers and suppliers. This will include:
    - Local market analysis and development.
    - Post-contract support for contract managers and suppliers to ensure contractual commitments translate to social value delivery (e.g. making connections with government departments in relation to apprenticeships).

- Developing the local anchor network through working with anchor organisations to help them develop social value approaches and processes. This will include:
    - Building and maintaining effective strategic partnerships with partners and anchor institutions to ensure that social value opportunities are exploited to the fullest.
    - Creating action plans with anchor organisations to drive social value activity.

2.55 The actions will help to ensure that social value activity in Rotherham achieves a greater impact for local businesses, residents and partner organisations.

2.56 Working with partners will create social value opportunities through their procurement activity. This will develop the capacity of local business to access those opportunities, ensuring more local spend, employment opportunities for local residents, and other benefits for local communities.

3. Options considered and recommended proposal

3.1 Option one notes the progress made in achieving social value commitments and delivery, along with approving "key actions and developments going forward" and content of the Social Value Policy. This option provides for the Council's aims and objectives for social value to be taken forward.

3.2 Option two notes the progress made in achieving social value commitments and delivery but does not set forward actions or update the policy. This is not recommended because the actions form an integral overall programme of activity to deliver the strategic outcomes of the Social Value Policy. Not updating the policy would result in the existing policy becoming increasingly out of date and not serving the Council aims and objectives for social value.

4. Consultation on proposal

4.1 The Social Value Policy has been the subject of internal and external consultation involving views and contributions being sought from officers engaged in social value working groups and through partnership arrangements with local business.

4.2 The Council is also building engagement with external agencies and partners to increase social value outcomes through the development of anchor networks and an annual social value event.

5. Timetable and Accountability for Implementing this Decision

5.1 This report presents progress at a point in time along a developmental journey. It sets out what has been achieved since adoption of the Policy but also further activities, each of which will have their own programme for delivery. Timescales of detailed options and recommendations will be set out in relevant reports as appropriate.

5.2 The Council maintains a detailed action plan for social value development and delivery.

6. Financial and Procurement Advice and Implications

6.1 There are no financial implications as a direct result of this report, as such this report does not have a direct financial impact on the Council's revenue or capital budgets. The report provides an update on the progress and impact of the Social Value Policy that the Council has adopted into the Council's

procurement procedures. The impact that this policy has on any current or future procurement exercises will need to be factored into the decision-making process on those specific procurements.

6.2 All associated procurement implications are contained in the main body of this report.

7. Legal Advice and Implications

7.1 The Public Services (Social Value Act) 2012 allows for the consideration of added value, such as social, economic and environmental benefits, that may be secured in addition to the normal delivery of a contract. The Policy, including the Social Value Toolkit, must comply with procurement law, particularly the Public Contracts Regulations 2015. The Council must ensure its contractual and procurement documentation reflects the requirements described in this report.

8. Human Resources Advice and Implications

8.1 A key component of the Policy will be ensuring that officers have the necessary training and knowledge to successfully implement it. Training, including workshops, are required. The approach for embedding social value meets this requirement. The rollout of social value e-learning in 2023/24 is underway.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The outcomes within the Social Value Framework support the Council's priorities: "Every child able to fulfil their potential" and "People are safe, healthy, and live well" by including support for education and employment for these groups as key Social Value outcomes.

10. Equalities and Human Rights Advice and Implications

10.1 The Social Value Policy, approved in October 2019, received an Initial Equalities Screening Assessment. This has been reviewed and updated as part of review of the policy and is attached as appendix 4.

11. Implications for CO2 Emissions and Climate Change

11.1 The Social Value key actions and developments will include helping businesses and partners understand how they can support the 2040 Net Zero target for Rotherham and the South Yorkshire net zero ambitions, by considering the social value TOMs that relate to climate change and the environment. These include:

- Making corporate travel schemes available to employees e.g. subsidised public transport, subsidised cycling schemes and storage.
- Increasing workplace recycling and reducing the use of plastics.
- Requiring contractors to operate low or zero emissions vehicles.
- Signposting businesses to the region-wide Low Carbon project for engagement.

11.2 The actions will also promote the local buying of goods and services by both the council and local partners. This will contribute towards cutting emissions through reduced travel distances for contractors.

11.3 NT 31 provides a social value outcome through savings in CO2 emissions on contracts achieved through decarbonisation, measured in tonnes of CO2.

12. Implications for Partners

12.1 Partners have already signed up to and made commitments to take forward social value in Rotherham. Partners are engaged in direct development and delivery of social value outcomes, especially in relation to Community Wealth Building and Anchor networks. This work is taken forward through the key actions for 2024.

13. Risks and Mitigation

13.1 A social value action plan is maintained and monitored by officers from across the Council to ensure that the policy commitments are being met of key actions delivered. Mitigating actions and detailed profiling are used to ensure that key priorities are delivered.

14. Accountable Officers

Fiona Boden, Head of Policy, Performance and Intelligence.

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	28/02/24
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	28/02/24

Report Author: *Steve Eling*
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This report is published on the Council's website.

Social Value Policy 2024 - 2027

www.rotherham.gov.uk

Rotherham Metropolitan Borough Council

THE AIM OF THIS POLICY IS TO MAXIMISE THE LOCAL IMPACT OF THE COUNCIL'S SPEND.

FOREWORD, COUNCILLOR CHRIS READ, LEADER OF ROTHERHAM BOROUGH COUNCIL

Rotherham Council adopted its first Social Value Policy in October 2019, with a commitment to developing a positive sense of place and good quality of life for all its residents. This goes beyond how we provide services and the work we do with our partners through economic development, to also include how by using our purchasing power we could bring added value to communities and individuals across the borough.

In the foreword to that Policy I said that I wanted the Council to lead the way in supporting social value, to ensure we gained additional value from every pound spent. This value could come from creating more employment or training opportunities, supporting community or voluntary groups or reducing our impact on the environment.

Four years on from implementing this policy I am encouraged to see the positive progress that has been made. Social value commitments have been incorporated into all eligible contracts with external suppliers. To date this process has secured nearly £28 million in social value commitments and over £8 million of commitments have been delivered. Nearly 200 full time equivalent local employees have been hired or retained as part of new contracts and almost 500 apprenticeship weeks have been delivered. Over 800 tonnes of CO2e have also been saved through social value contractual commitments, delivering towards the Council's net zero targets.

In 2021 the Council received accreditation as a real living wage employer by the Living Wage Foundation, a status I am proud that we have maintained annually since then. By working with our Rotherham Together Partnership colleagues we have also adopted a Social Value Charter and begun the development of Anchor Networks, adding value to the scope for achieving social value outcomes for the borough.

Last June it was good to see the recognition of this activity when the Council received the accolade of securing the Public Sector Leadership category in the national Social Value Awards 2023.

However, even with the progress made there remains more to do and the journey is far from over. There are still many challenges including health, social and economic inequalities within the borough. By continuing to work with our partners to embed social value in our contracts and commissioning processes we can increase local spend, improving our economy to the benefit of Rotherham people.

The Social Value Policy 2024 – 2027 builds on our existing strategic direction, experience gained and achievements to date. It also incorporates recommendations from the Centre for Local Economic Strategies around their model of community wealth building and inclusive economy that the Council adopted in 2021. Implementing this policy will build on what has been achieved so far, creating more opportunities for residents and communities across the borough, by making the Rotherham pound go further.

INTRODUCTION

The Council's Social Value Policy

Rotherham Council is committed to developing a positive sense of place and a good quality of life for all its residents. These aspirations are set out in the Council Plan, which is the overarching strategic framework for this policy. They are also pursued through collaborative work with partners in the Rotherham Together Partnership and the South Yorkshire Mayoral Combined Authority.

The Council adopted its first Social Value Policy in October 2019, which commenced in the following December. This set out the aims, and objectives to secure social value commitments and outcomes for Rotherham through the procurement of council contracts. The policy set out how the Council would use its purchasing power and influence to ensure that every pound the Council spends achieves the most value for residents, ensuring that decisions are not just based on financial cost but look at benefits to the wider community.

The policy aims to increase over time, the proportion of what the Council spends with local businesses, supporting the local economy and helping small and medium-sized enterprises (SMEs) to flourish. The Council recognises that more could be done to support and strengthen the local supply network and the region's economic resilience, whilst also maximising the amount of social value delivered by companies based outside the area. In addition, the Council has developed its commissioning processes to open up opportunities for more co-designed services and sustainable local delivery models.

The policy also aimed for the Council to become a "real living wage employer". This involved embedding the real living wage into relevant in- scope contracts as a social value outcome, as well as with the Council's own workforce.

Progress made in delivering the Policy

The Council is on a journey in implementing its Social Value Policy and significant progress has been made to date. In the four years since the Policy was agreed almost £28 million of social value commitments on contracts have been agreed. This is also already starting to translate into delivery with outcomes valued at £8 million.

Money spent locally through Council contracts has seen a significant increase of 72%, from £44.8m in 2019/20 to £77.2m in 2022/23.

In September 2021 the Council also hit the important milestone of receiving real living wage accreditation. This has been maintained each year to date.

Progress on the Council's social value journey has also evolved through decisions taken by Cabinet each year, when the Annual Report is considered. The most significant of these developments comes from work undertaken for the Council by the Centre for Local Economic Strategies (CLES) in 2020. CLES made recommendations that enhanced existing policy and broadened this to include their model of the five pillars of community wealth building. These recommendations were adopted as Council policy in 2021 and are fully em- bedded into this 2024-27 policy.

The Council is also promoting social value to partners with the signing of a "Social Value Charter" by the Rotherham Together Partnership. The commitment is being progressed by developing "Anchor Networks" of joint procurement activity, promoted by the community wealth building model.

Collectively, the approach being taken has resulted in Rotherham Council being winners in the public sector leadership category of the 2023 national Social Value Awards.

In addition to seeking social value through the letting of contracts, the Council is also pursuing social value outcomes through a Local Labour Policy Interim Planning Statement. This sets out the requirement for major and/or employment generating developments to enter into Local Labour Agreements, increasing the opportunities for local people to access training and local employment.

Social Value Awards 2023 | winner

Living Wage Foundation

WHAT IS SOCIAL VALUE?

Local authorities and other public bodies are legally obligated to consider the social good in contracts subject to the public procurement legislation.

The aim of the Act is not to alter commissioning and procurement processes but to ensure that, as part of these processes, councils consider the wider impact of the services delivered.

The Act also promotes co-design in commissioning processes as a valuable tool to strengthen local delivery.

Social value is defined by the Social Value Hub as:

> ***'The benefit to the community from a commissioning or procurement process over and above the direct purchasing of goods, services and outcomes'.***

This definition is the one that the Council has adopted. This policy provides an opportunity to integrate economic, environmental and social sustainability into commissioning and procurement processes, by developing a fresh approach that builds positive relationships with suppliers and generates greater social value.

The Council is also clear through its policy definition, that social value is a contractual commitment and is delivered as an integral part of a procured contract let by the Council. Whilst, many organisations will deliver valuable social outcomes, where these are not linked to a contract, the Council will term them as corporate social responsibility.

Policy Purpose

This document sets out for procurers, commissioners, contract managers, the Council's suppliers and residents, Rotherham Council's approach to Social Value, and the practical steps it will take to maximise the amount of social value in the borough. Social value is a measurable addition to a normal contract and can be targeted and responsive depending on the local needs of an area.

Social Value Outcomes

The social value policy provides the framework for realising the Council's commitment to social value outcomes. These are set out below. In addition to pursuing these outcomes, the Council is committed to working with partner organisations, including the NHS, Fire and Police, to collectively increase the amount of social value secured by public sector organisations, through a jointly agreed social value charter. The charter will set out the aims and outcomes for public sector organisations to maximise the amount of social value they achieve.

Local Employment through Equans Supply Chain

Andy and his son have been employed on behalf of Equans to work on the Thermal improvement works in Maltby. The father and son duo worked on properties for 6 months, installing external wall installation. Living in the Maltby community, Andy and his son can see how beneficial the improvement works are to the residents in the area, making their homes warmer and more energy efficient, effectively reducing the utility bills of residents.

Whilst Equans are contracted to deliver this work on behalf of Rotherham Council, they also aspire to improve local unemployment rates by recruiting a skilled workforce as local as possible to the area.

AIMS AND OBJECTIVES OF THE POLICY

The aim of the social value policy is to realise social value from the Council's commissioning and procurement processes by:

Mandating that where the Council invites written quotations that 1 of the 3 quotes required is from a local Rotherham supplier.

Ensuring that any contracts with a value over £100,000 demonstrate real and quantifiable social value and capturing the scale of additional social value undertaken each year.

Moving away from purely transactional processes of procurement towards building relationships and working with locally based organisations.

Involving local people and organisations in our commissioning processes through meaningful co-design. Promoting the local economy so that small and medium sized businesses and voluntary sector bodies can thrive.

Raising the living standards for local residents through contract bidders demonstrating support for promoting a fairly paid workforce, maximising employee entitlements and paying the real living wage.

Increasing over time the percentage of spend with Rotherham businesses.

Adopting the national Keep It Local principles.

Building the capacity and sustainability of local voluntary organisations.

Creating local employment and training opportunities, particularly for the most disadvantaged groups and communities

Promoting environmental sustainability and the effects of climate change through procurement and purchasing processes

Encouraging fair and ethical trading through our contractors and in the supply chain.

SOCIAL VALUE OUTCOMES

Good local jobs and skills development for local people

Young people have the opportunity to develop skills and find worthwhile employment

Equality of opportunity for disadvantaged people and communities including disabled people

Strengthened and sustainable community and voluntary organisations

A strong local economy

Greater environmental sustainability including accessible green public spaces

SOCIAL VALUE FRAMEWORK

The Rotherham social value framework sets out the Council's social value outcomes and measures. Support and guidance for potential suppliers is available through the Council's social value webpages. Guidance which provides a step-by-step guide to the procurement process is also provided.

The expectation is that contract managers, commissioners, procurement officers, and suppliers will have active conversations about the best way to deliver social value outcomes and work collaboratively to explore innovative social value actions where appropriate.

The framework uses a structured approach to ensure the application of social value is standardised across the Council. The framework is designed for suppliers to take a bespoke approach to each opportunity to ensure the social value element of the tender is appropriate, relevant and achievable. This allows suppliers to innovate and show initiative in delivering social value.

The framework applies to all contracts with a value of more than £100,000. The social value commitment will account for 20% of the overall score for tender bids. For contracts where the Council invites written quotations at least one should be from a local supplier.

The framework describes each social value outcome and how they will be measured. The social value procurement lifecycle has four stages, as follows:

Opportunity assessment: The first stage of any commissioning and procurement process will be the undertaking of a social value 'opportunity assessment' as part of the pre-procurement activity. This will identify the appropriate, relevant and achievable elements of social value that could be delivered through the life of the contract and how this could be achieved. In addition, officers will identify any opportunities for local businesses or organisations to participate in the process and the best way to encourage and support them.

Embedding outcomes in the tender process: Following the identification of suitable social value outcomes, these should be embedded within the tender process either through specific requirements in the specification, and/or the application of the national TOMs, where tenderers will determine what is relevant and proportionate for them to deliver through the specific contract. Tender responses will then be evaluated in accordance with the published criteria.

Formal contract: Following the conclusion of the tender process, a formal contract will be entered into incorporating the commitments made as part of the preferred bidder's response.

Contract management: Through a structured contract management process, contract managers will monitor social value commitments ensuring they are delivered in their entirety and using the Council's leverage and legal contractual clauses when appropriate to remedy poor performance. Where appropriate, contract managers will seek annual assurance that the contract remains compliant with the real living wage.

Community Wealth Building

In 2020, CLES reviewed the Council's third party spend to identify how the Council could further embed social value into procurement and commissioning processes. This included understanding the local supplier market to increase local spend and keep more of the 'Rotherham Pound' locally.

The following **nine recommendations** were made through this work, which were adopted by the Council in March 2021:

- **Putting** procurement at the forefront of the response to COVID-19.
- **Repeat** spend analysis annually and undertake deep analysis of local markets.
- **Utilise** local intelligence to inform procurement and commissioning decisions.
- **Provide** targeted support for potential suppliers around social value.
- **Pilot** Social License to Operate indicators to provide that businesses and other organisations that do not meet certain ethical standards should not be able to bid for and deliver public contracts.
- **Start** to work with other anchor institutions, with the idea of developing an 'anchor network' to improve practice and amplify impact in key areas.
- **Agree** key outcomes to work on collectively.
- **Explore** the other pillars of community wealth building.

Actions on many of the recommendations have already commenced and key achievements include:

- **Spend** analysis takes place annually through the mid-year and annual social value report. This highlights the Council's spend with local suppliers and a gap analysis is also undertaken to determine which industries need more local supplier involvement.
- **Invested** additional funding in one-to-one support, guidance, and tailored events to help local businesses understand public sector commissioning and procurement, which will commence in 2024.
- **Establishment** of a Rotherham procurement anchor network that is currently looking at data on its combined spending locally and nationally to create a holistic image of local spend.

CLES has developed **five key principles** to drive social value activities, often referred to as the five pillars of community wealth building. Community wealth building seeks to increase flows of investment within local economies. The five pillars are:

- **Plural** ownership of the economy.
- **Making** financial power work for local places.
- **Fair** employment and just labour markets.
- **Progressive** procurement of goods and services.
- **Socially** productive use of land and property

The Council is already engaging in initiatives to promote fair employment and equitable labour markets, as evidenced by being a real living wage employer. Additionally, the Council is supporting other anchor institutions to establish social value mechanisms to make financial power work for local places.

During the lifetime of this 2024-27 policy, the Council will explore the four remaining pillars of community wealth building of:

Plural ownership of the economy

Plural ownership of the economy looks at developing and supporting owned and not-for-profit local businesses to compete for commissioned and tendered work. Plural ownership businesses include (but are not limited to) worker-owned co-operatives, charities, and social enterprises.

The Council will work alongside its partners, to ensure plural ownership businesses are supported to enter and understand the Council's commissioning and procurement processes. This will be achieved by one-to-one support and tailored events.

Making financial power work for local places

Community wealth building seeks to build local economies through local investment. It does this by harnessing the wealth that exists locally rather than by seeking to attract national or international capital. For example, local pension funds are encouraged to direct investment from global markets to local schemes or form a community bank to support local SMEs, focusing on reducing financial and social inequality.

The Council will work with partners to review how existing wealth in Rotherham and South Yorkshire can be directed to support local developments.

Progressive procurement of goods and Services

This works to develop dense supply chains of local businesses, likely to support local employment and retain wealth locally.

The Council will work with SMEs, employee owned businesses, social enterprises, co-operatives and community businesses to expand the opportunities for local business to secure Council contracts and deliver social value outcomes.

Socially productive use of land and property

This principle recommends public landowners develop governance and management structures, where communities can take control of common assets, for example, through transferring underutilised assets to community land trusts or working through public commons partnerships.

The Council will work with partners to identify underutilised assets that community trusts or voluntary and community sector organisations can operate.

Commissioning Services

The Council commissions a large number of services with the private, public and voluntary sectors every year.

In developing its approach to commissioning, the Council has adopted the national Keep It Local principles, developed by Locality. These principles enable the Council to make a greater shift towards a more collaborative approach grounded in local delivery, early intervention and prevention.

As part of the commitment to maximising social value within its commissioning approach, the Council will:

- **Co-design** services wherever possible.
- **Engage** people with lived experience throughout the service design and procurement phase.
- **Review** commissioning and procurement models to allow local provider organisations to collaborate and make the best use of local assets.

Explore opportunities to develop new and innovative delivery models found in the five pillars of community wealth building, including social enterprises, mutuals, and consortium arrangements.

Keep it Local principles
Think about the whole system and not just individual service silos
Coordinate services at a neighbourhood level
Increase local spend to invest in the local economy
Focus on early intervention now to save costs tomorrow
Commit to our community and proactively support local organisations
Commission services simply and collaboratively so they are local by default

Measuring Social Value

The Council captures the amount of social value committed in contracts and delivered by suppliers, using the national Themes Outcomes Measures (TOMs) method of social value measurement.

The ambition is to continue to increase the percentage of spending within the local area and with SMEs. All suppliers who have committed to delivering social value outcomes through a Council contract, will be required to submit evidence to the Social Value Portal for verification, evidencing the progress made against these outcomes.

The delivery of social value commitments is monitored as part of the contract management process. An annual report is presented to the Council's Cabinet, setting out progress over the last year and proposing priorities for the year ahead.

The TOMs selected for commitment and delivery of social value, align with Rotherham's key priority outcomes. The TOMs are reviewed regularly at the national level and the Council updates the TOMs it uses, in line with the national review. The current list of TOMs adopted in Rotherham is available on the Council's website and the final page of this policy document.

SOCIAL VALUE FRAMEWORK AND OUTCOME MEASURES

COUNCIL PLAN THEME	SOCIAL VALUE OUTCOMES	TENDER QUESTIONS	
		HEADLINES	MEASURES
Expanding economic opportunity	Good local jobs and skills development for local people	Good jobs	Number of employees (FTE) on contract to have a pay raise to real living wage. (TOM 58)
		Skills	Number. of weeks of training opportunities on the contract (BTEC, City & guilds, NVQ, HNC). (TOM 9)
		Apprenticeships	Number of weeks of apprenticeships on the contract. (TOM 10)
	A strong local economy	Local jobs	Number of local employees (FTE) hired /retained (Direct, TUPE & Supply chain). (TOM 1, a, c)
		Local spend	Total amount (£) spent in local supply chain through the contract. (TOM 18)
	Equality of opportunity for disadvantaged people and communities including disabled people	Long term unemployed	Number of employees (FTE) hired on the contract who are long term unemployed. (TOM 3)
		Disabled adults	Number of disabled employees (FTE) hired on the contract. (TOM 6)
		Job skills for adults	Number of hours of support into work by providing career mentoring, including mock interviews, CV advice and careers guidance (over 24 y.o.). (TOM 7)
Every child able to fulfil their potential	Young people have the opportunity to develop skills and find worthwhile employment	Young people work advice	Number of hours of support into work by providing career mentoring, including mock interviews, CV advice and careers guidance (under 24 y.o.). (TOM 11)
			Number of staff hours spent on local school and college visits (TOM 8)
		Unpaid work placements	Number of weeks spent on meaningful work placements or pre-employment course; 1-6 weeks student placement (unpaid). (TOM 12)
		Paid work placements	Number of weeks spent on meaningful paid work placements 6 weeks + (internships). (TOM 13)
		Care leavers	Number of 16-25 year olds care leavers (FTE) hired on the contract. (TOM 4a)
		Not in employment, education or training (NEETs)	Number of employees (FTE) hired on the contract who are NEETs. (TOM 4)
		Young offenders	Number of 18-24 year olds rehabilitating young offenders (FTE) hired on the contract. (TOM 5a)

COUNCIL PLAN THEME	SOCIAL VALUE OUTCOMES	TENDER QUESTIONS	
		HEADLINES	MEASURES
Every neighbourhood thriving	Strengthened and sustainable community and voluntary organisations	Monetary donation to the VCS	Monetary donation, or equipment/resources in lieu, to voluntary or community. (TOM 28)
		Business advice	Provision of expert business advice to VCSEs and MSMEs. (TOM 15)
		Equipment and resources	Equipment or resources donated to VCSEs. (TOM 16)
A cleaner, greener local environment	Greater environmental sustainability including accessible green spaces	Emissions	Savings in carbon dioxide emissions on contract achieved through decarbonisation. (TOM 31)

Appendix 2

Rotherham Metropolitan Borough Council
Social and Local Economic Value Report

Introduction

The National TOMs Framework (2022) is a measurement framework that was developed by the National Social Value Task Force, a cross-sector organisation combining both public and private sector organisations. Rotherham Metropolitan Borough Council has developed its own bespoke measurement framework comprising 35 measures, across 5 themes, built on the National TOMs (2022), designed to have a positive impact on the economic, social and environmental wellbeing of the Rotherham community.

Below are the key KPI measures that Rotherham MBC suppliers have committed and delivered against on contracts that have been procured and awarded before 30th November 2023.

1. Jobs: Promote Local Skills and Employment
2. Growth: Supporting Growth of Local and Small Business
3. Social: Healthier, Safer and more Resilient Communities
4. Environment: Protecting and Improving Our Environment
5. Innovation: Promoting Social Innovation

Ref	Measure	Committed & Delivered Social and Local Economic Value			
		Unit	Proxy Value*	Committed £SLEV	Delivered Validated £SLEV
NT1/a/c	No. of local employees (FTE) hired /retained (Direct, TUPE & Supply chain)	*no. people FTE*	*Localised*	£11,984,404.55	£5,442,632.11
NT3	No. of employees (FTE) hired on the contract who are long term unemployed	*no. people FTE*	*£20,429.00*	£380,655.11	£54,124.55
NT4	No. of employees (FTE) hired on the contract who are NEETs	*no. people FTE*	*£15,382.90*	£141,601.32	£73,428.40
NT4a	No. of 16-25 y.o. care leavers (FTE) hired on the contract	*no. people FTE*	*£15,382.90*	£28,281.64	£0
NT5a	No. of 18-24 y.o. rehabilitating young offenders (FTE) hired on the contract	*no. people FTE*	*£15,382.90*	£59,746.63	£0
NT6	No. of disabled employees (FTE) hired on the contract	*no. people FTE*	*£16,605*	£61,291.00	£29,383.24
NT7	No. of hours of support into work by providing career mentoring, including mock interviews, CV advice and careers guidance (over 24 y.o.)	*no. hrs *no. attendees*	*£118.87*	£687,578.83	£14,137.15
NT8	No. of staff hours spent on local school and college visits (inc. prep. Time)	*No. hours*	*£16.93*	£625.00	£0
NT9	No. of weeks of training opportunities on the contract (BTEC, City & guilds, NVQ, HNC)	*no. weeks*	*£317.82*	£421,626.36	£66,093.72
NT10	No. of weeks of apprenticeships on the contract	*no. weeks*	*£251.79*	£680,348.50	£104,419.75
NT11	No. of hours of support into work by providing career mentoring, including mock interviews, CV advice and careers guidance (under 24 y.o.)	*no. hrs *no. attendees*	*£105.58*	£1,108,445.03	£233,288.86
NT12	No. of weeks spent on meaningful work placements or pre-employment course; 1-6 weeks student placement (unpaid)	*no. weeks*	*£194.50*	£207,080.73	£39,759.23
NT13	No. of weeks spent on meaningful paid work placements 6 weeks + (internships)	*no. weeks*	*£194.50*	£280,774.32	£27,188.98
NT15	Provision of expert business advice to VCSE's and MSME's	*no. expert hours*	*£101.00*	£85,983.60	£5,532.34
NT16	Equipment or resources donated to VCSE's	*£*	*£1*	£121,244.16	£26,539.96
NT18	Total amount (£) spent in LOCAL supply chain through the contract	*£*	*Localised*	£10,954,773.07	£1,828,974.61
NT28	Monetary donation, or equipment/resources in lieu, to voluntary or community	*£*	*£1*	£14,040.00	£0
NT58	Number of employees (FTE) on contract to have a pay raise to Real living wage	*no. people FTE*	*£1,396*	£1,605.40	£0
NT31	Savings in CO2 emissions on contract achieved through decarbonisation	*Tonnes CO2e*	*£244.63*	£565,197.92	£56,589.60
		Total:	*** 2022 TOMs**	**£27,840,292**	**£8,002,267**

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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: Social Value annual report and Social Value Policy	
Directorate: Assistant Chief Executive's	**Service area:** Policy, Performance and Intelligence
Lead person: Steve Eling	**Contact:** 01709 254419
Is this a: [x] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
The report provides an update to the Council's Social Value Policy and an annual report of progress made over the last year along with recommended key actions for the year ahead. The updated Social Value Policy sets out the aims and framework for procurers, commissioners, contract managers and the Council's suppliers and residents. The annual report also identifies the practical steps the Council will take to maximise the amount of social value in the borough. As part of its approach, the Council is committed to working with partner

organisations (through the Rotherham Together Partnership), including the NHS and Police, to collectively increase the amount of social value secured by public sector organisations through a jointly agreed social value charter. The five pillars of Community Wealthbuilding promoted by the Centre for Local Economic Strategies (CLES) also provide policy priority drivers.

3. Relevance to equality and diversity

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

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

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

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

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

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

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

4. Considering the impact on equality and diversity
If you have not already done so, the impact on equality and diversity should be considered within your proposals before decisions are made**.** Considering equality and diversity will help to eliminate unlawful discrimination, harassment and victimisation and take active steps to create a discrimination free society by meeting a group or individual's needs and encouraging participation. Please provide specific details for all three areas below using the prompts for guidance and complete an Equality Analysis (Part B).
• **How have you considered equality and diversity?** The policy is underpinned by the aim to the support the employment (and education and training) of several disadvantaged groups including disabled people who are currently disadvantaged in the labour market.
• **Key findings** Addressing inequalities is central to the social value outcomes that have been prioritised. These include a wide range of groups who will be supported through increased training, school visits, employment, and apprenticeship opportunities. In addition, the policy is also about changing the way the Council commissions services. Taking forward the principles places emphasis on co-designing services and involving service users throughout the process. This will increase the role and voice of all groups.
• **Actions** The update of the policy has celebrated success since adoption in October 2019 including accreditation for the Real Living Wage, winning a national award for social value and the outcomes of both social value committed and delivered. The policy is monitored annually with a report to Cabinet each March. Named officers are responsible for considering the impacts and outcomes of each individual procurement or commissioning process. An action plan is being delivered to embed social value in the working of the Council and develop forward looking actions. For 2023/24, specific actions were agreed by Cabinet to advance progress against the policy: • Focus on increasing social value commitments for skills and employment. • Further research to build local market intelligence. • Supporting new and existing businesses to enter into new markets, from which the Council buys goods and services through the work of Rotherham Investment and Development Office (RiDO) and meet the buyer events supported by Go4Growth & Rotherham & Barnsley Chamber of Commerce. • Continuing to embed the foundations of strong social value delivery through contract manager and supplier learning and development, tools and evaluation. For 2024/25, the priority actions are recommended to cover: • Approval of the updated Social Value Policy. • Formally launching the updated Social Value Policy and Commissioning Toolkit at

the Social Value Annual Event to be held in July.

- Key priorities for 2024 to including:

  a) Community Wealthbuilding by growing employee and worker owned businesses in the borough.

  b) Building the capacity of local SMEs through a combination of 'one to many' and tailored one to one support.

  c) Maximising social value opportunities and commitments through local market analysis.

  d) Developing the local procurement anchor network through work with anchor organisations to help them develop social value approaches and processes.

Date to scope and plan your Equality Analysis:	The Social Value Policy is reviewed and monitored on an annual basis. This captures the impacts of the policy.
Date to complete your Equality Analysis:	To be completed by officers for individual procurement and commissioning processes.
Lead person for your Equality Analysis (Include name and job title):	Individual officers are responsible for each procurement and relevant priority developments. The Procurement Service oversee details for procurement of contracts. The officer responsible for the overall analysis of the impact of Social Value will be Steve Eling, Policy and Equalities Manager.

5. Governance, ownership and approval

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

Name	Job title	Date
Steve Eling	Policy and Equalities Manager	2nd February 2024
Karen Middlebrook	Head of Procurement	2nd February 2024

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	2nd February 2024
Report title and date	Social Value annual report and Social Value 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, 18th March 2024
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

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User guidance:

- The first section of this form guides users through considering major areas where emissions are likely to occur. If emissions are impacted in a way not covered by these categories, please identify this at the bottom of the section
- The first section should be filled as such:
  - ***Impact***: identify, in relation to each area, whether the decision of the proposal does the following: *reduces emissions*, *increases emissions*, or has *no impact on emissions*. If it is uncertain this section can be labelled *impact unknown*
  - If ***no impact on emissions*** is identified: no further detail is needed for this area, but can be added if relevant (e.g. if efforts have been made to mitigate emissions in this area.)
  - ***Describe impacts or potential impacts on emissions***: two sections deal respectively with emissions from the Council (including those of contractors), and emissions across Rotherham as a whole. In both sections please explain any factors that are likely to reduce or increase emissions. If ***impact unknown*** has been selected, then identify the area of uncertainty and outline known variables that may affect impacts.
  - In most cases there is no need to quantify the emission impact of an area after outlining the factors that may reduce or increase emissions. In some cases, however, this may be desirable if factors can be reduced to a small number of known variables (e.g. if an emission impact is attached to a known or estimated quantity of fuel consumed).
  - ***Describe any measures to mitigate emission impact:*** regardless of the emission impact, in many cases steps should be taken in order to reduce mitigate all emissions associated with each area as far as possible; these steps can be outlined here (For example: if a proposal is likely to increase emissions but practices or materials have been adopted in order to reduce this overall impact, this would be described here).
  - ***Outline any monitoring of emission impacts that will be carried out:*** in this section outline any steps taken to monitor emission levels, or steps taken to monitor the factors that are expected to increase or reduce emission levels (for example, if waste or transport levels are being monitored this would be described here)
- A ***summary paragraph*** outlining the likely overall impacts of the proposal/decision on emissions should then be completed - this is not required if the proposal/decision has no impact across all areas.
- The supporting information section should be filled as followed:
  - Author/completing officer
  - ***Research, data, or information*** may refer to datasets, background documents, literature, consultations, or other data-gathering exercise. These should also be added to the ***supporting documents*** section of the cabinet report

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- Carbon Impact Assessments are to be appended to the associated cabinet reports
- Prior to publishing reports, Carbon Impact Assessments should be sent to climate@rotherham.gov.uk for feedback
- Report authors may also use the above email address to direct any further queries or to access further support regarding completing the assessment

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	N/A	N/A	N/A	N/A	N/A
Emissions from transport?	N/A	N/A	N/A	N/A	N/A
Emissions from waste, or the quantity of waste itself?	N/A	N/A	N/A	N/A	N/A
Emissions from housing and domestic buildings?	N/A	N/A	N/A	N/A	N/A
Emissions from construction and/or development?	N/A	N/A	N/A	N/A	N/A
Carbon capture (e.g. through trees)?	N/A	N/A	N/A	N/A	N/A

Identify any emission impacts associated with this decision that have not been covered by the above fields: Where savings in greenhouse gas emissions are covered in the report, they are not broken down into the categories covered at this level of reporting.

Please provide a summary of all impacts and mitigation/monitoring measures: Whilst the report does not directly address specific greenhouse gas emissions impacts, the TOMs framework at TM31 does identify savings in greenhouse gas emissions on contracts as a social value outcome. This is measured in tCO_2e (tonnes of carbon dioxide equivalent) and given a proxy value of £244.63. Committed actions to date have a combined proxy value of £565,197, with delivery to date at £56,589. Reported figures from the Social Value Portal at current proxy values are equivalent to 2,310 tCO_2e committed to be saved on contracts, of which 231 tCO_2e has been delivered. Greenhouse gas emissions from the Council's own operations, within scope of its NZ30 climate change target, were 7,862 tCO_2e *per annum* in the 2022/23 reporting year.

Supporting information:	
Completed by: **(Name, title, and service area/directorate).**	Steve Eling Policy and Equalities Manager Assistant Chief Executive's Directorate
Please outline any research, data, or information used to complete this [form].	The data on commitments and delivery is provided and verified through the National Social Value Portal.
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	The measures for commitments and delivery are tCO2e as included in the Council's relevant contracts. For the purpose of measuring social value as a percentage of a contract value, a proxy value is used, currently set at £244.63 per tCO2e.
Tracking [to be completed by Policy Support / Climate Champions]	Tracking reference: CIA 239 Arthur King Principal Climate Change Officer Finance and Customer Services

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Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
Local Government Association Corporate Peer Challenge Progress Review Visit

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

Strategic Director Approving Submission of the Report
Jo Brown, Assistant Chief Executive

Report Author(s)
Simon Dennis, Corporate Improvement and Risk Manager
simon.dennis@rotherham.gov.uk

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tanya.lound@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

All Councils are encouraged to receive a Corporate Peer Challenge (CPC) once every five years. The CPC is carried out by the Local Government Association (LGA) using a process, which is designed to provide robust, strategic, and credible challenge and support, and avoid insularity.

The LGA CPC took place between 5 – 8 June 2023 and the findings were received in August 2023. The report concluded that: *"Rotherham Metropolitan Borough Council serves the town well and is today an impressive organisation."*

In response to the findings and the seven recommendations of the CPC, the Council produced a high-level action plan which was approved by Cabinet in September 2023.

A progress review took place on 21 December 2023 to enable the Council to update peers on the progress made and to receive feedback on this. The findings were received in February 2024 (see Appendix 1).

Recommendations

1. That Cabinet note and endorse the observations made by the Corporate Peer Challenge team to the Council.

List of Appendices Included

Appendix 1 LGA Corporate Peer Challenge (RMBC) Progress Review Report
Appendix 2 Equality Screening Assessment
Appendix 3 Carbon Impact Assessment

Background Papers

Corporate Peer Challenge Website - Local Government Association

LGA Corporate Peer Challenge Report and Action Plan to OSMB on 13 September and Cabinet on 18 September 2024

Consideration by any other Council Committee, Scrutiny or Advisory Panel

Overview and Scrutiny Management Board

Council Approval Required
No

Exempt from the Press and Public
No

Local Government Assocation Corporate Peer Challenge Progress Review Visit

1. Background

1.1 All Councils are encouraged to receive a Corporate Peer Challenge (CPC) once every five years. This is delivered at no cost to the Council. The CPC is carried out by the Local Governance Association (LGA) using a process which is designed to provide robust, strategic, and credible challenge and support, and avoid insularity.

1.2 CPCs are focused on ensuring that Councils have the capacity, governance, leadership, and finance to deliver their ambition. The process is not an inspection and is designed to be forward-looking to help accelerate and drive improvement.

1.3 Core components for all Corporate Peer Challenges include:

1. Local priorities and outcomes
2. Organisational and place leadership
3. Governance and culture
4. Financial planning and management
5. Capacity for improvement

In addition to these five areas, the Council asked the peer team to provide observations and feedback on the Council's progress in the last five years and the work being undertaken to create an inclusive economy.

1.4 Rotherham Council's CPC took place between the 5th and the 8th June 2023 and the findings were received in August 2023. The report concluded that: *"Rotherham Metropolitan Borough Council serves the town well and is today an impressive organisation. Being named the 'Most Improved Council' in the country at the Local Government Chronicle (LGC) Award in 2022 provides ample evidence that it is now in a very good place. It is ambitious and has well-established and robust foundations, along with several notable and commendable practices that other councils can learn from."*

1.5 In response to the findings and the seven recommendations within the feedback report, the Council produced a high-level action plan which was approved by Cabinet in September 2023. The action plan included 20 actions and was published on both the Council's and the LGA's website.

1.6 The Overview and Scrutiny Management Board (OSMB) received the feedback report in September 2023, prior to it being considered by Cabinet. In considering the report, OSMB requested that it receive the outcome of the progress review, prior to the end of the current municipal year.

2. Key Issues

2.1 Following the previous CPC visit in June 2023, the LGA conducted a progress review on 21 December 2023. The purpose of the review was to enable the Council to:

- Update peers on the early progress made and to receive feedback on this, including how the action plan aligns to the CPC's recommendations,
- Consider the peer's reflections on any new opportunities or challenges that may have arisen since the peer team were 'on-site' including any further support needs,
- Discuss any early impact or learning from the progress made to date.

2.2 The peers who returned for Council's CPC progress review included:

- **Denise Park** (Chief Executive – Blackburn with Darwen Council)
- **Councillor Eamonn O'Brien** (Leader – Bury Council)
- **Dame Mary Ney** (LGA Associate and former Government Commissioner at Rotherham MBC)
- **Richard Roe** (Corporate Director for Place – Trafford Council)
- **Satvinder Rana** (Senior Regional Adviser – LGA)

2.3 The peer team met with officers and Members face to face over the course of one day. Representatives from the Council included Cabinet, the Strategic Leadership Team, opposition members and a focus group with managers and officers involved in delivery of the actions in the plan.

2.4 The progress review visit focused on the seven recommendations from the earlier visit, in line with the core components from the original review and as outlined in a detailed action plan. The original recommendations made to support the Council's continuous improvement journey were:

- **Recommendation 1** *Celebrate the council's achievements!*

- **Recommendation 2** *Develop an externally facing compelling and positive narrative of place which will help to promote and market the borough and capitalise on Rotherham's assets.*

- **Recommendation 3** *Use the significant investments underway to expand and attract private sector investment at scale, maximising its potential and supporting a more inclusive economic future.*

- **Recommendation 4** *Develop effective pathways and mechanisms for local people, especially young people, to benefit from inclusive growth that can help to deliver improved health outcomes and address inequalities.*

- **Recommendation 5** *Review performance management with a focus on demonstrating impact and an improvement in outcomes in*

delivering the council's ambition; and use the strong leadership, capacity and capability of the top-team to drive and deliver further organisational transformations and change across the borough at pace.

- **Recommendation 6** *Building on the Neighbourhood working model, develop a clearer and shared understanding of integrated locality working across the public sector and increase the pace of digital transformation across the organisation to deliver improved outcomes for residents and consistently improve the customer experience.*

- **Recommendation 7** *Continue to keep the medium-term financial strategy under review – testing assumptions and undertaking sensitivity analysis – and continue to report to Members on a regular basis.*

2.5 The findings from the progress review were received in February 2024 (see Appendix 1). The report concluded that:

"The peer team was pleased to see the positive and engaging way in which the council addressed the recommendations of the Corporate Peer Challenge of June 2023, the actions it has taken so far, and the evidence provided to show the progress being made".

2.6 As part of ensuring an open and transparent process, there is an expectation by the LGA that the finalised progress review report will be published by Rotherham Council.

2.7 The Council's next Corporate Peer Challenge should take place in 2028.

3. Options considered and recommended proposal

3.1 Cabinet is asked to note the observations made by the Corporate Peer Challenge team to the Council (See Appendix 1).

4. Consultation on proposal

4.1 The Strategic Leadership Team have been consulted on the draft progress report.

4.2 Additional consultation took place with directorates to develop a more detailed action plan and Position Statement, which informed the progress review.

5. Timetable and Accountability for Implementing this Decision

5.1 Following endorsement by Cabinet, the progress review report will be published on the Council's and LGA's website.

5.2 Actions from the Corporate Peer Challenge Action Plan will be embedded within the new Year Ahead Delivery Plan for 2024/25 which is reported publicly every six months.

5.3 The Council's next Corporate Peer Challenge should take place in 2028.

6. Financial and Procurement Advice and Implications

6.1 There are no direct financial implications arising from this report. The Action Plan will be delivered within the resources approved as part of the Council's Budget and Medium-Term Financial Strategy.

6.2 Recommendation 7 relates to the Medium-Term Financial Strategy, which will continue to be reviewed and reported to Members.

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

7. Legal Advice and Implications

7.1 There are no direct legal implications arising from this report.

8. Human Resources Advice and Implications

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

9. Implications for Children and Young People and Vulnerable Adults

9.1 There are no direct implications for children and young people arising from this report.

10. Equalities and Human Rights Advice and Implications

10.1 The actions contained with the Action Plan are aimed at achieving the best possible outcomes for local people and residents, as well as addressing inequalities.

10.2 At least two recommendations have been identified as having equality implications. Where necessary, actions arising from the recommendations will be subject to an Equality Analysis, the outcome of which reported through the six-monthly Council Plan/Year Ahead Delivery Plan Progress Reports. Should any of the listed actions within the Corporate Peer Challenge Action Plan require a separate Cabinet decision, they will also be subject to a separate Equality Analysis in the usual manner.

11. Implications for CO2 Emissions and Climate Change

11.1 There are no direct implications relating to CO2 emissions and climate change arising from this report.

12. Implications for Partners

12.1 Partners played a key role in the Corporate Peer Challenge process and working with partners across the public, private and voluntary and community sectors will be integral to the delivery of the Action Plan.

12.2 Following publication and consideration at Cabinet, the findings will be shared with partners via the Rotherham Together Partnership.

13. Risks and Mitigation

13.1 The principal risk is that the Council fails to fully implement the Corporate Peer Challenge Action Plan and, as a result, fails to improve.

13.2 To address this risk, the actions included in the action plan will be monitored quarterly using the process already in place for all external inspections and reviews. This will also be reported to the Audit Committee every six months in line with our current process. In addition, actions will be embedded within the Year Ahead Delivery Plan which is reported publicly every six months.

14. Accountable Officer

Sharon Kemp, Chief Executive

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	28/02/24
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	28/02/24

Report Author: Simon Dennis, Corporate Improvement and Risk Manager
simon.dennis@rotherham.gov.uk

Tanya Lound, Corporate Improvement and Risk Officer
tanya.lound@rotherham.gov.uk

This report is published on the Council's website.

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LGA Corporate Peer Challenge – Progress Review

Rotherham Metropolitan Borough Council

21st December 2023

Feedback

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Acting Chief Executive: Sarah Pickup CBE
Local Government Association company number 11177145 Improvement and Development Agency for Local Government company number 03675577

1. Introduction

The council undertook an LGA Corporate Peer Challenge (CPC) during 5th – 8th June 2023 and promptly published the full report with an action plan.

The Progress Review is an integral part of the Corporate Peer Challenge process. Taking place approximately six-ten months after the CPC, it is designed to provide space for the council's senior leadership to:

- Update peers on the early progress made and to receive feedback on this including how the action plan aligns to the CPC's recommendations.
- Consider peer's reflections on any new opportunities or challenges that may have arisen since the peer team were 'on-site' including any further support needs.
- Discuss any early impact or learning from the progress made to date.

The LGA would like to thank Rotherham Metropolitan Borough Council for their commitment to sector led improvement. This Progress Review was the next step in an ongoing, open and close relationship that the council has with LGA sector support.

2. Summary of the approach

The Progress Review at Rotherham Metropolitan Borough Council took place on 21st December 2023.

The progress review focussed on each of the recommendations from the Corporate Peer Challenge as follows:

Recommendation 1

Celebrate the council's achievements!

There is a lot to be proud of in Rotherham. The council has undergone an impressive transformation and has many exemplary and commendable practices that other councils can learn from. These, as well as the external validations the council has received, should be more actively profiled and celebrated widely.

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Recommendation 2

Develop an externally facing compelling and positive narrative of place which will help to promote and market the borough and capitalise on Rotherham's assets.

A strong, consistent and compelling outward focusing story about Rotherham told over and over again will help to market the borough, promote the place and its assets and inject confidence to attract inward investment as well as change perceptions of the town as a great place to live, work and visit.

Recommendation 3

Use the significant investments underway to expand and attract private sector investment at scale, maximising its potential and supporting a more inclusive economic future.

By diversifying investment sources, the council can not only mitigate the risk of a decline in activity if public funds were to diminish but also foster the growth of a more inclusive and mixed economy, thereby ensuring long-term sustainability for the borough.

Recommendation 4

Develop effective pathways and mechanisms for local people, especially young people, to benefit from inclusive growth that can help to deliver improved health outcomes and address inequalities.

Facilitating local people to connect into growth opportunities through clear pathways to new skills, jobs and business opportunities will ensure that economic growth is inclusive and brings tangible social value.

Recommendation 5

Review performance management with a focus on demonstrating impact and an improvement in outcomes in delivering the council's ambition; and use the strong leadership, capacity and capability of the top-team to drive and deliver further organisational transformations and change across the borough at pace.

Streamline performance management and continue to work with scrutiny to ensure that the process of taking items to scrutiny before they reach Cabinet does not slow down decision-making. Furthermore, maximising the potential of the top-team to take

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on greater levels of corporate responsibility can drive and deliver future change and transformations at pace, whilst maintaining the strong foundations and good governance that has been put in place.

Recommendation 6

Building on the Neighbourhood working model, develop a clearer and shared understanding of integrated locality working across the public sector and increase the pace of digital transformation across the organisation to deliver improved outcomes for residents and consistently improve the customer experience.

This will help to further modernise the organisation and improve efficiency and effectiveness. Digital transformation should lead to the discontinuing of parallel paper-based processes to avoid duplication, increase efficiency and improve the customer experience. Integrated locality working through increased co-design and co-production of solutions and services alongside partner organisations can deliver enhanced outcomes for residents through improved services and solutions which are tailored to their needs.

Recommendation 7

Continue to keep the medium-term financial strategy under review - testing assumptions and undertaking sensitivity analysis – and continue to report to Members on a regular basis.

Using scenario planning and reviewing the medium-term financial strategy helps to identify options when there are uncertainties over future funding arrangements and volatility in the economy. This will enable the council to stress test demand-led budgets and assess risks to fully understand and reflect the impact of variables going forward. Continuing to keep Members updated on the fiscal health of the organisation and associated risks will ensure they maintain a strong grip on the budget.

For this progress review, the following members of the original CPC team were involved:

- **Denise Park** (Chief Executive - Blackburn with Darwen Council)
- **Councillor Eamonn O'Brien** (Leader - Bury Council)
- **Dame Mary Ney** (LGA Associate and former Government Commissioner at

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Rotherham MBC)

- **Richard Roe** (Corporate Director for Place - Trafford Council)
- **Satvinder Rana** (Senior Regional Adviser - LGA)

The peer team met face to face in Rotherham Metropolitan Borough Council over the course of one day with the following representatives from the council:

- **Sharon Kemp** – Chief Executive, Rotherham MBC
- **Councillor Chris Read** – Leader, Rotherham MBC
- **Judith Badger** - Strategic Director of Finance and Customer Services, Rotherham MBC
- **Paul Woodcock** - Strategic Director Regeneration and Environment, Rotherham MBC
- **Jo Brown** - Assistant Chief Executive, Rotherham MBC
- Cabinet and the Strategic Leadership Team
- Opposition Members
- Focus group with managers and officers involved in the delivery of the actions in the plan

3. Progress Review - Feedback

The council's leadership briefed the peer team about the work it has been doing and the context within which it has been operating since the peer challenge. For example, in October 2023 Rotherham experienced severe flooding during Storm Babet. The council, together with the emergency services, evacuated 120 homes in the area and set up emergency accommodation and hotels for those impacted most by the flooding. This was followed by the necessary and ongoing support to residents affected to help them resettle back into their homes.

The peer team was pleased to see the positive and engaging way in which the council addressed the recommendations of the Corporate Peer Challenge of June 2023, the actions it has taken so far, and the evidence provided to show the progress being made.

The council developed and published an action plan in September 2023 in response

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to the recommendations of the Corporate Peer Challenge and has been delivering against this. The peer team was impressed with the progress made so far and would encourage the council to continue its delivery whilst ensuring that it is measuring the impacts of its efforts.

Recommendation 1

Celebrate the council's achievements!

The council has been celebrating its achievements and using these to motivate and inspire staff to do more.

Over the last six months the council has been promoting the ambitious regeneration of the borough, celebrated reaching the halfway point in creating 1,000 new council homes, its culture and heritage offer, and its plans to connect Rotherham back to the mainline railway.

There was also a double page spread in the Municipal Journal in October 2023 on the changes that have taken place in Rotherham from a council in intervention less than 10 years ago to where it is now. This carried interviews with the Chief Executive and the Leader who shared the council's improvement journey and the impact that has had on the organisation and the town.

The council is continuing to promote the borough using residents' and stakeholder voices to amplify the work the council is doing to improve lives, bring in investment and create a place where people are proud to belong, and showcasing its approach within a new corporate communications strategy.

Since the agreement of the council's action plan in September 2023, the council has held staff events to share the findings from the Corporate Peer Challenge and the activity the council is undertaking in response to these. Other celebratory events that have taken place include the council's annual awards to celebrate staff achievements in 2023, as well as the twice-yearly Rotherham Together Partnership showcase event to celebrate achievements of key milestones in the Rotherham Plan. The next 'Working together for Rotherham' leaflet drop to all households across the borough is planned to promote partnership successes and achievements to residents in early 2024.

The council took a progress report to Cabinet in January 2024 outlining the progress

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in delivering the Council Plan and Year Ahead Delivery Plan for 2023-24, which will be used to story-tell and promote the work of the council, using case studies and residents' lived experiences as the narrative to showcase achievements. A forward plan has also been established to capture service activity across the organisation to provide oversight of all activity, events, milestones and good news activities.

The peer team was pleased to see the council publicly acknowledging and celebrating its achievements and improvement journey. Its plans for the future, including the development of a new corporate communications strategy, are robust. Its strategy to use storytelling to promote the work of the council, using case studies and residents' lived experiences, is a great way to celebrate achievements and the peer team would encourage the council to continue doing this.

Recommendation 2

Develop an externally facing compelling and positive narrative of place which will help to promote and market the borough and capitalise on Rotherham's assets.

The council held a 'Promoting Rotherham' workshop with partners in November 2023 to provide an opportunity to discuss and consider how to market the borough to a range of stakeholders including residents, potential investors and government. Collectively, partners are now working together to develop an updated 'Rotherham Story' to market the borough, supported by a clear action plan.

Plans are underway to restructure the Rotherham Investment and Development Office (RIDO) to strengthen its focus on economic development and provide additional skills and capabilities. Phase 1 of the restructure was implemented in September 2023, creating a new Head of Economic Development. Phase 2 commenced in November 2023 and the restructure is scheduled to be completed by February 2024.

Furthermore, an Inward Investment Plan is being developed which includes engaging with partners to complete an assessment of economic strengths and creating a compelling investment proposition that clearly articulates the benefits of locating, expanding or investing capital in Rotherham.

Engagement is also underway with the South Yorkshire Mayoral Combined Authority (SYMCA) to prepare an evidence base for a 'prospectus for growth', building on the

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work they are undertaking to develop a new South Yorkshire Plan for Growth. This work will consider and further develop the Investment Zone intervention package to be submitted to Government by SYMCA. Other joint projects include the development of a new Local Visitor Economy Partnership and a Destination Management Plan for South Yorkshire.

These are solid interventions to help define, promote and market the borough and should lead to a compelling and positive narrative of place that paints a clear picture of where Rotherham, as a borough and a place, is heading.

Recommendation 3

Use the significant investments underway to expand and attract private sector investment at scale, maximising its potential and supporting a more inclusive economic future.

The council is focused on completing the delivery of regeneration projects in the town centre and across the borough including Forge Island, Rotherham Markets and Library, Riverside Gardens, Town Deal Programme, Levelling-Up Fund Programme, and the Towns and Villages programme. All these projects are progressing in line with individual project plans and the council is working on developing a pipeline of investment planning proposals including future town centre regeneration, a new Mainline Station and an Investment Zone (Rotherham - Sheffield Corridor). Feasibility funding has been secured to align funding for the development of future regeneration and economic development projects. Master-planning work is also underway for the Mainline Station area, and engagement is taking place with SYMCA on the development of interventions for the Investment Zone.

Going forward, the council is investigating opportunities to establish joint ventures and partnerships with the private sector that provide access to private expertise, brand equity and additional capital in return for balanced risk and reward; and developing future pipeline for housing growth to maximise benefits of housing development and improve the council's ability to access national and regional funding. The council is participating in the SYMCA/Homes England Pipeline Project which aims to identify the top 20 housing sites and understand barriers to development and potential funding needs.

The peer team was pleased with the work the council has done to successfully attract

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public sector funding and its plans to use this as seed funding to attract private sector investment. This work should continue as the future prosperity of the borough through a more inclusive and mixed economy will be dependent on attracting private sector investment - be bold, ambitious and confident in pursuing these opportunities.

Recommendation 4

Develop effective pathways and mechanisms for local people, especially young people, to benefit from inclusive growth that can help to deliver improved health outcomes and address inequalities.

The council is establishing an inclusive employment workstream and programme structure which will provide strategic and operational direction for the employment workstream in the council's delivery of an inclusive economy. An operational group has been established for the workstream and a mapping exercise regarding services offered has been completed, with funding timelines and risks identified.

In addition, Century II Business Incubation Centre has opened providing space for new start businesses and local growth and employment opportunities. Advisory services have been embedded within the business hubs to connect clients to local support such as Advance, the Enterprise Adviser Network and Business Education Alliance. This work will build on existing links between the business centres and the council's wider programme of employment and skills support.

The council recognises the need for coherent pathways for the people of Rotherham to seek support in identifying and gaining meaningful employment. It has also agreed the need for a 'dashboard' showing areas of activity and performance measures. The council is also working with Rotherham Together Partners to deliver its social value and real living wage ambitions.

This is a complex and challenging area of work where the council, together with its strategic partners (including investors), will need to put in place greater strategic interventions around skills and employment to improve market accessibility and mobility for the local working age population i.e. a comprehensive infrastructure of employment support that complements national employment programmes. This will be critical in ensuring 'fair growth' and a prosperous borough for all.

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Recommendation 5

Review performance management with a focus on demonstrating impact and an improvement in outcomes in delivering the council's ambition; and use the strong leadership, capacity and capability of the top-team to drive and deliver further organisational transformations and change across the borough at pace.

The council is commencing the process of developing a new Council Plan and a refreshed outcomes focused Performance Management Framework for 2025. The peer team would encourage the council to ensure that its refreshed performance framework maintains the delivery of three main objectives i.e. provides adequate and timely management information and data to drive service improvements, provides adequate and timely information to Members on progress against the council's strategic ambitions to assist in policy development, and provides adequate and timely information in an easy to digest format to the public on outcomes achieved and the impact made against the council's priorities.

The council has widened distribution of the roles of the Strategic Leadership Team (SLT) with regards to the Big Hearts Big Challenges delivery programme where members of SLT have taken on greater levels of responsibility to assist in leading the programme. The council has also embedded an Assistant Directors' Group to effectively drive forward operational management of the council and the delivery of the council plan.

The peer team met with an impressive cohort of key managers and officers including assistant directors and heads of service who showed great potential and appetite for corporate and cross council working. This should be further encouraged via the structures and processes the council has put in place for the working of the cohort. They were on message and clear about the ambitions of the council and the challenges in delivering them and demonstrated enthusiasm in working up shared solutions going forward.

Recommendation 6

Building on the Neighbourhood working model, develop a clearer and shared understanding of integrated locality working across the public sector and increase the pace of digital transformation across the organisation to deliver improved outcomes for residents and consistently improve the customer experience.

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The council is establishing a Place-based working project board to oversee the continued development of the council's Neighbourhood working model and approach to place-based working, that takes account of the Council Plan and ward priorities. It is also implementing proposals to:

- Improve the effectiveness of the structures set up to tackle community safety, crime and anti-social behaviour across wards and locality areas
- Ensure the roll out of Family Hubs is integrated into wider neighbourhood/locality working
- Provide opportunities to promote early intervention and prevention and tackle health inequalities across neighbourhoods and localities

In addition, the council has put in place a Digital Inclusion Strategy and Action Plan to ensure that every resident in Rotherham is able to enjoy the benefits of getting online and is able to conduct its interactions with the council such as reporting potholes, booking leisure facilities, etc. Work is continuing to identify further processes that can be digitised and developed to bring about transformation across the organisation.

Further work in developing joint solutions at neighbourhood/locality level with public sector partners will help to deliver more seamless and integrated solutions to residents. This is a continuous process and should be a strong part of the council's neighbourhood working model.

Recommendation 7

Continue to keep the medium-term financial strategy under review - testing assumptions and undertaking sensitivity analysis – and continue to report to Members on a regular basis.

The council has a robust Medium Term Financial Strategy (MTFS) and updates and position statement briefings have been presented to Cabinet and the Overview and Scrutiny Management Board. Through this process the council is carrying out detailed scenario planning and sensitivity analysis to ensure that the MTFS is as accurate in its projections as possible. In addition, it also seeks to identify risk mitigations to manage the impact of known and unknown risks, such as through use of temporary or new long-term savings plans, use of reserves, treasury management strategy approaches or through service reviews across those areas identified as

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presenting a financial challenge. This process is one that the council carries out annually to ensure a robust budget and MTFS can be approved by Cabinet and Council.

Work is underway on the council's budget plans for 2024/25 and MTFS for 2024/25 to 2025/26 and should be delivering a balanced budget for 2024/25 with a projected £6.6m gap against the 2025/26 budget. The peer team was assured that the council has a good grip on its finances and is aware of its future financial challenges.

4. Final thoughts and next steps

The LGA would like to thank Rotherham Metropolitan Borough Council for undertaking an LGA Corporate Peer Challenge progress review.

We appreciate that senior managerial and political leadership will want to reflect on these findings and suggestions in order to determine how the organisation wishes to take things forward.

Under the umbrella of LGA sector-led improvement, there is an on-going offer of support to councils. The LGA is well placed to provide additional support, advice and guidance on a number of the areas identified for development and improvement and we would be happy to discuss this.

Satvinder Rana, Senior Regional Adviser is the main contact between the authority and the Local Government Association (LGA) and his contact details are email: satvinder.rana@local.gov.uk Tel: 07887 997 124.

Satvinder Rana
Senior Regional Adviser, LGA
(On behalf of the peer challenge team)

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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: LGA Corporate Peer Challenge Progress Review Visit	
Directorate: Assistant Chief Executive	**Service area:** Policy, Performance and Intelligence
Lead person: Fiona Boden	**Contact:** Simon Dennis

Is this a:

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

If other, please specify:

Reporting the results of a progress review visit following a previous external inspection.

2. Please provide a brief description of what you are screening
Following the LGA Corporate Peer Challenge (CPC) in June 2023, a Progress Review Visit took place on 21 December 2023. This visit was to enable the Council to update the LGA Peer Review Team on progress made and receive feedback, including how the high-level action plan aligns to the CPC recommendations made. The findings from the Progress Review Visit were received in January 2024 (see Appendix 1 of the main report). This report provides an overview of the findings.

3. Relevance to equality and diversity		
All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity. The following questions will help you to identify how relevant your proposals are. When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.		
Questions	**Yes**	**No**
Could the proposal have implications regarding the accessibility of services to the whole or wider community? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*	✓	
Could the proposal affect service users? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*		✓
Has there been or is there likely to be an impact on an individual or group with protected characteristics? *(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)*	✓	
Have there been or likely to be any public concerns regarding the proposal? *(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)*		✓
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? *(If the answer is yes you may wish to seek advice from commissioning or procurement)*	✓	
Could the proposal affect the Council's workforce or employment practices? *(If the answer is yes you may wish to seek advice from your HR business partner)*		✓
If you have answered no to all the questions above, please explain the reason		

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

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

4. Considering the impact on equality and diversity

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

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

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

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

The publication of the LGA CPC Progress Review Visit report has no direct impact in itself on Council Services and accessibility.

However, the progress visit findings will inform the Council's continued delivery of the action plan, which may lead to equality-related considerations. The actions either involve continuing to deliver initiatives already in place or will prompt the development of a more detailed action going forward. Some actions have also now been completed. Any future initiatives or events arising from the plan should be subject to their own separate assessment.

- **Key findings**

Whilst the overall publication of the report does not impact on equalities, there are specific actions in the continued delivery of action plan and associated Progress Visit feedback that could have an equalities implication or consideration.

These include, but are not limited to:

- The need to ensure that the response to recommendation 4 of the Peer Challenge (which requires the development of effective pathways and mechanisms for local people, especially young people) effectively addresses the need to ensure any pathway specifically addresses all protected characteristics and not just young people.
- The need to ensure that the improved methods of employee engagement, identified in recommendation 1, continue to enable all employees to engage and communicate with the Council irrespective of all protected characteristics.
- The improvement of outcomes for all residents, required as part of recommendation 6, needs the Council to ensure that improved outcomes and customer experience is delivered irrespective of the protected characteristics of those residents.

Equalities impacts were also considered in relation to actions in the plan that are now complete:

- The need to ensure that wider celebration events for the workforce and any stakeholder event were held in a way to enable all employees to participate irrespective of protected characteristics. These were held online and in various locations across the borough to ensure accessibility to all.

- The action to “Hold an event to bring stakeholders together, to capture people’s views to help update the Rotherham Story and have a positive place narrative for the borough” needed to ensure that all relevant stakeholders were appropriately engaged, and the event was carried out in line with the requirements of the Consultation and Engagement Toolkit.
- The agreement of a Digital Inclusion Strategy, which includes activity to target places and groups that are most at risk of exclusion.
- Regeneration project designs are developed in consultation with Rotherham residents and construction of new buildings and facilities includes consideration of accessibility. For example, at Century II, provision has been made for the needs of wheelchair and semi ambulant users in the design of the new building and development site.

Any further consultation that is required as part of the response to the ongoing action plan and Progress Visit findings will be delivered in line with the Council’s approach to consultation and engagement, utilising the Consultation and Engagement Toolkit. These outcomes will inform the future equalities assessments connected to those actions.

- **Actions**

The previous Equality Screening which accompanied the report to Cabinet in September 2023 stated that an Equality Analysis would be produced upon completion of the detailed Corporate Peer Challenge Action Plan. However, the remaining actions contained within the Corporate Peer Challenge Action Plan are being embedded within the Year Ahead Delivery Plan for 2024-25 which is reported publicly every six-months. Therefore, where actions require an Equality Analysis, these will be developed individually and the outcome of the activity will be reported through the six-monthly Council Plan/Year Ahead Delivery Plan Progress Reports.

Should any of the listed actions within the Corporate Peer Challenge Action Plan require a separate Cabinet decision, they will also be subject to a separate Equality Analysis in the usual manner.

Date to scope and plan your Equality Analysis:	In line with Council Plan/YADP reports to Cabinet in 2024/25.
Date to complete your Equality Analysis:	As above
Lead person for your Equality Analysis (Include name and job title):	Simon Dennis Corporate Improvement and Risk Manager

5. Governance, ownership and approval

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

Name	Job title	Date
Fiona Boden	Head of Policy, Performance and Intelligence	08/02/2024
Steve Eling	Policy and Equalities Manager	09/02/2024

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	08/02/24
Report title and date	LGA Corporate Peer Challenge Progress Review Visit – 18 March 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	LGA Corporate Peer Challenge Progress Review Visit – 18 March 2024 – publication date 4th March 2024.
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	8th February 2024

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Appendix 3 - Carbon Impact Assessment – LGA Corporate Peer Challenge Progress Review Visit

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?	None				
Emissions from transport?	None				
Emissions from waste, or the quantity of waste itself?	None				
Emissions from housing and domestic buildings?	None				
Emissions from construction and/or development?	None				
Carbon capture (e.g. through trees)?	None				

Identify any emission impacts associated with this decision that have not been covered by the above fields:
This report is principally concerned with formally publishing the outcome of the recent LGA Corporate Peer Challenge Progress Review Visit. The report itself has no direct impact on emissions.

Please provide a summary of all impacts and mitigation/monitoring measures:
At this point there are no relevant emission impacts to consider. Where progress on actions contained in the action plan imply a specific definable impact on emissions, this will be included indicatively.

Supporting information:	
Completed by: **(Name, title, and service area/directorate).**	Simon Dennis Policy, Performance and Intelligence, Assistant Chief Executives Directorate.
Please outline any research, data, or information used to complete this [form].	None
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	N/A
Tracking [to be completed by Policy Support / Climate Champions]	

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
The Electric Vehicle Infrastructure Strategy

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

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

Report Author(s)
Louise Preston, Climate Change Manager
louise.preston@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

In March 2019, the Council declared a climate emergency and since then 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.

To ensure a transparent approach to delivery of the Council's public charging network, a Strategy has been prepared covering commitments with regards to its delivery and expansion. The Strategy also details how the Council intends to select its future charging sites, and engage with residents, businesses and commercial fleets.

This report presents the Rotherham Council Public EV Charging Infrastructure Strategy to Cabinet for approval.

Recommendations

1. That Cabinet approve the Rotherham Council Public Electric Vehicle Infrastructure Strategy which can be found at Appendix 1 of this report.

List of Appendices Included

Appendix 1 Rotherham Council Public Electric Vehicle Charging Strategy
Appendix 2a Part A Initial Equality Screening
Appendix 2b Part B Equality Analysis
Appendix 3 Carbon Impact Assessment

Background Papers

Rotherham Council Electric Vehicle Infrastructure -Cabinet 16th October 23

Consideration by any other Council Committee, Scrutiny or Advisory Panel
None
Council Approval Required
No

Exempt from the Press and Public
No

The Electric Vehicle Infrastructure Strategy

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 $MtCO_2e$). In Rotherham, a quarter of local emissions are attributable to cars, vans, motorcycles and taxis. 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 As of 1 January 2024, the Department for Transport reports that there were 53,677 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 October 2023, the government published its response to the consultation on the Future of Transport Regulatory Review (zero emissions vehicles). The outcome of this consultation indicates that Local Transport Authorities will have a statutory obligation to produce local charging strategies and ensure provision of charge points. There is not yet a timeline for this, but the Public Chargepoint Regulations were passed in Parliament on 24 October 2023 creating a strong policy background for improving the consumer experience when accessing EV infrastructure.

1.6 In 2019 the Council installed 30 public bays of fast EV chargers at 10 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 a company called MER Charging UK Limited.

1.7 The Council publishes information relating to its current EV charging infrastructure on its website. This includes signposting to *Zapmap*, an online application frequently used by EV motorists to find local charge points which are available to the public. This includes those owned by the Council and other public and private infrastructure, such as those in supermarkets or private car parks.

1.8 In October 2023, seven further sites were approved by Cabinet for installation across the Borough. These sites utilised funding provided by the South Yorkshire Mayoral Combined Authority (SYMCA) specifically allocated for the delivery of charging infrastructure across the region. This Strategy does not include any additional sites for delivery but sets out how the Council will approach future selection and installation of sites across the Borough if approved. Individual sites will be brought forward for approval when they are identified.

1.9 The South Yorkshire Mayoral Combined Authority (SYMCA) have commissioned an organisation to undertake further studies into the regional EV charging demand with plans to deliver a strategy thereafter. This study will further inform the analysis carried out by Council officers and ensure the two strategies are integrated effectively. The Council aims to link both the regional and local need through its implementation plan which will be created following publication of the two strategies.

2. Key Issues

2.1 In order for the Council to deliver a fit for purpose and equitable infrastructure programme it is important that a consistent and transparent approach is taken to its delivery.

2.2 The Strategy available at Appendix 1 therefore sets out how the Council proposes to approach and deliver its infrastructure programme and how it will choose future sites for installation.

2.3 SYMCA have commissioned an organisation to undertake a regional study and thereafter produce a strategy based on the information identified. As the SYMCA document does not intend to cover specific local requirements, the Council's proposed Strategy and future implementation plan will operate alongside this document, ensuring that Rotherham specific EV charging needs are met whilst ensuring that Rotherham remains connected regionally. This will also enhance Rotherham's ability to leverage funding in the future as this is largely administered regionally.

2.4 The Vision for EV Charging Infrastructure in Rotherham

2.5 The increase in demand for EV Charging has been slow within the Borough when compared with National figures following an observed decline in use post pandemic. This is now showing signs of improvement and changes to legislation affecting new vehicle registrations will further strengthen this demand in future.

2.6 To meet this expected future demand the below vision has been set out:

- By 2040, the majority of Rotherham residences are within a ten-minute walk of a publicly available charge point and residents will have confidence that they can access this infrastructure as and when they need it regardless of any disability or protected characteristic they may have.

- The Council owned charge point network will complement and enhance the private sector offer to provide access to a system of charge points across the Borough including varied types of chargers to meet demand. Charging units under Council control will be specified to meet PAS1899 accessibility standards and all new installations will provide a minimum number of fully accessible charging bays or nearby alternatives.

- The Council network should offer its users a transparent and consistent pricing structure and offer a variety of payment types.

2.7 In the above vision "publicly available" refers to charge points owned by the Council or other public-sector bodies, private sector charge points enabled via concessionary arrangements, or charge points delivered and supported by the Council for public use without Council ownership e.g., community schemes or those supported by Parish Councils. This change in terminology reflects the governments expectation of the need for private sector investment and operation as demand increases.

2.8 The Strategy proposes the following targets:

- 95% of residences to be within 3 miles of a Council owned public charge point by 2025.
- 95% of residences to be within 1.5 miles of a publicly available charge point by 2030.
- 95% of residences within a ten-minute walk (or 800 meters/ approximately 0.5 mile) of a publicly available charge point by 2040.

2.9 In order to achieve these targets, it is proposed that the Council commits to:

- Installing charge points that are matched to likely time spent at a location, keeping ahead of demand - this is ongoing.
- Installing rapid chargers at suitable locations to support the conversion of taxi and private hire vehicles to EV.
- Continuing to examine the case and opportunities for residential charging hubs and other interventions for those without off-street parking. Initial research of potential sites is underway and funding opportunities sought.
- Investigating means of incorporating solar photovoltaics into projects, in view of the additional load that EV charging will place on the electricity grid, whilst continuing to work with Northern PowerGrid. This has already been done at some sites around the Borough.
- Ensuring that the network is adequately funded to enable effective maintenance, and when required, expansion.
- Working with its partners to complement commercial networks to provide a more robust system of available charging locations for its residents, workforce and visitors.
- Working towards a consistent approach to charging and payment options where technology allows.

- Ensuring that the location and accessibility of new public charge points take into account the needs of disabled drivers. The Council will use PAS 1899:2022 EV – Accessible Charging – Specification to ensure this where site limitations do not constrain its use.
- Working to improve the quality of data provision and analysis locally.
- Developing its communication plan to improve residents and visitors access to up to date information regarding Council charge points and their status.
- Consulting with different user types throughout the lifetime of this Strategy.
- To improve the security of Council charge points by ensuring all sites are covered by CCTV, Smartwater forensic marking, and by working with South Yorkshire Police and other partners to increase prosecution of vandalism.
- Developing a policy for installing EV charge points in the Council's existing social housing stock.
- Reviewing this Strategy within 3 years so that the latest technological and demand changes can be better taken into account.

2.10 The Council also commits to report its progress annually to Cabinet as part of the Climate Change Action Plan against these commitments including any regional considerations as part of a comprehensive implementation plan.

2.11 The area of EV charging and its infrastructure is rapidly evolving. Future innovation and research may also enable officers to refine the Strategy's targets and commitments to consider the future charging needs of its residents and visitors. As such, it is proposed that the Strategy is reviewed within at least 3 years, with annual monitoring undertaken against the targets set.

2.12 To meet the 2030 target of 95% residences within 1.5 miles of a publicly accessible charge point, it is expected that ten more charge points in addition to the seven currently being commissioned will be required. To achieve this the Council will need to utilise external funding opportunities and Council Capital.

2.13 The Council will also work alongside SYMCA to develop routes to create further new EV locations with the private sector. This approach aims to reduce the impact of land availability challenges and financing from both a capital and revenue perspective.

3. Options considered and recommended proposal

3.1 Option 1: That Cabinet approve the strategy presented in Appendix 1

The Strategy available at Appendix 1 provides transparency for Rotherham's residents and visitors regarding the Council's plans for its publicly accessible charge point programme. This option will also allow both regional and local EV charging needs to be met and ensure the appropriate documentation is available to meet grant funding criteria. The Council would also be ready for when local EV strategies are mandated by government.

The vision and targets set align as much as possible with the likely outcome of the regional Strategy currently under development. The vision of 95% of all residences to be within a 10-minute walk of publicly available charge points by 2040 aims to provide a charging service to those without off-street parking in a realistic way whilst some of the social and financial challenges of on street charging infrastructure are being worked through.

This is the recommended option.

3.2 **Option 2: Do Nothing**

In contrast to option 1, an alternative would be to do nothing and not publish an EV Strategy, relying solely on the SYMCA Strategy when published. This may mean that local needs are not wholly considered in favour of a wider regional approach.

As the Council has committed to the delivery of an EV Strategy by the end of the 2023/24 financial year this option is not recommended.

3.3 **Option 3: Take an alternative strategic approach.**

Alternative strategies and the targets associated were reviewed extensively by the EV Working Group. This working group includes officer representatives from several Council departments including Transport Planning and Highways. Alternatives included increasing the ambition of the Strategy to include commitments around delivery of on-street charging schemes, but it is not felt that this could currently be delivered without substantial further research and a better knowledge of the financial implications. Similarly, the legal position on trailing cables over the highway is not clear. Local Authorities across the UK are taking a varied approach to responding to this issue and it is important that a consistent and fair approach is taken by the Council in the future. An approach which included both residential hubs and destination charging was selected as being the most appropriate.

This option is therefore not recommended at this stage, but the Strategy does commit to undertaking further research and investigations into potential opportunities for on street charging in the future.

4. Consultation on proposal

4.1 No public consultation has been undertaken on this Strategy but future consultation with residents, businesses, and commercial fleets form part of the commitments of the EV Strategy.

5. Timetable and Accountability for Implementing this Decision

5.1 This Strategy covers the period of 2024 to 2027.

5.2 Progress will be reported annually as part of the Climate Change Action Plan.

5.3 Individual schemes for future installations will be brought forward separately for approval.

6. Financial and Procurement Advice and Implications

6.1 There are no direct financial implications associated with the recommendation to approve the Rotherham Council Public EV Infrastructure Strategy. The Council has received grant funding from SYMCA for a 2-year temporary post, which will be used to undertake the work associated with the implementation of this Strategy. This post will complement work undertaken by existing officers, funded by existing approved revenue budgets. Any capital works associated with the implementation of this Strategy will be funded from existing approved Capital budgets. Where additional Council funding is required, this will need to be identified as part of the Council's annual budget setting process.

6.2 It is important to note that when procuring goods, works and services to deliver against the Strategy, this must be undertaken in compliance with the Public Contracts Regulations 2015 or the procurement Act 2023 (whichever is the applicable legislation at the time).

7. Legal Advice and Implications

7.1 The Public Charge Point Regulations 2023 ('the Regulations') regulate most charge points in the UK that are intended for public access and came into force on 24 November 2023. The Regulations impose specific requirements on the "operator", which means the person (including a statutory corporation such as the Council) that is responsible for operating the public charge point, whether as an owner or on behalf of a third party. They require operators to ensure that users of such facilities over 7kW may access both contactless payment and payment roaming facilities to meet their charges, and that pricing is based on pence per kilowatt hour. This applies to new installations deployed from November 2024. The regulations also impose a 99% reliability standard and require operators to make available technical data about their charge points to enable consumers to identify ones that meet their own needs. The Strategy is in compliance with the Regulations and the Council will need to ensure it complies with the Regulations during implementation of the Strategy.

7.2 The requirements of the Subsidy Control Act 2023 ("the Act") will need to be complied with in respect of each project implemented pursuant to the Strategy, especially in relation to where the Council intends to engage with a commercial operator. This will include in particular principal-based assessment of any subsidy, along with other regulatory requirements set out in the Act.

7.3 Further the provisions of Schedule 2 of the Act which is in respect of the provision of subsidies that relate to energy and environmental purposes will need to be taken into account in as part of individual projects to be implemented pursuant to the strategy.

7.4 The provision by the Council of public services normally engages the Public Sector Equality Duty imposed by Section 149 of the Equality Act in relation to its access and use by persons with protected characteristics, including disability. These requirements will need to be considered as a mandatory design consideration for all EV charge points provided directly by the Council,

and similar obligations imposed as a contract condition in their provision by all commercial suppliers funded by the Council or as Council subsidy beneficiaries.

8. Human Resources Advice and Implications

8.1 A 2-year EV Infrastructure Officer role, funded by LEVI Capability Fund, will be the officer responsible for undertaking the work associated with this Strategy for the first two years. This will enable key commitments to be delivered throughout this initial period and allow a thorough assessment of future resource needs.

8.2 Should the post need to be extended past 2 years then employment rights would apply.

9. Implications for Children and Young People and Vulnerable Adults

9.1 There are no specific implications for young people or vulnerable adults. Accessibility considerations are included within section 10.

10. Equalities and Human Rights Advice and Implications

10.1 The uptake of EVs is unlikely to be consistent across the Borough and in fact the UK. The high price of new EVs and the unproven longevity of the battery technology which may impact upon the second-hand market is likely to exclude many groups from accessing this form of transport.

10.2 Similarly, the ease of charging for those with driveways when compared with those without is also likely to further widen the distance between those able to access EVs and the charge points and those who are not. The Council aims to reduce this by choosing a charging hub-based approach, aiming to ensure coverage across the Borough.

10.3 The Strategy outlines how the Council will approach accessibility in newly installed infrastructure when site conditions allow. The Council aims to use the BSI PAS 1899 standard as the basic specification for all new installations which includes considerations about space, information the environment of the charge points.

10.4 The equalities assessments in appendix 2a and b explore these issues in more detail.

11. Implications for CO2 Emissions and Climate Change

11.1 Whilst the preferred method of transport should be by active means such as walking, cycling or scooting, this is not always going to be appropriate and considering the variety of abilities, needs and conveniences, transportation by car is likely to still play a substantial role in a sustainable future.

11.2 Electric vehicles have zero tail pipe emissions and have a lower carbon footprint than petrol and diesel alternatives with internal combustion engines. They also still emit carbon through their electricity use which will decarbonise as the national grid becomes increasingly powered through renewable energy. Even after this, there will still be carbon emissions as a result of the cars

manufacture, maintenance and end of life. When compared with petrol and diesel alternatives, this is still less carbon intensive over the lifetime of the vehicle.

11.3 There will also be some short-term emissions as a result of the construction of this infrastructure, but the delivery of these works is important for the provision of a robust network of EV charging infrastructure supporting the decarbonisation of the Rotherham Borough.

12. Implications for Partners

12.1 There are minimal implications for partners, though the Council aims to widen its consultation with businesses and residents as part of its ongoing implementation plan.

12.2 Counterparts at the South Yorkshire Mayoral Combined Authority are presently preparing a South Yorkshire Strategy which this Strategy will work alongside.

13. Risks and Mitigation

13.1 Vandalism and cable thefts have been identified as a key risk affecting the delivery and financing of an effective infrastructure network throughout the Borough. To mitigate this risk the Council is working with South Yorkshire Police whilst also increasing CCTV coverage and installing both Smart Water forensic marking and signage to act as a deterrent and improve the likelihood of prosecutions.

13.2 There is also a risk that the resulting SYMCA Strategy when published does not align with the Council's Strategy. This has been mitigated through ongoing discussions with SYMCA officers and will be managed via an implementation plan which will be developed to take into account all EV related actions moving forward.

14. Accountable Officers

Louise Preston, Climate Change Manager

Approvals obtained on behalf of Statutory Officers:

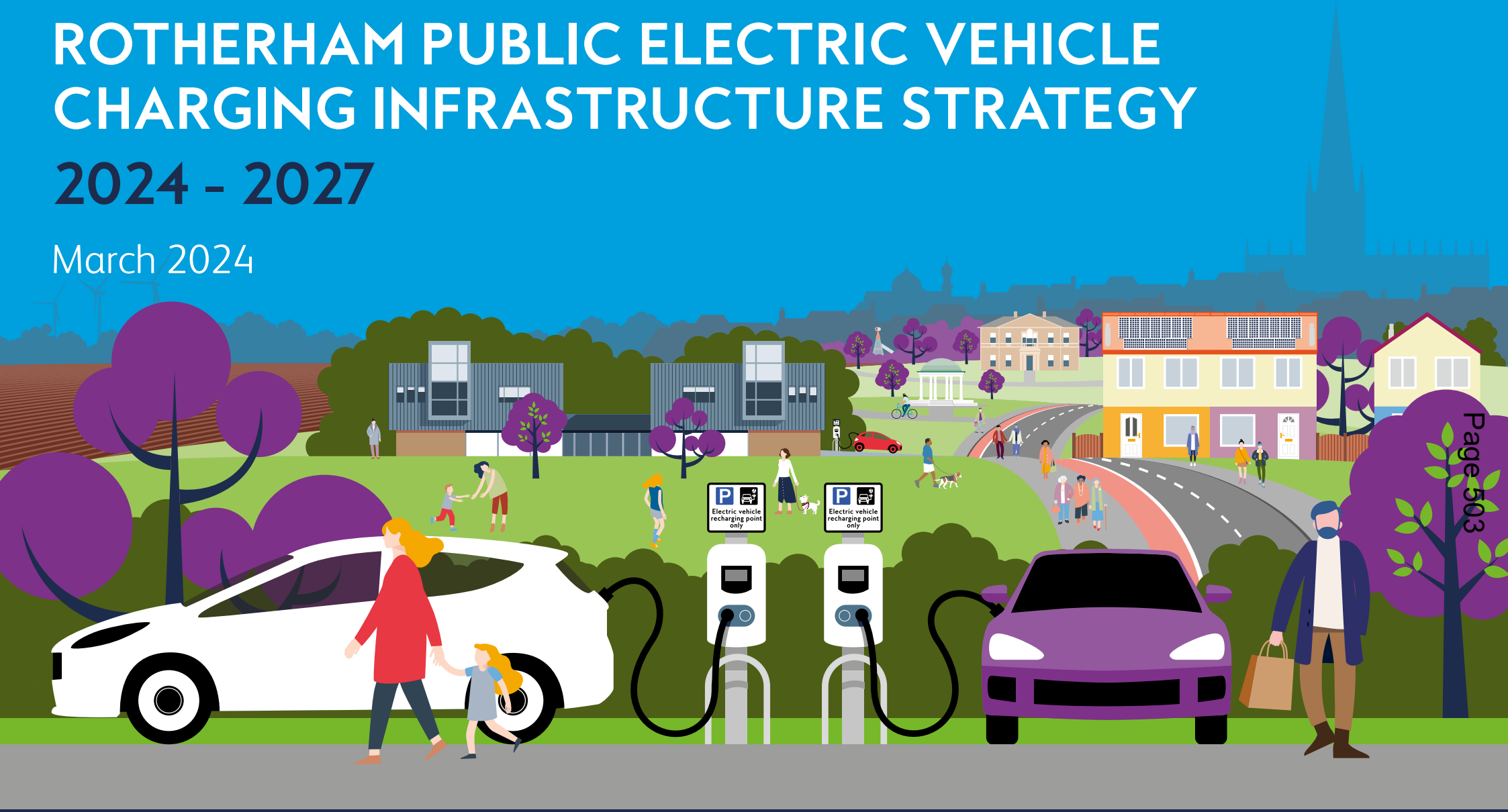
	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	23/02/24
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	22/02/24

Louise Preston, Climate Change Manager *louise.preston@rotherham.gov.uk*
This report is published on the Council's website.

ROTHERHAM PUBLIC ELECTRIC VEHICLE CHARGING INFRASTRUCTURE STRATEGY

2024 - 2027

March 2024



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Rotherham Metropolitan Borough Council

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FOREWORD

In South Yorkshire, Rotherham has been at the forefront of public electric vehicle (EV) charging infrastructure installation. From the first two chargers to go live in 2015 we have sought funding to expand the network at every opportunity. The Covid-19 pandemic caused a temporary halt to new installations, however we are now on course to increase this number significantly in the coming months with a total of 96 charging points at 21 locations across the Borough.

This Strategy demonstrates our commitment to provide a high-quality public network ahead of need that supports and accelerates the transition to electric vehicles. To guarantee the best result for residents, we will continue to directly own our core charging network but also continue to be open to public and private partnerships. This allows us to plan how the network will grow, set tariffs, makes us directly accountable, and enables us to deliver next generation chargers as quickly as possible with the community in mind.

As a local authority we are uniquely positioned to provide strategically located charging infrastructure that will support residents, commuters, fleets and through traffic to conveniently and affordably recharge. Keeping ownership of a core network we can set user tariffs ensuring that we have control over one of the critical factors in delivering a charging network for all.

As part of Rotherham's Local Plan, we require businesses to provide public charging facilities where they allow public access to their car park, for example at supermarkets. Similarly, all new homes are required to provide EV charging facilities.

We recognise that battery and charging technology will change rapidly as we approach the 2050 national net zero carbon emissions target. As a result, the Council remains open to new opportunities, and this is why we have set a short 3-year review period. What we do will be guided by the best available information within the constraints of statutory and practical limits.

This Strategy examines where we are at present, looks at where we would like to be in the future and how we will get there. It sets out the principles by which the Council will deliver and manage its infrastructure and how it will engage with residents, businesses and other stakeholders throughout Rotherham and South Yorkshire. It will also examine and explain the practical difficulties of meeting the expectations of all concerned parties.

THE VISION

A vision for Electric Vehicle Charging in Rotherham

As part of its recognition of the climate emergency, the Council has set a target to cut greenhouse gas emissions across the Borough of Rotherham to Net Zero by 2040. Reaching net zero, where carbon emissions are balanced by those taken out of the air, is a significant challenge and emissions from transportation such as diesel and petrol cars account for a large portion of Rotherham's carbon emissions. According to figures released by the Department for Energy Security & Net Zero (formerly Department for Business, Energy & Industrial Strategy or BEIS) in 2021 approximately a quarter of carbon emissions in Rotherham are attributable to transport via cars, taxis, motorcycles, and vans. The transition to electric vehicles will provide a cleaner alternative where public transportation or active travel is not appropriate. The provision of EV charge points is a vital component of this transition and as such this Strategy supports this aspiration.

The vision

By 2040, the majority of Rotherham residences are within a ten-minute walk (approximately 800m) of a publicly available charge point and are confident that they can access this infrastructure as and when they need it regardless of ability.

The Council will achieve this through the following interim targets:

- 95% of residences to be within 3 miles of a Council owned public charge point by 2025.
- 95% of residences to be within 1.5miles of a publicly available charge point by 2030.
- 95% of residences to be within a ten-minute walk (approximately 800m/0.5miles) of a publicly available charge point by 2040.

The Council owned charge point network will complement and enhance the private sector offer to provide access to a system of charge points across the Borough including varied types of chargers to meet demand. Charging units controlled by the Council are specified to meet PAS1899 accessibility standards and all new installations will provide a minimum number of fully accessible charging bays or nearby alternatives.

Its users should benefit from a transparent and consistent pricing structure, and offer a variety of payment types.

Throughout this Strategy "publicly available" refers to charge points owned by the Council or other public-sector bodies such as SYMCA, private sector charge points enabled via concessionary arrangements, or charge points delivered and supported by the Council for public use without Council ownership e.g., community schemes or those supported by Parish Councils. This change in terminology within the Council's targets reflects the governments expectation of the need for private sector investment and operation as demand increases and limited availability of appropriate Council owned land.

POLICY CONTEXT

The EV charging Strategy exists within a rapidly changing policy environment.

Path to net zero emission vehicles by 2035

On 28 September 2023, the government set out the path for all new cars to be zero emission by 2035, aiming to provide clarity to manufacturers while safeguarding UK jobs. The Department for Transport indicates that there will be a demand for 300,000 charge points installed by 2035 nationally to meet this target. This tracks the government's net zero target of 2050, but not Rotherham's target of net zero by 2040.

The zero-emission vehicle (ZEV) mandate applies to England, Wales and Scotland from January 2024. The ZEV mandate includes annual targets for the sale of zero emission cars and vans and requires 80% of new cars and 70% of new vans sold in Great Britain to be zero emission by 2030, increasing to 100% by 2035. The 2035 end of sale date puts the UK in line with other major global economies, including France, Germany, Sweden, and Canada. The Climate Change Committee suggests that this mandate will allow for over half of all vehicles on the UKs roads by 2035 to be ZEV. This mandate became law on 3rd January 2024. However, projections on forward demand within the Borough are not clear cut and may not reflect overall national trends.

Latest industry figures, show that throughout 2023 17% of new cars sold were zero emission, and more affordable used EVs are now appearing on the market with estimated sales of 90,000 used EVs between quarter 1 and quarter 3 of 2023. Used EVs now constitute almost 2% of the total UK market.

As of 1st January 2024, the Department for Transport estimates that there are now 53,677 public charge points nationally, in addition to charge points installed in homes, where most charging takes place.

Public Charge Point Regulations 2023

The Public Charge Point Regulations came into force on the 24th November 2023 and are designed to improve consumer confidence. They do this by setting a number of standards required of charge point operators. For example, setting a minimum standard of network availability to 99%, ensuring live status data is available online, setting standards for installation and transparency of pricing. All chargers of 8kW and above deployed after 24th November 2024 are also required to accept card payment within a year. Operators also have a responsibility to offer payment roaming by 24th November 2025.

The Council will ensure these regulations are adhered to when managing and specifying new infrastructure throughout the Borough.

Planning Policy

In addition to the national policies and strategies published by the government, the Council has a set of adopted policy documents that reference clean, low-carbon fuels and their potential to contribute to published targets. This is an active strategic path that the Council has followed for several years. Each year the Council receives many planning applications from developers. The Council applies policies in the Local Plan and the further detailed requirements in Supplementary Planning Documents (SPD) when granting planning permission.

POLICY CONTEXT

The Rotherham Local Plan Core Strategy states:

By placing an emphasis on creating safe and sustainable communities the Core Strategy looks to ensure that development respects and enhances the distinctive features of Rotherham and develops a strong sense of place. It supports the use of renewable energy technologies and the creation of safe and attractive places to live, work and visit. The Core Strategy also sets the infrastructure required to deliver the Borough's Strategy and how this will be delivered.

The Local Plan Sites & Policies document has a number of specific policies that are particularly relevant to this Strategy.

Schemes (must) take into account good practice guidance (now SPD) published by the Council including transport assessment, travel plans and compliance with local Residential and Commercial Parking Standards to ensure there is a balance struck between access for motor vehicles and the promotion of sustainable access.

Policy SP26 (d) states:

Proposals for services should include sustainable refuelling infrastructure.

Policy SP30 regarding Motorway Service Areas states:

These policies acknowledge the need to provide for the refuelling of vehicles utilising low-emission/-carbon technologies and this is reinforced by The Rotherham Transport Strategy:

Theme 19: ***To work to improve the efficiency of vehicles and reduce carbon emissions and to improve air quality, especially in designated areas.***

The Town Centre Parking Strategy incorporates a statement supporting future expansion of the charging facilities by both the public and private sectors.

Establishing a network of EV chargers demonstrates that the Council actively supports the transition to low-emission, low-carbon vehicles. This is of great importance in the drive to achieve net zero in 2040 following the declaration of a climate emergency. There is a likelihood that simply swapping fossil fuels for renewables will not address the issues around highway capacity and congestion, as well as impose a considerable burden on the electrical generation and supply network. For this reason, the Council will continue to invest in green energy generation on its own estate and pursue policies that promote sustainable transport in addition to supporting shift to EVs.

POLICY CONTEXT

Supplementary Planning Documents (SPD)

The Air Quality and Emissions SPD sets out the minimum number of chargers required to be installed at each type of development. In addition, the Transport Assessments, Travel Plans and Parking Standards SPD sets out EV charging requirements for parking spaces. Together, this policy approach requires that all new build dwellings (houses or apartments) must be provided with chargers as specified, as must all new build factories or offices. Where car parking is open to the public such as new supermarkets or leisure uses, these are required to provide a percentage of EV charging spaces within their car park. This allows people to charge their vehicle whilst doing other things such as shopping. This has been successful in providing additional charging opportunities across the Borough, and we expect this to continue in future. Facilities to expand provision are conditioned as part of the planning approval process in most cases.

OUR CURRENT CHARGING NETWORK

The publicly available charging network in Rotherham was initiated in 2015 with the installation of two chargers, one at Drummond Street public car park in the town centre and the other at the Advanced Manufacturing Park at Waverley. These chargers were funded by the government's Local Sustainable Transport Fund.

Rotherham, along with Sheffield, was mandated by government to implement a Clean Air Zone in 2017 and to enable quick progression, grant funding through the CAZ Early Measures Fund was given to both authorities. In Rotherham, we decided to implement a project to install public chargers on Council owned sites with solar photovoltaic (PV) panels and battery storage to offset some of the load on the electricity grid. By September 2019, Rotherham had installed 32 public charge points, covering 10 locations along with significant arrays of solar PV as well as 30 charge points for Council staff and fleet charging. The supply contract included all grid connections as well as 10 years maintenance and back-office operation.

In October 2023 Cabinet also approved the installation of charge points at 7 new sites across the Borough which when commissioned will further expand the Council's charge point network. This work is ongoing and is due to be completed by the end of 2024, resulting in 96 charge points at 21 locations across Rotherham.

Alongside its ambitions for public charge points, the Council approved its fleet replacement programme in March 2023, which includes investing in the transition of 64 fleet vehicles to EV.

The existing (blue) and planned (yellow) charge point locations are shown in the map below.

Network of EV charging sites commissioned by Rotherham Council – Existing and proposed extent

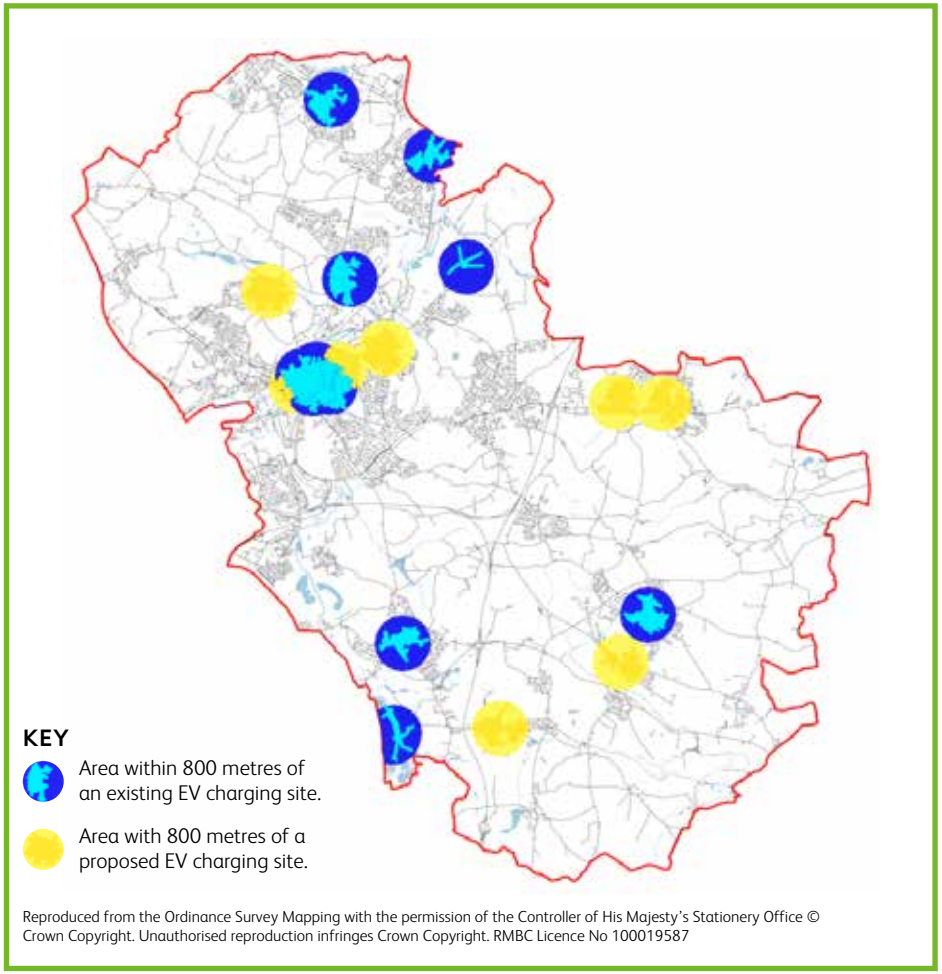

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Figure 1: Locations of existing (blue) and planned (yellow) charge points across the Borough.

OUR CURRENT CHARGING NETWORK

Solar PV and Battery Storage

A solar PV array and battery storage was installed at Wellgate Multi-storey car park to provide a source of renewable energy to the charge points installed. At this site solar PV is used to supply electricty to the chargepoints via battery storage to increase capacity at peak demand.

Figure 2: Wellgate multi-storey car park charge point

After an initial period during which the chargers were set to supply charging at no cost to customers (funded by government grant) we moved to a system of pricing that reflected the cost of electricity from the Council's supplier as well as the costs of administering the system.

As a local authority we are uniquely positioned to provide strategically located charging infrastructure that will support residents, commuters, fleets and through traffic to conveniently and affordably recharge. Keeping ownership of a core network we can set user tariffs ensuring that we have control over one of the critical factors in delivering a charging network for all.

Site selection for the present charging network was based on a number of criteria including destination charging that is providing an opportunity to charge at locations whilst other activities are being carried out. That may be shopping in the town centre, visiting the library or one of the country parks.

Further considerations include servicing residential properties.
The below table shows each charging location and the numbers of properties serviced by them.

OUR CURRENT CHARGING NETWORK

EV Charging Site	Status	No. of properties within 10 min walk time
Clifton Museum Car Park	Existing	1,411
Dinnington, Constable Lane	Existing	1,255
Douglas Street, Rotherham	Existing	600
Drummond Street Car Park	Existing	794
Rawmarsh JSC	Existing	2,086
Rother Valley Visitor Centre	Existing	0
Rother Valley Watersports Centre	Existing	0
Scala Car Park, Rotherham	Existing	49
Swallownest, Aston JSC	Existing	1,313
Swinton, Walker Street	Existing	594
Thrybergh Country Park	Existing	19
Wath-upon-Dearne Library	Existing	1,171
Wellgate M/S, Rotherham	Existing	264
Clifton Park, Doncaster Road	Planned	1,953
Greasborough Library	Planned	1,962
Kiveton Park Library	Planned	1,644
Maltby Leisure Centre	Planned	1,603
Maltby, Laburnum Parade	Planned	1,401
Mowbray Gardens Library	Planned	2,060
North Anston, Greenlands Park	Planned	1,024
Riverside House, Main Street	Planned	462
Total		**21,665**

Figure 3: EV charge points locations, their status and number of properties within a 10-minute walk time. Approved planned works includes seven selected sites plus one reserve.

This means that the existing and planned Council owned network will result in a coverage of approximately 18% of residential properties throughout Rotherham.

Alongside the Council owned provision, public sector partners such as the South Yorkshire Mayoral Combined Authority also operate infrastructure throughout the Borough for public use. These are often in locations which support the bicycle to train commute such as at rail stations and other transport provision sites. The Council will continue to collaborate with SYMCA to enhance and support delivery of a cohesive EV charging infrastructure network.

OUR CURRENT CHARGING NETWORK

Types of EV Charge points

There are different types of chargers which meet differing needs.

Slow chargers in general are supplied for overnight or long stay charging whilst rapid or ultra rapid charge points may serve destinations or short stay parking arrangements.

Type	Charger	Approximate time to full charge	Compatibility
Slow	3 to 8kW	Residential, workplace, long dwell time parking	All popular UK plug-in cars / vans
Fast	8 to 49kW	Destination charging, medium dwell-time parking e.g., shopper / visitor attraction parking	Most. Some vehicles restricted at higher charge rates
Rapid	50 to 149kW (higher speeds only to approx. 90% state of charge)	Short term visitor parking, charging only purpose	Most. Higher charge rates generally only accessible by newer vehicles.
Ultra-rapid	150kW+ (higher speeds only to approx. 90% state of charge)	En-route charging, taxi / private hire, charging only purpose	Most. Higher charge rates generally only accessible by newer and higher specification vehicles.

Figure 4: Types of EV charge points. Dwell time refers to length of time a car would normally stay at a specific location.

Users

The following types of user may require access to the Council's public charge point network:

- Private users.
- Taxis and private hire vehicles (PHVs).
- Local authority and other public sector fleets.
- Commercial fleets including Light Goods Vehicles.
- Car clubs.

HGV's, buses and coaches are not considered as part of this Strategy as they have differing technical requirements. The Council is already working with SYMCA to roll out a programme of EV buses funded by the Department for Transport's Zero Emissions Bus Regional Area Funding (ZEBRA), beginning with the electrification of the Rawmarsh depot though this forms part of a separate workstream. These buses are scheduled to be in operation in Spring 2024.

OUR CURRENT CHARGING NETWORK

Partnership Working

To achieve net zero by 2040, and to create a cohesive and complementary charging network, it is important that the Council regularly engages with its stakeholders and works in partnership. There are many interested parties, and these might include but are not limited to:

- Residents.
- The South Yorkshire Mayoral Combined Authority and our partner Authorities.
- Electrical Distribution Network Operator, Northern Powergrid.
- Charge point operators.
- Government bodies (e.g., Department for Transport).
- Independent support bodies like Energy Savings Trust, BSI.
- Regional and local transport boards.
- Businesses.

ASPIRATIONS FOR THE FUTURE

Recognising that most residents will wish to charge their vehicles at or near their homes, we need to find a charging solution for those people without off-street parking spaces. Those with garages or driveways will have to fund their own installations as government grants are no longer available through OZEV.

Terraced streets which have no off-street parking present a problem for EV owners. In the region of 20% of Rotherham's housing stock is terraced and without off-street parking. Properties with off-street parking can normally easily install a 7kW home charger that will allow them to recharge an EV at home. However, properties without off-street parking can't install a home charger and would not be permitted to trail wires across the footway or install their own charging equipment in the highway.

S162 of the 1980 Highways Act provides a very specific and defined 'Penalty for placing rope, etc. across highway'.

"A person who for any purpose places any rope, wire or other apparatus across a highway in such a manner as to be likely to cause danger to persons using the highway is, unless he proves that he had taken all necessary means to give adequate warning of the danger, guilty of an offence and liable to a fine."

The Council has considered a number of options to resolve this issue and these are outlined below:

On street residential schemes

There are a number of residential style charging points which are adjacent to the roadside. Lamp post charging relies on the lighting column being next to the road so that charging cables don't stretch across footways causing an obstruction. In line with best practice, Rotherham Council has undertaken a programme to move lighting columns to the back of the footway. This reduces street clutter improving visibility for drivers and making more space on footways for pedestrians, wheelchairs, pushchairs and the visually impaired. The cabling for streetlights can generally only support charging of between 3–5kW which is less than the 7kW delivered by a home charger. They can be appropriate for charging vehicles overnight but long stay at charge points may result in additional issues where demand exceeds availability. The additional load on the electricity supply would mean that some streets would need to have upgrades costing from tens to hundreds of thousands of pounds. The installation of on-street chargers would usually be accompanied by dedicated bays meaning that parking for those without an EV would become more difficult – controls will also become necessary to ensure EVs are moved once charged to allow others access to charging equipment. Some councils have installed chargers without dedicated bays and this appears to work well whilst demand is low. On balance the very low probability of recovering the investment and the installation paying for itself probably precludes installations of this type being solely in the ownership of the Council. However, public – private partnerships are being investigated for this type of infrastructure using funding designed specifically for this purpose though a number of challenges will need to be resolved first.

ASPIRATIONS FOR THE FUTURE

Dedicated charging hubs

They are a potential answer to the problem. The Council is considering the installation of grouped chargers in locations to serve those areas without off-street parking. This would provide a service that allows most users to charge up fully overnight using 7kW chargers with average motorists needing to do this once or twice a week. These will be targeted at locations within 10 minutes' walk of significant numbers of properties without off-street parking.

Existing Council car park chargers

By the end of 2024, the Council aim to have almost 100 public charge points in Council car parks that are managed and maintained at our expense. These are estimated to service over 20,000 Rotherham households within a 10-minute walk time. This provision will continue to offer charging at a competitive market rate, open to all. Where opportunities occur, we will expand provision to meet demand.

Reliance on private sector provision

EV charging infrastructure represents an opportunity in the market for many businesses, especially those with existing parking areas or are customer facing. Installation at sites such as supermarkets and other businesses can benefit customers, staff and their business performance. For example, the large oil companies who provide the petrol, diesel and gas filling stations, are all looking at a change to provision of electric charging forecourts, to the extent that they have been engaged in actively buying charging assets and back-office systems. Many other private companies are also taking the opportunity to invest in EV charging infrastructure and developing innovative new technological insights. As super rapid charging becomes more common and battery technology changes, the private sector will be the source of a great deal of the required capital. As the Council is unlikely to be able to aspire to the level of investment required, it is better not to try to compete in this area but to serve the inevitable niche market that will arise from legacy first and second-generation electric vehicles that cannot support the fastest rates of charging. Similarly, a reliance on private sector provision may not result in a network which meets local need. A combination of both public and private infrastructure is therefore the preferred option to deliver a network which can ensure better outcomes for residents and businesses.

Workplace charging may also provide some of the charging capacity within the Borough in the future. Where companies provide charging facilities and allow staff to charge their vehicles during the workday, this is often a convenient and cost-effective alternative to charging at a public site, especially where subsidised by the employer.

ASPIRATIONS FOR THE FUTURE

Predicting future demand

It is not possible to fully predict the demand for EV infrastructure in the future. However, we can be informed by models developed by government and other bodies such as Transport for the North and analysis undertaken by Council and Combined Authority officers.

We aim to ensure that 95% of residential properties in the Borough are no more than 0.5 miles from the nearest Council owned or commissioned public charge point by 2040. A current project funded via the South Yorkshire Mayoral Combined Authority should provide the regional context and data to support this approach in the next financial year.

We are currently examining the case for additional local charging hubs to provide for those without residential off-street parking. Delivery will depend on funding availability, though the Council does own many garage sites that are either under-used or partially derelict. A change of use to a charging hub would present an opportunity to improve the area but may be constrained by safety issues such as not being well frequented or not visible from the main road.

COMMERCIAL NETWORKS

The Council is at the beginning of its journey when considering commercial fleet EV charging infrastructure provision. However, the Council recognises that a consistent and reliable network will also have benefits for economic growth and tourism and that engagement with this sector will form an important part of its Strategy.

In line with the British Vehicle Rental and Leasing Association's (BVRLA) Fleet friendly pledge the Council will endeavour to:

- Consider fleet operators and drivers in our charging infrastructure plans.
- Engage with the fleet sector to understand their EV charging requirements.
- Provide fleet focused EV charging information and guidance by 2027.

A number of planned sites, included within the Council's implementation plan already consider the use of taxis and other commercial enterprises however further consultation is required to confirm the implementation needs of the commercial fleets within Rotherham and whether the Council can practically deliver infrastructure to meet these needs.

OUR COMMITMENTS

As the government has recently produced a **national strategy** for the delivery of EV charging our plans for implementation of the Strategy should be regarded as provisional. The government's Strategy sets out the aims for nationwide charging provision, and has provided the Local EV Infrastructure Fund (LEVI Fund). National data such as the User Survey undertaken by **ZapMap**, shows that the demand for Rapid chargers is growing more quickly than for Fast chargers. **ZapMap** found that in 2019 the number of Fast charge points grew by 27% but the number of Rapid chargers grew by 43%. This probably reflects the impatience of drivers with slower charge times, as well as the preference of at home charging for those that are able to do so and the increased demand for destination charging.

"By 2040, the majority of Rotherham residences are within a ten-minute walk time of a publicly available charge point and are confident that they can access this infrastructure as and when they need it regardless of ability."

The Council will achieve its vision through the following interim targets:

- 95% of residences to be within 3 miles of a Council owned public charge point by 2025.
- 95% of residences to be within 1.5 miles of a publicly accessible charge point by 2030.
- 95% of residences to be within a ten-minute walk time (800m/ approximately 0.5mile) of a publicly accessible charge point by 2040.

Targets are set at 95% to account for site specific land and electricity constraints which may prevent installations in the short term.

By implementing this Strategy the Council commits to:

- Installing charge points that are matched to likely time spent at a location, keeping ahead of demand - this is ongoing.
- Installing rapid chargers at suitable locations to support the conversion of taxi and private hire vehicles to EV.
- Continuing to examine the case and opportunities for residential charging hubs and other interventions for those without off-street parking. Initial research of potential sites is underway and funding opportunities sought.
- Investigating means of incorporating solar photovoltaics into projects, in view of the additional load that EV charging will place on the electricity grid, whilst continuing to work with Northern PowerGrid. This has already been done at some sites around the Borough.
- Ensuring that the network is adequately funded to enable effective maintenance, and when required, expansion.
- Working with its partners to complement commercial networks to provide a more robust system of available charging locations for its residents, workforce and visitors.
- Working towards a consistent approach to charging and payment options where technology allows.
- Ensuring that the location and accessibility of new public charge points take into account the needs of disabled drivers. The Council will use PAS 1899:2022 EV – Accessible Charging – Specification to ensure this where site limitations do not constrain its use.

OUR COMMITMENTS

- Working to improve the quality of data provision and analysis locally.
- Developing its communication plan to improve residents and visitors access to up to date information regarding Council charge points and their status.
- Consulting with different user types throughout the lifetime of this Strategy.
- To improve the security of Council charge points by ensuring all sites are covered by CCTV, Smartwater forensic marking, and by working with South Yorkshire Police and other partners to increase prosecution of vandalism.
- Developing a policy for installing EV charge points in the Council's existing social housing stock.
- Reviewing this Strategy within 3 years so that the latest technological and demand changes can be better taken into account.

At present it is not possible to say exactly where chargers will be installed, however through a process of ongoing consultation and promotion we will keep in touch with residents and interested parties. As planning applications are made to the Council, we will make conditions on developments that provide charging infrastructure in new homes, workplaces and public destinations. These costs will be borne in full by the developers, leaving the Council to utilise funding in areas where off-street charging is not a readily available option.

EQUALITY CONSIDERATIONS

Provision of on street solutions such as lamp post charging, could result in access issues and localised conflicts. Although it should be noted that no-one has a right to park on the highway, on street solutions may pose a particular issue where parking space is already at a premium and prioritising EV users' access would only further disadvantage those who are unable to buy an EV or do not wish to. It is important that the Council ensures that any public provision in the highway remains open to the public, and that we cannot and should not allow EV charging points to be a privatization of parts of the highway for individual residents.

Similarly, a 7kW charger adds significant demand to the grid capacity in an area and where infrastructure is not already capable of supporting additional infrastructure, this could lead to an inequitable distribution across the Borough. This, along with the physical limitations relating to lamp post provision and health and safety concerns such as trailing cables is why the Council has chosen to take a hub approach to its public charging provision. The Council will continue to learn from other local authorities and make reference to guidance by the Department of Transport as and when it is issued.

The standard BSI PAS 1899:2022 is a specification for accessible EV charge points and includes information relating to the spacing of the charge points as well as the information provided and the general environment of the charge points themselves. The Council will use the detailed requirements within this standard to ensure its infrastructure meets the needs of the majority of its residents. There are challenges where new infrastructure is retrofitted into existing car parks, where space and car park arrangement may make fully meeting this standard difficult.

CHALLENGES AND LIMITATIONS

Security

Vandalism is a major concern for the EV charging network throughout Rotherham. To date, vandalism and cable thefts pose a particular challenge and have impacted on the availability of the Council's public charging network in recent years. Whilst this is generally out of the Council's control there are a number of interventions being undertaken to reduce the risk of vandalism occurring by improving the likelihood of crime detection and subsequent prosecution of those individuals responsible. The Council is already working closely with South Yorkshire Police and Community Safety teams on this matter and commits to ensuring CCTV coverage, Smartwater forensic marking and signage to all new infrastructure installed. Monitoring of this issue will also continue throughout the period of this Strategy.

Site Constraints

The primary reason for discounting sites for EV charge point infrastructure installation is insufficient electrical grid capacity at the selected location. The power demand for charge points is not insubstantial and enhancements are often costly with long timeframes for delivery. The Council can only install electric charge points at locations where land is available, and the grid connection is feasible.

There might also be physical constraints within the highway i.e., being able to find physical space for both charging equipment and for the standing vehicle without compromising provisions for access (i.e., passing along, or taking access from, the highway).

Site constraints might also mean that PAS1899:2022 cannot be fully met. In these cases, information will be available on the Council's website so that users can make an appropriate decision in advance of visiting the charge point.

Funding

The funding environment for EV charging infrastructure comes with delivery criteria which may constrain where and for whom EV charging infrastructure is installed.

CHARGING TARIFFS

Tariffs are designed to provide a sustainable network which in the longer-term funds its running costs and provides for replacements and renewals. It is important that prices aren't subsidised to the extent that the local market is distorted, and private sector investment is discouraged. The Council commits to undertaking an annual review of pricing of its own charges to ensure these remain appropriate.

SITE IDENTIFICATION

In addition to any pre-determined criteria, the Council will consider the following when selecting suitable locations for EV charge points:

- Space available on land in Council ownership or long-term lease and full control.
- Favourable grid connection.
- Number of residential properties within a 10 minute walk time, especially those without off-street parking.
- Promotes public transport e.g., 'park and ride'.
- Promotes active travel e.g., to enable 'park and walk'.
- Encourage local economic development.
- Well-lit and monitored for security.
- Avoids development of green space.
- Coincides with existing community services e.g., village and parish halls.

Excluding at the larger hub sites e.g., at the planned Drummond Street site, where possible sites will be selected away from those that already exist within the network. This will allow better network coverage across the Borough and avoid competition whilst demand is low.

Prioritisation will be based on the number of criteria met and whether consideration needs to be given for a specific funding source.

CONCLUSIONS

The Council aspires to achieve a net zero Borough by 2040. The use of EVs instead of petrol or diesel cars forms one part of the way in which this ambition will be achieved. However, available evidence indicates that there will not be an even take up of EV use across the country or within Rotherham. Those people with off-street parking will predominantly choose to charge at home whilst everyone else will have to use public charging networks. These may be provided by the private sector, but the Council will continue to develop a programme of charging hub provision to place chargers equitably across the Borough where technical factors allow.

Much of what we do will have to be carefully monitored and evaluated to make sure we spend any funding we get as effectively as possible. Considerable care must be taken to support social equity, especially as transport is an area which already limits opportunities for some. This can be achieved by considering all aspects of charger installation, from procurement of local goods and services wherever possible to appropriate pricing of charging owned by the Council.

The carbon benefits of EV charging are interlinked with the decarbonisation of the UK electricity system. Whilst there are already considerable carbon benefits from a switch to this form of low carbon transport, these carbon savings will be enhanced as the National Grid decarbonises. The Council will also consider installing photovoltaics wherever possible to mitigate the expected increased use of grid energy, reduce costs and support energy resilience.

Electric vehicle charging is a fast-moving area of technology. Battery technologies will undoubtedly improve leading to increased range capacity and charging speeds. The Council will continue to monitor technological developments and demand, making sure that public money is wisely invested.

It is extremely important that EV charging infrastructure is seen as part of a much wider sustainable transport strategy which emphasises the benefits of active travel (cycling and walking) for shorter journeys and the use of public transport. Whilst electric vehicles are less polluting, they still have the capacity to cause congestion and community severance. Transport poverty is a significant issue within the Borough. Improved public transport and improved facilities for walking, wheeling, and cycling are also required in addition to facilitating the shift to EVs. As such, this Strategy should be viewed in the context of the wider Rotherham Transport Strategy. Electric vehicles are but one piece of the puzzle that will make up a greener, cleaner Rotherham.

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Transport Technology Forum (2022) Starter Guide to Electric Vehicle Charging Infrastructure Rollout for Local Authorities https://ttf.uk.net/wp-content/uploads/2022/11/TTF-Starter-Guide-15.11.22.pdf

Ref: 87710 / FEBRUARY 2024

Appendix 2a PART A - Initial Equality Screening Assessment Rotherham Public Electric Vehicle Charging Infrastructure Strategy

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: Finance & Customer Services	**Service area:** Asset Management
Lead person: Louise Preston	**Contact:** louise.preston@rotherham.gov.uk
Is this a: [X] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
This paper presents a Public EV charging infrastructure strategy for Cabinet approval which outlines the way in which the Council will approach future installations of EV Charging infrastructure.

3. Relevance to equality and diversity		
All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity. The following questions will help you to identify how relevant your proposals are. When considering these questions think about age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, civil partnerships and marriage, pregnancy and maternity and other socio-economic groups e.g. parents, single parents and guardians, carers, looked after children, unemployed and people on low incomes, ex-offenders, victims of domestic violence, homeless people etc.		
Questions	**Yes**	**No**
Could the proposal have implications regarding the accessibility of services to the whole or wider community? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*	X	
Could the proposal affect service users? *(Be mindful that this is not just about numbers. A potential to affect a small number of people in a significant way is as important)*	X	
Has there been or is there likely to be an impact on an individual or group with protected characteristics? *(Consider potential discrimination, harassment or victimisation of individuals with protected characteristics)*	X	
Have there been or likely to be any public concerns regarding the proposal? *(It is important that the Council is transparent and consultation is carried out with members of the public to help mitigate future challenge)*	X	
Could the proposal affect how the Council's services, commissioning or procurement activities are organised, provided, located and by whom? *(If the answer is yes you may wish to seek advice from commissioning or procurement)*	X	
Could the proposal affect the Council's workforce or employment practices? *(If the answer is yes you may wish to seek advice from your HR business partner)*		X
If you have answered no to all the questions above, please explain the reason		

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

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

4. Considering the impact on equality and diversity

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

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

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

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

The 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 hight 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 abled 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:	30/01/2024
Date to complete your Equality Analysis:	30/01/2024
Lead person for your Equality Analysis (Include name and job title):	Andy Wilson, Energy Efficiency Officer

5. Governance, ownership and approval

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

Name	Job title	Date
Louise Preston	Climate Change Manager	16/02/24

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	30/01/24
Report title and date	The Electric Vehicle Infrastructure Strategy
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	18th March 2024 - Cabinet
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	02/02/24

Appendix 2b 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: Finance & Customer Services	**Service area:** Asset Management
Lead Manager: Louise Preston	**Contact number:** 07717423494
Is this a: [x] **Strategy / Policy** [ ] **Service / Function** [ ] **Other** **If other, please specify**	

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance		
Name	**Organisation**	**Role (eg service user, managers, service specialist)**
Andy Wilson	RMBC	Service Specialist
Louise Preston	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)
Strategy which sets out how the provision of EV charging infrastructure available to all EV users in Rotherham will be delivered.
EV charging brings added difficulties for less able users including difficulties of egress / entry from vehicles at the charge point, 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)
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.

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. 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.

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 Public Electric Vehicle Charging Infrastructure Strategy
Directorate and service area: Finance & Customer Services, Asset Management
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 for future installations to include the meeting of PAS 1899:2022 for installation.	**A, D, RE, PM, C, O**	**As needed.**
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**

***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**
Rob Mahon	Assistant Director – Financial Services	
Judith Badger	Strategic Director of Customer Services and Finance	28th February, 2024
Cllr Chris Read	Leader of the Council	

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	18/01/24
Report title and date	Rotherham Public Electric Vehicle Charging Infrastructure Strategy
Date report sent for publication	04/03/24
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	02/02/24

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Appendix 3 Carbon Impact Assessment - Rotherham Public Electric Vehicle Charging Infrastructure Strategy

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	There will be a short term carbon impact from the Council's contractors, during the construction phase. The majority of emissions reductions falls outside of the Council's carbon accounting boundary.	In 2021, car travel accounted for 20% of **all** greenhouse gas emissions in Rotherham, or ca. 54% of emissions from the transport sector. This strategy 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 impact of battery EV's is projected to fall to 10% of a	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.

			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, however this strategy will contribute towards the Council's net zero by 2040 target..
Carbon capture (e.g. through trees)?	Nil	-	-	-	-
Identify any emission impacts associated with this decision that have not been covered by the above fields: 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					

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 CO_2 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].	Experience of delivering and managing existing solar EV Charge Point installations within the existing operational estate. GHG Emissions Conversion Factors 2023 (condensed set), Department for Energy Security and Net Zero Data Table 1, Greenhouse Gas Emissions in Appraisal (November 2022, the former Department for Business, Energy and Industrial Strategy) UK local authority and regional greenhouse gas emissions national statistics: 2005-2021, Department for Energy Security and Net Zero SCRTM1 Emissions Analysis (SYSTRA, 2022)
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.	CO2 Savings through conversion to EV calculated as follows: * Assumes fuel mix 50% petrol, 50% diesel *Usage 1kWh = 5km (3.1miles) *Average CO2 emission diesel: 160g/km *Average CO2 emission petrol: 173g/Km Source: Shell Recharge
Tracking [to be completed by Policy Support / Climate Champions]	Katie Rockett, Climate Change Officer Tracking Reference: 232

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Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
Transport Capital Programme 2024-25

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

Strategic Director Approving Submission of the Report
Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)
Matthew Reynolds, Head of Transportation Infrastructure Service
07824 598233 or matthew.reynolds@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

This report details the Transport Capital Programme for the upcoming 2024-25 financial year, including its funding sources and programme areas, and explains how projects will be managed within them. This includes:

- Local Neighbourhood Transport Programme (Table 1)
- Local Neighbourhood & Road Safety Programme Tranche 2 (Appendix 1)
- Minor Works (Appendix 2)
- Highway Structures (Appendix 3)
- Active Travel Fund 4 (Paragraph 2.5)
- Bus Service Improvement Plan (Paragraph 2.6)

Recommendations

That Cabinet:

1. Approves the schemes and allocations of funding outlined in section 2 and Appendices 1, 2 and 3.

2. Delegate authority to the Strategic Director, Regeneration and Environment, in consultation with the Cabinet Member for Transport to modify if necessary the Minor Works programme in Appendix 2.

3. Delegate authority to the Strategic Director, Regeneration and Environment, in consultation with the Cabinet Member for Transport, to submit the completed Rotherham Mainline Station OBC to South Yorkshire Mayoral Combined Authority and the DfT upon conclusion of the final review stages (estimated June 2024).

List of Appendices Included

Appendix 1 Proposed schemes in Tranche 2 of Local Neighbourhood & Road Safety
Appendix 2 Proposed schemes in minor works theme
Appendix 3 RMBC Highway Structures programme for 2024-25
Appendix 4 Equalities Assessment
Appendix 5 Carbon Impact Assessment

Background Papers
City Region Sustainable Transport Settlements: guidance for mayoral combined authorities
https://www.gov.uk/government/publications/city-region-sustainable-transport-settlements-developing-proposals/city-region-sustainable-transport-settlements-guidance-for-mayoral-combined-authorities

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

Council Approval Required
No

Exempt from the Press and Public
No

Transport Capital Programme 2024-25

1. Background

1.1 In July 2022, the Department for Transport (DfT) confirmed a new round of funding called the City Regions Sustainable Transport Settlement (CRSTS). This funding is distributed to Local Transport Authorities within Combined Authority areas for a funding period from 2022-2027. The DfT has allocated £570 million to South Yorkshire, of which a total of £72.4 million is designated for schemes in Rotherham.

1.2 Within the Council's £72.4 million allocation, £1.2 million per year has been allocated for the Local and Neighbourhood Transport Programme (LNTP) over five years. This funding is intended to support localised transport improvements, including the Local Neighbourhood & Road Safety schemes and specific interventions, such as pedestrian crossings and minor works.

1.3 However, given increases in material costs, professional fees and inflation, budget pressures have been experienced on previous year's commitments and projects. To address the budget pressures, specifically for the pedestrian crossings programme, approximately £0.5 million from future years has been brought forward to facilitate scheme delivery of the existing programme.

1.4 The DfT expects that all CRSTS funding, including LNTP, will contribute to the overarching objectives of driving growth and productivity, levelling up, decarbonisation and promoting modal shift from cars to public transport, walking and cycling.

1.5 These objectives are applied and evidenced through the internal project mandate and business case process, therefore ensuring compliance with the funder's criteria and ensuring that the capital is diligently expended on suitable projects.

1.6 There is also an allocation of £426,400 for structures asset maintenance. This is part of the separate CRSTS Highways Capital Maintenance block funding and is outlined in Appendix 3.

1.7 The Council has also submitted two funding bids to Active Travel England via SYMCA for a total of £937,692. The Active Travel Fund will be used to fund the development of specific, geographically scoped, active travel measures in the borough.

1.8 The Council has also bid to SYMCA for an additional £3.3m of CRSTS Bus Service Improvement Plan funding. This funding has been retained by SYMCA specifically for improvements to bus infrastructure and does not fall within the Council's £72.4 million allocation.

1.9 This report does not include the budget that was recently approved at the 28th February 2024 Council meeting, which included capital allocations of

£400,000 for traffic signal improvements and £400,000 for Road Safety (small scale schemes).

2. Key Issues

2.1.1 **The 2023-24 programme**
The 2023-24 programme included the delivery of projects successfully completed at Moor Road in Manvers, Broom Road, and Manvers Bridge. Additionally, major schemes at Sheffield Road and the A631 Rotherham to Maltby bus corridor are currently under construction, with completion anticipated early in the 2024/25 financial year.

2.1.2 New pedestrian crossings have also been delivered at Morthern Road, Meadowbank Road and Great Eastern Way. The delivery of crossings at Cortonwood, Upper Wortley Road and Swallownest will be progressed in the 2024-25 financial year. In order to address cost increases on these crossings, and the need for remedial works at crossings at Meadowbank Road and Great Eastern Way, it is proposed to allocate £468,000 from future years of CRSTS block funding to ensure delivery.

2.1.3 Delivery of the programme has faced pressures from inflation affecting all schemes in the programme as well as resource challenges. This includes the Local Neighbourhood and Road Safety schemes. The Tranche 1 programme is progressing and programmed for completion in the new financial year. Tranche 2 of the LNRS programme have been defined within this Transport Capital Programme report, following workshops and continued engagement with Ward Members.

2.2.1 **The 2024-25 Local Neighbourhood Transport Programme**
For the 2024-25 programme, funding comprises the CRSTS allocation, RMBC capital, section 106 funding, and funding carried forward from 2023-24 (funding carried forward is based on current estimates and will depend on final year outturn). This funding is proposed to be profiled across the various themes and is set out in Table 1 below.

Table 1 - Proposed 2024-25 Local Neighbourhood Transport Programme (LNTP)

	£ thousands				
Theme	Current year	CRSTS (LNTP)	RMBC capital	s. 106	Total
Operational activity		32			32
Pedestrian crossings	240	337		156	733
- Corton Wood	*100*	*150*			*250*
- Upper Wortley Rd	*140*	*118*			*258*
- Wath Road		*69*		*156*	*225*
Access to green space (A57 Swallownest/Rother Valley Crossing)	125	320			445
Contribution to A633 BSIP bus priority scheme	50	20	281		351
Collision Investigation & Prevention (CIP)		19			19

Local Neighbourhood & Road Safety (LNRS)	1,415	780	250		2,445
Capital projects monitoring & evaluation		100			100
Minor works		60			60
Total	**1,830**	**1,668**	**531**	**156**	**4,185**

2.2.2 *Operational activity*
This theme is intended to fund operational activity for which no alternative funding is available – this typically includes purchase of software, data or resources required to develop, deliver and monitor the Capital programme.

2.2.3 *Pedestrian crossings*
This theme is for the introduction or improvement of pedestrian crossing facilities. These are prioritised on the basis of need and agreed in consultation with the Cabinet Member. In 2024-25, the pedestrian crossings programme includes:

- Completion of crossings at Upper Wortley Road and Cortonwood, following project development during 2023-24. It is proposed that £337,000 of additional funds is brought forward from future years CRSTS (LNTP) to address financial pressures on these projects; and,

- Contribution to a new pedestrian crossing at Wath Road, Brampton. This is largely funded from a section 106 contribution (£155,500), proposed to be topped up with £68,500 from CRSTS (LNTP).

2.2.4 Where possible, larger schemes seek to incorporate pedestrian crossing facilities within their scope, for example, the 2023/24 Transport Capital Programme indicated a pedestrian crossing at Broad Street, Parkgate which is incorporated into the A633 bus priority scheme (see paragraph 2.6).

2.2.5 *Access to green space*
The funding in this theme is allocated to a proposed pedestrian crossing of the A57 Chesterfield Road at Swallownest. It is expected that this scheme will be delivered in the 2024-25 financial year following the resolution of an issue raised at Stage 1 Road Safety Audit.

2.2.6 *Contribution to A633 BSIP bus priority scheme*
As part of the wider CRSTS programme, Rotherham Council has bid for additional funding for the delivery of bus priority on the A633 Rotherham to Wath corridor (see paragraph 2.6). Two local contributions are proposed in respect of this project in 2024-25:–

- £20,000 from CRSTS block funding (previously earmarked for design of a new crossing at Broad Street, Parkgate – to be included as part of this scheme); and

- £233,000 from RMBC capital allocated to bus priority measures.

2.2.7 *Collision Investigation & Prevention*
This part of the programme is for reactive, evidence-led collision reduction schemes, focused on sites with an accident history. The sole focus of this theme is the discharge of the Council's statutory duty under s.39, Road Traffic Act 1988 to undertake studies into road traffic collisions, and to take steps to reduce and prevent future recurrence.

2.2.8 For 2024/25 it is proposed that studies are undertaken, with schemes potentially to be implemented the following financial year. An allocation of £19,000 is proposed to be allocated for studies.

2.2.9 *Local Neighbourhood and Road Safety (LNRS)*
This theme is funded through a combination of CRSTS (LNTP) and Council Capital. Twelve new schemes are proposed for entry into the programme for 2024/25, one for each of the tranche 2 wards. Full details are provided in Appendix 2 and have been identified in consultation with Ward Members. These schemes will be subject to further statutory consultation and refinement through Ward Member briefings.

2.2.10 *Capital projects monitoring & evaluation*
With separate revenue funding now available through Active Travel Fund 4 and CRSTS, funding previously earmarked for scheme development is proposed to be used for the purpose of monitoring and evaluation of capital projects. This will help the Council demonstrate the outcome of previous projects, to be used in project evaluation and applying lessons to shape future programmes. The following projects will be investigated:–

- Coach Road junction with Main Street, Greasbrough;
- Frederick Street cycleway;
- Wath to Manvers cycleway;
- Broom Road cycleways; and
- A sample of tranche 1 LNRS schemes.

2.2.11 *Minor works*
This theme is identified for small scale works to address minor requests in the highway. These include works such as new dropped kerbs, bollards or minor parking restrictions. A schedule of works to be progressed, totalling £47,500, is included in Appendix 2 and recommended for approval. The use of the remaining £12,500 is proposed to be held as contingency.

2.3 **The Forecast Transport Capital Programme to 2026/27**
The programme set out in Table 1, above (section 2.2.1) is the second year of a five-year programme of funding. Whilst this report does not seek approval for future years, an indicative forward programme has been developed for information, shown in Table 2 below.

Table 2 – Forecast programme to 2026-27

	Current year	24-25	25-26	26-27	**Total**
Operational activity		32	32	33	**97**
Pedestrian crossings	240	493			**733**
Access to Greenspace & Active Health	125	320			**445**
Contribution to A.633 BSIP bus priority	50	301	160		**511**
Collision Investigation & Prevention		19	100	100	**219**
Local Neighbourhood and Road Safety	1,415	1,030	415		**2,860**
Monitoring & evaluation		100	100	100	**300**
Minor works		60	60	60	**180**
Scheme development			280	280	**560**
Total	**1,830**	**2,355**	**1,147**	**573**	**5,905**
of which from…					
… CRSTS-LNTP	*1,302*	*1,668*	*1,147*	*573*	***4,690***
… RMBC capital	*347*	*531*			***878***
… SYMCA Gainshare	*181*				***181***
… section 106 contributions		*156*			***156***

2.4 **Structures**

As detailed in paragraph 1.6, there is an allocation of £426,400 for structures for the 2024/25 financial year. This will be added to existing funding carried forward. The proposed 2024/25 structures programme is set out in the table in Appendix 3 and lists the structures in need of maintenance, as identified from the Council's Principal and General Inspection Programme. Work on structures is required to the estimated value identified and approval is sought for these schemes to enable this critical work to be undertaken in a timely manner. It is worth noting that the large scale schemes, such as Centenary Way, Steadfolds Lane and West Bawtry are listed on the programme for completeness, and have previously been approved.

2.5 **Active Travel Fund 4**

Subject to a successful bid to Active Travel England, this funding will be primarily used for project development of four studies, as identified via South Yorkshire Mayoral Combined Authority's bids to Active Travel England. Activities will include design, surveys and early public engagement. The development of pipeline schemes will improve readiness for future funding opportunities.

2.6 **A633 Bus Service Improvement Plan**

As part of SYMCA's CRSTS bid to the DfT, funding was top-sliced for strategically important bus priority schemes. Following consultation with Bus Operators, the proposal includes bus priority works on the A633 between Rotherham and Wath. At this point in time, the scheme includes

the following high-level outputs, although these will be determined through a separate business case process and public engagement and consultation:-

- 900m new bus lane along the A633 Warren Vale, Rawmarsh;
- Renewal of signals equipment at the junction of Dale Road and Kilnhurst Road, Rawmarsh, enabling introduction of bus detection;
- Signing improvements and installation of enforcement cameras at the junction of Biscay Way, West Street and Montgomery Road, Wath upon Dearne and within Wath Interchange;
- Introduction of approximately 100m new bus lane on the A633 Broad Street, Parkgate approaching Taylors Lane Roundabout, including a new pedestrian crossing and review and alterations as appropriate at the junction of Broad Steet and Greasbrough Road; and
- Junction works at Westgate with Ship Hill, Rotherham (contribution to the Corporation Street scheme).

2.7 **Rotherham Mainline Station**
Reintroducing intercity rail services to Rotherham has long been a strategic goal for the Council and forms a crucial component of future regeneration initiatives. Consequently, an Outline Business Case (OBC) is currently in preparation for submission to SYMCA by July 2024 and the DfT by October 2024. This OBC will comprehensively outline the strategic rationale for the investment, anticipated benefits, associated costs, procurement options, and overall project management approach.

2.8 While the substantive work on the OBC has been finished, there remain valuable supplementary tasks to be addressed before its finalisation and submission to the DfT and SYMCA assurance processes. Considering the associated timelines, this report recommends the delegation of the OBC submission to be granted to the Strategic Director of Regeneration and Environment, in consultation with the Cabinet Member for Transport. Securing this approval by March 2024 will mitigate the risk of delayed submission, thereby ensuring the attainment of the DfT gateway date in October 2024. Moreover, this approach will sustain project momentum and enable swift progression of development work towards the FBC.

3. Options considered and recommended proposal

3.1 Option 1 – do not agree to the proposals referred to in this report. This would severely impact on the Council's ability to maintain and improve its transportation assets and would carry significant reputational risk for future awards of funding. This option is not recommended.

3.2 Option 2 – Agree with the recommendations set out in the report and use of funds to deliver the programme outlined and the supporting appendices of this report.

With specific regard to the Minor Works element of the programme, this option authorises the Strategic Director of Regeneration and Environment, in consultation with the Cabinet Member for Transport and Environment, to modify the projects falling under the Minor Works category. Given the small value of these projects, this will allow flexibility and quick delivery of minor schemes that are in the main responding to customer requests. This is the recommended option.

3.3 Option 3 – as option 2, but without the delegation. This would require Cabinet approval be sought to approve the list of schemes as they are identified; this is not recommended, as the additional time required to finalise all projects and submit for Cabinet approval would add delay to programme delivery.

4. Consultation on proposal

4.1 No community consultation has yet taken place on the 2024/25 transport infrastructure programme. This is to be undertaken once further detail on projects within each scheme are identified and sufficiently developed to enable meaningful consultation.

4.2 Consultation on individual projects takes place at levels consistent with the scale of each project. For example, small schemes often engage with Ward Members and local community interests whereas larger schemes require wider community and public engagement. Schemes can also include statutory consultation processes such as via Traffic Regulation Orders.

5. Timetable and Accountability for Implementing this Decision

5.1 Following approval of the Council's transport capital programme budget, the programme will be delivered as part of the 2024/25 capital programme of the Council.

6. Financial and Procurement Advice and Implications

6.1 It is expected that project delivery will be through the Council's Highways Delivery Team where possible. If external consultancy or contractor engagement is required to support delivery of the schemes the appropriate procurement strategy will be developed in compliance with the Council's own Financial and Procurement Procedure Rules. Business cases will be documented where necessary and routes to markets identified which comply with the Public Contract Regulations 2015 (as amended).

6.2 The report sets out confirmed and future probable funding for RMBC Transport projects for the year ahead (2024/25). Budget approvals are in place for the existing notified external funding via South Yorkshire MCA, Central Government and those included in the Council's approved budget. Other funded projects can be added to future budget approvals via the Council's out-turn report or Cabinet financial updates in line with the recommended programme of activity and subject to delegation.

7. Legal Advice and Implications

7.1 The Council has a number of traffic/route management powers and duties, for all highway users including pedestrians, including those under the Traffic Management Act 2004 and the Road Traffic Regulation Act 1984, that enable it to implement the projects/schemes set out in the Transport Capital Programme. Specific legal considerations for each project/scheme will be set out for the relevant decision maker in reports on individual schemes.

8. Human Resources Advice and Implications

8.1 There are no Human Resources implications arising from this report. The programme will be delivered through existing staff resources within the Transportation and Highways Design Service within Planning, Regeneration and Transportation. Specialist consultants, the internal highways service provider (Highways Delivery Team) and external works providers will be used as required and in accordance with Council procurement procedures.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The implications of the programme will depend on the schemes that will be delivered. Typically, measures such as improved crossings, reduced road traffic collisions and local transport improvements can be expected to improve conditions for children, young people and vulnerable adults – this will need to be confirmed by Equalities Impact Assessment (EqIA) (where proportionate to intervention) once schemes are identified.

10. Equalities and Human Rights Advice and Implications

10.1 An Equalities Screening Assessment is attached at Appendix 4 of this report. The implications of the programme will depend on the schemes that will be delivered. Typically, measures such as improved crossings, reduced road traffic collisions and local transport improvements can be expected to improve outcomes however this will need to be confirmed by Equalities Impact Assessment's where proportionate and once schemes are identified.

11. Implications for CO2 Emissions and Climate Change

11.1 CO_2 emissions impacts have not been quantified, as it is not possible to do this at this stage of programme development. However, at high level it is anticipated these will fall into three categories:–

- Emissions from transport (impact unknown);
- Emissions from construction (forecast increase emissions);
- Operational emissions (forecast increase emissions).

11.2 Further detail can be found in the Carbon Impact Assessment at Appendix 5.

12. Implications for Partners

12.1 Transport infrastructure schemes carry implications for all road users – which in practice is everyone. In terms of partner agencies and organisations, key stakeholders are the emergency services, utility provider companies, transport operators (road & rail), road haulage associations and companies, key highway user groups such as motoring, cycling, walking and disability representation bodies. The exact nature of these implications will vary considerably between individual schemes.

12.2 Where required engagement takes place with interested parties during scheme development and at construction. Any implications that may arise through specific measures would be addressed as part the scheme design and / or Traffic Regulation Order process that governs the operation and use of the road network.

13. Risks and Mitigation

13.1 Project risks are identified within scheme design, business case preparation and then at operational level during the construction process. These are managed using recognised risk register approaches and in accordance with the Council's contract procedure rules for the approval of any project or programme changes.

14. Accountable Officers

Matthew Reynolds
Head of Transportation Infrastructure Service
Email: Matthew.Reynolds@rotherham.gov.uk

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp	04/03/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	28/02/24
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	28/02/24

Report Author: Matthew Reynolds
Head of Transportation Infrastructure Service
Email: Matthew.Reynolds@rotherham.gov.uk

This report is published on the Council's website.

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APPENDIX 1

Appendix 1 Proposed schemes in Tranche 2 of Local Neighbourhood & Road Safety

Ward	***Agreed scheme***
Aston & Todwick	Study into network pressures including active travel and bus measures, A57 b/w M1 and Red Lion, to inform potential larger improvement
Aughton & Swallownest	Improvements at Aston Fence I & J School – • Improvements to footway capacity outside the school; • Parking improvements, including potentially additional parking to mitigate any loss associated with point 1, and potentially including regulation to make best use of the parking available; • The above to be designed to deliver speed reduction co-benefit where possible (accepting that impact will likely be modest at best); • Potential initial feasibility into wider measures (~£10k study)
Brinsworth	Measures to reduce speed of traffic - Whitehill Lane
Dalton & Thrybergh	Measures to improve conditions among the A.630 Doncaster Road, Dalton, to be focused on sections – • Between Deer Park Farm and School Lane, to mitigate compounding problems of narrow footway, proximity of carriageway to footway, and speed of traffic; and, • To improve ease of crossing of Doncaster Road for pedestrians using northern footway to access Thrybergh Country Park
Dinnington	Provision of footway on Laughton Common Road
Keppel	Measures to reduce conflict between oncoming motor vehicles on Thorpe Street e.g. one way street
Rawmarsh West	Measures to reduce vehicle speeds, and improve access to kerbside parking, particular for the mobility impaired, on Estate Road, Rawmarsh
Rother Vale	• Measures to address obstructive and hazardous parking at Catcliffe Primary • Measures to improve conditions for pedestrians at junction of Sheffield Lane and Railway Avenue
Rotherham East	Measures at East Dene Primary to – • Improve footway capacity at/near school gate • Deter parking on footways and • Reduce vehicle speeds
Sitwell	Measures to address traffic issues, inter alia speed and parking, on Grange Road in vicinity of Sitwell Academy
Wath	Measures to reduce conflict (e.g.one way street) between oncoming vehicles, Chapel St, Fitzwilliam St, Avenue Rd, Beech Rd
Wickersley North	Measures to reduce speed of traffic – St John's Avenue

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APPENDIX 2

Appendix 2 - Proposed schemes in minor works theme

Location	*Scheme description*	*Ward*	*Budget*
High Street, Wath upon Dearne	Provision of single 'Manchester' Bollard to prevent footway parking	Wath	£750
Castle Green/School Road, Laughton	Proposed School KEEP CLEAR markings (with associated TRO) & H markings.	Aughton & Swallownest	£11,500
Wingfield Road/Wingfield Academy	Provision of Grenadier Bollards. Wooden Verge Posts & H markings	Greasbrough	£6,500
Chapel Hill, Swinton	New Giveway marking & and advisory directional arrow	Swinton Rockingham	£2,750
Main Street, Greasbrough	Provision of 3 Grenadier bollards.	Greasbrough	£1,250
Elm Tree Road, Maltby	Provision of Wooden Verge Posts	Maltby West	£5,500
Norstead Crescent, Bramley	Provision of 6 'Manchester' bollards to prevent footway parking	Bramley & Ravenfield	£2,750
Moor Lane North, Ravenfield	Provision of 4 Grenadier bollards to prevent footway parking	Bramley & Ravenfield	£1,750
Tick Hill Road, Maltby	Relocation of existing Advisory school 20mph sign	Maltby East	£2,750
Amorys Holt Way, Maltby	Provision of SLOW marking	Maltby West	£1,500
Various Locations	Provision of batch of 20 H markings (on hold from start of 2023)	Various	£9,000
Lea Brook Lane, Wentworth.	Provision of bend warning sign & SLOW marking	Hoober	£1,500
		Total	*£47,500*

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Appendix 3 - Proposed schemes in the structures programme

		Budget		
Structure	***Scheme description***	***Carried forward***	***24/25 HCM***	***Total***
182-3-150B Robert Jenkins Underpass	• Replace damaged section at the west end of the north parapet • Replace/repair section of mesh infill missing from the south parapet • Replace 2no. panels missing from the central reserve guardrail • Remove/paint over graffiti on the abutments		11,000	11,000
182-3-172 Crinoline Bridge	• Investigate security of fixings • Investigate condition of service bay plank supports		10,000	10,000
182-3-201 Rotherham Road culvert	Replace timber pedestrian safety fences both sides of A633 and provide a vehicular restraint system.		35,000	35,000
182-3-203A Collier Brook	Repair impact damage to guardrail		4,000	4,000
182-4-023 Redhill Bridge	Replace the south timber parapet with a more suitable containment system	1,397	3,613	5,000
182-4-032A Whitehill Footbridge	Remove/paint over offensive graffiti at the east end of the road span	1,500		1,500
182-6-253 Green Lane Culvert	Shore up abutments with concrete bagging	5,000		5,000
182-7-003 Brooke Dyke	Unblocking downstream end	5,000		5,000
Hooton Cliff Retaining wall	Repair impact damage to retaining wall - will require TTRO/TM	4,000		4,000
	(continues…)			

APPENDIX 3

	(…continued)			
182-5-169 Brook House Culvert	Infilling scour/ void in the centre arch directly under centre of the carriageway	12,000		12,000
	Budget for Bridgestation Subscription Services	15,000		15,000
Roughwood Road subway	Repair fire damaged underpass		75,000	75,000
	Contingency for reactive call and repair/ reinstatements for walls/structures	100,000		100,000
	Undertaking General Inspections of approximately 100 structures - essential list of structures	30,000		30,000
	Undertaking Physical and Special Inspections of up to 20 bridges - essential list of structures	90,000		90,000
	Allowance for works identified and prioritised by Physical and General Inspections			287,787
Steadfolds Lane	Retaining wall repairs	187,000		187,000
West Bawtry Road	Embankment repairs	256,000		256,000
Centenary Way	Viaduct slab remediation scheme	1,219,000		1,219,000
	Total	1,925,887	426,400	2,352,287

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: Transport Capital Programme 2024-25	
Directorate: Regeneration and Environment	**Service area:** Transportation Infrastructure
Lead person: Nat Porter	**Contact:** nat.porter@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
Approval of Transport Capital Programme 2024-25.

3. Relevance to equality and diversity
All the Council's strategies/policies, services/functions affect service users, employees or the wider community – borough wide or more local. These will also have a greater/lesser relevance to equality and diversity. The following questions will help you to identify how relevant your proposals are.

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

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

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

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

4. Considering the impact on equality and diversity

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

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

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

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

The report details a programme of work, and its division of themes. General consideration has been given to equalities implications of work in these themes; however specific impacts will not be identifiable until individual schemes are identified. It is proposed as schemes are identified under each theme, the programme and schemes within them will be subject to an update of this Initial Screening Assessment, with individual schemes subjected to Equality Analysis as required by RMBC Policy.

- **Key findings**

Local and national data identify a number of inequalities in respect of transport which will need to be considered in the development of the programme, some of which may be cause of or an effect of existing traffic and transport conditions. Headline inequalities identified are –

- Children, young people and the elderly are overrepresented amongst road traffic casualties relative to their population size;
- Wheelchair and mobility scoot users express notably worse satisfaction with provision of safe and level crossing points, and obstruction of footways, than others;
- Men are overrepresented amongst road traffic casualties relative to the average;
- Access to cars is lower amongst people of non-White ethnicity, and amongst lower income households;
- People without access to cars travel significantly less far despite spending similar (but slightly lesser) amounts of time travelling compared to the average. They are also more dependent on non-motorised travel, and especially buses, for their mobility.

Age

In Rotherham, amongst all road traffic casualties, adults (and in particular young adults) are overrepresented relative to their populations. However, amongst non-motorised users a different picture emerges - with children, young adults and the elderly all overrepresented in road traffic casualties, relative to their population.

The National Highways & Transport (NHT) Network survey indicates middle aged people are less satisfied with cycle routes and traffic congestion than the population generally, with the elderly being more satisfied with road safety than other age groups. Young adults and the elderly report lesser ease of access to facilities compared to other groups. Unfortunately, this survey gives no data on satisfaction amongst those younger than 16 years.

In 2019, nationally children and young adults travelled less distance than the average. Young people are also more dependent on walking, and along with the elderly, on using buses than people on average, when expressed as a proportion of their total mobility.

Noting this measures much broader activity than walking or cycling (whether for transport or otherwise), but also that walking is the most common broad activity recorded, the Active Lives survey indicates similar levels of activity nationally amongst most age groups, except this declines amongst elderly people of 75 years or older. Unfortunately this data set did not include for children.

Disability
The NHT surveys indicates wheelchair and mobility scooter users are considerably less satisfied with pavement condition compared to others, but indicated similar levels of satisfaction in respect of other aspects. However, the reported significantly worse ease of access scores compared against respondents generally. Of note to this programme, levels of satisfaction were notably poor relative to people generally in respect of provision of safe crossing points, provision of dropped kerbs and keeping pavements clear of obstruction.

Noting this measures much broader activity than walking or cycling (whether for transport or otherwise), but also that walking is the most common broad activity recorded, the Active Lives survey indicates notably lower levels of activity nationally amongst people with disabilities.

Race
Based on national data for England for 2019, there are notable racial inequalities in transport. For example, people of Asian ethnicity are 17% more likely to be in an household without access to a car compared to average; people of Black, African and/or Caribbean ethnicity are more than twice as likely not to have access to a car.

Noting this measures much broader activity than walking or cycling (whether for transport or otherwise), but also that walking is the most common broad activity recorded, the Active Lives survey indicates notably lower levels of activity nationally amongst Black and non-Chinese Asian people relative to the average.

Sex
In Rotherham, men are overrepresented amongst all road casualties, relative to size of population. This is particularly significant for those killed or seriously injured, and also for non-motorised users.

In England before COVID-19, men are more than twice as likely to report cycling for travel at least twice in the previous 28 days as women. For walking, rates are similar between men and women.

The NHT survey did not find significant differences in satisfaction in transport services between men and women. Women responded indicating they found it slightly easier to access services than others. By both measures, those responding with gender other than male or female gave generally poorer scores.

On average, women travel around 14% less than men in total, with greater reliance on buses and less use of cars and bicycles than for men.

Sexual orientation
Noting this, measures much broader activity than walking or cycling (whether for

transport or otherwise), but also that walking is the most common broad activity recorded, the Active Lives survey indicates similar levels of activity amongst people identifying as heterosexual, homosexual or bisexual, but with a lower level of activity observed amongst those with other sexual orientations.

Religion & belief
Noting this measures much broader activity than walking or cycling (whether for transport or otherwise), but also that walking is the most common broad activity recorded, the Active Lives survey indicates lower levels of activity amongst people identifying as being of the Buddhist, Hindu, Muslim or Sikh faiths relative to the average.

Income
Access to cars correlates with increasing income levels, with nearly twice as many households in the poorest income quintile having no access to a car compared to the average. Annual mobility shows a similar pattern, with people in the local income quintile travelling 36% less than people on average, and 55% less than those in the highest income quintile.

People in the lowest income brackets travel more by bus than people in higher brackets, and less by trains and bicycles. As a proportion of total mobility, people on lower incomes are 60% more dependent on walking, and more than twice as dependent on buses, relative to the average.

Despite this, the Active Lives survey indicates lower levels of activity amongst lower social groups relative to higher ones.

Access to cars
Access to a car is observed to have a considerable impact on travel behaviour. Nationally in 2019, people in households travel only around half the milage of people in households with one car, and only a third of the milage of people in households with multiple cars – yet still spend 87% and 77% of the time travelled by those groups.

Nationally, people without access to cars are also more dependent on other modes of transport, as illustrated in the table below. This is especially significant in respect of bus usage.

Variance between people in households without access to cars compared to general population (NTS, 2019)

	Absolute mileage	*Proportion of total mileage*
Car (including as passenger)	-85%	-67%
Walk	+39%	+293%
Cycle	+32%	+267%
Bus	+149%	+853%
Rail	-13%	+119%

Unfortunately, no data or evidence is available in respect of transport inequalities relating to **gender re-assignment, marriage & civil partnership** or **pregnancy & maternity.**

- **Actions**

- Ensuring prioritisation mechanisms for each theme respond to the equalities data highlighted above, and programmes consider existing transport inequalities and are prioritised in a manner that helps address these;

- This includes ensuring consultation and engagement activity seeks the view of groups with protected or other characteristics where there may be inequalities of which we are unaware and/or lack information;

- Conduct an Initial Equality Screening Assessment on projects within each theme as these are developed;

- Progress schemes to Equality Analysis where screening assessment indicates this is required.

Date to scope and plan your Equality Analysis:	See Actions – above.
Date to complete your Equality Analysis:	See Actions – above.
Lead person for your Equality Analysis (Include name and job title):	Nat Porter, Service Manager, Transport Planning & Policy

5. Governance, ownership and approval

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

Name	Job title	Date
Matthew Reynolds	Interim Head of Transportation Infrastructure Service	3rd January, 2024

6. Publishing

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

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

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

Date screening completed	8th December, 2023
Report title and date	Transport Capital Programme 2024-25
If relates to a Cabinet, key delegated officer decision, Council, other committee or a	18th March, 2024

significant operational decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	3rd January, 2024

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User guidance:

- The first section of this form guides users through considering major areas where emissions are likely to occur. If emissions are impacted in a way not covered by these categories, please identify this at the bottom of the section
- The first section should be filled as such:
  - ***Impact***: identify, in relation to each area, whether the decision of the proposal does the following: *reduces emissions*, *increases emissions*, or has *no impact on emissions*. If it is uncertain this section can be labelled *impact unknown*
  - If ***no impact on emissions*** is identified: no further detail is needed for this area, but can be added if relevant (e.g. if efforts have been made to mitigate emissions in this area.)
  - ***Describe impacts or potential impacts on emissions***: two sections deal respectively with emissions from the Council (including those of contractors), and emissions across Rotherham as a whole. In both sections please explain any factors that are likely to reduce or increase emissions. If ***impact unknown*** has been selected, then identify the area of uncertainty and outline known variables that may affect impacts.
  - In most cases there is no need to quantify the emission impact of an area after outlining the factors that may reduce or increase emissions. In some cases, however, this may be desirable if factors can be reduced to a small number of known variables (e.g. if an emission impact is attached to a known or estimated quantity of fuel consumed).
  - ***Describe any measures to mitigate emission impact:*** regardless of the emission impact, in many cases steps should be taken in order to reduce mitigate all emissions associated with each area as far as possible; these steps can be outlined here (For example: if a proposal is likely to increase emissions but practices or materials have been adopted in order to reduce this overall impact, this would be described here).
  - ***Outline any monitoring of emission impacts that will be carried out:*** in this section outline any steps taken to monitor emission levels, or steps taken to monitor the factors that are expected to increase or reduce emission levels (for example, if waste or transport levels are being monitored this would be described here)
- A ***summary paragraph*** outlining the likely overall impacts of the proposal/decision on emissions should then be completed - this is not required if the proposal/decision has no impact across all areas.
- The supporting information section should be filled as followed:
  - Author/completing officer
  - ***Research, data, or information*** may refer to datasets, background documents, literature, consultations, or other data-gathering exercise. These should also be added to the ***supporting documents*** section of the cabinet report

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- Carbon Impact Assessments are to be appended to the associated cabinet reports
- Prior to publishing reports, Carbon Impact Assessments should be sent to climate@rotherham.gov.uk for feedback
- Report authors may also use the above email address to direct any further queries or to access further support regarding completing the assessment

Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	**Describe impact or potential impacts on emissions across Rotherham as a whole.**	**Describe any measures to mitigate emission impacts**	**Outline any monitoring of emission impacts that will be carried out**
Emissions from non-domestic buildings?	No impact				
Emissions from transport?	Impact unknown	Additional emissions may be expected from travel related to the development and construction of projects in the Transport Capital Programme.	This will depend on each project taken forward. Generally, schemes which facilitate active travel and/or public transport may be expected to reduce emissions. Measures which facilitate car ownership or use, or additional travel more generally, may be expected to increase emissions.	Scheme PMs will be expected to provide estimates of changes in carbon emissions consequential to the schemes. Emissions will be a factor in the prioritisation of schemes. In the case of the A.633 bus priority scheme, carbon impacts will be considered further as part of business case development.	To be determined once projects and their impacts are understood in more detail.
Emissions from waste, or the quantity of waste itself?	Increase emissions	Most schemes will result in excavations and/or disposal of materials as part of construction, with consequential one-off increase in waste and associated emissions.	No impact expected.	Scheme PMs will be expected to work with designers and contractors to ensure carbon emissions are minimised as far as practicable, including actively seeking opportunities to cut emissions from existing operation.	As for emissions from construction (see below) the Climate Change Team will investigate opportunities to monitor emissions from construction wastes as scope 3 emissions e.g., using one or more case studies to inform future impact assessments.

Emissions from housing and domestic buildings?	No impact				
Emissions from construction and/or development?	Increase emissions	All highway schemes have construction emissions arising from the supply, installation, maintenance and operation of the schemes. The scale and nature of these cannot be confirmed until schemes are identified and more developed.	No impact expected beyond the contribution from RMBC and its contractors.	Scheme PMs will be expected to work with designers and contractors to ensure carbon emissions are minimised as far as practicable, including actively seeking opportunities to cut emissions from existing operation.	National Highways' carbon tool provides conversion factors which can be used to estimate 'embodied' carbon from construction materials. The Climate Change Team will investigate opportunities to monitor embodied carbon from the Transport Capital Programme as scope 3 emissions e.g., using one or more case studies to inform future carbon impact assessments.
Carbon capture (e.g. through trees)?	Impact unknown	It is possible schemes will be identified involving removal of small numbers of trees.	No impact expected.	Impacts on trees will be avoided in the first instance. The advice of arboriculturists will be sought in respect of replacement planting in the event of tree impacts being identified.	To be determined once projects and their impacts are understood in more detail.
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:

In summary, the following impacts are expected, with the scale and balance of emissions unknown until projects are further developed -

- A one-off increase in emissions associated with development and construction of the projects;
- An ongoing increase in emissions associated with the maintenance and operation of the projects; and,
- Potential but as yet unknown change in emissions from transport resulting from the schemes.

The increases associated with development, construction, maintenance and operation reflect the systemic nature of the carbon emissions problem; whilst the energy and construction systems are emitters of carbon, any additional activity utilising these systems can be expected to result in increases in emissions.

The changes are thought likely to be very small in the context of overall transport emissions in Rotherham, and very small in the context of the NZ30 and NZ40 targets.

Mitigation will principally consist of emissions estimates being prepared as schemes are developed, PMs being required to ensure emissions are reduced as far as practicable in the design and construction of the projects, and this feeding into scheme prioritisation.

Supporting information:	
Completed by: **(Name, title, and service area/directorate).**	Nat Porter Service Manager, Transport Planning & Policy Transportation Infrastructure Service Regeneration & Environment
Please outline any research, data, or information used to complete this [form].	
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	Not applicable
Tracking [to be completed by Policy Support / Climate Champions]	Tracking Reference: CIA 216 Arthur King Principal Climate Change Officer Strategic Asset Management Finance & Customer Services

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 18 March 2024

Report Title
Indicative Highway Repair Programme 2024/2025

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

Strategic Director Approving Submission of the Report
Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)
Richard Jackson, Head of Highways and Flood Risk
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Andy Saxton, Highway Asset and Drainage Manager
Andy.saxton@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary
The Council has a statutory duty to maintain its highways through Section 41 of the Highways Act 1980.

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

The report reviews the current strategy for the management and maintenance of Rotherham's Highways and the impact the recent Council funding has had on the highway network.

The report describes the current performance, both in terms of the condition of Rotherham's highways and in terms of the delivery of highways maintenance services.

The additional investment over a number of years in Rotherham's roads is making a real improvement to the highway network. This is evidenced by the improvement in the condition of the estate roads and classified network and a continued reduction in the number of potholes reported and highway claims received against the Council.

On the 28th of February 2024, the Council met to approve its budget for 2024/25, which includes additional investment to maintain the improvements in the condition of the Highway Network across Rotherham. This report relates solely to the funding available to the Service prior to this point. A further report in order to expand the programme, in light of the funding agreed, will be developed and brought forward in the Summer of 2024.

Recommendations

That Cabinet:-

1. Note the strategic approach to the management and maintenance of Rotherham's Highways.

2. Note the decision of the Strategic Director of Regeneration and Environment to approve the indicative Highway Repair Programme for 2024/2025.

3. Note any additional in year funding to deliver highways repairs, the Strategic Director for Regeneration and Environment may utilise that funding in accordance with the strategic approach to the Management and Maintenance of Rotherham's Highways as laid out in this report.

List of Appendices Included
Appendix 1 Indicative Highway Repair Programme 2024/2025
Appendix 2 Equality Impact Analysis Part A and Part B
Appendix 3 Carbon Impact Assessment

Background Papers
Cabinet Report – Monday 16 May 2022
REPORT TEMPLATE FOR CABINET & COMMISSIONER (rotherham.gov.uk)

Highway Policy, Strategy and Highway Asset Management Plan
https://www.rotherham.gov.uk/roads-pavements/highways-asset-management/1

Well managed Highway Infrastructure October 2016
https://www.ciht.org.uk/media/17087/well-managed_highway_infrastructure_combined_-_28_october_2016_amended_15_march_2017_-3.pdf

Highways Communication Strategy
https://www.rotherham.gov.uk/transport-streets/rotherham-highways-communications-strategy/5

Consideration by any other Council Committee, Scrutiny or Advisory Panel
N/A

Council Approval Required
No

Exempt from the Press and Public
No

Indicative Highway Repair Programme 2024/2025

1. Background

1.1 Rotherham Metropolitan Borough Council (RMBC) is responsible for 1,191 kilometres of roads, 2,109 kilometres of footways, footpaths and public rights of way, and the associated street lighting, road markings, road signs, safety barriers, traffic management systems, drainage systems and bridges.

1.2 **Table 1.2 RMBC Maintained Highway Network**

Road Type	Length (km)
Principal – A Roads	136.8
Non-Principal – B Roads	97.1
Non-Principal – C Roads	182.0
Unclassified – U Roads	774.7
Footway	1684.4*
Public Rights of Way (PROW)	425.0
Total	3300

*includes link paths through estates

1.3 The Council's approach to highway maintenance is based on the following principles:

- To maintain Rotherham's roads and footways in a safe condition to nationally recognised standards; and
- To carry out programmed maintenance as cost-effectively as possible.

1.4 The Council has a statutory duty to maintain its highways through Section 41 of the Highways Act 1980. This report describes how Rotherham's highways are strategically managed and maintained in accordance with that Act, and the Council's Highway Asset Management Policy, Strategy and Highway Asset Management Plan (HAMP) to achieve the above principles.

1.5 As part of management and maintenance of the highway the Council has adopted an associated "Code of Practice for Highway Inspection and Assessment" (CoP), which sets out the criteria used to develop the Council's planned and reactive maintenance works on the highway within agreed timeframes. The CoP has been developed with reference to national guidance documents ("Well managed Highway Infrastructure (October 2016)") and "Highway Infrastructure Asset Management Guidance Document (May 2013)") and takes account of advice from the Council's insurers and legal advisors.

1.6 The HAMP is reviewed annually and refers to the Indicative repair programme. It also includes information relating to the "Code of Practice for Highway Inspection and Assessment" (CoP).

1.7 A team of Highway Inspectors undertake Safety Highway Inspections to identify, record and prioritise the repair of defects, which present an immediate danger or significant inconvenience, to users of the highway; to

the structural condition of the highway or the assets contained within the highway boundary. All inspectors are professionally certified through the UK Roads Board and are included on the National Register of Highway Inspectors.

1.8 The Highways Service has a robust information system to support the management of cyclic and ad-hoc inspections. The system records all inspections, reports and works carried out on the highway and ensures that repairs are managed within the CoP.

1.9 The Council recognised that a greater investment was required to narrow the gap between the condition of the estate roads and the national average. 2015/2016 saw the start of the Capital investment with £5m over two years, followed by a £10m investment across three years. 2023/2024 sees the final year of a four year, £24m investment.

1.10 This additional investment in Rotherham's roads has made a real improvement to the highway network. This is evidenced by the improvement in the condition of the estate roads and classified network and a continued reduction in the number of potholes reported and highway claims received against the Council.

1.11 The indicative Highway Repair Programme 2023/24 continues to deliver repairs across 236 Maintenance Schemes, equating to 55.40km (34.6miles) of roads and an area of 327,930 square metres.

2. Key Issues

2.1 Current Highways Maintenance Budget

2.1.1 Identified below are the main funding streams currently available to Highways in 2024/2025. These are utilised to best deliver a strategic and prioritised approach to service delivery:

- Department for Transport (DfT) - City Region Sustainable Transport Settlements (CRSTS) funding
- Pothole Fund allocation
- Council annual revenue funding

2.1.2 **Table 2.1.2 - Summary of Funding for Roads and Footways (2024/25)**

Financial Year	Council		DfT		TOTAL
	Council Capital funding	Revenue	DfT CRSTS fund	Pothole and in year additional funding	
2024/25	£0.5m	£0.75m	£3.33m	£0.426m* £0.5m** £1.0m***	£6.506

*£826k Local Transport Capital Funding - DfT Potholes (award over two years announced in September 2023)

**£8.3bn Local Highways Maintenance: Additional funding from 2023 – 2034 (announced in October 2023 to be delivered in 2024/25)

*** Estimated pothole fund slippage from 2023/2024 to 2024/2025 (is estimated £0.5m)

2.1.3 The £8.3bn Local Highways Maintenance: Additional funding from 2023 – 2034 was announced in October 2023 and the £0.5m allocated for 2023/24 will be delivered in 2024/25. Therefore, the total budget allocated for Highway works in 2024/2025 totals £6.506m. Where additional in year funding is received the Strategic Director for Regeneration and Environment shall be delegated to consider and accept the funding.

2.2 Works Prioritisation and Indicative Works Programme

2.2.1 The roads and footways included in the Indicative Highway Works Programme 2024/25 (Appendix 1) are determined by a scoring matrix, detailed in the Highway Asset Management Plan (HAMP).

2.2.2 The aim of this process is to prioritise sections of the highway for inclusion in the works programme that provide value for money, by repairing as much of the road network as possible, whilst taking a number of factors into consideration, as listed below.

2.2.3 The criteria include:

- The condition of the road(s)
- Ward Member and Parish/Town Council priorities
- The number of complaints received
- The number of actionable defects (Potholes) identified
- Input from highway inspections
- The overall condition of the Ward's highways

2.2.4 The Indicative Highway Works Programme is formulated using the above adopted criteria. Once established, the proposed works locations are indicative as they could be affected by a number of factors including:

- Engineering difficulties
- Changes to funding levels
- Opportunities to coordinate with other Council Projects
- Unforeseeable essential statutory undertaker works
- The weather

2.2.5 Regular officer implementation meetings are held to coordinate works across the network and to keep any changes to the works programme to a minimum. The Highway Service collaborates with stakeholders and partners such as the Transportation Infrastructure Service to support delivery of improvements on the Highway Network.

2.2.6 The Works Prioritisation process, and Indicative Repair Programme are presented to the Strategic Director for Regeneration and Environment for approval.

2.2.7 **Table: 2.2.7 Allocation of Budgets Across the Highway Network in 2024/25**

Road Type	Value
A	£1,526,000
B & C	£1,300,000
Unclassified	£2,000,000
Footway	£800,000
Footway Crossings	£130,000
Revenue (unplanned)	£750,000
TOTAL	**£6,506,000**

2.2.8 The indicative Highway Works Programme includes a schedule of works to improve the accessibility of the footway network. These measures provide people with visual impairments, wheelchair users and others with improved access to the network. The existing footways on the planned list will be adapted with new dropped kerb lines and blister/tactile paving to assist access and promote safer locations to crossroads and access to footways. 35 pairs of crossings will be delivered across the network in locations requested by residents, local Councillors and interested groups.

2.2.9 The programme includes footway repair and the delivery of a surface treatment to priority sections of the footway network across the Borough.

2.2.10 Whilst the existing available budget is highlighted above, it should be noted that on the 28th February 2024 the Council approved its budget for the 2024/25 financial year. This included proposals to continue investing in the condition of the Highway network within Rotherham. The Indicative Programme will be reviewed and updated alongside appropriate member engagement in the spring/summer of 2024.

2.3 Service Performance

2.3.1 On a quarterly basis Highway Services publishes a suite of performance indicators on the Council website. These indicators cover all aspects of service provision including:

- Condition of the Highway Network
- Pothole Repair Times
- Quality of Pothole Repairs
- Highway Safety Inspections
- Making safe dangerous overhanging trees on highway land
- Customer Questionnaire Results
- Make safe missing covers e.g. public and private sewers, gas, water or BT apparatus.

2.4 Condition of the Road Network

2.4.1 The latest information available from the Department for Transport covering all road types, is the national data set for 2022/23, which is shown in the table below and split by A roads, B and C (BC) roads and Unclassified (U) roads. The table is extracted from published information provided by the Department for Transport and does not yet include data for the 2023/24 financial year. As can be noted, the condition of Rotherham's unclassified network (as of 2022/23) is better than the national average, which is 17%.

Table 2.4.1 Condition of Rotherham's Roads

* U - Unclassified Road Network (Estate type roads)

Year	2015/16			2016/17			2017/18			2018/19			2019/20			2020/21			2021/22			2022/23			2023/24 (Dec 2023)		
Road Type	A	BC	U	A	BC	U	A	BC	U	A	BC	U	A	BC	U	A	BC	U	A	BC	U	A	BC	U	A	BC	U
RMBC (%)	3	6	24	3	7	23	2	5	23	2	4	23	2	3	22	2	2	19	2	3	16	2	3	14	2	2	13
National (%)	3	6	17	3	6	17	3	6	17	2	6	17	4	6	17	4	6	17	4	6	15	4	6	17	tbc	tbc	tbc

2.4.2 The Department for Transport's has recently, separate to the published table above, provided the National Average condition for unclassified (U) roads, which is 15% of the network which requires repair (RED condition) in November 2023 (most current). Please note this information is not included in the table published by the Department for Transport above. The Councils unclassified network is over 770km long and the percentage of Rotherham's unclassified network that requires repair (RED) is currently measured at **12.66%.** Therefore, the Council's unclassified network is better than the National Average which stands at 15%.

2.4.3 The current level of Council investment in the highway network has achieved a better than national average standard for the classified network (A, B and C class roads). A trend has been identified that shows the

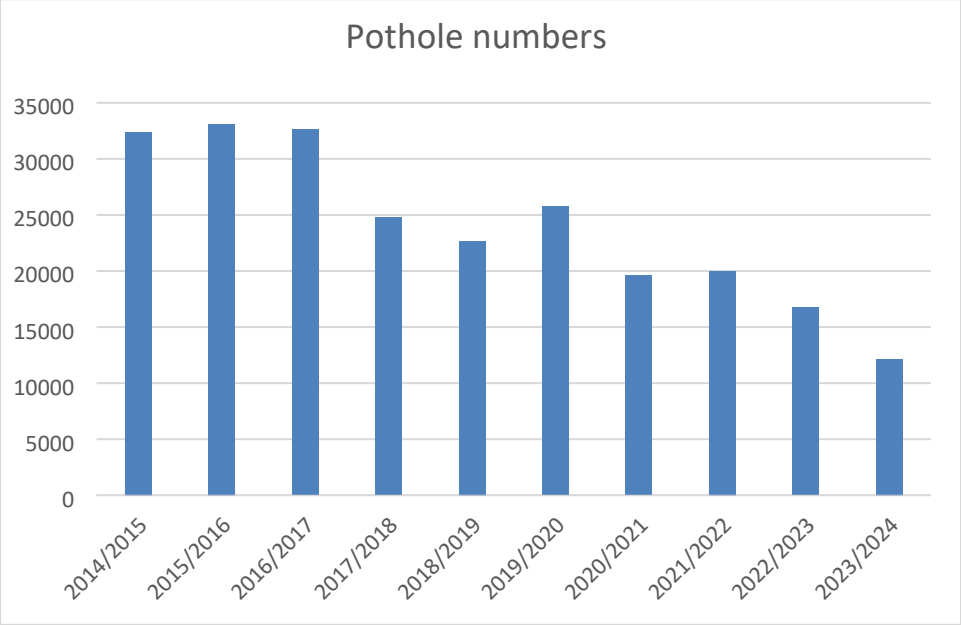
condition of A roads, which is 136.8km of the total network, requires investment.

2.4.4 The previous additional investment in the maintenance of our unclassified roads has seen the condition of the unclassified network improved to better than National Average.

2.5 Urgent Defects (Pothole Repairs)

2.5.1 The table below identifies a significant reduction in the number of actionable defects required to be repaired across the network i.e. from 34,000 in 2014/15 to So far in 2023/24 (02/01/2024) only 12,100 potholes have required repair, indicating a significant reduction.

Table 2.5.1 Pothole Repairs



***Pothole repairs 2023/24 to date (02/01/2024)**

2.5.2 Roads with a high number of potholes are considered in the works prioritisation process, for inclusion in the Indicative Highway Works Programme for resurfacing and, consequently, the number of potholes requiring repair has reduced significantly. It should also be noted that a prolonged cold winter and or flooding can and does impact on the condition of the highway network; causing the number of potholes to increase through freeze/thaw action. This in turn can lead to an increase the number of claims received.

2.6 Highway Claims

2.6.1 The management and maintenance of the highway network is in accordance with the Councils "Code of Practice for Highway Inspection and Assessment" (CoP), which sets out the criteria used to develop the Council's planned and reactive maintenance works on the highway within agreed timeframes. The CoP has been developed with reference to

national guidance documents ("Well managed Highway Infrastructure (October 2016)") and "Highway Infrastructure Asset Management Guidance Document (May 2013)") and takes account of advice from the Council's insurers and legal advisors.

2.6.2 Highways, Roads & Carriageways include the potential for tripping claim liability through defects on the highway. The Council's success in complying with the requirements set out in Section 58 of the Highways Act means that the Council currently repudiate 94% of all Highways insurance claims. The Council have achieved similar results over the past several years and are recognised within the insurance industry as one of the best performing authorities in the country in this regard.

2.6.3 Between 2011 and 2015 the Council received a monthly average of 30 claims for alleged damage to vehicles and personal injury claims. In 2015 before the investment in our road network through Councils Capital funding the Council received 381 claims. The improvement to the highway network has now seen a substantial reduction in the number of claims received to the lowest ever recorded at an average of 14 claims per month and a total of 313 claims received in 2023.

2.6.4 In 2015/2016 the Council paid £636,534 in claims relating to highway defects, however this has reduced over time and to date, in 2023/2024, the Council has successfully defended many claims. Claims considered in County Court often take a number of years to be processed, but the Council continues to repudiate over 90% of claims made. (Nov 2023).

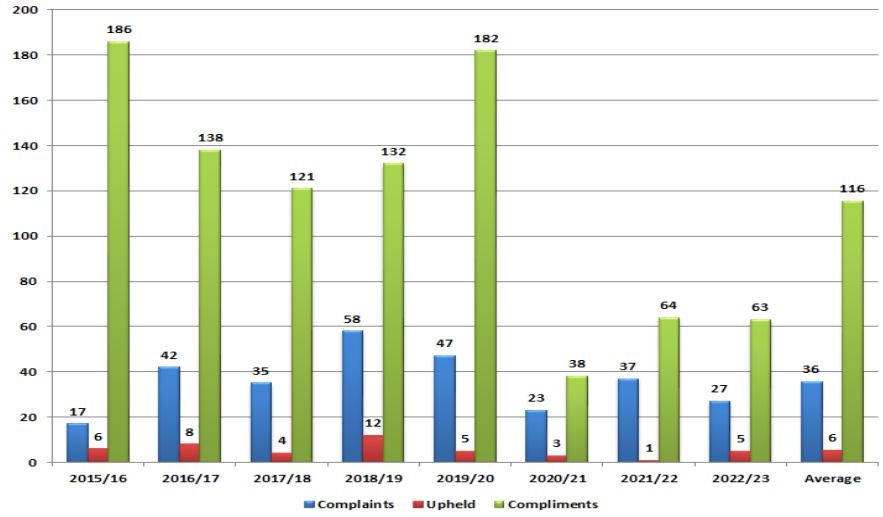
Highway Liability PL Claims Performance 2014/15 to 2023/24 (Jan 2024)		
Incident Year	Claims Recorded	Total Paid (inc cost)
2014/15	277	£141,438
2015/16	262	£636,534
2016/17	121	£61,775
2017/18	196	£185,791
2018/19	204	£50,701
2019/20	296	£63,295
2020/21	122	£14,951
2021/22	132	£9,414
2022/23	182	£4,473
2023/24	71	£3,481

2.7 Customer Feedback – Complaints/Compliments/Questionnaires

2.7.1 Highway Services receives a number of complaints and reports throughout the year from residents, businesses and visitors relating to the highway network. The Highways team provide a written reply to all customers where appropriate.

2.7.2 Figure 2.7.2 below identifies the number of complaints received and the number of complaints that were upheld. The table also shows how many compliments the Service has received. These are recorded and monitored by the Council's Complaints Team. The information provides a good indication of how the delivery of Highway Services is perceived by residents in Rotherham.

Figure 2.7.2 - Highways Customer Complaints and Compliments



2.7.3 The Highway Service has consistently received a large number of compliments in comparison to complaints. Of particular note is the very small number of upheld complaints.

2.7.4 In addition to the monitoring of complaints and compliments, post-construction surveys are delivered to properties affected by highway repair works. The questionnaire asks residents, who have been directly affected by the delivery of a highway scheme, their opinion on all aspects of the work.

2.7.5 The questionnaire includes a range of questions.

- How well residents and businesses were informed about the works before they started
- Did the works start on time?
- Quality of the Works
- Was the site left clean and tidy?
- Professionalism of staff carrying out the works.

2.7.6 The most recent survey results for 2023/24 show very high satisfaction with service performance. All eleven questions included in the post-construction survey have achieved an average satisfaction score of 97%.

2.7.7 The Highway Service participates in the National Highways and Transportation (NHT) Annual Survey, where Rotherham residents are asked their views on their satisfaction with the condition of the road surfaces in

Rotherham. The survey results from 2023, (the current published survey) confirms that only 27% of residents that were asked were satisfied with the condition of the road surface in comparison to the NHT average 25%.

2.7.8 Although customer satisfaction with the general condition of Rotherham's roads is low, in accordance with the NHT survey, the actual condition of Rotherham's main roads (A, B and C's) which carry around 80% of the traffic is better than the national average.

2.7.9 To try and address satisfaction levels and raise the profile of the works being carried out, the service engages with residents and visitors through a number of initiatives:

- To raise the profile of the works being carried out by the Council, large on-site signage is attached to streetlights during the works, advertising the Rotherham £24m to 2024 Roads Programme

- The Council's Corporate Communication Team also promote highway works with social media updates, press releases and through the Council.

2.8 Communications and Engagement

2.8.1 Communications and engagement with residents and Elected Members are vitally important to ensure the Highway Services are operating in an efficient, effective, and accountable way.

2.8.2 Highway Services have an approved Communication Strategy, which is published on the website (see background papers above) providing guidance on how the Service communicates and engages with key stakeholders on managing highway assets and decision-making process.

2.8.3 In addition, one of the key elements of highway asset management is ensuring a holistic approach to the delivery of services, promoting integration of processes, information, and systems. This is supported by cross service weekly meetings to review programming of works to ensure effective delivery.

2.8.4 Good communication with stakeholders is an essential part of the process for the delivery of highway works:

- Proposed works details are shared with appropriate managers within the Council
- Letters are delivered to all residents and businesses fronting the works prior to scheme design completion. The letter informs them of start dates, contact details and a request to undertake a satisfaction survey on completion of the works
- Ward Members are consulted when the proposed designs are circulated to the residents and their feedback is considered in the final design

- Other stakeholders such as South Yorkshire Passenger Transport Executive and bus operators are consulted during the design process to minimise disruption to bus services
- Prior to the start of a road or footway repair, pre-start signage is positioned on the roadside, providing road users with information relating to details of the highway works. The signage will confirm the proposed start date and detail any if traffic lights or road closures will be used to deliver the works
- Proposed works are also posted on the One.network.org website.

2.8.5 In addition, any major projects that could cause disruption to road users are detailed on the Council's website for customers to access with the link to the content included on the prestart signage.

2.8.6 This process enables local residents, businesses and Members to inform the scheme design and the method of delivery e.g. night-time or weekend working to minimise disruption and/or inconvenience.

2.9 Elected Member Engagement

2.9.1 Highway Services delivers a seminar to all Ward Members on an annual basis. The seminar includes an explanation of the Council's Highway Management principles focussing on "Whole Lifecycle Planning" to maximise the available budget.

2.9.2 The seminars are held in October and provide Members with the detail of the criteria used to develop the Indicative Works Programme.

2.9.3 A Members seminar was held on the 9th October 2023 to provide Local Ward Members with a review of the works delivered over the previous year and reassurance ahead of the commencement Winter Service.

2.9.4 The Members seminar also gives an opportunity for Highway Services to provide information on customer feedback and discuss any key issues for the next 12 months.

3. Options considered and recommended proposal

3.1 The recommended proposal is to establish a highway delivery programme based on the current available funding. Once finalised, the indicative programme will be approved by the Strategic Director for Regeneration and Environment, this is to ensure that the delivery programme can be agreed and progressed in a timely manner, following engagement with Cabinet on the indicative programme. This is the recommended approach as it will seek to maintain the improvements made on Highway condition over previous years of investment. The consequence of a poorly maintained highway network impacts directly on all road users, has a detrimental impact on the local economy and on user's perceptions of the Borough. Poor roads mean increased vehicle operating costs, delays, and less safe roads, and as a result may influence investment decisions.

3.2 Highway lifecycle planning is used to develop a sustainable maintenance strategy over the life of the highway asset from construction to disposal. This provides the ability to predict the future performance of the asset for different levels of investment and assists to mitigate the risk of failure by allocating funds to where they will be most beneficial. This form of allocation moves away from a more traditional “worst first” approach and targets work programmes at those parts of the infrastructure which present the greatest risk and where timely treatment can achieve the most beneficial whole of life cost.

3.3 The Council could adopt a worst first approach, which would see some short-term improvements to some roads, however, this approach would see an increase over time of the number of roads that deteriorate to a very poor condition. This would likely lead to an increase in the number of highway claims and customer complaints the Council receives.

3.4 Through improving capture and analysis of information about the maintenance of the highway assets, services can be delivered more efficiently. Highway budgets can be focused on preventing deterioration and in so doing ensure that the maximum benefit is derived from available resources.

3.5 The Council’s unclassified road network had deteriorated below national average prior to capital investment. The Council investment from 2020 arrested the deterioration and the £24m to 2024 Roads Programme Investment has achieved the Council’s objective to improve the condition of the estate roads to better than National average.

4. Consultation on proposal

4.1 Highway Services have developed an effective Communication Strategy which is adhered to from the drafting of the programme of works though to implementation of the schemes, as detailed above.

5. Timetable and Accountability for Implementing this Decision

5.1 The Head of Highways and Flood Risk is accountable for the development of the Highway Policy, Strategy and Plan and for ensuring the delivery of the indicative Highway Works Programme 2024/25. The Highway Asset and Drainage Manager leads the operational coordination of actions to deliver the indicative Highway Works Programme 2024/25.

6. Financial and Procurement Advice and Implications

6.1 Section 2.1 provides information on the 2024/2025 Capital and Revenue funding for Highways.

6.2 There are no direct procurement implications associated with this report. However, the Service must ensure that all goods, works and services required to maintain the Highway are procured in line with the Public Contract Regulations 2015 (as amended) or the Procurement Act 2023,

whichever is the relevant legislation at the time as well as the Council's own Financial and Procurement Procedure Rules.
and the Council's own Financial and Procurement Procedure Rules.

7. Legal Advice and Implications

7.1 The Council is under a statutory duty to maintain its highways pursuant to Section 41 of the Highways Act 1980. The way in which the Council complies with this duty is set out in the body of the report and is in compliance with relevant Legislation, Guidance and Codes of Practice.

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 The Highway Network is available for all residents, businesses, and visitors to the Borough. The Council makes positive changes to the highway network to provide any disadvantaged groups with equal opportunity to access aspects of the network. The indicative Highway Works Programme includes a substantial schedule of works to improve access to the footway network. These measures provide visually impaired and wheelchairs user's equal access to the network.

9.2 Residents, businesses, local Councillors, and relevant stakeholders are consulted prior to the delivery of schemes detailed in the indicative Highway Works Programme. All queries relating to access to properties or businesses are considered in the provision of the works. All additional requirements required to meet any specific needs of a group or individuals during the delivery of our works are accommodated, where possible, to encourage the continued access to the highway network.

9.3 Where possible, the delivery of works that affect access to schools or places of worship are scheduled at a time to minimise disruption to all user groups. Often works near to or affecting access to a school are carried out during the summer school holidays or at nights.

10. Equalities and Human Rights Advice and Implications

10.1 A full Equality Impact Analysis has been undertaken and can be found at Appendix 2.

10.2 The Highway Network is available for all residents, businesses and visitors to the Borough. The Council makes positive changes to the highway network to provide any disadvantaged groups with equal opportunity to access all aspects of the network. The indicative Highway Works Programme includes a substantial schedule of works to improve access to the footway network. These measures provide visually impaired and wheelchairs user's equal access to the network.

10.3 Residents, businesses, local Councillors, and relevant stakeholders are consulted prior to the delivery of schemes detailed in the indicative Highway Works Programme. All queries relating to access to properties or businesses are consider in the provision of the works. All additional requirements required to meet any specific needs of a group or individual during the delivery of our works will be accommodated to encourage the continue access to the highway network.

10.4 The delivery of works that affect access to schools or places of worship are scheduled at a time to minimise disruption to all user groups. Often works near to or affecting access to a school are carried out during the Summer school holidays or at nights.

10.5 The Highways Communication Strategy details how the Council will liaise with the various media outlets and social media portals, including the Council website, to make the wider community aware of the proposed works, provide a method for interested parties to influence works and allow regular updates during the progress of the schemes.

10.6 The Communication Strategy includes the action to hand deliver a note to all properties affected by the proposed works in the week prior to the commencement. The note contains the details and contact information for the onsite works supervisor.

10.7 The onsite works supervisor is available to answer queries relating to the delivery of the scheme and also any access issues. The supervisor will make arrangements during the construction of our works to allow vehicle access for ambulances / taxis to allow residents to keep hospital appointments etc. or special requirements relating to weddings, funerals or other exceptional occurrences.

10.8 Good highway asset management enables the most efficient use of resources and minimises the disruption to all road users of the highway.

11. Implications for CO2 Emissions and Climate Change

11.1 A Carbon Impact Assessment has been undertaken and can be found at Appendix 3. Whilst the resurfacing of roads has a significant carbon impact the Council continues to work with its suppliers to identify materials and methods that reduce the carbon impact of the activity. For example, the Council is working with Steelphalt to trial what is believed to be the World's first Carbon Negative tarmac with asphalt incorporating a natural binder that can part replace fossil-based bitumen.

12. Implications for Partners

12.1 Key stake holders will be able to contribute to this process through various forums and methods, particularly disabled users and representatives, cycling, walking and horse-riding groups, South Yorkshire Police, and passenger transport groups including the local bus companies. Close working with the Transport Infrastructure Team will ensure a co-ordinated

programme of replacement and investment that minimises whole life costs and maximises value for money.

12.2 Consultation on potential changes to the highway is an important part of communication with customers to ensure service users' needs are reflected in changes made to the highway network. The prioritisation methodologies demonstrated in the decision-making process include elements of customer priorities.

12.3 For major highway schemes, full consultation exercises are carried out in advance of works starting. For routine maintenance schemes, contact is made with all residents and businesses fronting the works prior to design; informing them of start dates, contact details and a request to undertake a questionnaire on completion of the works.

12.4 Key stakeholders have been consulted on our approach to manage and maintain the highway network including:

- South Yorkshire Police
- South Yorkshire Ambulance Service
- South Yorkshire Fire Service
- South Yorkshire Passenger Transport Executive
- Major Bus Operators
    - First
    - Stagecoach
- Network Rail
- Parish and Town Council's
- Yorkshire Water and Severn Trent Water
- Major Utility Companies
- Environment Agency

13. Risks and Mitigation

13.1 The highway network is the most valuable asset that the Council is responsible for with a gross replacement value of £1.603 billion.

13.2 The highway network is accessed by residents, businesses and visitors to the Borough and the condition of the network influences opinion of Rotherham and the confidence of businesses to invest in the Borough.

13.3 To prevent deterioration in the condition of the highway network, continued investment is required in Rotherham's roads. If the condition of the roads deteriorates, funding would be required to be targeted at responsive repairs (potholes) to keep road users safe rather than the wider, programmed and more cost-effective works.

13.4 The risk from a deterioration of the network is the potential for an increase in the number of customer complaints, accidents and highway claims that the Council receives. This could damage the Council's reputation and see an increase in the payments made to injured parties.

14. Accountable Officers

14.1 Richard Jackson, Head of Highways and Flood Risk

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	04/03/24
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	28/02/24
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	28/02/24

Report Author: *Richard Jackson, Head of Highways and Flood Risk*

This report is published on the Council's website.

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Appendix 1

Indicative Highway Repair Programme - 2024/2025

Address	Locality	Treatment	Description	Road Class	Ward Name
MANGHAM ROAD	PARKGATE	Carriageway Resurfacing	Throughout	A	RAWMARSH WEST
WORTLEY ROAD	KIMBERWORTH	Carriageway Resurfacing	Roundabout to 234 and 243 to near Watson Road	A	ROTHERHAM WEST
MUSHROOM ROUNDABOUT	ALDWARKE	Carriageway Resurfacing	Throughout	A	ROTHERHAM EAST
MANSFIELD ROAD	WALESWOOD	Carriageway Resurfacing	To be Identified	A	WALES
MEADOW BANK ROAD	MEADOWBANK	Carriageway Resurfacing	Various areas - Patching	A	ROTHERHAM WEST
CENTENARY WAY	CANKLOW	Carriageway Resurfacing	UNDULATING AREA NEAR KFC	A	BOSTON CASTLE
PLEASLEY ROAD	WHISTON	Carriageway Resurfacing	TBC	A	SITWELL
SANDYGATE	WATH-UPON-DEARNE	Carriageway Resurfacing	SECTION NORTH OF BURMAN ROAD	A	WATH
A57 ASTON WAY	ASTON	Carriageway Resurfacing	PATCHING BETWEEN MANSFIELD ROAD & CHESTERFIELD ROAD	A	ASTON & TODWICK
OUTGANG LANE	DINNINGTON	Carriageway Resurfacing	Roundabout to Roundabout inc Knavesmere Roundabout area	B	DINNINGTON
WORKSOP ROAD	SWALLOWNEST	Carriageway Resurfacing	Shops to Lodge Lane	C	ASTON AND TODWICK
MAIN STREET (Include Orgreave road)	CATCLIFFE	Carriageway Resurfacing	Mappins Road to St Marys Drive	C	ROTHER VALE
LONG LANE	TREETON	Carriageway Resurfacing	SEWAGE WORK AREA	C	SITWELL
GREEN LANE	RAWMARSH	Carriageway Resurfacing	Full Width Various Locations	C	RAWMARSH WEST
DONCASTER ROAD	EAST DENE	Carriageway Resurfacing	Middle Lane r/bout to St. Anns Road t/lights	C	ROTHERHAM EAST
HIGH STREET	KIMBERWORTH	Carriageway Resurfacing	CHURCH STREET TO ZEBRA - INTO JUNCTION OF MEADOWHALL ROAD	C	ROTHERHAM WEST
ULLEY LANE	ULLEY	Carriageway Resurfacing	VARIOUS	C	AUGHTON & SWALLOWNEST
HILL TOP LANE	DALTON	Carriageway Resurfacing	Flanderwell lane to Far Dalton Lane	C	WICKERSLEY NORTH
FAR DALTON LANE	DALTON	Carriageway Resurfacing	Hill Top Lane to Briely Road	C	DALTON AND THRYBERGH
MAIN STREET (Include Orgreave road)	CATCLIFFE	Surface Dressing	Mappins Road to Orgreave road service road	B	ROTHER VALE
ORGREAVE ROAD SERVICE ROAD	CATCLIFFE	Surface Dressing	Throughout	B	ROTHER VALE
DROPPINGWELL ROAD	KIMBERWORTH	Surface Dressing	Baring Road to Farm View	C	KEPPEL
PENNY PIECE LANE	NORTH ANSTON	Surface Dressing	Penny Piece Place to Main Street	C	ANSTON & WOODSETTS
DUMB HALL LANE	THORPE SALVIN	Surface Dressing	Throughout	U	ANSTON & WOODSETTS
COMMON ROAD	THORPE SALVIN	Surface Dressing	Sewage station to Dumb Hall Lane	U	ANSTON & WOODSETTS
HARTHILL FIELD ROAD	HARTHILL	Surface Dressing	Throughout	U	WALES
LIDGET LANE	BRAMLEY	Surface Dressing	Throughout	U	BRAMLEY AND RAVENFIELD
BRAMLEY LANE	BRAMLEY	Surface Dressing	Throughout	U	BRAMLEY AND RAVENFIELD
NORFOLK DRIVE	NORTH ANSTON	Carriageway Resurfacing	THROUGHOUT	U	ANSTON & WOODSETTS
SUFFOLK CLOSE	NORTH ANSTON	Carriageway Resurfacing	THROUGHOUT	U	ANSTON & WOODSETTS
SUNNYSIDE CLOSE	NORTH ANSTON	Carriageway Resurfacing	THROUGHOUT	U	ANSTON & WOODSETTS
TOAD LANE	BRAMPTON-EN-LE-MORTHEN	Carriageway Resurfacing	THROUGHOUT	U	THURCROFT AND WICKERSLEY SOUTH
THE OVAL	NORTH ANSTON	Carriageway Resurfacing	THROUGHOUT	U	ANSTON & WOODSETTS
COTSWOLD DRIVE	ASTON	Carriageway Resurfacing	THROUGHOUT	U	ASTON AND TODWICK
HARDWICK CLOSE	ASTON	Carriageway Resurfacing	THROUGHOUT	U	ASTON AND TODWICK
OSPREY ROAD	ASTON	Carriageway Resurfacing	THROUGHOUT	U	ASTON AND TODWICK
OLIVERS WAY	CATCLIFFE	Carriageway Resurfacing	BRINSWORTH ROAD TO DICKENS CLOSE	U	ROTHER VALE
WASTENEYS ROAD	TODWICK	Carriageway Resurfacing	THROUGHOUT	U	ASTON AND TODWICK
PARK STREET	SWALLOWNEST	Carriageway Resurfacing	THROUGHOUT	U	AUGHTON AND SWALLOWNEST
GRANGE LANE	BRINSWORTH	Cway resurface /Patch	SUBSTANTIAL PATCHING	U	BRINSWORTH
DENE CRESCENT	EAST DENE	Carriageway Resurfacing	THROUGHOUT	U	ROTHERHAM EAST
LADY OAK ROAD	EAST HERRINGTHORPE	Carriageway Resurfacing	THROUGHOUT	U	DALTON AND THRYBERGH
CHILTERN RISE	BRINSWORTH	Carriageway Resurfacing	THROUGHOUT	U	BRINSWORTH
WENSLEYDALE DRIVE	BRINSWORTH	Carriageway Resurfacing	THROUGHOUT	U	BRINSWORTH
HOLMES LANE	HOLMES	Carriageway Resurfacing	BETWEEN JOSEPHINE ROAD AND BELMOUNT STREET	U	ROTHERHAM WEST
CARVER DRIVE	DINNINGTON	Carriageway Resurfacing	THROUGHOUT	U	DINNINGTON
MIDDLETON AVENUE	DINNINGTON	Carriageway Resurfacing	THROUGHOUT	U	DINNINGTON
BEECH ROAD	MALTBY	Carriageway Resurfacing	THROUGHOUT	U	HELLABY AND MALTBY WEST
COVER CLOSE	HARLEY	Carriageway Resurfacing	THROUGHOUT	U	HOOBER
KENT ROAD	KIMBERWORTH PARK	Carriageway Resurfacing	THROUGHOUT	U	KEPPEL

BYFORD ROAD	MALTBY	Carriageway Resurfacing	THROUGH ADOPTED AREA	U	HELLABY AND MALTBY WEST
LEYBOURNE ROAD	KIMBERWORTH PARK	Carriageway Resurfacing	THROUGHOUT	U	KEPPEL
CHARLES STREET	KILNHURST	Carriageway Resurfacing	THROUGHOUT	U	KILNHURST AND SWINTON EAST
THOMAS STREET	KILNHURST	Carriageway Resurfacing	THROUGHOUT	U	KILNHURST AND SWINTON EAST
HALLAM ROAD	MOORGATE	Carriageway Resurfacing	THROUGHOUT	U	BOSTON CASTLE
MUNSBROUGH LANE	MUNSBROUGH	Carriageway Resurfacing	POTTER HILL TO MUNSBROUGH RISE	U	GREASBROUGH
BYRON ROAD	MALTBY	Carriageway Resurfacing	THROUGHOUT	U	MALTBY EAST
COLERIDGE ROAD	MALTBY	Carriageway Resurfacing	THROUGHOUT	U	MALTBY EAST
TENNYSON ROAD	MALTBY	Carriageway Resurfacing	THROUGHOUT	U	MALTBY EAST
ROCKCLIFFE ROAD	RAWMARSH	Carriageway Resurfacing	THROUGHOUT	U	RAWMARSH EAST
WEDGEWOOD CLOSE	RAWMARSH	Carriageway Resurfacing	THROUGHOUT	U	RAWMARSH EAST
WILTON CLOSE	RAWMARSH	Carriageway Resurfacing	THROUGHOUT	U	RAWMARSH EAST
QUARRY STREET	RAWMARSH	Carriageway Resurfacing	THROUGHOUT	U	RAWMARSH WEST
ST JAMES DRIVE	RAVENFIELD	Carriageway Resurfacing	THROUGHOUT	U	BRAMLEY AND RAVENFIELD
MAPPINS ROAD	CATCLIFFE	Carriageway Resurfacing	THROUGHOUT	U	ROTHER VALE
VICTORIA STREET	CATCLIFFE	Carriageway Resurfacing	THROUGHOUT	U	ROTHER VALE
PARK STREET	RAWMARSH	Carriageway Resurfacing	THROUGHOUT	U	RAWMARSH WEST
HALL CLOSE AVENUE	WHISTON	Carriageway Resurfacing	THROUGHOUT	U	SITWELL
PARK ROAD	SWINTON	Carriageway Resurfacing	THROUGHOUT	U	SWINTON ROCKINGHAM
FORGE ROAD	WALES	Carriageway Resurfacing	THROUGHOUT	U	WALES
HORSE SHOE CLOSE	WALES	Carriageway Resurfacing	THROUGHOUT	U	WALES
BOSWELL ROAD	WATH-UPON-DEARNE	Carriageway Resurfacing	THROUGHOUT	U	WATH
MOUNT PLEASANT ROAD	WATH-UPON-DEARNE	Carriageway Resurfacing	THROUGHOUT	U	WATH
MILL LANE	WENTWORTH	Carriageway Resurfacing	THROUGHOUT	U	HOOBER
NIDDERDALE PLACE	BRAMLEY	Carriageway Resurfacing	THROUGHOUT	U	WICKERSLEY NORTH
ROTHERHAM ROAD	MALTBY	Footway Resurfacing	DC Kitchens to outside 15	A	HELLABY AND MALTBY WEST
WENSLEYDALE ROAD	WINGFIELD	Footway Resurfacing	Flag Replacement - Nidderdal to Wingfield Road	U	GREASBROUGH
ROSE COURT	WICKERSLEY	Footway Resurfacing	45M ST ALBANS TO NO 2	U	THURCROFT AND WICKERSLEY SOUTH
SPRINGFIELD ROAD	WICKERSLEY	Footway Resurfacing	Top section	U	WICKERSLEY NORTH
ALPHA ROAD	EAST DENE	Footway Resurfacing	THROUGHOUT	U	ROTHERHAM EAST
WALES ROAD	KIVETON PARK	Footway Resurfacing	LODGE HILL DRIVE TO LIME TREE AVENUE	B	WALES
PLEASLEY ROAD	WHISTON	Footway Resurfacing	MOTORWAY BRIDGE TO GUILTHWAITE NURSERY	A	SITWELL
GREEN OAKS DRIVE	WALES	Footway Resurfacing	THROUGHOUT	U	WALES
UPPER WORTLEY ROAD	KIMBERWORTH	Footway Planned Maintenance	Steps opposite Co-op	A	KEEPEL
THE LANES	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 10	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 11	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 12	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 13	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 14	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 15	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 16	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 18	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 19	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 2	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 21	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 22	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 23	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 24	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 25	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 3	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 4	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 5	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST

THE LANES FOOTPATH 6	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 8	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 9	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 7	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 1	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
THE LANES FOOTPATH 17	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
FAR LANE	EAST DENE	Footway Micro Asphalt	THROUGHOUT	U	ROTHERHAM EAST
POYNTON AVENUE	ULLEY	Footway Micro Asphalt	THROUGHOUT	U	AUGHTON AND SWALLOWNEST
TURNSHAW ROAD	ULLEY	Footway Micro Asphalt	THROUGHOUT	U	AUGHTON AND SWALLOWNEST
MAIN STREET	ULLEY	Footway Micro Asphalt	THROUGHOUT	U	AUGHTON AND SWALLOWNEST
UNION STREET	HARTHILL	Footway Micro Asphalt	THROUGHOUT	U	WALES
WINNEY HILL	HARTHILL	Footway Micro Asphalt	THROUGHOUT	U	WALES
PRYOR MEDE	HARTHILL	Footway Micro Asphalt	THROUGHOUT	U	WALES
MARKFIELD DRIVE	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 1	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 10	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 11	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 12	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 13	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 16	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 17	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 18	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 19	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 2	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 20	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 22	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 23	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 24	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 25	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 26	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 27	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 28	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 29	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 3	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 30	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 33	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 34	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 35	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 36	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 37	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 39	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 4	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 5	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 6	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 7	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 8	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
MARKFIELD DRIVE FOOTPATH 9	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
REYNOLDS CLOSE	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
ROMNEY CLOSE	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
GREENFIELD COURT	FLANDERWELL	Footway Micro Asphalt	THROUGHOUT	U	WICKERSLEY NORTH
WEST STREET	SOUTH ANSTON	Footway Crossings	OPP JUNCTION WITH WEST BANK DRIVE O/S NO 13	B	ANSTON & WOODSETTS
WEST STREET	SOUTH ANSTON	Footway Crossings	MEMORIAL GARDENS O/S & OPP NO.7	B	ANSTON & WOODSETTS
DAWSON AVENUE	RAWMARSH	Footway Crossings	JUNC CENTRAL DRIVE	U	RAWMARSH WEST

DAWSON AVENUE	RAWMARSH	Footway Crossings	SIDE 38	U	RAWMARSH WEST
DAWSON AVENUE	RAWMARSH	Footway Crossings	JUNC DUNAN GROVE	U	RAWMARSH WEST
DAWSON AVENUE	RAWMARSH	Footway Crossings	JUNC CORNWELL CLOSE	U	RAWMARSH WEST
DAWSON AVENUE	RAWMARSH	Footway Crossings	JUNC ROLLS CRESCENT	U	RAWMARSH WEST
DAWSON AVENUE	RAWMARSH	Footway Crossings	JUNC BRETT CLOSE	U	RAWMARSH WEST
DAWSON AVENUE	RAWMARSH	Footway Crossings	JUNC MANOR CLOSE	U	RAWMARSH WEST
DAWSON AVENUE	RAWMARSH	Footway Crossings	JUNC WADSWORTH DRIVE	U	RAWMARSH WEST
HAWKE CLOSE	RAWMARSH	Footway Crossings	SINGLE NON - TACTILE REAR OF 11 ON CORNER	U	RAWMARSH WEST
HAWKE CLOSE	RAWMARSH	Footway Crossings	SINGLE NON - TACTILE END OF FP 13	U	RAWMARSH WEST
HAWKE CLOSE	RAWMARSH	Footway Crossings	SINGLE NON - TACTILE END OF FP 11	U	RAWMARSH WEST
HAWKE CLOSE	RAWMARSH	Footway Crossings	SINGLE NON - TACTILE END OF FP 11 OPPOSITE 31	U	RAWMARSH WEST
HAWKE CLOSE	RAWMARSH	Footway Crossings	SINGLE NON - TACTILE END OF CORNWALL CLOSE FP 10 SIDE 31	U	RAWMARSH WEST
WETMOOR LANE	WATH-UPON-DEARNE	Footway Crossings	JUNC BARNSLEY ROAD	U	WATH
WHITFIELD ROAD	RAWMARSH	Footway Crossings	O/S 39	U	RAWMARSH WEST
WHITFIELD ROAD	RAWMARSH	Footway Crossings	10M EAST OF WILD AVE	U	RAWMARSH WEST
WHITFIELD ROAD	RAWMARSH	Footway Crossings	JUNC WILD AVE	U	RAWMARSH WEST
WHITFIELD ROAD	RAWMARSH	Footway Crossings	JUNC STEADLANDS	U	RAWMARSH WEST
BROOK HILL	THORPE HESLEY	Footway Crossings	NEAR BUS STOPS (CLOSE TO WINDSOR ROAD JUNCTION)	B	KEPPEL
NEW STREET	THORPE HESLEY	Footway Crossings	JUNCTION WITH BROOK HILL	U	KEPPEL
WINDSOR ROAD	THORPE HESLEY	Footway Crossings	ACROSS ENTRANCE TO 24	U	KEPPEL
WINDSOR ROAD	THORPE HESLEY	Footway Crossings	JUNCTION WITH BROOK HILL	U	KEPPEL
BRAITHWELL ROAD	MALTBY	Footway Crossings	ACROSS BRAITHWELL ROAD OUTSIDE MANOR HOTEL	B	MALTBY EAST
HOLMES CRESCENT	TREETON	Footway Crossings	OPP 1-/ END FOOTWAY - SINGLE DROPPED KERB	U	ROTHER VALE
STEADFOLDS RISE	THURCROFT	Footway Crossings	CONTACT CUSTOMER TO ASCERTAIN LOCATION	U	THURCROFT AND WICKERSLEY SOUTH
OAKDALE ROAD	KIMBERWORTH	Footway Crossings	JUNC PTT ST / DEEPDALE RD	U	ROTHERHAM WEST
OAKDALE ROAD	KIMBERWORTH	Footway Crossings	NON TACTILE X 2 KELLFORD SCHOOL ENTRANCE	U	ROTHERHAM WEST
FULLERTON CRESCENT	THRYBERGH	Footway Crossings	JUNCTION STACEY DRIVE	U	KEPPEL
THE PADDOCKS	THRYBERGH	Footway Crossings	JUNCTION VALE ROAD	U	DALTON AND THRYBERGH
MARRIOT ROAD	SWINTON	Footway Crossings	O/S HYDRAFLOW	U	KILNHURST AND SWINTON EAST
MARRIOT ROAD	SWINTON	Footway Crossings	O/S PREMIER WINDOW SYSTEMS	U	KILNHURST AND SWINTON EAST
MARRIOT ROAD	SWINTON	Footway Crossings	O/S AMB PRODUCTS LTD GARAGE ENTRANCE	U	KILNHURST AND SWINTON EAST
MARRIOT ROAD	SWINTON	Footway Crossings	O/S AMB PRODUCTS LTD YARD ENTRANCE	U	KILNHURST AND SWINTON EAST
MARRIOT ROAD	SWINTON	Footway Crossings	O/S STELRAD	U	KILNHURST AND SWINTON EAST
MARRIOT ROAD	SWINTON	Footway Crossings	O/S METAL GATE S/O STELRAD	U	KILNHURST AND SWINTON EAST
WHITE LEE ROAD	SWINTON	Footway Crossings	RIGHT SIDE OF HATERSLEY BUILDING	U	KILNHURST AND SWINTON EAST
WHITE LEE ROAD	SWINTON	Footway Crossings	BNM BUILDING - 1	U	KILNHURST AND SWINTON EAST
WHITE LEE ROAD	SWINTON	Footway Crossings	BNM BUILDING - 2	U	KILNHURST AND SWINTON EAST
CALLADINE WAY	SWINTON	Footway Crossings	NEAR SHOPS	U	KILNHURST AND SWINTON EAST
PARK CLOSE	THRYBERGH	Footway Crossings	OUTSIDE 11 AND WEST VALE GROVE FOOTPATH 1	U	DALTON AND THRYBERGH
OLD DONCASTER ROAD	WATH-UPON-DEARNE	Footway Crossings	9 NO LOCATIONS - COMMON LANE TO DONC RD	U	WATH
FENLAKE WALK	WATH-UPON-DEARNE	Footway Crossings	JUNC KINGSBROOK CHASE	U	HOOBER
DORWARD AVENUE	WATH-UPON-DEARNE	Footway Crossings	JUNC KINGSBROOK CHASE	U	HOOBER
OX CLOSE AVENUE	KIMBERWORTH PARK	Footway Crossings	JUNC BOWER CLOSE	U	KEPPEL
MANOR ROAD	WALES	Footway Crossings	Include Tactile Dropped kerbs at 4a to the Vicarage	U	WALES

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 properly considered 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: Strategic Management and Maintenance of Rotherham's Highways - Indicative Highway Repair Programme for 2024/2025	
Directorate: Regeneration and Environment	**Service area: Highways**
Lead person: **Richard Jackson – Head of Highways and Flood Risk**	**Contact number:** 01709 823895 or Richard.jackson@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
Strategic Management and Maintenance of Rotherham's Highways - Indicative Highway Repair Programme for 2024/2025.

3. Relevance to equality and diversity

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

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

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

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

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

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

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

4. Considering the impact on equality and diversity

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

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

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

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

The Council is placed under a duty to maintain its highways by Section 41 of the Highways Act 1980. Section 58 of the Act allows the Council to mount a defence in actions against the Authority if it can demonstrate that it has taken reasonable care to ensure that the highway was not dangerous to traffic. The "Rotherham MBC Code of Practice for Highway Inspection and Assessment" assists the Council to robustly defend highway claims under Section 58 of "The Highways Act 1980".

The RMBC Code of Practice for Highway Inspection and Assessment helps ensure roads are serviceable and safe. The consequence of a poorly managed and maintained highway network impacts directly on all road users, has a detrimental impact on the local economy and on user's perceptions of the Borough.

The Highways Communication Strategy details how the Council will liaise with the various media outlets and social media portals, including the Council website, to make the wider community aware of the proposed works, provide a method for interested parties to influence works and allow regular updates during the progress of the schemes.

Issues relating to equalities has been addressed as part of the current Highway Repair Programme 2023/24 programme with the inclusion of measures to give access to the highway network for all disadvantaged groups.

The delivery of works that effect access to schools or places of worship are scheduled at a time to minimise disruption to all user groups. Often works near to or affecting access to a school are carried out during the summer school holidays or at nights.

- **Key findings**

The highway network is available for all residents, businesses, and visitors to the Borough. The Council make positive changes to the highway network to provide any disadvantaged groups with equal opportunity to access all aspects of the network.

The current indicative Highway Repair Programme 2023/24 includes a substantial schedule of works to improve access to the footway network. These measures provide visually impaired and wheelchair user's equal access to the network.

The Highways Communication Strategy details how the Council will liaise with the various media outlets and social media portals, including the Council website, to make

the wider community aware of the proposed works, provide a method for interested parties to influence works and allow regular updates during the progress of the schemes.

All residents, businesses, local Councillors, and relevant stakeholders are consulted prior to the delivery of schemes detailed in the proposed indicative Highway Repair Programme 2024/25.

All queries relating to access to properties or businesses are consider in the provision of the works. All additional requirements required to meet any specific needs of a group or individual during the delivery of our works will be accommodated to encourage the continue access to the highway network.

Issues relating to equalities has been addressed as part of the proposed Highway Repair Programme 2024/25 programme with the inclusion of measures to give access to the highway network for all disadvantaged groups.

- **Actions**

The service levels specified within the “Rotherham MBC Code of Practice for Highway Inspection and Assessment” and the risk-based evaluation process acknowledges the different users of the public highway. The minimum investigatory levels specified within the CoP are provided as a guide. The vulnerability of all highway users, including cyclists and pedestrians to certain highway defects are reflected in the risk assessment carried out when deciding the category of the defect.

Issues relating to equalities has been addressed as part of the proposed Highway Repair Programme 2024/25 with the inclusion of measures to give access to the highway network for all.

The highway network is available for all residents, businesses and visitors to the Borough. The Council make positive changes to the highway network to provide equal opportunity to access the network.

The proposed indicative Highway Repair Programme 2024/25 includes a substantial schedule of works to improve access to the footway network. These measures provide visually impaired and wheelchair user’s equal access to the network.

Residents, businesses, local Councillors, and relevant stakeholders are consulted prior to the delivery of schemes in their communities in the proposed indicative Highway Repair Programme 2024/25.

All queries relating to access to properties or businesses are considered in the provision of the works. All additional requirements required to meet any specific needs of a group or individual during the delivery of our works will be accommodated to encourage the continued access to the highway network.

Date to scope and plan your Equality Analysis:	07/02/2024
Date to complete your Equality Analysis:	07/02/2024

Lead person for your Equality Analysis (Include name and job title):	Richard Jackson Head of Highways and Flood Risk.

5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**
Richard Jackson	Head of Highways and Flood Risk.	07/02/2024

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	Cabinet Report Strategic Management and Maintenance of Rotherham's Highways 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	

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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 properly considered 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: Strategic Director Regeneration and Environment to approve the Highway Repair Programme for 2024 / 2025.	
Date of Equality Analysis (EA): Regeneration and Environment	
Directorate: Regeneration and Environment	**Service area: Community Safety and Streetscene**
Lead Manager: Richard Jackson	**Contact number: 01709 823895**
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)**
Sam Barstow	RMBC	Assistant Director
Richard Jackson	RMBC	Head of Service
Andy Saxton	RMBC	Highway Asset and Drainage Manager

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

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

The highway network is available for all residents, businesses, and visitors to the Borough. The Council make positive changes to the highway network to provide any disadvantaged groups with equal opportunity to access all aspects of the network. The indicative Highway Works Programme includes a substantial schedule of works to improve access to the footway network. These measures provide visually impaired and wheelchairs user's equal access to the network.

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

The Highways Communication Strategy details how the Council will liaise with the various media outlets and social media portals, including the Council website, to make the wider community aware of the proposed works, provide a method for interested parties to influence works and allow regular updates during the progress of the schemes.

The Communication Strategy includes the action to hand deliver a note to all properties affected by the proposed works in the week prior to the commencement. The note contains the details and contact information for the onsite works supervisor.

The onsite works supervisor is available to answer queries relating to the delivery of the scheme and any access issues. The supervisor will make arrangements during the construction of our works to allow vehicle access for ambulances / taxis to allow residents to keep hospital appointments etc. or special requirements relating to weddings, funerals or other exceptional occurrences.

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

None that the Highways Service are aware of.

What monitoring arrangements have you made to monitor the impact of the policy or

service on communities/groups according to their protected characteristics?

A key elements of highway asset management is ensuring a holistic approach to the delivery of services, promoting integration of processes, information, and systems. This is supported by cross service weekly meetings to review programming of works to ensure effective delivery.

Good communication with stakeholders is an essential part of the process for the delivery of highway works:

•Proposed works details are shared with appropriate managers within Council
•Letters are delivered to all residents and businesses fronting the works prior to scheme design completion. The letter informs them of start dates, contact details and a request to undertake a satisfaction survey on completion of the works
•The Highway Service collaborates with stakeholders and partners such as the Transportation Infrastructure Service to support delivery of improvements on the Highway Network
•Ward Members are consulted when the proposed designs are circulated to the residents and their feedback is considered in the final design
•Other stakeholders such as South Yorkshire Mayoral Combined Authority and bus operators are consulted during the design process to minimise disruption to bus services
•Prior to the start of a road or footway repair, pre-start signage is positioned on the roadside, providing road users with information relating to details of the highway works. The signage will confirm the proposed start date and detail any if traffic lights or road closures will be used to deliver the works.
•Proposed works are also posted on the One.network.org website

In addition, any major projects that could cause disruption to road users are detailed on the Council's website for customers to access with the link to the content included on the prestart signage.

This process enables local residents, businesses and Members to inform the scheme design and the method of delivery e.g., night-time or weekend working to minimise disruption and/or inconvenience.

In addition to the monitoring of complaints and compliments, post-construction surveys are delivered to properties affected by highway repair works. The questionnaire asks residents, who have been directly affected by the delivery of a highway scheme, their opinion on all aspects of the work.

The questionnaire includes a range of questions.

- How well residents and businesses were informed about the works before they started
- Did the works start on time?
- Quality of the Works
- Was the site left clean and tidy?
- Professionalism of staff carrying out the works

The current survey results for 2023/24 show very high satisfaction with the Services performance. All questions included in the post-construction survey have achieved an individual satisfaction score in excess of 97%.	
Engagement undertaken with customers. (date and group(s) consulted and key findings)	All stakeholders are consulted on a scheme-by-scheme basis. Works will commence on 01/04/24 – 31/03/2025 With satisfaction questionnaires sent to 50% of properties.
Engagement undertaken with staff (date and group(s)consulted and key findings)	Consultees were issued with the report and asked for their input and feedback. This feedback is incorporated into the final draft for publication.

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 highway network is available for all residents, businesses, and visitors to the Borough. The Council make positive changes to the highway network to provide any disadvantaged groups with equal opportunity to access all aspects of the network. The indicative Highway Works Programme includes a substantial schedule of works to improve access to the footway network. These measures provide visually impaired and wheelchairs user's equal access to the network.

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?

All relevant residents, businesses, local Councillors, and relevant stakeholders are consulted prior to the delivery of schemes detailed in the indicative Highway Works Programme. All queries relating to access to properties or businesses are considered in the provision of the works. Where possible, additional requirements required to meet any specific needs of a group or individual during the delivery of the works will be accommodated to encourage the continue access to the highway network.

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 delivery of works that effect access to schools or places of worship are scheduled at a time to minimise disruption to all user groups. Often works near to or affecting access to a school are carried out during the summer school holidays or at nights.

The Highways Communication Strategy details how the Council will liaise with the various media outlets and social media portals, including the Council website, to make the wider community aware of the proposed works, provide a method for interested parties to influence works and allow regular updates during the progress of the schemes.

The Highways Communication Strategy includes the action to hand deliver a note to all properties affected by the proposed works in the week prior to the commencement. The note contains the details and contact information for the onsite works supervisor.

The onsite works supervisor is available to answer queries relating to the delivery of the scheme and also any access issues. Each scheme will have site specific issues primarily relating to mobility or visual impairment, but there could be other relevant disability raised by the residents, businesses or visitors.

The Supervisor will seek to mitigate any impacts on mobility or visually impaired people and the onsite staff will make arrangements during the construction of the works to accommodate vehicle access for ambulances / taxis to allow residents to keep hospital appointments etc. or special requirements relating to weddings, funerals or other exceptional occurrences.

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: **Strategic Management and Maintenance of Rotherham Highways**
Directorate and service area: **Regeneration and Environment, Community Safety and Streetscene.**
Lead Manager: **Richard Jackson**
Summary of findings:
Following a review outlined above there are no adverse impacts identified and the impacts of the policy on equalities is likely to have a positive impact in terms of improving accessibility.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Service will monitor the impact on communities and groups according to their protected characteristic	All	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	
Councillor Read	Cabinet Member	

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	
Report title and date	Strategic Director Regeneration and Environment to approve the Highway Repair Programme for 2024 / 2025.
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

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Appendix 3 – Carbon Impact Form – Indicative Highway Repair Programme for 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 impact	-	-	-	-
Emissions from transport?	increases emissions	Increased transport through delivery of tarmacadam and construction products from supplier to site.	-	The Council purchase the majority of its tarmacadam products from Steelphalt, a Rotherham based company to minimise the movement of material and minimise the impact of emissions from the transport / delivery of millions of pounds worth of materials.	-
Emissions from waste, or the quantity of waste itself?	increases emissions	• 95% of asphalt is produced from recycled steel slag that is a bi- product generated from steel production within 3 miles of the supplier. • All surplus asphalt returned from customers and blended back in to base & binder products. • Currently producing all machine lay base & binder products at 20-30 degrees lower temperatures to reduce energy use.	-	Steelphalt - engaged with University of Sheffield and the Carbon Trust to baseline our current nett carbon per tonne of material. This in early stages and we don't have any carbon specific data to share	Monitoring and reporting will improve once Steelphalt have completed the emission data work and it is available to use.
Emissions from housing and domestic buildings?	no impact	-	-	-	-

Emissions from construction and/or development?	increases emissions	The Council has a statutory duty under Section 41 of the Highways Act 1980 to maintain the adopted highway. The repair of the roads and footways is required to keep the highway safe for all users. Highway maintenance does have an impact on carbon emissions through material use, construction and delivery but these emissions are mitigated where possible as stated previously.		The Council's approach is to move away from traditional maintenance options, not concentrating on repairing worst first, and more towards treatments that extend the life of a road. It is therefore important to have a wide range of treatment options available so as to allow the most appropriate treatment to be used on the appropriate site. Therefore, the most efficient method of maintenance is used that avoids deep dig repairs that require greater levels of CO_2 to deliver.	
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:

Steelphalt are a Rotherham based company who fabricate the majority of tarmacadam material used to repair the Council's roads and footways. Steelphalt is collaborating with the University of Sheffield and the Carbon Trust to baseline their current net carbon per tonne of material.

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

Steelphalt have confirmed their Steel Slag Asphalt is 95% recycled per tonne. They offer low temperature asphalt and inclusion of recycled plastic to further reduce embodied carbon by up to 40% in comparison with asphalt produced from quarried aggregates.

The Council is working with Steelphalt to trial what we believe to be the Worlds first Carbon Negative tarmac with asphalt incorporating a natural binder that can part replace fossil based bitumen. This binder is Kraft Lignin, a plant derived polymer found in almost all dry land plants,

in this case trees. This is achieved by using steel slag aggregate (zero quarrying), a reduced mix temperature of 30-40c reducing CO2 emissions, and the Lignin having a Biomass carbon equivalent to 2,336 kg/t.

Street Lighting have two main suppliers, ASD (lanterns) and Fabrikat (columns and poles) and the Council has asked the companies to provide information regarding their commitments and improvements in manufacturing, packaging and transport with regards the Carbon Impact Assessment

The Street Lighting Service has over the last 8 years made huge inroads into energy reduction with the installation of LED lanterns and the replacement of all illuminated bollards with reflective units. The other effect of LED units is the reduction in faults and the reduction in the need for Council staff to need to travel around the borough to effect street lighting repairs.

Supporting information:	
Completed by: **(Name, title, and service area/directorate).**	Richard Jackson, Head of Highways and Flood Risk
Please outline any research, data, or information used to complete this [form].	Nil, at this time
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.	Nil, at this time.
Tracking [to be completed by Policy Support / Climate Champions]	Louise Preston, Climate Change Manager

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