Council

Wednesday 29 November 2023
2.00 p.m.

Rotherham
Metropolitan
Borough Council

WELCOME TO TODAY'S MEETING

GUIDANCE FOR THE PUBLIC

The Council is composed of 59 Councillors, who are democratically accountable to the residents of their ward.

The Council Meeting is chaired by the Mayor, who will ensure that its business can be carried out efficiently and with regard to respecting the rights and responsibilities of Councillors and the interests of the community.The Mayor is the Borough's first citizen and is treated with respect by the whole Council, as should visitors and member of the public.

All Councillors meet together as the Council. Here Councillors decide the Council's overall policies and set the budget each year. The Council appoints its Leader, Mayor and Deputy Mayor and at its Annual Meeting will appoint Councillors to serve on its committees.

Copies of the agenda and reports are available on the Council's website at www.rotherham.gov.uk. You may not be allowed to see some reports because they contain private information and these will be marked accordingly on the agenda.

Members of the public have the right to ask questions or submit petitions to Council meetings. A member of the public may ask one general question in person which must be received in writing to the Chief Executive by 10.00 a.m. on the Friday preceding a Council meeting on the following Wednesday and must not exceed sixty words in length. Questions can be emailed to governance@rotherham.gov.uk

Council meetings are recorded and streamed live or subsequently uploaded to the Council's website. At the start of the meeting the Mayor will confirm if the meeting is being filmed. You would need to confirm your wish not to be filmed to Democratic Services. Recording of the meeting by members of the public is also allowed.

Council meetings are open to the public, but occasionally the Council may have to discuss an item in private. If this occurs you will be asked to leave.

FACILITIES

There are public toilets, one of which is designated disabled with full wheelchair access, with full lift access to all floors. Induction loop facilities are also available in the Council Chamber, John Smith Room and Committee Rooms 1 and 2.

Access for people with mobility difficulties can be obtained via the ramp at the main entrance to the Town Hall.

If you have any queries on this agenda, please contact:-

Contact:- Emma Hill, Head of Democratic Services
governance@rotherham.gov.uk

Date of Publication:- **21 November 2023**

COUNCIL

Wednesday 29 November 2023 at 2.00 p.m.

THE MAYOR (Councillor Robert Taylor)
DEPUTY MAYOR (Councillor Sheila Cowen)

CHIEF EXECUTIVE (Sharon Kemp)

MEMBERS OF THE COUNCIL

ANSTON AND WOODSETTS

BAUM-DIXON, Timothy J.
WILSON, Tracey H
TARMEY, Drew Simon

ASTON AND TODWICK

BACON, Joshua
BARKER, Aaron

AUGHTON AND SWALLOWNEST

PITCHLEY, Lyndsay
TAYLOR, Robert Paul

BOSTON CASTLE

ALAM, Saghir
MCNEELY, Rose M.
YASSEEN, Taiba K.

BRAMLEY AND RAVENFIELD

MILLS, Lewis H.M.
REYNOLDS. Gregory

BRINSWORTH

CARTER, Adam J.
CARTER, Charlotte R.

DALTON AND THRYBERGH

BAKER-ROGERS, Joanna
BENNETT-SYLVESTER, Michael D.P.

DINNINGTON

CASTLEDINE-DACK, Sophie
WHOMERSLEY, Benjamin J.
HALL, Julia

GREASBROUGH

ALLEN, Sarah A.
ELLIOTT, Robert W.

HELLABY AND MALTBY WEST

ANDREWS, Jenny
BALL, Simon A.

HOOBER

BARLEY, Emily J.
LELLIOTT, Denise
ROCHE, David J.

KEPPEL

BROWNE, Tony
CLARK, Maggi
FOSTER, Carole

KILNHURST AND SWINTON (EAST)

CUSWORTH, Victoria
HARPER. Nigel

MALTBY EAST

HUNTER, Lee J.
TINSLEY, Adam J.

RAWMARSH EAST

HUGHES, Rachel E.M.
SHEPPARD, David

RAWMARSH WEST

BIRD, Bob
THOMPSON, Jill

ROTHER VALE

BROOKES, Amy C.
MIRO, Firas

ROTHERHAM EAST

COOKSEY, Wendy
HALEEM, Rukhsana B.
KHAN, Tajamal

ROTHERHAM WEST

AVEYARD, Ben
JONES, Ian P.
KEENAN, Eve

SITWELL

BURNETT, Simon L.
FISHER, David F.
GRIFFIN, Tony

SWINTON ROCKINGHAM

MONK, Gina
WYATT, Ken

THURCROFT & WICKERSLEY

COLLINGHAM, Zachary A.
COLLINGHAM, Thomas R.

WALES

BECK, Dominic E.
HAVARD, Marnie A.

WATH

ATKIN, Alan
COWEN, Sheila A.

WICKERSLEY NORTH

ELLIS, Sue
HODDINOTT, Emma E.
READ, Chris

Council Meeting
Agenda

Time and Date:-
Wednesday 29 November 2023 at 2.00 p.m.

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

1. ANNOUNCEMENTS

To consider any announcements by the Mayor in accordance with Council Procedure Rule 3(2)(ii).

2. APOLOGIES FOR ABSENCE

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

3. MINUTES OF THE PREVIOUS COUNCIL MEETING (Pages 13 - 77)

To receive the record of proceedings of the ordinary meeting of the Council held on 4 October, 2023, and to approve the accuracy thereof.

4. PETITIONS

To report on any petitions received by the Council received by the Council and receive statements in support of petitions in accordance with Petitions Scheme and Council Procedure Rule 13.

5. 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.

6. PUBLIC QUESTIONS

To receive questions from members of the public who may wish to ask a general question of the Mayor, Cabinet Member or the Chairman of a Committee in accordance with Council Procedure Rule 12.

7. EXCLUSION OF THE PRESS AND PUBLIC

Should it be necessary, in the opinion of the Mayor, to consider excluding the press and public from the meeting in relation to any items of urgent business on the grounds that private information is likely to be divulged.

8. LEADER OF THE COUNCIL'S STATEMENT

To receive a statement from the Leader of the Council in accordance with Council Procedure Rule 9.

9. MINUTES OF THE CABINET MEETING (Pages 79 - 109)

To note the minutes of the Cabinet Meeting held on 18 September and 16 October, 2023.

10. RECOMMENDATION FROM CABINET - POLLING DISTRICTS AND POLLING PLACES REVIEW 2023 - FINAL PROPOSALS (Pages 111 - 261)

To consider the recommendations from Cabinet regarding the Polling Districts and Polling Places Review 2023 Final Proposals.

11. RECOMMENDATION FROM CABINET - TRANSFER OF POLICE AND CRIME COMMISSIONER FUNCTIONS TO SOUTH YORKSHIRE MAYOR - MAY 2024 (Pages 263 - 274)

To consider the recommendation from Cabinet regarding the transfer of Police and Crime Commissioner functions to the South Yorkshire Mayor from May 2024.

12. RECOMMENDATION FROM CABINET - GAMBLING ACT 2005 STATEMENT OF LICENSING POLICY (Pages 275 - 348)

To consider the recommendation from Cabinet regarding the Gambling Act 2005 Statement of Licensing Policy.

13. CABINET RESPONSE TO SCRUTINY REVIEW RECOMMENDATIONS - IMPACT OF SELECTIVE LICENSING (Pages 349 - 378)

To consider the recommendation from Cabinet regarding their response to the scrutiny review recommendations on the impact of selective licensing.

14. CABINET RESPONSE TO SCRUTINY REVIEW RECOMMENDATIONS - MODERN SLAVERY (Pages 379 - 408)

To consider the recommendation from Cabinet regarding their response to the scrutiny review recommendations on modern slavery.

15. RECOMMENDATIONS FROM THE INDEPENDENT REMUNERATION PANEL - MEMBERS ALLOWANCES (Pages 409 - 433)

To consider the report and recommendations from the Independent Remuneration Panel.

16. THRIVING NEIGHBOURHOODS - UPDATES FROM WARD COUNCILLORS FOR BRINSWORTH (Pages 435 - 436)

To receive updates from ward councillors from Brinsworth on the activities supporting Thriving Neighbourhoods across the Borough.

17. THRIVING NEIGHBOURHOODS - UPDATES FROM WARD COUNCILLORS FOR KEPPEL (Pages 437 - 438)

To receive updates from ward councillors from Keppel on the activities supporting Thriving Neighbourhoods across the Borough.

18. NOTICE OF MOTION - NO CONFIDENCE IN THE ABILITY OF THE ENVIRONMENT AGENCY TO PROTECT ROTHERHAM RESIDENTS FROM FLOODING

To be moved by Councillor A Carter and seconded by Councillor Miro:

This Council notes:

1. With great regret, the devastating flooding that occurred in Catcliffe and Treeton on 21st October 2023. As a result of the flooding, hundreds of houses were evacuated and extensive damage to property resulted from the ingress of flood waters to domestic properties and local businesses.

2. That looting of residential properties occurred in Catcliffe during the floods in 2007.

3. That in the aftermath of the 2007 Catcliffe floods the Council held a public meeting with residents to discuss the evacuation, flood, and subsequent response and receive feedback from residents.

This Council is concerned:

4. That the Environment Agency did not issue an appropriate warning early enough to reduce the risk to life and enable more motor vehicles and personal possessions to be saved from the flood waters. Water levels were rising for some time before flood defences in Catcliffe were breached.

5. About the difficulty residents in Catcliffe have reported in obtaining home and motor vehicle insurance, and in some instances where residents have obtained a quotation, it has been unaffordable.

6. That South Yorkshire Police were actively enforcing the underused Wood Lane bus gate when alternative main routes in Catcliffe and Brinsworth were impassable, when looting of evacuated residential properties was a high risk.

7. That South Yorkshire Police have not changed their policy on enforcement of the Wood Lane bus gate when they attempted to prioritise enforcement of this during the 2019 flooding crisis that affected

residents in the borough.

This Council therefore resolves:

1. That it has no confidence in the ability of the Environment Agency to provide an adequate response to future flooding in Catcliffe and Treeton to keep residents, homes, and businesses safe.

2. That the Chief Executive and Council Group Leaders are requested to write to:

    a. The Environment Agency requesting:
        i. A detailed explanation and a commitment to hold an enquiry to determine why a suitable warning was not issued to residents earlier when it was clear that flood waters would imminently breach the flood defences in Catcliffe.
        ii. Significant investment in and improvement of the flood defences of the River Rother at Catcliffe.
        iii. A detailed explanation and a commitment given to residents why active flood management of the River Rother up and down-stream of Catcliffe and Treeton did not appear to take place in the October 2023 flood.

    b. The Chief Constable of South Yorkshire Police and Police and Crime Commissioner:
        i. Expressing regret that the Force focussed on enforcing the bus gate on Wood Lane at a time when alternative main routes in Catcliffe and Brinsworth were impassable and looting of residential properties was a high risk.
        ii. Requesting a commitment to residents that they will not enforce the Wood Lane bus gate when flooding is affecting main routes into and out of Catcliffe, Treeton, and Brinsworth; and ensure that commanding officers are made aware of this commitment.

    c. The Government requesting funding to as a minimum implement the Council's Six Priority Flood Alleviation Schemes throughout the borough, and specific additional funding to invest in further improvements to better protect Catcliffe and Treeton.

3. That the Council's spokesperson on the South Yorkshire Police and Crime Panel is requested to raise the issues outlined in 2.b.i. and 2.b.ii. directly with the Police and Crime Commissioner and South Yorkshire Police leadership at the next meeting of the Police and Crime Panel.

4. That the Council's Overview and Scrutiny Management Board considers a further review into flood defences in the borough, with a particular focus on those areas where flood defences were breached in the October 2023 floods.

5. That the Council's Cabinet is asked to consider additional capital

funding to improve flood defences in Catcliffe and to consider funding projects that will better make homes in Catcliffe and Treeton safer from flooding.

6. That the Council holds a public meeting in a suitable local venue within the next three months with residents of Catcliffe and Treeton to hear their feedback about the flooding, evacuation, and subsequent response along similar lines as in 2007; with senior council officers, cabinet members, councillors, South Yorkshire Police, and the Environment Agency requested to be in attendance.

19. NOTICE OF MOTION - DROPPINGWELL TIP (ENVIRONMENTAL MONITORING)

To be moved by Councillor Jones and seconded by Councillor Elliot.

That this Council notes that:

1. Since 2016 there have been many complaints to the Environment Agency around the re-permitting of the Grange landfill site at Droppingwell. Despite the valiant efforts of the Droppingwell Action group and the Council, the works carry on, without the proper level of scrutiny and regulation of the Environment agency. This has led to direct complaints to the EA that we believe haven't been properly investigated.

The Council believes that:

1. As part of the environmental monitoring of the site, the operator was required to install various monitoring systems. One of these systems was a network of ground water bore holes, that under the European landfill directives, is required to update the condition of the permit. The operator, without any prior knowledge or permission proceeded to drill a bore hole (bh5) on council property. Subsequently on two occasions the borehole was damaged to restore the access track to a useable condition after unpermitted use by a contractor. At no point was anyone made aware of the existence of BH5 and at no point has any formal permission been sort the site the hole on council land. The test results from BH5 were questioned after test samples were allocated to BH5, even when the hole was not in existence. The investigation by the EA claimed that "the hole had been vandalised." This claim was totally incorrect, at the point of investigation, only a very small number of people knew of the bore holes existence and certainly didn't know of its location.

2. In correspondence with senior officers at the council, the EA have claimed that the siting of BH5 is a matter for the operator to address with RMBC. They also carried onto say that the reinstatement of BH5 was "preferable but not required "as part of the pre-conditions for the sites re opening. Every 6 months the EA must carry out a compliance report, this report matches the sites operation with the conditions of the license. Over the last two years while expressing to the council that the reinstatement wasn't a "requirement" the CAR report to the operator has

expressed the EAs concern that the borehole hadn't been reinstated and reminded the operator that "until the requirement to re-instate bh5 was undertaken, no waste could be accepted onto site".

3. We believe that the communications from the EA to RMBC have been very disingenuous, to try to downplay the requirement for BH5's re-instatement. We also believe that should the borehole now be re-instated, with its location now public and readily accessible, the possibility of it being in a serviceable condition for any length of time, is highly unlikely. The monitoring of the borehole would also require repeated access on a monthly basis to land that we have now gated off to stop illegal trespass, this would then risk a claim of access in law by the operator, who is already trying to claim a right of access over our land.

Therefore this Council resolves that:

1. Permission to re-instate the borehole on council land be refused and that any access to the land be denied.

20. NOTICE OF MOTION - ISRAEL AND PALESTINE

To be moved by Councillor Ball and seconded by Councillor Burnett:

Rotherham Metropolitan Borough Council is saddened and disturbed by the terrorist atrocities being committed by the terrorist group Hamas against Israel, as we have seen this has caused horrific devastation and created an escalating humanitarian crisis.

Considering this, Rotherham Metropolitan Borough Council resolves to:

1. Express support to members of our Rotherham community who have been deeply impacted by this conflict.

2. Condemns the pulling down of the Israeli flag from the Town Hall in which South Yorkshire Police are investigating this incident.

3. Condemns the rise in anti-Semitic attacks across Rotherham and the South Yorkshire area.

4. Reiterate our support for Rotherham Metropolitan Borough Council's adoption of the International Holocaust Remembrance Alliance's (IHRA) working definition of anti-Semitism.

5. Call on local media to always refer to Hamas as 'terrorists' rather than 'militants' for the reasons of factual accuracy and common decency.

6. Support the local call for humanitarian pauses to allow in aid and help the release of hostages, while underscoring the need to protect both Palestinian and Israeli civilians.

21. NOTICE OF MOTION - SCHOOL ROAD SAFETY AND STREET MOTION

To be moved by Councillor Tinsley and seconded by Councillor Fisher.

That this Council note that:

1. Approximately 1200 school children are injured each month in traffic related collisions within a 500m radius of schools. (According to ROSPA) School Crossing Patrol Operatives play a vital role in ensuring children's safety on route to school. However, the last major change in road safety around schools in the Rotherham Borough was back in 2009, which resulted in the introduction of Traffic Regulation Orders to enforce School Crossings and advisory 20MPH speed limit signs that were fitted near schools more recently.

2. "School street" schemes, have proven successful in multiple UK authorities, closing roads during drop-off and pick-up times to enhance pupil safety, promote active travel, and improve air quality.

3. The Council currently work with the Road Safety Partnership to educate School Children and Adults around road dangers and behaviours.

We believe that:

1. School Crossing Patrol operatives face instances where cars fail to stop. We believe that the Council is seemingly not recording these instances along with prosecuting vehicle owners.

2. Cars regularly park on School Keep Clear Lines (zig zag) and contraventions are hard to enforce.

3. Car's parking on pavements near Schools, impede the view of pedestrians making it hazardous for children and adults to cross safely.

4. School Street initiatives establish a vehicle free zone near school entrances or gates during School drop-off and pick-up times. By regulating vehicle access on specific School Streets, these initiatives facilitate safe crossings in front of school entrances/gates. These schemes also help to promote walking or cycling to school for both parents and school children, contributing to a decrease in air pollution around Schools.

Therefore this Council resolves to:

1. Enhance and improve the process and reporting of near miss incidents for Crossing Patrol Operatives. Provide body worn cameras to aid documenting and prosecuting non-compliance of stop signs.

2. Explore technologies that can aid in enforcing School Crossings (Zig Zag Lines) traffic regulation orders (TROS). Analyse and put into action appropriate parking and road markings around school entrances to guarantee an unobstructed, safe view for pedestrians crossing.

3. Commit to work with schools and ward councillors within our authority that would benefit from a school street and compile a list of schools where school street trials could be launched as soon as practically possible, once the Council has the relevant powers to enforce them, fast tracking where experimental traffic orders could be used.

4. Continue to work with all schools in the Rotherham Borough to develop accredited Travel Plans, which will include enforceable No-Idling Zones and “school streets” schemes. Providing a member session to inform members of the support available to Schools.

22. AUDIT COMMITTEE (Pages 439 - 446)

To receive and consider reports, minutes and recommendations of the Audit Committee.

To confirm the minutes as a true record.

23. HEALTH AND WELLBEING BOARD (Pages 447 - 464)

To receive and consider reports, minutes and recommendations of the Health and Wellbeing Board.

To confirm the minutes as a true record.

24. LICENSING BOARD, LICENSING BOARD SUB-COMMITTEE AND LICENSING SUB-COMMITTEE (Pages 465 - 477)

To receive and consider reports, minutes and recommendations of the Licensing Board, Licensing Board Sub-Committee and Licensing Sub-Committee.

To confirm the minutes as a true record.

25. PLANNING BOARD (Pages 479 - 484)

To receive and consider reports, minutes and recommendations of the Planning Board.

To confirm the minutes as a true record.

26. STANDARDS AND ETHICS COMMITTEE (Pages 485 - 488)

To receive and consider reports, minutes and recommendations of the Standards and Ethics Committee.

To confirm the minutes as a true record.

27. MEMBERS' QUESTIONS TO DESIGNATED SPOKESPERSONS

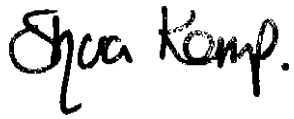
To put questions, if any, to the designated Members on the discharge of functions of the South Yorkshire Police and Crime Panel, South Yorkshire Fire and Rescue Authority, Barnsley, Doncaster, Rotherham and Sheffield Combined Authority and South Yorkshire Pensions Authority, in accordance with Council Procedure Rule 11(5).

28. MEMBERS' QUESTIONS TO CABINET MEMBERS AND CHAIRPERSONS

To put questions, if any, to Cabinet Members and Committee Chairpersons (or their representatives) under Council Procedure Rules 11(1) and 11(3).

29. URGENT ITEMS

Any other public items which the Mayor determines are urgent.



SHARON KEMP,
Chief Executive.

The next meeting of the Council will be on
17 January 2024 at 2.00 p.m.

COUNCIL MEETING
4th October, 2023

Present:- Councillor Taylor (in the Chair); Councillors Cowen, Alam, Allen, Andrews, Atkin, Aveyard, Bacon, Baker-Rogers, Ball, Barker, Barley, Baum-Dixon, Beck, Bennett-Sylvester, Bird, Brookes, Browne, Burnett, A Carter, C Carter, Castledine-Dack, T. Collingham, Z. Collingham, Cooksey, Cusworth, Elliott, Ellis, Fisher, Griffin, Haleem, Havard, Hoddinott, Hughes, Hunter, Jones, Keenan, Khan, Lelliott, McNeely, Mills, Miro, Monk, Pitchley, Read, Reynolds, Roche, Sheppard, Tarmey, Tinsley, Whomersley, Wilson, Wyatt and Yasseen.

The webcast of the Council Meeting can be viewed at:-
https://rotherham.public-i.tv/core/portal/home

21. ANNOUNCEMENTS

The Mayor noted his diary had been extremely busy, saying less than two weeks after the last meeting he was honoured to lead the Yorkshire Day celebrations and welcome people from all over the county and further to our town.

A month later was the Rotherham Show, the event seemed to get better by the year. The weather was kind to us, and the atmosphere was fabulous. He noted that success did not happen by chance and said a massive thank you to everyone involved in the planning and on the day of these marvellous events. The overwhelming positive feedback received owes everything to their efforts.

He acknowledged 2 extremely poignant events that took place within two days of each other.

On the 5 September he was present alongside a number of people who had worked tireless to achieve recognition for Arthur Wharton, a blue plaque now sat proudly at the Clifton Lane Stadium to celebrate the world's first black professional footballer and a pioneering and truly world class sportsman across many disciplines.

A couple of days earlier was the unveiling of a National Police Memorial to the Police Constable John Kew. PC Kew was killed in the line of duty, his life tragically cut short in his home patch in Swinton. PC Kew was the last officer to be murdered on duty in South Yorkshire.

Following the ceremony, the Police Memorial Trust presented him with a boxed Plaque which would be permanently displayed in the Town Hall. Recognition for Arthur Wharton and PC Kew was truly deserved and well overdue.

He understood that the Reytons would be playing to 20,000 at Clifton Park next July. It was going to be fantastic; the lads really were so proud to be doing this in their hometown and had worked so hard and were truly deserving of the success they were now achieving.

22. APOLOGIES FOR ABSENCE

Resolved: That apologies for absence be received from Councillors Clark and Thompson.

23. MINUTES OF THE PREVIOUS COUNCIL MEETING

Resolved: That the minutes of the Council meeting held on 19 July 2023, be approved.

24. PETITIONS

The Mayor introduced the report and confirmed the receipt of 3 petitions received since the last Council meeting:

- Containing 215 verified signatures calling on the Council to consider provide more school places at Waverly Junior School.
- Containing 130 verified signatures calling on the Council to consider improvements at the Todwick Roundabout.
- Containing 33 verified signatures calling on the Council to consider traffic calming along Melton High Street.

The lead petitioners for 2 of the petitions, Mr Jamie Baggaley, speaking for the provision of more school places at Waverly Junior School and Mr Ian Sanderson, speaking for improvements at the Todwick Roundabout attended the meeting and presented their petitions to Council.

Resolved:

1. That the report be received.

2. That the Council receive the petitions listed at paragraph 2.1 of the report and the lead petitioners be entitled to address the Council for a total period of 5 minutes in accordance with the Council's Petition Scheme.

3. That the relevant Strategic Directors be required to respond to the lead petitioners, as set out in the Petition Scheme, by Wednesday 18 October 2023.

25. DECLARATIONS OF INTEREST

There were no declarations of interest made.

26. PUBLIC QUESTIONS

There were no questions submitted in writing for this meeting.

27. EXCLUSION OF THE PRESS AND PUBLIC

There were no such items that required the exclusion of the press and public from this meeting.

28. LEADER OF THE COUNCIL'S STATEMENT

During his statement, the Leader recalled that he had spoken before the summer about the sad death of Marcia Grant, one of the Council's foster carers. He noted that yesterday a guilty plea was entered at court by a 13 year old boy, to the charge of death by dangerous driving. He noted that in his time as Leader, the Council had been through some very sad and difficult times, but this was one of the most tragic incidents that he could remember. He wanted to send thoughts and prayers to Marcia's family, and he knew that the deepest sympathies of all in the chamber would be with the family at this time.

Over the summer the GCSE and A Level, results were released, and congratulations were sent to all students across the Borough, who had worked so hard for their exams.

Nearly 90,000 people attended Clifton Park for the annual Rotherham Show, which was widely regarded as the most successful for many years. Thanks were offered to all the team who made it such a success year on year.

The Council had started to see some of its investments come to fruition. He attended Maltby for a visit with the Northern Housing Consortium 2 weeks ago, visiting some of the residents in around 130 Council properties there, benefiting from a retrofit programme, new doors windows and insulation who could save tenants as much as £400 a year on their energy bills.

He was at Maltby Academy the week before, with the Chief Executive and Maltby Learning Trust, Dave Sutton, to see the transformation of the old grammar school building, which had taken place. The project was not just saving a local landmark but also creating new facilities, business and teaching spaces that would stand the community in good stead and generate jobs and opportunities for years to come.

He visited Swinton opening the new show homes of the Ben Bailey development in the centre of that community. The homes looked great and investment in the Civic Hall had been completed. The revamped building was open and work on the new library was underway.

But, colleagues, it was also over the summer that we learned the Government's had singled Rotherham out, as the only part of South Yorkshire to be facing a cut to long term funding for survivors of sexual abuse. He noted that whilst neighbours would benefit from an extension to the Government's Rape and Sexual Abuse Support Fund, Rotherham was being left behind and Rotherham's Abuse Counselling Service was facing a shortfall in their funding as a result. He had written to the Minister raising his concern that Rotherham, of all places should be a priority for Government funding, not an afterthought but they did not understand. He had asked officers to look at how the Council may be able to step up and fill some of that gap, and a proposal would be brought on that basis over the forthcoming weeks.

Councillor Ball shared the Leader's sentiments regarding Marcia Grant, and it was good to see that justice was being done. In regard to Maltby he was pleased the Leader had visited. He noted that the funding for transformation of the old grammar school building at Maltby, through the Levelling Up Fund, had been provided by the Government rather than the Council.

Councillor Bennett-Sylvester sought clarification regarding the lost funding regarding CSE, and whether it was relative towards support services for survivors post or regarding investigation measures.

Councillor Reynolds objected to the use of the term 'they did not understand,' whoever 'they' were. To suggest that 'they' did not get it because funding was being removed, was wrong because it was Rotherham Borough Councillors who did not get it right at the start and created the mess in the first instance.

In response the Leader noted he was always happy to thank the Government for additional investment and noted a significant amount of funding had been made available to Rotherham town centre by the Government, however, he noted that half the Council's budget was also funding by the Government, but it was Council decisions that had made that funding available for the wide range of projects and communities.

He clarified that it was not specifically funding for survivors of CSE, but it was funding for survivors of sexual violence, in the many forms that it took. This was one of the big Government funding streams that went directly to providers of those services based on a competitive bidding process. As a result of that process, neighbours in Barnsley, Doncaster and Sheffield were successful in securing that funding and the providers in Rotherham were not, which meant they would be, without any other source of income, reducing the services made available.

In response to Councillor Reynolds point, the Leader clarified that some of the Members involved then were still Members who held their hands up and commissioned the Jay report at the beginning. Some Members had led the process of improvement through that period of time. Some

Members had only been elected for a number of months when it was announced and had taken responsibility to bring about those improvements. He was not allaying the failings of the past, they were real and happened and a lot of money and effort had been put in to put those things as right as was possible. They would continue to shout to ensure those services were as heavily funded as possible, so the people of Rotherham did not lose out. He expected that the Government, regardless of who held the power, would want to work with Rotherham to address this and ensure services were right going forward. He indicated that he would keep raising this when he felt it was needed.

29. MINUTES OF THE CABINET MEETING

Resolved: That the minutes of the Cabinet Meeting held on 10 July and 7 August 2023 be noted.

30. MEMBERSHIP OF POLITICAL GROUPS ON THE COUNCIL, POLITICAL BALANCE AND ENTITLEMENT TO SEATS

Councillor Read proposed the report asking all to check the nominations listed in Appendix B of the Mayor's Letter. He noted that a further report would be brought to the November meeting to reflect the changes required after the by-election.

The report was seconded by Councillor Allen.

Councillor A Carter indicated that by voting for this report they were passing no comments on the other groups nominations.

Resolved: That Council:

1. Noted the new political balance of the Council as a result of the by-election.

2. That the entitlement of the membership of the political groups be agreed and such entitlements be reflected in Council's appointments of members to committees as detailed in the Mayor's Letter.

POLITICAL GROUPS

Name of Group	Designated Leader & Deputy Leader (Number of Members)
Labour	Leader – Councillor Chris Read Deputy Leader – Councillor Sarah Allen (34 Members*)
Conservative	Leader – Councillor Simon Ball Deputy Leader – Councillor Lewis Mills (15 Members)
Liberal Democrats	Leader – Councillor Adam Carter (4 Members)
Independent Conservative	Leader – Councillor Barley (2 Members)

*Figure includes Kilnhurst and Swinton East Vacancy
**Non-Aligned Members: Councillor(s) Bennett-Sylvester, Wilson, Elliott, Jones
***maternity leave from 7 August 23

NOMINATIONS TO COMMITTEES, BOARDS AND PANELS

Cabinet – 9L
Leader – Councillor Read
Deputy Leader and Cabinet Member for Housing and Neighbourhood Working – Councillor Allen
Cabinet Member for Children and Young People – Councillor Cusworth
Cabinet Member for Adult Social Care and Health – Councillor Roche
Cabinet Member for Jobs and the Local Economy – Councillor Lelliott
Cabinet Member for Transport and Environment – Councillor Beck
Cabinet Member for Social Inclusion – Councillor Sheppard
Cabinet Member for Housing – Councillor Brookes***
Cabinet Member for Corporate Services, Community Safety and Finance – Councillor Alam
Audit Committee - 3L, 1C, 1NA
Councillor Baker-Rogers
Councillor Browne

Councillor Wyatt
Councillor Mills
Councillor Elliott
Licensing Board – 12L, 5C, 1LD, IC & 2NA
Councillor Ellis
Councillor Hughes
Councillor Wyatt
Councillor Clark
Councillor Pitchley
Councillor Cooksey
Councillor Hoddinott
Councillor Monk
Councillor McNeely
Councillor Browne
Councillor Aveyard
Councillor Haleem
Councillor Barker
Councillor Castledine-Dack
Councillor T Collingham
Councillor Mills
Councillor Reynolds
1 x Liberal Democrats Vacancy
1 x Independent Conservative Vacancy
Councillor Jones
Councillor Bennett-Sylvester
Licensing Committee – 9L, 4C, 1LD & 1 NA
Councillor Ellis
Councillor Hughes
Councillor Wyatt
Councillor Clark
Councillor Pitchley
Councillor Cooksey
Councillor Hoddinott
Councillor Monk
Councillor McNeely
Councillor Barker
Councillor T Collingham
Councillor Mills
Councillor Reynolds
1 x Liberal Democrats Vacancy
Councillor Jones
Planning Board – 9L, 4C, 1LD & 1NA
Councillor Atkin
Councillor Bird
Councillor Taylor
Councillor Cowen
Councillor Andrews

COUNCIL MEETING - 04/10/23

Councillor Keenan
Councillor Sheppard
Councillor Khan
Councillor Havard
Councillor Ball
Councillor Bacon
Councillor Burnett
Councillor Fisher
Councillor Tarmey
Councillor Elliott
Staffing Committee – 3L, 1C & 1LD
Councillor Read
Councillor Allen
1 x appropriate Cabinet Member as determined by the matter to be considered
Councillor T Collingham
Councillor Tarmey
Standards and Ethics Committee – 5L, 2C & 1NA
Councillor McNeely
Councillor Griffin
Councillor Hughes
Councillor Keenan
Councillor Yasseen
Councillor Z Collingham
Councillor Bacon
Councillor Wilson
Overview and Scrutiny Management Board – 7L, 3C, 1LD & 1NA
Councillor Clark
Councillor Bacon
Councillor Baker-Rogers
Councillor Pitchley
Councillor Cooksey
Councillor Yasseen
Councillor Wyatt
Councillor Browne
Councillor Ball
Councillor Tinsley
Councillor Miro
Councillor Elliott
Health Select Commission – 10L, 5C, 1LD, 1IC & 1NA
Councillor Yasseen
Councillor Miro
Councillor Griffin
Councillor Havard

Councillor Bird
Councillor Cooksey
1 x Labour Vacancy
Councillor Hoddinott
Councillor Andrews
Councillor Keenan
Councillor Foster
Councillor Baum-Dixon
Councillor Hunter
1 x Conservative Vacancy
1 x Conservative Vacancy
1 x Conservative Vacancy
Councillor Thompson
Councillor Wilson
Improving Lives Select Commission – 10L, 5C, 1LD, 1IC & 1NA
Councillor Pitchley
Councillor Cooksey
Councillor Baker-Rogers
Councillor Griffin
Councillor Hughes
Councillor Monk
Councillor McNeely
Councillor Khan
Councillor Haleem
Councillor Atkin
Councillor Bacon
Councillor Z Collingham
Councillor Mills
1 x Conservative Vacancy
1 x Conservative Vacancy
Councillor Bennett-Sylvester (gifted by Liberal Democrats)
Councillor Barley
Councillor Wilson
Improving Places Select Commission – 10L, 5C, 1LD, 1IC & 1NA
Councillor Wyatt
Councillor Tinsley
Councillor Taylor
Councillor Havard
Councillor Cowen
Councillor Ellis
Councillor Atkin
Councillor McNeely
Councillor Aveyard
Councillor Khan
Councillor Andrews
Councillor T Collingham
Councillor Castledine-Dack
Councillor Reynolds

1 x Conservative Vacancy
Councillor C Carter
Councillor Barley
Councillor Bennett-Sylvester
Corporate Parenting Group – 3L, 1C & 1LD
Councillor Cusworth
Councillor Pitchley
Councillor Browne
Councillor Z Collingham
Councillor C Carter
Introductory Tenancy Review Panel – 2L 1C & 1IC
Chair and Vice Chair to be drawn from members of the Improving Lives Scrutiny Commission or Improving Places Scrutiny Commission
Councillor McNeely
Councillor Cooksey
1 x Conservative Vacancy
Councillor Bennett-Sylvester (Gifted by Independent Conservative)
Joint Consultative Committee – 3L, 1C & 1LD
Councillor Alam
Councillor Allen
Councillor Clark
1 x Conservative Vacancy
Councillor A Carter
Health and Wellbeing Board – 2L
Councillor Roche
Councillor Cusworth
Councillor Castledine-Dack (observer)
South Yorkshire Fire & Rescue
Councillor Wyatt (Spokesperson)

31. AUDIT COMMITTEE ANNUAL REPORT 2022/23

In proposing the report, Councillor Baker-Rogers explained the report presented a final draft of the work undertaken by the Audit Committee in 2022/23. In publishing the report the Council was going beyond what was required for legal compliance and demonstrated best practice.

The key outcomes were an unqualified external audit opinion on the Council's statement of accounts confirming their accuracy and

completeness. The timely signoff of the accounts to the amended timetable and the Annual Governance Statement that reflected the changes within the Council, the positive opinion from the Head of Internal Audit in his annual report and a risk management process that was embedded within the Council. There was also an updated terms of reference for the Audit Committee for 2023/24 reflecting the revised CIPFA guidance.

She offered her thanks to all members of the Audit Committee, officers and external auditors.

Councillor Browne seconded the report.

Resolved: That the Audit Committee Annual Report 2022/23 be approved.

32. THRIVING NEIGHBOURHOODS - UPDATES FROM DINNINGTON WARD COUNCILLORS

Further to Minute No. 55 of the meeting of the Cabinet held on 19th November 2018, consideration was given to the annual Ward updates for Dinnington as part of the Thriving Neighbourhood Strategy.

Update reports had been provided as part of the agenda. However, each Ward Member was invited to speak.

Councillors Whomersley, Castledine-Dack and Hall provided an update on Dinnington Ward.

Councillor Whomersley drew particular attention to:

- The privilege he felt at being a Ward Councillor.
- How much he enjoyed talking, listening to and helping local residents.
- The 5 Ward priorities were:
    - Improving local environment and supporting crime prevention strategies.
    - Target anti-social behaviour in hotspot areas.
    - Supporting initiatives to improve the town centre market and investment in local economy.
    - Support improvements to highway maintenance.
    - Support and develop initiatives to improve wellbeing.
- A range of information including the 2021 new Ward profile, previous Ward priorities, actions taken to address them along with feedback from residents was used to inform the current Ward profiles.
- The Ward was very mixed with larger rural areas along with some very deprived urban streets.
- The aim was to put communities at the heart of everything they did, to make people healthier, happier and safer.

- The community clean-up days were great examples of communities working together along with volunteers and partner organisations.
- They had recently started holistic projects in line with their wellbeing priority working towards residents being happier and healthier.

Councillor Castledine-Dack drew particular attention to:

- It was a diverse Ward with a large urban centre and a collection of rural communities, and the Ward plan needed to adapt to the diverse needs of the whole of the Ward.
- They supported the creation of Billington's new Queen Elizabeth, the seconds community woodland.
- They had engaged with schools enabling children to actively participate in clearing litter and planting trees.
- They had been advocating for the repair of damaged verges and street furniture and the town's historic cross.
- They engaged with the local police teas to address community concerns including the provision of home and vehicle security items.
- A number of speed watch sessions were organised.

Councillor Hall noted the following:

- She had lived in Dinnington all her life and was enthusiastic about making it a better place for everyone.
- A scarecrow competition had been arranged with a BBQ.
- She wanted to thank each and every one of the officers and the
- Co-ordinators who had taken the time to speak with her to help ease her into be in the role of a Councillor.

Resolved: That the report be noted.

33. THRIVING NEIGHBOURHOODS - UPDATES FROM WALES WARD COUNCILLORS

Further to Minute No. 55 of the meeting of the Cabinet held on 19th November 2018, consideration was given to the annual Ward updates for Wales as part of the Thriving Neighbourhood Strategy.

Update reports had been provided as part of the agenda. However, each Ward Member was invited to speak.

Councillors Beck and Havard provided an update on Wales Ward and drew particular attention to:

- Noting that it had always had a great community that had supported each other from the first and second world wars to the miners' strike and through to today's cost of living crisis and rising mental health issues.

- It was a proud and tight-knit community that looked out for each other.
- Thanks was offered to the community leaders, amazing teaching staff, staffing the neighbourhood teams.

Resolved: That the report be noted.

34. THRIVING NEIGHBOURHOODS - UPDATES FROM ANSTON AND WOODSETTS WARD COUNCILLORS

Further to Minute No. 55 of the meeting of the Cabinet held on 19th November 2018, consideration was given to the annual Ward updates for Anston and Woodsetts as part of the Thriving Neighbourhood Strategy.

Update reports had been provided as part of the agenda. However, each Ward Member was invited to speak.

Councillors Baum-Dixon, Tarmey and Wilson provided an update on Anston and Woodsetts Ward.

Councillor Baum-Dixon drew particular attention to:

- He offered his thanks for the Neighbourhood Ward officers, and the PCSO's who helped deliver their ideas.
- They had helped to fund play equipment at the primary school and assisted the Neighbourhood Watch with CCTV cameras, along with installation of Ring Doorbells.
- He noted that road safety had been a key focus and consultation was being carried out on a wide-ranging speed reduction project.
- Arranged for the removal of some trees and shrubs in areas where drug dealing, and anti-social behaviour was taking place and tidying up other areas.
- He highlighted the issues of rural and wildlife crime in the area and how a WhatsApp group set up by locals was already having success in helping to catch criminals.
- He was very proud of everything they had achieved.

Councillor Tarmey made the following points:

- He thanked Nicky, Andrea, Kylie and Council colleagues who helped implement their plans.
- They had supported local scout groups amongst other community groups.
- Road safety was a big priority for their Ward.
- A community orchard had been planted in North Anston.

Councillor Wilson highlighted the following:

- She was pleased at the regeneration that was being carried out, that would help residents and businesses have a much more pleasant space to be in.

- They had created a Covid memorial area for people to go and remember their loved ones.
- Again, she thanked the neighbourhood co-ordinators and PCSO's.

Councillor Bennett-Sylvester asked that information on purchasing Ring Doorbells be passed on to assist other members.

35. NOTICE OF MOTION -

Notice of Motion – Adoption of a proportional mechanism for nomination of the Deputy Mayor

To be moved by Councillor Drew Tarmey and seconded by Councillor Adam Carter:

That this Council:

a. Recognises the important role the Mayor and Deputy Mayor play in the civic life of the Borough.
b. Accepts that every citizen in the Borough should have the opportunity over a period of time to be represented by a 'first citizen' who shares their individual values and lived experiences.
c. Accepts that, although the roles of Mayor and Deputy Mayor are not political appointments, it has been the convention in recent years for the majority political group to select the Deputy Mayor as a consequence of its overall voting majority.
d. Accepts that in recent years the political composition of the council and the expectations of the public have changed; therefore, consideration should be given to the principle of political balance when mayoral appointments are made.
e. Seeks to adopt a voluntary protocol to ensure that the right to nominate the Deputy Mayor (and therefore the mayoralty) rotates between council groups.

Therefore, this Council resolves to:

a. Avoid multiple nominations for the office of Deputy Mayor by adopting a protocol to ensure that the right to nominate the Deputy Mayor rotates between political groupings on the basis of the number of 'points' accrued by that group.
b. Adopt a points-based system, the balance of which is to be maintained by the relevant Officers, as follows:
    a. Each political group accrues points equal to the total number of elected members in their group on the 1st January each year (to a maximum of 59).
    b. The group having the greatest number of points in any year will be invited to nominate the Deputy Mayor, and 59 points will be deducted from the balance of that group (a negative balance is permitted).
    c. In the event of two groups having the same number of points, the group holding the mayoralty least recently invited to nominate the Deputy Mayor.

d. Where a group is not able to nominate a member, they shall lose 50% of the points for nominating a Deputy Mayor. This rule may be waived by agreement in consultation with group leaders (for example, very small groups).
e. In the event that a group ceases to exist its points are lost and are not transferrable to another group. Similarly, if a group splits, points will be retained by the largest of the successor groups.
f. In the event that a member retires or is not re-elected to the council during their term as Deputy Mayor or Mayor, the same group shall nominate their successor. If the Mayor retires or is not re-elected the Deputy Mayor shall become Mayor and will serve more than one full term, the group of the departing member shall nominate the Deputy Mayor for the remainder of the year only.
g. The adoption of this protocol does not alter the right of the Council to elect any of its members as Deputy Mayor or Mayor at the Annual Council Meeting; it is intended to provide clarity and structure to the process. This proposal is not intended to alter the existing mayoral succession plan for the next municipal year, except in accordance with the procedure outlined above. Points will begin to accrue from 1st January 2024.

On being put to the vote, the motion was lost.

36. AUDIT COMMITTEE

Resolved: That the reports, recommendations and minutes of the meetings of the Audit Committee be adopted.

Mover: Councillor Baker-Rogers Seconder: Councillor Browne

37. HEALTH AND WELLBEING BOARD

Resolved: That the reports, recommendations and minutes of the meeting of the Health and Wellbeing Board be adopted.

Mover: Councillor Roche Seconder: Councillor Cusworth

38. LICENSING BOARD SUB-COMMITTEE AND LICENSING SUB-COMMITTEE

Resolved: That the reports, recommendations and minutes of the meeting of the Licensing Board Sub-Committee be adopted.

Mover: Councillor Ellis Seconder: Councillor Hughes

39. PLANNING BOARD

Resolved: That the reports, recommendations and minutes of the meeting of the Planning Board Sub-Committee be adopted.

Mover: Councillor Atkin Seconder: Councillor Bird

40. STAFFING COMMITTEE

Resolved: That the reports, recommendations and minutes of the meeting of the Staffing Committee be adopted.

Mover: Councillor Alam Seconder: Councillor Allen

41. MEMBERS' QUESTIONS TO DESIGNATED SPOKESPERSONS

Question 1: Councillor Burnett:
This question was withdrawn.

Question 2: Councillor Burnett:
Could you inform me when the last review of fire cover was conducted in Rotherham?

Councillor Wyatt responded that the Service held discussions in relation to fire cover at Rotherham in 2014 whilst Close Proximity Crewing was being considered. The day staffing appliance was introduced in 2017. Currently the service was preparing for a new Community Risk Management Plan (CRMP). As part of that process a full fire cover review in South Yorkshire would be conducted.

Question 3: Councillor Burnett:
With the amount of housing and warehouses being built within the Borough, should the second night shift at Rotherham station be a permanent night shift?

Councillor Wyatt responded that any re-integration of a permanent second night shift appliance at Rotherham would be based on overall risk, which would and did change over time. The service considered risk across the whole service when looking at resource allocation and any such change would be determined by the fire cover review planned as part of the CRMP process.

In his supplementary question Councillor Burnett indicated his understanding was Rotherham should have 9 fire fighters 24 hrs a day, but it had 8 during the day and 4 on a night shift. He believed that one of the fire engines was shipped out to cover elsewhere, 90% of the time, thus reducing firefighters in the Rotherham station to 4. There was a reduction in Dearne. Rotherham was potentially getting busier, and he accepted there was going to be a review, but did he support the additional

nightshift crew in Rotherham to protect residents and businesses now as there had been an increase in housing and warehouses?

Councillor Wyatt indicated that a response would be provided in writing to the supplementary question.

Question 4: Councillor Burnett:
Please could you provide the council with an update on the forecasted financial position of SYP for the current year?

Councillor Haleem responded indicating that South Yorshire Police's financial position was presented bi-monthly to the PCC's Public Accountability Board (PAB).

The South Yorkshire Police Force forecasted financial position as reported to Police Accountability Board on 7th September 2023 and as published on the website showed an underspend of £1.49m.

Budget monitoring reports contain a forecasted financial position only and, as we know from the Council's own reports, forecasts change from month to month.

The next report was due to on 6th November which would, also be published on the website.

In his supplementary Councillor Burnett noted that when he asked about the precept rise earlier in the year, you indicated you fully supported the rise in the precept, that you were happy to follow the advice of the financial experts but did critise another Member for their views about the rise, who was critical and voted against the rise. That Member was not able to have a voice in the chamber, but the reasons were for this were now understood. It was noted that the Member had later clarified that they did not want residents of Rotherham paying an increase in the precept. South Yorkshire Police was currently forecasting and underspend. Councillor Haleem and other members of the panel had potentially fallen short of properly scrutinising the Commissioner so an apology be issued and would they properly scrutinise the Commissioners officer espectially if there was to be an underspeand?

Councillor Haleem said they were glad South Yorkshire Police was being resourced through the precent to recruit more police on a permanent basis. That was the position advocated by the Government. It was bizarre that it was not the position advocated by Rotherham Conservatives.

Question 5: Councillor Ball:
Was it you as chair that cancelled the budget working group only for it to have to be reinstated by the Commissioner?

Councillor Haleem responded that she could confirm that no meetings of the Budget Working Group had been cancelled by the Chair, Commissioner or by the Panel. As Rotherham MBC's representative on the Budget Working Group, she would expect to be attending forthcoming meetings.

Question 6: Councillor Ball:
What were the reasons for you as Chair removing the performance group from the Police and Crime Panel?

In her response Councillor Haleem noted that at the Police and Crime Panel Annual meeting held on 12 June 2023, Members agreed that arrangements would be made with the Commissioner's Office for all Panel Members to attend a Performance Induction Briefing later this year. Arrangements were currently being made for November 2023. Members would then consider appointing a Lead and Deputy Lead Member for Performance following the Performance Induction Briefing and agreed a future cycle of meeting dates.

She explained that meetings of the Performance Sub-Group were therefore currently in abeyance, but she did not remove them, and was not the Chair at the time the decision was taken in June.

In his supplementary Councillor Ball asked if she agreed with him that if the performance group was removed that it indicated there was something to hide. Could she provide any reasons as to why this group had been removed?

Councillor Haleem confirmed that she had nothing to hide.

Question 7: Councillor Ball:
Could you inform him how many South Yorkshire Police officers were being investigated for gross misconduct at the present time?

Councillor Haleem indicated that it would be a question he would need to direct to the Chief Constable. She could tell him that South Yorkshire Police Force published the outcome of misconduct hearings on their website. There had been 7 misconduct hearings between May and August and of them 4 officers were dismissed without notice, 2 officers had already resigned but would have been dismissed without notice and 1 officer received a final written warning for a maximum of 2 years.

In his supplementary Councillor Ball asked if Council Haleem felt it was good enough given the size of the force in South Yorkshire and was there anything to compare that against?

Councillor Haleem declined to answer the question.

Question 8: Councillor Hoddinott:
Had the Police and Crime Panel looked at the effectiveness of the police response to traffic offences including speeding?

Councillor Haleem said on behalf of the Police and Crime Panel, she could confirm that the Panel had, on a quarterly basis, scrutinised, questioned and received assurances from the Commissioner around South Yorkshire Police's response to traffic offences including speeding.

At the Panel meeting held on 3 February 2023, Members received the Commissioner's draft Police and Crime Plan for 2023-2025. At this meeting, the Commissioner informed Members that the key theme behind the plan was 'Working Together for a Safer South Yorkshire', reflecting what had happened in the past year with the forefront concerns being around road safety and safer streets. It was also recognised that Police would not be able to carry out all duties as a single organisation, but that partnership working would be required for some priorities.

Following publication of the Commissioner's final Police and Crime Plan for 2023-2025, the Panel received the Quarter 1 Monitoring Delivery of the Police and Crime Plan Quarterly Report (April to June 2023), at its meeting held on 25 September 2023, which set out the achievements made against the areas of focus within the Police and Crime Plan (Tackling Crime and Anti-Social Behaviour - including Speeding and Road Safety). The Quarter 1 performance report focused on the work of 2 of the 4 neighbourhood teams - Barnsley and Sheffield and provided updates on their progress.

The Panel would continue to actively question the Commissioner on the work being undertaken by South Yorkshire Police to reduce traffic offences including speeding in our local areas.

In her supplementary Councillor Hoddinott welcomed that this was being continually considered. Road safety and speeding was an issue across the Borough. She felt there were things that could be done as a Council, which had the road safety schemes, however, enforcement was a really key part of it and she asked if the Panel could scrutinise not just the Force's work but also how they worked in partnership with the Safer Road Partnership ensuring they were playing a full role. It was concerning to see the figures for death and serious injuries in South Yorkshire for road traffic accidents was not good and was not good when compared with others nationally.

Councillor Haleem confirmed this would continue to be scrutinised.

42. MEMBERS' QUESTIONS TO CABINET MEMBERS AND CHAIRPERSONS

Question 1: Councillor Hoddinott:
Given the new statutory guidance on school uniforms to make things cheaper and easier for parents, it was disappointing to see issues at the start of the new term. Who could intervene to ensure schools were complying?

Councillor Cusworth responding indicating that non-statutory guidance was issued in June 2023 by the Government to be read alongside the previous statutory guidance around the cost of uniforms from 2021. Both put more emphasis on governing bodies with regard to uniform being more affordable.

In the first instance any issues should be raised with trustees and/or school governors who had responsibility to ensure that all policies and statutory guidance was followed. Governors should take account of affordability when approving policies and ensure they were fit for purpose and the guidance was considered. Should any complaints need to be raised regarding this a form was available on the Government website.

Thankfully uniform banks were now being used by many without as much taboo as historically seen, often with swops taking place.

In her supplementary Councillor Hoddinott noted that the Youth Cabinet were considering the cost of school uniforms and uniform banks, and this would be considered as part of the Children's Take Over Challenge. It was queried if the Cabinet Member would be supporting them with this issue?

Councillor Cusworth clarified that the Youth Cabinet would be supported.

Question 2: Councillor Tinsley:
The School Crossing Patrol Service celebrated 70 Years in England this year. While Unison promoted earlier on in the year their everyday action hero's, which included Maltby's very own Lollipop Lady Sandy who was turned into a 3d printed action Hero. Would the Service in Rotherham be celebrating the 70th Anniversary and recognising their contribution in theBborough?

Councillor Cusworth said she was pleased to meet Sandy. She noted that Facilities Services had recognised the anniversary in February. A commemorative badge was issued to complement their uniform, along with a letter of recognition being sent to all employees as a gesture of thanks for their continued dedication to their role.

In his supplementary Councillor Tinsley noted the dangers school crossing patrols faced and asked if the Council took staff and children's road crossing safety seriously?

Councillor Cusworth responded saying road safety was taken very seriously, which was why road traffic schemes were rolled out. She explained that every near miss was reported back in. Consideration had been given to wardens wearing body cameras, however, it was deemed inappropriate.

Question 3: Councillor A Carter:
Would the Cabinet Member assure him that any Council plans to undertake moving traffic enforcement on Wood Lane in Brinsworth, would not apply when the 3 other road routes out of Brinsworth were blocked due to flooding, and signage be put up to that effect?

A written response would be provided to this question.

Question 4: Councillor A Carter:
Following the in-year reduction in district heating charges, meaning that residents were paying less for their energy, could the Council confirm to him that they would reimburse residents who had overpaid so far this financial year and commit to doing so within the next month?

Councillor Allen noted it was the Council's intention that all District Heating customers, would by the end of November 2023 have received the appropriate credit to their account. The majority of customers had already received their credit.

In his supplementary Councillor A Carter noted that whilst the credit was on their account, it would not be given back to them in cash terms until June and he queried if this was the case then could a review be carried out to ensure that the money was available to residents quicker.

Councillor Allen explained there were 35 residents who had yet to receive their credit due to problems with their meters, but she hadn't come across a request for a cash refund. At the moment it was being issued as a credit to their account to ensure it was there in time for winter. She was happy to discuss the potential for refunds with officers. Councillor A Carter would provide details of the instance to Councillor Allen.

Question 5: Councillor Mills:
112 identified Council cameras had been offline since June, why had it taken the Council 5 months to upgrade the SIM cards?

Councillor Alam noted that due to increases in costs with the current supplier, and the need to comply with financial regulations, officers had been required to source a new provider for the sim cards and arrange for installation. In addition, each camera required reprogramming with new software to enable the sim cards to work and additional security measures had been implemented to improve security and access to the systems. This upgrade required technical CCTV specialists to undertake the work

and therefore this support had to be sourced and obtained externally, therefore, it was not as easy as perhaps it sounded.

The Sim upgrade on the 112 cameras was expected to be completed by the end of October, with a third completed to date and cameras that had received the upgrade were now back on-line.

In his supplementary Councillor Mills expressed disappointment that the situation was this bad and asked if more were due to be upgraded in the near future.

Councillor Alam clarified that a third of the cameras had been upgraded with the remaining due to be upgrade by the end of October.

Question 6: Councillor Mills:
How much had it cost the taxpayer for a contractor to upgrade the SIM cards and why was it not done in house?

Councillor Alam explained the sim cards had to be replaced as the contract term was expiring. Had the Council not carried out this essential work, the cameras would not be accessible remotely.

The Council was unable to provide a full breakdown of costs at this time as work remained ongoing, as each unit was inspected and there were some units needing additional work to be upgraded. This figure would be available at the end of the project when the full costings for the work could be provided.

The work undertaken to upgrade and re-programme the cameras, and security systems, required specialist knowledge and expertise, Rotherham Council did not require these specialists with this level of technical expertise on a full-time basis and this type of activity had always been outsourced to an external company.

In his supplementary Councillor Mills said he felt the Council had delayed identifying the need for the upgrade and would it be reasonable for an apology to be issued for the delay.

Councillor Alam explained that the technology was coming to the end of the contract so there was a need to renew and update it. It was hard to do this initially and the requested information would be provided at the end of the project.

Question 7: Councillor Ball:
The pocket park in the town centre was back on the agenda, could you let me know how much this had increased in costs from then and now?

Councillor Lelliott noted that the scheme had increased from £1m to £1.92m due to increased costs of demolition and remediation of the former Primark site.

The budget for the scheme was £1m Town Deal and £350,000 from the South Yorkshire Mayoral Combined Authority and £570,000 from the Council's capital.

In his supplementary Councillor Ball felt that a good deal should have been secured in the first instance and queried why the Council should be trusted to deliver if the charges were being increased?

Councillor Lelliott explained that the redevelopment of Forge Island had been possible through sound investment and planning.

Question 8: Councillor Ball:
What analysis had been done by the Council to support having a pocket park in the middle of the High Street?

Councillor Lelliott explained that consultation carried out between 2019 and 2022 on the Council's plans for improving public realm and open space in the town centre had consistently indicated that Rotherham residents wished to see more greenery and open spaces in the town centre.

To quote just one resident "I welcome more open green space within the Rotherham town centre. There were many historic and beautiful buildings in that area that were overshadowed by dilapidated and not-so-nice buildings. This space would give people of the surrounding area a place to enjoy that architecture. Also, as it was more open, it was less daunting walking through the town centre."

The Council's investment in public realm and open space was in direct response to resident's wishes to see the town centre revitalised.

In his supplementary Councillor Ball asked why the available funding was not being used on upgrading other parks in the Borough such as Coronation Park. He queried why a new one would be built when others needed upgrading?

In response Councillor Lelliott stated that the consultation indicated that the public wanted a pocket park. The Council was regenerating spaces, making them more dynamic in accordance with the views of residents.

Question 9: Councillor Mills:
After recent ASB at Thrybergh Country Park would the Council commit to supplying body cameras to Park Rangers to better protect themselves and the general public?"

Councillor Sheppard thanked Councillor Mills for his concern about the issues faced by Park Rangers. Unfortunately, issues of anti-social behaviour did occasionally occur. The Council had staff who wore body worn cameras such as some Enforcement Staff in Community Protection, subject to the nature of their duties and the assessed risks.

At this time, the Council was working jointly between Green Spaces, Community Safety and South Yorkshire Police to understand the scale and frequency of the problems, as well as their root causes and would consider the most appropriate interventions and keep under review whether body worn cameras were warranted.

In his supplementary Councillor Mills acknowledged that it was positive news that this was being reviewed, however, some Park Rangers were recording instances on their phones, which could create more attention. He asked again if this could be reconsidered?

Councillor Sheppard reiterated that this was being reviewed but also stated the desire to ensure parks were welcoming and friendly places for people to visit, therefore, the impact of cameras would need to be assessed.

Councillor Ball queried if it was a breach of GDPR regulations if Park Rangers were recording incidents on their phones.

The Monitoring Officer indicated that this was a separate matter and would be responded to outside of the meeting.

Question 10: Councillor Ball:
What were the projections on how many additional visitors to the High Street a pocket park would bring and what was the economic benefit to the town centre?

Councillor Lelliott explained that the ‘pocket park’ scheme had removed a building which had sat vacant in a prominent position on the High Street for 4 years. The closing of Primark was estimated to have reduced footfall along the High Street by as much as 40%. The scheme removed the liability of a large, difficult to let retail unit in which the private sector market clearly had no interest, from this prominent town centre location and created an opportunity for future development more suited to today’s climate.

In the meantime, the ‘pocket park’ itself would provide more reason for town centre users to visit the High Street and the businesses operating in this location. It was estimated that the scheme would increase footfall by 20% above 2020 levels.

In his supplementary Councillor Ball asked if the scheme did not reach the predicted numbers, would the Council apologise?

Councillor Lelliott said she had every confidence that it would reach those targets.

Question 11: Councillor Mills:
How many small road safety schemes were ready to be carried out and what was the average wait time for works to be carried out?

A written response would be provided to this question.

Question 12: Councillor Mills:
What were the Council doing to ensure residents in Council-ran care Homes stayed warm this winter?

Councillor Roche indicated all Council-run care homes had central heating systems installed to ensure an optimal temperature. The temperature was set to reflect the current season and was informed by weather alerts for adverse conditions. All heating systems were serviced annually, and daily building temperature checks were completed to ensure that the building remained at a constant, optimum temperature.

During the winter period, summer tog rated quilts were replaced with a higher tog rated replacement as well as additional blankets and throws being available for residents. Hot water bottles were not used due to the potential health and safety risks these could pose.

All Council-run care homes had robust business continuity plans in place to mitigate against adverse weather for both hot and cold weather conditions. Ensuring that our buildings were at the optimum temperature was a priority for the Council as it ensured the environment supported people to regain their independence and improve wellbeing.

In his supplementary Councillor Mills indicated that he had recently spoken with a resident who had indicated how cold they were and when raised they were only offered a thin blanket. The new starter had indicated nothing further was available at that time. He sought assurance that training would be provided for all new starters to address this.

Councillor Roche acknowledged that everyone had different perceptions of hot and cold. He had investigated this instance with the Service and was assured that it had been resolved. He indicated that this question related to casework and should not have been raised in this manner, where individuals may be identified.

Question 13: Councillor Bennett-Sylvester:
Pedestrian visitors to Thrybergh Country Park using the main entrance had to walk part of the way on a road with no extra reduction in speed limit. When would we expect an entranceway where those on foot, using wheelchairs or pushing buggies, would be separated from road traffic into the Park?

Councillor Sheppard explained that unfortunately, the funding secured for the Country Park did not stretch to this request for an entrance that was separated from the road, however, the Council would ensure this was considered for any future proposals and funding bids for the Park.

In his supplementary Councillor Bennett-Sylvester indicated his disappointment regarding the scaling back of proposals for the Park but asked in the meantime if options such as a speed reduction be considered, along with additional signage and the option of a temporary surface to use as a footpath on the verges?

Councillor Sheppard indicated he would work with officers to ensure there was a safe and welcoming environment to the country parks.

Question 14: Councillor Bennett-Sylvester:
The failure to move the car park at Thrybergh Country Park meant the play area move discussed in consultation could not take place. When could we now expect a replacement play area at the Park?

Councillor Sheppard indicated they had hoped that the relocation of the play facilities could have been achieved as part of the Levelling Up funded project, however, this had not been possible due to cost constraints. Fortunately, the existing play area was not impacted.

As part of his supplementary Councillor Bennett-Sylvester said that over the years he had noticed the water sports facility being removed from Thrybergh Country Park along with other activities only for them to then be developed at Rother Valley County Park, he felt this may indicate favouritism towards some areas.

Councillor Sheppard clarified that there was no favouritism, all parks were valued and would be invested in when the possibility to do so arose.

Question 15: Councillor Mills:
What was the policy on Councillors doing work in other Members' Wards?

Councillor Allen clarified that Members were not expected to be proactively seeking work in other Members' Wards. However, if a Member was approached by a resident with some casework who did not live in your Ward, you could direct that resident to the relevant member for their ward or you could pick it up and action it, but it was incumbent that you advise the relevant Member of what you have received and what action had been taken.

She also explained that as the Leader and Cabinet Members held a Borough-wide portfolio they would work across the Borough in terms of discharging those responsibilities.

In his supplementary Councillor Mills indicated that it had been mentioned in a previous meeting that Councillors represented everyone, and he sought clarity.

In response, Councillor Allen said that if a resident of the Borough approached any Member of the authority, then it was their duty as a public servant to assist that resident whilst giving courtesy to the relevant Ward Member.

Question 16: Councillor Ball:
Could you provide me with the sickness levels RMBC currently had?

Councillor Alam said the Council's sickness absence rate for August 2023 was 12.63 average working days lost per FTE.

This information was included in the Council's regularly performance reports to Overview and Scrutiny Management Board, where Members had the opportunity to scrutinise those figures.

Question 17: Councillor Ball:
How many job vacancies were left unfilled at this present time?

Councillor Alam explained that vacancy information was held at Service level as part of the budget monitoring process but was not currently reported on centrally.

However, to give an indication of the current vacancy position, as of Friday 29th September, the Council had 59 live adverts for vacancies advertised externally and 2 jobs being advertised internally.

The 59 external adverts equated to 103 current vacancies that were being advertised and 2 of the adverts were rolling recruitment campaigns for Social Workers in Adult Care and Children's Services.

This equated to around 2% of the Council's overall headcount and was in line with the latest annual turnover rate of 10.98%.

In his supplementary Councillor Ball noted he felt things were taking a long time to do at the moment and he felt some Members were having to trail back through emails to find information relating to casework to ascertain how long it had been in progress for.

Councillor Alam indicated this would be picked up with Democratic Services and a response provided in writing.

Question 18: Councillor Bennett-Sylvester
When would the full resurfacing of the path take place of the path around Thrybergh Country Park?

Councillor Sheppard noted that whilst there was a desire to improve the path around the Country Park, this required significant capital investment. Opportunities to fund this provision would continue to be explored.

In his supplementary Councillor Bennett-Sylvester noted that at the same meeting as approval for funding for this scheme was agreed, another item was approving funding for other non-Council owned properties. He felt we should be ensuring our own properties were supported in the first instance.

Councillor Sheppard stated that whilst the Council was very happy to have secured the Levelling Up bids from Central Government, it was clarified that there was only so much the Council could do with that funding. The Council was keen to get as much investment in as it could and would always work to ensure the Council's facilities were the best they could be for residents; it was working within constrained means.

Question 19: Councillor Bennett-Sylvester:
Who was the "we" you refer to in a RMBC social media post of 11th September regards the unveiling of a blue plaque to Arthur Wharton and what role did you and RMBC play in the unveiling?

Councillor Sheppard explained he was invited by Rotherham Civic Society to the unveiling of the blue plaque for Arthur Wharton which they had organised. To his mind the "we" in this case was Rotherham. The plaque was to celebrate Arthur and draw attention to a citizen of our Borough who we were all proud of and glad to celebrate.

In his supplementary Councillor Bennett-Sylvester noted that others had put a lot of work into the project and felt those people had not been properly recognised. He sought assurance that if anything of this sort progressed again that those outside groups would be properly recognised.

Councillor Sheppard noted the event had been organised by the Rotherham Civic Society and the Mayor was present as the Council's civic representative at the event.

Question 20: Councillor Ball:
Could the Leader of the Council make a statement on how RMBC planned to mitigate the traffic chaos in and out of Maltby on Bawtry Road caused by several ongoing developments and road layout changes?

A written response would be provided to this question.

Question 21: Councillor Ball:
Would the Leader of the Council commit to helping secure the future of Maltby Miners' Community Recreation Ground for future generations of Maltby residents?

The Leader said he was aware of concerns in the Maltby community about the much-loved facility. He did not know what intervention Councillor Ball had in mind but on behalf of the Borough Council he was happy to take representations to the Town Council to consider what may or not be able to be done.

In his supplementary Councillor Ball said there had been recent examples of another ground that had been sold off for a housing development and he was seeking assurance that the Council did not want to lose this as a Maltby asset. He asked the Leader to do everything in his power to save the site.

The Leader clarified that he did not want the site to be lost either, however, he did not know what may be able to be done. He knew there had been concerns regarding the capital receipt received that then was not invested in the community and he thought this may be a bigger issue than the Council was able to deal with but understood the frustration. If Councillor Ball knew of particular things that he or the Town Council felt the Council should be doing, then he was very happy to have that conversation.

Question 22: Councillor Mills:
How much had it cost the Taxpayer to sort out Eastwood's rat infestation and how many rats had been caught to date?

Councillor Allen explained that the cost of the baiting programme was just under £60,000 and the number of rats caught would be available over the coming weeks as the information was being gathered by multiple teams and would be provided when available.

In his supplementary Councillor Mills said he had previously suggested that communal bins may assist in some streets to help reduce the problem. How did Councillor Allen think that communal bins would help to reduce the rat infestation and help clean up the streets?

Councillor Allen said that prior to implementing the baiting programme a lot of debate was held around the conditions that would make it successful. Part of those conditions was around removal of waste that was already present and around an education programme with residents on how they could work with the Council to understand what the current refuse collections were. The consideration of communal bins was on hold to await the outcome of the current programme.

Question 23: Councillor Reynolds:
At our last full Council Meeting Councillor Beck promised to report back to the next meeting with an update on how successful Recycling had been since the new system had been launched, e.g., what contribution had separate waste made compared to the earlier waste arrangements.

A written response would be provided to this question.

Question 24: Councillor Ball:
What were the plans for the big empty space at Riverside once the Library moved out?

Councillor Lelliott explained that it was not expected that the Library at Riverside House would transfer across to the new Library site until September 2025 at the earliest. Therefore, at this point final decisions on future usage had not been confirmed.

Question 25: Councillor Mills:
Did the Council recognise the need for a reduction in speed on Moor Lane North, outside Ravenfield Primary School, to a 30 mph from a 40 mph?

A written response would be provided to this question.

Question 26: Councillor Ball:
Should an impartial council be liking, sharing, retweeting and commenting on a politicians x account?

The Leader said that if the content supported the Council's objectives and was not party political in the nature of that content and particularly in the circumstances where a national politician came to the Borough to support it in a major piece of investment and delivery, then yes, it was acceptable and applicable.

In his supplementary Councillor Ball noted that it was a Council invite and he understood it was a Cabinet Member who sent the invitation to the MP; he asked where and when would that invitation be shared with all Members for their information?

The Leader indicated he did not know where the trail of correspondence around this was or where the conversation took place and as the relevant member was not present no further information could be provided.

Question 27: Councillor Bennett-Sylvester:
The North Area Housing team had been severely understaffed for several months with his Ward having just 2 of its usual 3 Area Housing Officers in position. When would this staffing crisis be resolved?

Councillor Allen explained that the recruitment of 3 new staff had taken place and staff had and were returning from sickness so he should already have seen some improvements but if not, he definitely would over the next few weeks.

In his supplementary Councillor Bennett-Sylvester expressed concerns regarding the workload for these officers in some Wards and asked if the workload was apportioned equally across the team?

Councillor Allen noted it had been 18 months since the Service had reviewed the distribution of its officers across the Borough. She would speak with Housing Management to seek reassurance that work was as balanced as it could be.

Question 28: Councillor Bennett-Sylvester:
When would the first opportunity arise to bring the Council's Housing Repairs and Housing Caretaking Services back in-house?

Councillor Allen noted the current contract was for another 2 years and if it was decided to bring the contract back in house it would take until 2027 at the earliest.

In his supplementary Councillor Bennett-Sylvester noted that services were usually brought back in-house due to failings and queried if the Council should be considering the long-term benefits of re-establishing service in-house as a matter of principle.

Councillor Allen indicated she supported that view in principle.

Question 29: Councillor Ball:
Did the Leader of the Council support the South and West Yorkshire Mayors in wanting HS2 being built right through our Borough?

The Leader said he had checked what the 2 mayors had said and did not believe it was what they had said. He said what they had called for was the full construction of HS2 through to Manchester and for routes to extend north from the East Midlands Parkway through up to Leeds, which was the position the Council had advocated for from the beginning. No-one wanted to see the M18 route being built through the Borough and thought there were no advantages and were clear disadvantages, which was understood by both Mayors. Following the recent announcement, the Council would be looking at if the full benefits of that would reach residents; he was conscious for example the safeguarding land issue was not resolved 18 months ago, therefore, the Council would need to wait for further information before all became clear.

Question 30: Councillor Tinsley:
Was Access to Primary Health a material consideration in Planning?

Councillor Atkin explained that Primary Health was recognised in the National Planning Policy Framework, so if health implications had been identified as a relevant issue, access to health services could be taken into account as a material consideration when making Planning decisions.

However, it was important to note that the weight to be attached to any material consideration was a matter of judgement for the Local Planning Authority. Provided that the Planning Authority had regard to all material considerations, it was required to give them whatever weight the Planning Authority thought it fit or no weight at all.

To give this important issue more emphasis, the Council had also adopted a Supplementary Planning Document for 'Developer Contributions', which acknowledged that 'Local Primary Care Provision' could form part of a developer contribution via a Section 106 Agreement if there was an identified need.

In his supplementary he asked if Councillors on the Planning Board should be empowered to stick up for the access to local health services such as doctors and should they feel that they can challenge information provided even if its representation by the NHS saying that local provision was sufficient.

Councillor Atkin asked if what was being suggested was that Councillors on the Planning Board should disregard information provided by health experts, so if a health expert said no identified need then Councillors disagree and insist on it.

It did crop up on a recent planning application and one of the things the Health Authority said was that housing developments were built in stages and not all built at the same time. He said that he had moved house 3 times and stayed with the same doctor.

Question 31: Councillor Tinsley:
Why was it taking so long to receive consultation materials for the Maltby High Street towns and Villages fund Project?

Councillor Allen explained the Maltby High Street Development proposal was approved by Cabinet in August. Derivative consultation materials were being developed to be used in a number of forums throughout November. This was a major project and deserved due care and attention.

Councillor Allen felt that the proposal could do with moving faster and agreed to undertake a conversation.

In his supplementary he said it seemed to be delay after delay after delay with only 3 meetings taking place with officers. It was noted that there was local concern, and they wanted to feed into the project but there was a delay and information wasn't filtering through.

Councillor Allen noted that she had attended one Ward meeting to discuss and would be happy to attend a future one. All were in her diary, and she would attend the next with officers to update.

Question 32: Councillor Bennett-Sylvester:
Considering the current climate emergency what estimates had been done regards any increase in vehicle emissions from a move to have staff who could work from home to spending 3 days in the office?

Councillor Alam explained during Covid over half the Council were still in work due to the nature of their jobs. Subsequently there was a policy that allowed staff who were more flexible to work from home or office bases. It had always been the informal position that staff work in Borough for 3 days a week as delivering the best possible services for residents was always the priority. The recent Working Locations Policy had formalised the position.

Therefore, estimates had not been undertaken on emissions as over half the staff were travelling to a location and many staff were already working 3 days a week from a base in the Borough. Approximately 50% of the workforce lived within the Borough so staff did tend to walk, cycle or use public transport.

In his supplementary he raised concerns around staff welfare around moving to 3 days working and had other reservations. Surely the logical conclusion should be that, if someone could work from home and this did not affect the service, that was better in terms of vehicle emissions generally than anything else. With the Climate Emergency being the largest threat to ourselves as a society and this Council having declared a climate emergency should we not be enabling staff who wished to work from home and not contribute to vehicle emissions to do this and have a choice to work from office or home.

Councillor Alam confirmed when it was decided if officers come in it depended upon service provision and the needs of residents, so all these considerations were taken into account.

Question 33: Councillor Bennett-Sylvester:
Do crews emptying litter bins count bags of domestic rubbish left next to bins as small fly tips?

Councillor Beck was not present to respond to this question. A written response would be provided.

Question 34: Councillor Tinsley:
The Government had launched a £1M Defibrillator Grants Scheme. Would the Council be applying for both fully funded defibrillators and part-funded ones. Where this could be placed for example in the Town Centre to expand the current provision.

Councillor Roche confirmed that he supported the general points behind the question and confirmed the need to ensure full coverage across the Borough and look for funding from appropriate sources. He noted that several Ward Councillors had funded defibrillators in their own Wards. He said in his Ward 8 had been funded or part-funded.

The Council was aware of the DHSC Community Automated External Defibrillator (AED) Fund and would give consideration to application(s) with our partners. Evidence highlighted that there was unequal distribution

of AED devices within communities and a need to improve access within deprived and rural communities, and that where possible devices should be located where there was high footfall.

As the location of devices was a key factor in maximising the benefits that they offered it was important that consideration was given to the location of existing devices within the Borough and available locations for further devices. With partners we would consider opportunities within both the Council and wider partner estate and support the most appropriate application(s) to improve access to devices for residents.

In his supplementary Councillor Tinsley had nothing to disagree with and welcomed them across the Borough. He asked for the grant information to be made available to Members and stakeholders across the Borough.

Councillor Roche confirmed that the information was usually provided by the Strategic Director, and he agreed to take the request back to the appropriate Director.

Question 35: Councillor Tinsley:
Home Analogue phone lines were being phased out by 2025 with digital lines taking their place. What effect would this have on the Rothercare alarm system.

Councillor Roche explained the Rothercare service was being reviewed with a paper expected to be brought to Cabinet.

He said this was being managed as part of the overall Council switch over. Digital services were working with Adult Social Care to support the best solutions for customers as Rothercare services move off the analogue system and transition to a digital solution.

There would not be any direct impact on the delivery of Rothercare services as it was currently implementing a replacement programme to be completed by the December 2025 deadline. This digital switchover would see the traditional analogue lines decommissioned and replaced by a fully digital infrastructure.

All new Rothercare customers were receiving the new digital units and existing customers would receive the new equipment by the deadline.

Impact on customers would be minimal consisting of a pre-arranged visit to remove existing equipment and fit the new equipment. The new equipment would be demonstrated to the customer, and the property would be left neat and tidy. The new equipment would no longer require the use of a landline. There was no charge to the customer for providing the new equipment and switchover, and existing charging arrangements remained in place subject to a review of the Rothercare Policy.

In his supplementary he said it would go to a Sim Card device as digital did not work when the power was turned off. So Vodaphone said.

He referred to a case where the service had been rolled over within 3 days and said if the programme was to complete by 2025 this was a good service.

Councillor Roche was pleased that some constituents found the service roll out to be well run and offered for Members to get in touch will him if there were issues with the roll out.

Question 36: Councillor Bacon:
Speaking to residents around Aston and Todwick I noted their many concerns for roads such as the Red Lion roundabout at Todwick, Worksop Road in Aston and Mansfield Road in Aston leading to east Swallownest. Would the Cabinet Member support me in my local Neighbourhood Safety Fund bid so the Council could finally look at ways to improve these roads?

Councillor Beck was not present to respond to this question. A written response would be provided.

Question 37: Councillor Bennett-Sylvester:
To misquote Daphne and Celeste U.G.L.Y. we ain't got no alibi they ugly. Who made the decision that "Beirut Blocks" were a good look for Rotherham Town Centre?

Councillor Lelliott advised that Town Centre Events were required to implement counter-terrorism measures which were approved by the Rotherham Events Safety Advisory Group (RESAG) which included measures to prevent attacks from hostile vehicles known as HVM (Hostile Vehicle Mitigation). Whilst unsightly, those blocks were a necessary part of ensuring that thousands of residents who enjoy the Town Centre Events programmes were kept safe.

The blocks were originally put in place to support the Yorkshire Day activities which took place on 1st August but a series of events throughout August for Yorkshire Day were hosted. In addition, there were many events coming up including Christmas. It was therefore decided to keep the blocks in situ until 4th January 2024 because it was more cost-effective to keep them there than bring back for Winter events. Saving approximately £4,000. The blocks did need to be in place as a Counter Terrorism measure.

In his supplementary Councillor Bennett-Sylvester said that they looked bad and referred to the solution implemented during the Women's Euros with metal gates and barriers. He asked why this could not be brought back?

Councillor Bennett-Sylvester said there were great ideas for the Town Centre, but we kept mis-queuing on delivery. Late on delivery for Forge Island and for costs. Then seeing issues with the Bus Station, Bridge Gate. He asked what the impact would be and suggested asking retailers what it would look like for visitors.

Councillor Lelliott explained whilst it might look unsightly it had been seen where, especially around Christmas abroad, people had taken vans and utilised them as weapons so it was necessary to think what would happen if something did happen.

Councillor Lelliott took his point that they may look unsightly but noted that feedback from local businesses was that they would like to see permanent measures in place. However, it would be at a significant cost.

Councillor Lelliott confirmed that a Cross-Party Working Group would be established to look at proposals. Councillor Lelliott agreed to confirm when the Working Group was set up with Councillor Bennett-Sylvester.

Question 38: Councillor Burnett:
Our recent Sitwell Ward newsletter was to include a picture of local MP Alexander Stafford and a Ward Councillor attending a public meeting at St Cuthberts. The publication of this was rejected by RMBC, can you explain the process of rejecting this?

Councillor Allen explained to all Members in the Chamber that guidance had been in place for a number of years surrounding the production of newsletters and other Ward publications. This was all aimed at being apolitical. She confirmed that the guidance referenced would be added to the next Member Briefing so all could have a look at what it said.

Councillor Allen offered reassures that had this been an event at St Mary's in Greasbrough and Councillor Allen had arrived with Sarah Champion MP and had a photograph taken whilst Councillor Elliott was at the alter etc. this would have also been rejected as it was very much around those documents not being turned into a form of propaganda.

In his supplementary Councillor Burnett referred to an earlier question to the Leader that RMBC sharing via social media and publicising a visit by the Oldham MP and the benefit of this. He did not understand why when there had been no objection from the Labour Councillor in the Ward, the Neighbourhoods Team obtaining the communications themselves. What were your views on the message this gave to Members on this side and the publication about the Council being apolitical if we could not publish our own MP when 2 of the 3 ward councillors were Conservative as well. He didn't feel this was fair.

Councillor Allen offered a message for all Members on both sides of the Chamber. Ward Newsletters were about promoting the work within communities of local Councillors and what we as local Councillors were

doing and deliver. She noted that had the article remained an article about what you and your colleagues had done in Sitwell at St Cuthberts at the event it would have been fine. She referred back to St Mary's and Greasbrough and said if she had written an article and got herself a picture with Sarah Champion MP this would not have been fair so it was about celebrating what Councillors did and the picture should have been of the Ward Members.

Question 39: Councillor Bennett-Sylvester:
When could we expect the Council's CCTV estate to be back fully functioning following the SIM card upgrade issue?

Councillor Alam explained that it would be end of October.

In his supplementary he raised concerns that there were issues around this that could have been predicted before the issue arose e.g., SIM card replacement. He said that some of the things he had heard were stereotypical of some of the things that people hold regarding local government and the way things work. He had 2 concerns:

- Possible danger to public safety. If there had been an incident where evidence could have been gathered by a camera being out of action. Who would be held responsible?
- What action was being taken to review the situation to ensure this did not happen again and to learn lessons for the future?

Councillor Alam noted the concerns and explained that learning would be captured in terms of how services could be improved in the future and confirmed the need to capture the evidence if serious about prosecuting people.

Question 40: Councillor Tinsley:
Why was only the Cenotaph at Clifton Park Rotherham included within the Dignity Contract for repairs/maintenance when Rotherham Borough Council was also the guardian for other cenotaphs like the one at Maltby for example?

Councillor Alam explained there were no cenotaphs included in the Dignity contract other than the one in Moorgate Cemetery which was in the Cemetery.

He confirmed that Dignity was not responsible for the cenotaph at Clifton Park or Maltby.

In his supplementary Councillor Tinsley asked what had been the decision to include Moorgate Cemetery in the contract?

Councillor Alam confirmed that it was in the Cemetery.

Question 41: Councillor Tinsley:
With the potential that a large majority of current Scrutiny Chairs would be standing down and maybe even would not be reselected at the next election, would Labour be open to the possibility that Chair roles should be offered across the room to all parties.

The Leader thanked Councillor Tinsley for the assumption that they were going to be able to make a decision next year. He explained that he was unable to promise the role of Chairs after the election although they were reviewed from time to time. He noted that at the current time there were 10 Opposition unfilled vacancies on Scrutiny, so he urged colleagues across the Chamber to fill those roles and play a full part in it to make those conversations easier.

In his supplementary he said whatever experience in the room he was glad to hear open to the suggestion.

43. URGENT ITEMS

There were no urgent items to consider.

Rotherham Metropolitan Borough Council

Rotherham Town Hall
The Crofts
Moorgate Street
Rotherham S60 2TH
E-mail: Ken.Wyatt@rotherham.gov.uk
Email the Council for free @ your local library!

Our Ref:	Please Contact:	Telephone Number:
KW-SYF&R-Response	Councillor Ken Wyatt	07951 78656

6th November 2023

Councillor Simon Burnett
Elected Member (Sitwell Ward)
Email: simon.burnett@rotherham.gov.uk

Dear Councillor Burnett

Response to supplementary question at Council Meeting held 4th October 2023

As per the current Community Risk Management Plan (CRMP) Rotherham Fire Station has the required established numbers of operational staff. There are currently 2 duty systems in place at Rotherham Fire Station, those being 2-2-4 duty system personnel who staff x1 appliance at the station 24hrs day 365 days of the year. The second appliance is *'Day Staffed'* meaning this appliance is staffed 365 days a year throughout the day from 08:00hrs to 19:00hrs.

There are occasions where both or one of the appliances may have x4 personnel on them. This is subject to absence rates, annual leave or other unplanned events. Having x4 Firefighters staff operational frontline appliances is common and accepted practice throughout the UK fire and rescue sector, that national / local policy and procedures allow and has been the case for many years. A crew of x4 typically compromises of 1 Driver, 1 Officer in charge and 2 nominated breathing apparatus wearers.

There are occasions where one of the appliances at Rotherham is deployed by the service to provide cover elsewhere within the county. This is either to cover *'safety critical training'* or is to cover during a dynamic phase / time, for example to provide resilience where an incident(s) are ongoing to maintain appropriate fire cover. All SYFR operational appliances are and can be deployed in this manner to ensure where demand is experienced, the appropriate level of emergency response cover is maintained to the community of South Yorkshire and those who pass through it. SYFR are still committed to staffing frontline appliances to 5, however, as explained above, staffing appliances at 4 is accepted practice.

Please find some detail in the table below regarding the operational demand SYFR have responded to over the past 5 years. The information provides the % of occasions where only 1 frontline appliance was mobilised and required to resolve the incident(s).

Year	% incidents only requiring 1 appliance (all incidents)	% incidents only requiring 1 appliance (Rotherham)
18/19	**79.1% (12,147)**	**83.3% (1,156)**
19/20	**76.6% (10,426)**	**82.4% (1,055)**
20/21	**75.0% (9,024)**	**81.4% (854)**
21/22	**74.4% (10,153)**	**80.7% (1,049)**
22/23	**76.6% (12,048)**	**83.7% (1,132)**

Our current CRMP states the staffing arrangements for all stations including Rotherham. As stated previously, the service is currently preparing for a new CRMP and therefore, any changes to resource at any of SYFR stations will be identified / suggested through this process. Any such changes will be considered as part of the wider *Fire Cover Review* which will take place as part of the CRMP planning process.

In relation to the question whether there is support for the use of an additional night shift crew in Rotherham, the service have no plans under the current CRMP to introduce a second 24/7 appliance at Rotherham, nor has this been factored into the service financial planning arrangements.

Yours sincerely

Councillor Ken Wyatt
South Yorkshire Fire & Rescue Spokesperson

Rotherham Metropolitan Borough Council

Councillor Dominic Beck – Cabinet Member for Transport and Environment
Riverside House
Main Street
Rotherham
S60 1AE
E-mail: dominic.beck@rotherham.gov.uk
*Email the Council for **free** @ your local library!*

Ref	**Direct Line:**	**Please Ask For**
DB/LH	01709 823564	Councillor Beck

9th October 2023

Councillor Adam Carter
Elected Member

Via email: adam.carter@rotherham.gov.uk

Dear Councillor Carter

Question for Council – 4th October 2023

Thank you for submitting a question to the Council Meeting on Wednesday 4th October 2023. I have detailed the question below along with my subsequent response for your information.

Will the cabinet member assure me that any council plans to undertake moving traffic enforcement on Wood Lane in Brinsworth, would not apply when the three other road routes out of Brinsworth are blocked due to flooding, and signage be put up to that effect?

There are currently no plans to implement camera enforcement of moving traffic offences on Wood Lane in Brinsworth. This location was considered as part of the submission to the Department for Transport but was later removed.

Any future plans to consider camera enforcement would be shared with local members and the public to understand any issues and concerns, to which we a solution will be developed within our statutory responsibilities.

I trust the above information is helpful.

Yours sincerely

Councillor Dominic Beck
Cabinet Member for Transport and Environment /Ward Councillor for Wales Ward

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Rotherham Metropolitan Borough Council

Councillor Saghir Alam – Cabinet Member for Corporate Services, Community Safety and Finance
Riverside House
Main Street
Rotherham
S60 1AE
E-mail: cllrsaghir.alam@rotherham.gov.uk
*Email the Council for **free** @ your local library!*

Ref	Direct Line:	Please Ask For
SA/LH	01709 255959	Cllr Saghir Alam

16th November 2023

Councillor Lewis Mills
Elected Member

Via email: lewis.mills@rotherham.gov.uk

Dear Cllr Mills

Question at Council Meeting – 4th October 2023

At the Council meeting on 4th October, I promised to advise of the costs once the works had been completed on the CCTV cameras and sim cards.

I can confirm that the total cost of the works is £27,000.

I hope you find this information helpful.

Yours sincerely

Cllr Saghir Alam OBE
Boston Castle Ward
Cabinet Member for Corporate Services, Community Safety and Finance

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Rotherham Metropolitan Borough Council

Councillor Dave Sheppard, Cabinet Member
For Social Inclusion and Environment
Riverside House
Main Street
Rotherham
S60 1AE
E-mail: cllrdavid.sheppard@rotherham.gov.uk
*Email the Council for **free** @ your local library!*

Ref	**Direct Line:**	**Please Ask For**
DS/LH	01709 255948	Councillor Dave Sheppard

15th November 2023

Councillor Lewis Mills
Elected Member

Via email: lewis.mills@rotherham.gov.uk

Dear Cllr Mills

Supplementary question at Council Meeting – 4th October 2023

Further to your supplementary question at Council on 4th October regarding some Park Rangers recording instances on their phones which could create more attention, I can advise that staff in our parks have been working with a range of agencies including Community Protection (CPU) and the Police on a range of measures, including both prevention and enforcement. Staff are being reminded not to use their phones for recording incidents.

The use of body cameras by Rangers is being investigated, but they would not be suitable for use on all occasions (such as leading school groups or undertaking practical tasks), so a set of protocols would need to be developed if use of this equipment is to progress. Staff have also been consulted regarding the adoption of body worn CCTV and their feedback is being considered prior to any implementation.

We will continue to explore options, building on the learning within parks and other services to ensure consistency of approach.

I hope this information is helpful.

Yours sincerely

Cllr Dave Sheppard
Cabinet Member for Social Inclusion & Environment

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Rotherham Metropolitan Borough Council

Councillor Dominic Beck – Cabinet Member for Transport and Environment
Riverside House
Main Street
Rotherham
S60 1AE
E-mail: dominic.beck@rotherham.gov.uk
*Email the Council for **free** @ your local library!*

Ref	**Direct Line:**	**Please Ask For**
DB/LH	01709 823564	Councillor Beck

10th October 2023

Councillor Lewis Mills
Elected Member

Via email: lewis.mills@rotherham.gov.uk

Dear Councillor Mills

Question for Council – 4th October 2023

Thank you for submitting a question to the Council Meeting on Wednesday 4th October 2023. I have detailed the question below along with my subsequent response for your information.

How many small road safety schemes are ready to be carried out and what is the average wait time for works to be carried out?

The answer depends on the definition of 'small road safety schemes' but we are assuming for the purposes of this response that it relates to Local Neighbourhood Road Safety (LNRS) schemes as defined in the Transport Capital Programme.

We are currently working with ward members in Tranche 1. Some wards have a series of smaller interventions, some have larger single interventions. The mix of schemes, with some having Traffic Regulation Orders means that scheme delivery times vary. We will only know the average time once all schemes are completed.

The LNRS is a new programme with 23/24 being the first year of delivery.

I trust the above information is helpful.

Yours sincerely

Councillor Dominic Beck
Cabinet Member for Transport and Environment /Ward Councillor for Wales Ward

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Rotherham Metropolitan Borough Council

Councillor Victoria Cusworth – Cabinet Member for Children and Young People
Riverside House
Main Street
Rotherham
S60 1AE
Email: victoria.cusworth@rotherham.gov.uk
*Email the Council for **free** @ your local library*

Our ref	Please Contact	Direct Line
VC/LH	Councillor Victoria Cusworth	07824895314

10th October 2023

Cllr Michael Bennett-Sylvester
Elected Member

Via email: Michael.sylvester@rotherham.gov.uk

Dear Cllr Bennett-Sylvester

Follow up question at Council – 19th July 2023

At the Council meeting on 19th July, I promised that I would send you through the figures when available for the HAF summer activities. These figures came in last week and I'm pleased to share as follows:

Total Number Providers	37
Total Number Programmes	58
Total Number of Schools involved	33

Total Number Meals Served	17,468
RMBC Catering provided	4,093

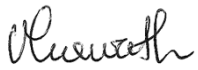
Total Number of Individual Children	2,330
FSM Eligible	1,946
Other Eligible Cohort SEND LAC ELHE Asylum Seeker Attending PRU / AE TOTAL:	384

Average age attended	9

There is also a short video that captures some of the activities this summer which you may like to view - HAF Healthy Holidays 2023 - YouTube

I hope you find this information helpful.

Yours sincerely



Cllr Victoria Cusworth
Cabinet Member for Children and Young People's Services
Labour and Co-op | Kilnhurst and Swinton East Ward
Peer Mentor and Member Peer | Local Government Association Labour Group

Rotherham Metropolitan Borough Council

Councillor Dominic Beck – Cabinet Member for Transport and Environment
Riverside House
Main Street
Rotherham
S60 1AE
E-mail: dominic.beck@rotherham.gov.uk
*Email the Council for **free** @ your local library!*

Ref	**Direct Line:**	**Please Ask For**
DB/LH	01709 823564	Councillor Beck

9th October 2023

Councillor Simon Ball
Elected Member

Via email: simon.ball@rotherham.gov.uk

Dear Councillor Ball

Question for Council – 4th October 2023

Thank you for submitting a question to the Council Meeting on Wednesday 4th October 2023. I have detailed the question below along with my subsequent response for your information.

Can the leader of the council make a statement on how RMBC plans to mitigate the traffic chaos in and out of Maltby on Bawtry Road caused by several ongoing developments and road layout changes?

Unfortunately, when we're investing in the network, it's inevitable that there will be some disruption and we do apologise for the inconvenience. Ultimately of course, the works taking place in Maltby are intended to make bus services more reliable, even as the level of traffic on the roads continues to rise – a cause I would expect the ward members to be supportive of.

In terms of mitigation, potential disruption and delays are considered from the outset when assessing buildability, and all schemes have been through the relevant procedures, using street work permits to control roadworks. They are also registered on the appropriate databases, allowing Google Maps and other satellite navigation systems to provide information to drivers, in case they want to re-route, re-time or re-think their journey with the foresight of information. We are also ensuring that additional road closures or lane closures are not being permitted during the normal working day.

Please rest assured that we are continually monitoring the situation and working with other agencies such as National Highways to co-ordinate with works on the motorway such as on the M1.

I trust the above information is helpful.

Yours sincerely

Councillor Dominic Beck
Cabinet Member for Transport and Environment /Ward Councillor for Wales Ward

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From: Amanda Stansfield <Amanda.Stansfield@rotherham.gov.uk> **On Behalf Of** Paul Woodcock
Sent: 13 November 2023 15:55
To: Cllr Lewis Mills <Lewis.Mills@rotherham.gov.uk>
Subject: Q22 - Council Question Action

Cllr Mills

In response to your follow up query at Council meeting on 4th October I am now in a position to respond back.

I can confirm the baiting programme in Eastwood has now finished and options for waste collections in Eastwood are being reviewed, communal bins will be one of the options considered as part of this work.

Regards

Amanda Stansfield
Personal Assistant to Paul Woodcock, Strategic Director – Regeneration & Environment

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Rotherham Metropolitan Borough Council

Councillor Dominic Beck – Cabinet Member for Transport and Environment
Riverside House
Main Street
Rotherham
S60 1AE
E-mail: dominic.beck@rotherham.gov.uk
*Email the Council for **free** @ your local library!*

Ref	**Direct Line:**	**Please Ask For**
DB/LH	01709 823564	Councillor Beck

10th October 2023

Councillor Greg Reynolds
Elected Member

Via email: greg.reynolds@rotherham.gov.uk

Dear Councillor Reynolds

Question for Council – 4th October 2023

Thank you for submitting a question to the Council Meeting on Wednesday 4th October 2023. I have detailed the question below along with my subsequent response for your information.

At our last full Council Meeting, Cllr Beck promised to report back to the next meeting with an update on how successful Recycling has been since new system launched, e.g. what contribution has separate waste made compared to the earlier waste arrangements.

In 2018/19, just before the new service was introduced, we collected in the region of 13,000 tonnes of recycling. Last year we collected about 20,000 tonnes of recycling – a 54% increase.

The average income over the last year for a ton of paper and card has been over £100, milk bottles over £900 and aluminum cans over a £1,000 so not only is it more beneficial to the environment but also helps to deliver the service.

I trust the above information is helpful.

Yours sincerely

Councillor Dominic Beck
Cabinet Member for Transport and Environment /Ward Councillor for Wales Ward

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Rotherham Metropolitan Borough Council

Councillor Dominic Beck – Cabinet Member for Transport and Environment
Riverside House
Main Street
Rotherham
S60 1AE
E-mail: dominic.beck@rotherham.gov.uk
*Email the Council for **free** @ your local library!*

Ref	**Direct Line:**	**Please Ask For**
DB/LH	01709 823564	Councillor Beck

10th October 2023

Councillor Lewis Mills
Elected Member

Via email: lewis.mills@rotherham.gov.uk

Dear Councillor Mills

Question for Council – 4th October 2023

Thank you for submitting a question to the Council Meeting on Wednesday 4th October 2023. I have detailed the question below along with my subsequent response for your information.

Does the Council recognise the need for a reduction in speed on Moor Lane North, outside Ravenfield Primary School to a 30mph from a 40mph?

The Council recognises the importance of having appropriate speed limits, and we're familiar with this stretch of road. We have implemented improvements on Moor Lane North, including red surface patches and road markings indicating that traffic should 'SLOW'. We have also introduced an advisory 20mph speed limit outside Ravenfield Primary School which is in operation during school drop off and pick up times.

Road Safety Engineers have also looked into reducing the main speed limit from 40mph to 30mph and, based on Department for Transport guidelines, 40mph is considered to be the most appropriate speed limit for Moor Lane North due to its semi-rural setting.

I trust the above information is helpful.

Yours sincerely

Councillor Dominic Beck
Cabinet Member for Transport and Environment /Ward Councillor for Wales Ward

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Rotherham Metropolitan Borough Council

Councillor Sarah Allen – Deputy Leader of the Council and Cabinet Member for Neighbourhood Working
Riverside House
Main Street
Rotherham
S60 1AE
Tel: (01709) 255821
Email: sarah.allen@rotherham.gov.uk
*Email the Council for **free** @ your local library*

Our ref	Please Contact	Direct Line
SA/LH	Councillor Sarah Allen	01709 255821

13th October 2023

Councillor Bennett-Sylvester
Elected Member
Via email: Michael.sylvester@rotherham.gov.uk

Dear Cllr Bennett-Sylvester

Supplementary question at Council – 4th October 2023

Thank you for your supplementary question at the Council meeting regarding the respective workloads of the area housing teams and how the distribution of staff resources reflects that.

I have raised this matter with the Assistant Director of Housing and can advise that the ratio of housing management staff within each of the three locality teams and within the respective Wards was determined some time ago using a range of factors. These included the number of Council homes within the area, the level of ASB and other casework being received and managed, the profile of the housing stock, recognising that some stock, such as blocks of flats, require additional management time to undertake work activity such as communal area inspections etc. On this basis, staff resources were deployed in proportion to the service demands within the respective areas.

It is a little while since this exercise was undertaken. I have therefore asked the service to complete the exercise again and ensure that staff resources remain suitably deployed.

I hope this is helpful.

Yours sincerely

Councillor Sarah Allen
Deputy Leader
Cabinet Member for Housing and Neighbourhood Working

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Rotherham Metropolitan Borough Council

Councillor Dominic Beck – Cabinet Member for Transport and Environment
Riverside House
Main Street
Rotherham
S60 1AE
E-mail: dominic.beck@rotherham.gov.uk
*Email the Council for **free** @ your local library!*

Ref	**Direct Line:**	**Please Ask For**
DB/LH	01709 823564	Councillor Beck

10th October 2023

Councillor Michael Bennett-Sylvester
Elected Member

Via email: michael.sylvester@rotherham.gov.uk

Dear Councillor Bennett-Sylvester

Question for Council – 4th October 2023

Thank you for submitting a question to the Council Meeting on Wednesday 4th October 2023. I have detailed the question below along with my subsequent response for your information.

Do crews emptying litter bins count bags of domestic rubbish left next to bins as small fly tips?

Each case will be different, for example often litter-picking volunteers through the successful Love Where you Live scheme will leave bags of collected waste for disposal. Crews will judge each case on its own merit and now due to the introduction of improved IT systems, the service can track repeated overflowing bins to identify any problem locations and will then work closely with our enforcement team to resolve the issue or take appropriate actions against anyone misusing the bins.

I trust the above information is helpful.

Yours sincerely

Councillor Dominic Beck
Cabinet Member for Transport and Environment /Ward Councillor for Wales Ward

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Rotherham Metropolitan Borough Council

Adult Care, Housing & Public Health
Riverside House
Main Street
Rotherham
S60 1AE
E-mail: ian.spicer@rotherham.gov.uk
Email the Council for free @ your local library!

Our Ref:	Please Contact:	Telephone Number:
125-23/IS	Sharon Kemp	01709 382121

10 November 2023

Councillor Tinsley
By email: Adam.Tinsley@rotherham.gov.uk

Dear Councillor Tinsley

Re: Council Question

Following your recent Council Question in relation to the DHCS's Community Automated External Defibrillator Fund and its current availability the public health intelligence team have undertaken a piece of work to look at defibrillator coverage within the borough.

The outcome of this work has shown that there is good coverage already in place in Rotherham, with 167 devices recorded as being in place currently. The attached map shows wide coverage of devices across the borough, with the vast majority being accessible 24hrs a day (some, marked in blue on the map are situated within buildings and only accessible during opening hours).

The mapping demonstrates that over 75% of the Rotherham population live within 500m of an AED, which demonstrates good coverage especially for a borough like ours with significant rural and semi-rural areas.

The mapping also demonstrates high coverage within the wards where we have higher rates of emergency admissions for coronary heart disease, and higher levels of deprivation, which we know are associated with heart health risks.

The mapping work has demonstrated good AED coverage in the borough, and appropriate targeting of higher risk communities from those devices we have, so at present we would not recommend the allocation of Council resources to additional devices through the part funded offer. However, the current fund offers opportunities for fully funded devices, or for other local bodies to take up part funded devices and we have undertaken the following actions to ensure that there is good awareness of the current DHSC funding, and that this can be taken up (subject to appropriate funding) where there is a local need: -

- The RMBC Estates team have been shared copies of the attached mapping to enable further discussions within the Place Partnership Estates Group to identify any Council and Partner buildings that exist in less well served areas that may benefit from a bid to the fund.
- Details of the available funding have been shared through RMBCs Ward E-bulletins, with additional targeting towards Parish Councils and local groups who may be interested in accessing the funding.

I hope that you find this useful in addition to the responses given to your Council Question and may I also apologise for the delay in our response.

Yours sincerely

Ian Spicer
Strategic Director

Rotherham Metropolitan Borough Council

Councillor Dominic Beck – Cabinet Member for Transport and Environment
Riverside House
Main Street
Rotherham
S60 1AE
E-mail: dominic.beck@rotherham.gov.uk
*Email the Council for **free** @ your local library!*

Ref	**Direct Line:**	**Please Ask For**
DB/LH	01709 823564	Councillor Beck

10th October 2023

Councillor Joshua Bacon
Elected Member

Via email: joshua.bacon@rotherham.gov.uk

Dear Councillor Bacon

Question for Council – 4th October 2023

Thank you for submitting a question to the Council Meeting on Wednesday 4th October 2023. I have detailed the question below along with my subsequent response for your information.

Speaking to residents around Aston & Todwick I note their many concerns for roads such as the Red Lion roundabout at Todwick, Worksop Road in Aston and Mansfield Road in Aston leading to east Swallownest. Will the cabinet member support me in my local neighbourhood Safety fund bid so the council can finally look at ways to improve these roads?

As part of the Transport Capital Programme, we made available a £3m programme of funding known as the Local Neighbourhood and Road Safety (LNRS) programme. You might remember that your group voted against that programme. This is an allocation of £120,000 for each ward to investigate and implement schemes specific to local members, responding to the needs our distinct communities. Ultimately, the objective is to work in collaboration with members, delivering schemes that meet your local objectives and can provide a positive influence on Rotherham's transport network.

So the answer is yes, as long as schemes are of that scale and we can demonstrate how the schemes benefit road safety, traffic management and accessibility, this is something I am very keen to work with all members on.

I trust the above information is helpful.

Yours sincerely

Councillor Dominic Beck
Cabinet Member for Transport and Environment /Ward Councillor for Wales Ward

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THE CABINET
18th September, 2023

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

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

Apologies for absence were received from Councillors Allen and Brookes.

45. DECLARATIONS OF INTEREST

The following declarations of interest were made:

Member	Agenda Item	Interest Type	Nature of Interest
Councillor Sheppard	Minute No. 56 Scrutiny Review Recommendations – Selective Licensing	Personal Interest	Personal property is within Parkgate which is within a Selective Licensing designated area.

46. QUESTIONS FROM MEMBERS OF THE PUBLIC

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

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

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

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

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

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

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

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

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

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

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

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

The final question was from Councillor Tinsley who referred to the Selective Licensing report on the agenda. He noted that the latest figures for HHSRS Inspections 715 out of 2,185 completed. Of the inspected properties 16% have been found to have category 1 hazards and 39% with category 2 hazards do you think with the backlog of inspections and percentage of category hazards already identified that this could constitute a Selective Licensing crisis.

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

The Leader advised that this also illustrated challenges with the way Selective Licensing Legislation was formed in so far as the Council were only able to charge to landlords the costs of administering the Scheme. The Scheme had to be self-financing meaning that there were limited resources available to undertake inspections. This meant that the team had to prioritise activity.

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

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

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

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

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

47. MINUTES OF THE PREVIOUS MEETING

Resolved:

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

48. EXCLUSION OF THE PRESS AND PUBLIC

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

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

Consideration was given to the report which provided Cabinet with an update on the last year's activity regarding the Office for Health Improvement and Disparities (OHID) grant for Drugs and Alcohol. The grant was initially awarded to 50 local authorities as accelerator sites to combat drugs and alcohol. The report outlined the activities to date and the proposals for Year 2 (2023/24) of the grant which were agreed by the Combatting Drugs Partnership, an officer decision and OHID.

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

Section 2.5 of the report outlined a number of the work streams which were all progressing with the exception of the Dual Diagnosis Social Worker stream where 2 recruitment exercises yielded no successful candidates. Discussions were taking place to determine next steps.

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

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

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

Resolved:

1. That this report be accepted as the first annual update on the 3-year outlined grant plan for use of the Supplementary Substance Misuse Treatment and Recovery Grant as set out in July the 2022 Cabinet Paper.

2. That Cabinet note that the Council was in year two of the current three-year grant commitment. Whilst this has been made as part of a 10-year national strategy, there is currently no certainty of funding beyond 2025.

3. That Cabinet chose to continue to support the reprofiling of spend across the agreed Grant Plan categories to mitigate the risk of underspend and returning unspent grant to the Office for Health Improvement and Disparities.

50. STAG WILLOW EXTRA CARE SCHEME

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

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

The Resource Centre was closed in 2020 and whilst options were considered ,tenants of the flats and community centre were rehoused. The Together Housing sustainability options appraisal considered 6 options in total before reaching a decision.

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

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

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

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

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

Resolved: That Cabinet:

1. Noted the decision by Together Housing to permanently close the Resource Centre and the change in type of housing scheme from Extra Care to General Housing.

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

51. RE-PROCUREMENT OF A LOCAL HEALTHWATCH SERVICE

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

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

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

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

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

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

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

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

Resolved: That Cabinet:

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

2. Noted the increase in the contract value.

52. NEW APPLICATIONS FOR BUSINESS RATES RELIEF

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

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

Resolved: That Cabinet:

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

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

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

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

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

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

Resolved: That Cabinet:

1. Noted the information in this report regarding the scope of the review.

2. Approved the timetable for the review, as set out in Appendix 2.

54. DIGITAL INCLUSION STRATEGY AND ACTION PLAN

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

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

groups, along with areas of concern which were East Herringthorpe, Rotherham Central, Thrybergh, and Maltby East.

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

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

The Leader noted that 2 members of staff were being recruited so the actions, which had already begun, would be stepped up over the coming months.

Resolved: That Cabinet:

1. Noted the work undertaken to date as part of the Digital Inclusion programme.

2. Endorsed the co-designed Digital Inclusion Strategy and support the approach being taken to help people and communities who are most at risk from digital exclusion.

55. JULY 2023-24 FINANCIAL MONITORING REPORT

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

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

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

Resolved: That Cabinet:

1. Noted the current General Fund Revenue Budget forecast overspend of £4.5m.

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

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

56. SCRUTINY REVIEW RECOMMENDATIONS - SELECTIVE LICENSING

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

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

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

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

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

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

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

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

Resolved That:

1) Cabinet noted the following recommendations for consideration and response.

    a) That reinspection be prioritised for landlords whose properties have required action previously.

    b) Consideration be given to how the Council may support retention of experienced inspectors already in the Council's employment.

    c) That consideration be given to incentivising responsible landlords, and, where there is a proven track record, empowering landlords to self-assess, provided that the service can still obtain assurances that decent standards are maintained.

    d) That consideration be given to managing expectations around selective licensing as a measure focused on the health of residents, rather than aesthetics or regeneration.

    e) That consideration be given to how uptake of the cost-of-living support offer among families in selective licensing areas may be further promoted and monitored, with a view to identifying gaps and promoting financial inclusion.

    f) Given the complexity of measuring impact on deprivation and difficulty in improving relative levels of deprivation, that consideration be given to how internal measures may better reflect the real impact of the scheme.

    g) That a joined-up approach be sought with relevant Council strategies and services, with partner and voluntary sector organisations and with resident-led initiatives prior to any future selective licensing declaration.

h) That engagement with landlords and with tenants be considered alongside any response to the above recommendations, and that the response to the above recommendations be subject to the learning derived from continued engagement with landlords and tenants.

2) Cabinet responds to the recommendations by November 2023 in accordance with the Overview and Scrutiny Procedure Rules.

57. DAMP, MOULD AND CONDENSATION POLICY

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

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

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

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

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

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

The draft policy was consulted upon with residents, including the Housing Involvement Panel and members of the Rotherham Strategic Housing Forum. Landlords were also consulted, and the draft policy was considered by the Improving Places Select Commission with their comments being included.

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

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

Resolved: That Cabinet:

1. Approved the specific Damp, Mould and Condensation Policy.

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

58. MAINLINE STATION UPDATE

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

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

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

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

Resolved: That Cabinet:

1. Authorised the Assistant Director of Planning, Regeneration and Transport to negotiate the acquisition by agreement of the property interests in Appendix 1 Appendix 2 and Appendix 3 and within the available funding, in consultation with the Council's S.151 Officer, Assistant Director, Legal Services, the Cabinet Member for Jobs and the Local Economy, and the Cabinet Member for Transport and Environment.

2. Granted a Resolution in Principle to investigate the use of powers, under either the Compulsory Purchase Order or Transport and Works Act Order, to acquire the necessary property interests.

59. COUNCIL BUILDING DECARBONISATION PROGRAMME

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

Approval was sought for the work needed in five buildings, which included, the Town Hall, Riverside House, Civic Theatre, Clifton Park Museum and the Orchard Centre. In addition to the decarbonisation of the buildings there was a need to find an alternative heat source for the buildings from those currently used. A head source network could be considered but in order to connect to one, the Council would need to

secure a partner, as there wasn't a heat source network in the borough currently. The report was seeking the procurement of a partner but due to the nature of the procurement specific requirements were needed which were listed in the exempt appendix.

The Leader clarified that Cabinet were approving a programme of works to design and fit LED and solar panel to the five council buildings mentioned. To approve the appointment of a partner to support and advise the development of the remaining operational estate and deliver decarbonisation works contained in the report. To approve the use of the Government grant funding from the public sector decarbonisation scheme as well as the funding put aside to deliver the proposed work and to approve the procurement process as to establish a heat source network or heat delivery contract to provide a heat source to Council owned buildings.

Resolved: That Cabinet:

1. Approved the programme of works to design and fit the LED and Solar PV works to the five Council buildings listed in Section 2.5 of this report to be delivered through a procurement process.

2. Approved the appointment of a partner to support and advise on the development of the remaining operational estate and to deliver the decarbonisation works contained in this report, to the five Council buildings, to be identified through a procurement process.

3. Approved the use of grant funding from the Public Sector Decarbonisation Scheme and a contribution from the existing Council capital decarbonisation project to deliver the proposed works to the Council's operational property, as set out in exempt Appendix 1.

4. Approved a procurement process to be undertaken to establish a heat delivery contract to provide a heat source to the proposed Council owned properties.

5. Approved that a report would be to be submitted to Cabinet following this process that would detail the outcome of the procurement, its financial feasibility and recommendations for heat delivery for the five buildings listed within Section 2.5.

60. JOINT REGIONAL STATEMENT OF COMMON GROUND

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

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

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

Resolved: That Cabinet:

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

61. LGA CORPORATE PEER CHALLENGE REPORT AND ACTION PLAN

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

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

The Leader was pleased to report that a glowing report about the progress made was received. The LGA were able to provide an assurance about the Council's financial sustainability. They were please about the ambition and progress made in terms of children's services and that it's always at the top of the agenda. They recognised the significant amount of additional investment that had been secured into the borough over the last few years, which was beginning to transform the communities across the borough. The LGA wanted the Council to do better and make it a sustainable position going forward. A number of recommendations were made. The first was around recognising the progress made and highlighted the need to celebrate that and that the story was told externally so that people knew Rotherham was a good place to live and work and do business. Recommendations three and four were around the future of the economy, challenging the Council to ensure it was getting the full benefit of investment to bring in further private sector investment and jobs over the years to come. Recommendation four was

around effect benefits and pathways for the young people of Rotherham to ensure the investment wasn't passing them by.

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

Recommendation six, the Peers were asked to look at the neighbourhood working model, which they liked with strong feedback from Members on a cross party basis on the way that Councillors were empowered to work in their communities. The Peers asked that this be strengthened further to consider how the Council worked on a multi-agency footprint to ensure services were being delivered well in localities. Along with ensure online access for residents was as good and as easy to use as it could be.

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

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

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

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

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

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

Resolved: That Cabinet:

1. Noted the observations and key recommendations made by the Corporate Peer Team to the Council.

2. Approved the high-level action plan which is the Council's response to the findings.

3. That OSMB receive an update on the Council's progress against the action plan, including any next steps following the six-month Corporate Peer Challenge check-in session, which should be provided to OSMB before the end of the municipal year.

62. RECOMMENDATIONS FROM OVERVIEW AND SCRUTINY MANAGEMENT BOARD

Consideration was given to the circulated report, the contents of which were included as part of the relevant items and the details included accordingly, with the exception of the Financial Monitoring report.

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

63. DATE AND TIME OF NEXT MEETING

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

THE CABINET
16th October, 2023

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

Apologies for absence were received from Councillors Lelliott.

64. DECLARATIONS OF INTEREST

There were no declarations of interest.

65. QUESTIONS FROM MEMBERS OF THE PUBLIC

There was one public question from Mr Arshad Azam:

Mr Azam firstly explained how grateful he was for the meetings between the Assistant Director of Legal Services, Councillor Alam and the Muslim Bereavement Liaison Group. He stated that both of the meetings had been extremely proactive and successful. The meetings were useful but Mr Azam asked what the next steps were? How could the work be more collaborative? There were still a number of issues such as the planning application, the waterlogged graves at Herringthorpe, the end-to-end progress review and the 35-year plan. Mr Azam was looking forward to seeing the 35-year plan in December. The Muslin Bereavement Liaison Group was set up to meet quarterly but Mr Azam did not feel this was sufficient as it did not give enough time to discuss timely issues. It had been demonstrated that the various parties could work together but it was vital that it moved to the next step.

The Assistant Director of Legal Services explained that the planning application could not be discussed as it was currently subject to the planning system procedures. However, interested parties would be kept updated on that as it progressed. The Assistant Director confirmed that quarterly meetings were booked in and stated that other meetings with Dignity had been arranged. The Council were happy to help facilitate these meetings in relation to specific operational matters.

Councillor Alam echoed what the Assistant Director had said and stated that the meetings had been very useful. He also reiterated that the operational matters were the responsibility of Dignity and the overall contract and performance management was the responsibility of the Council. At the meeting it was agreed that certain issues were operational and would need to be dealt with by Dignity such as the flooding of the graves and the planning application. The Council were encouraging Dignity to meet with the liaison group and wider community. The Council would review the performance management data every quarter.

In his supplementary question, Mr Azam stated that he understood the Council's position in terms of Key Performance Indicators, but he felt that sometimes, all parties needed to be involved in discussions and actions to move forward. Whilst Mr Azam acknowledged that the planning application had to go through the proper process, but he had concerns about the road layout and the need for extra capacity. He thought it best that all parties "get around the table" to work through the issues. It was thought that there was around 18 months of space left at the cemetery and therefore there needed to be some urgency.

The Leader explained that it simply was not possible to commit to meeting on a more regular basis due to the amount of resource it took to hold the meetings but the offer of ad-hoc meetings when needed was on the table.

The Leader allowed a second supplementary that related to the new Medical Examiner System that would be coming into effect from 1 April 2024. The new system required a Medical Examiner to review the cause of death of every individual that passed away in order for a death certificate to be produced. Mr Azam raised the question of how this would work in practice and whether there would be capacity issues? He asked how the Council was managing this situation?

Councillor Alam explained that this was a national issue as it was a change that the Government had made. He understood the concerns, particularly from a religious standpoint, where there was a set time in which a burial had to take place. However, the Council was still waiting for statutory guidance from the Government on how to move forward. Councillor Alam did explain that Rotherham and Sheffield should have a pilot to look at out of hours provision and other reasonable adjustments.

The Assistant Director of Legal Services explained that the legislation had been delayed by the Government repeatedly and as such the Council could not move forward. However, the Council was continuing to chase the Government for updates and liaise with the Medical Examiner. Once the information had been received, there would be a briefing and information circulated to all parties. The Leader asked offers to ensure this was done as early as possible.

66. MINUTES OF THE PREVIOUS MEETING HELD ON 18 SEPTEMBER 2023

Resolved:-

That the minutes of the Cabinet meeting held on 18 September 2023 be approved as a true and correct record of the proceedings.

67. 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.

68. TOBACCO CONTROL REVIEW

Consideration was given to the report which set out the options and recommendations regarding the funding of Tobacco Control in Rotherham. The Government had set an ambition to make England smokefree by 2030 (defined as achieving a smoking prevalence of under 5%) and had commissioned the Khan Review into smokefree 2030 policies. The review was published in 2022 and found that, without further action, the 2030 target would not be met and therefore recommended an increase in investment into smokefree policies nationally.

Prevalence of smoking in Rotherham was significantly higher than the national average. 16.9% of Rotherham adults (around 35,400 people) were smokers in 2021 compared to 13.0% nationally, creating a significant health, care and productivity burden for the Borough. Smoking was the single greatest contributor to the total burden of disease in Rotherham. It also negatively affected earnings and employment prospects. In Rotherham, the cumulative impact of these effects amounted to a total loss of £81.3 million through productivity losses, £30.4 million in smoking related lost earnings, £43 million in smoking related unemployment and £9.7 million in smoking related early deaths.

Rotherham's Tobacco Control Steering Group had developed the multi-partner Tobacco Control Work Plan for Rotherham (2022-2025) with an ambition for Rotherham to become smokefree by 2030.The Work Plan was aligned to the evidence base behind the Khan Review and structured into the following five key aims which focused on the local actions within the remit of local partners to deliver and recognise that successful tobacco control requires a coordinated approach with a balance of delivery across the five elements: Strategy and Coordination; Quit for Good; Enforcement; Reduce Variation and Stop the Start. Councillor Roche gave details on each element during the meeting and further information was set out in paragraph 2 of the report.

The current spending on Tobacco Control was set out in paragraph 2.7 of the report. The option to continue with this spending was not recommended as it was not balanced across the full Tobacco Control Work Plan. This arrangement assumed budgets were spent according to historical agreements and would see a continuation of focus on smoking cessation, including the Council funding NHS activity on smoking in pregnancy, leaving gaps in sustainable delivery across the wider tobacco control remit.

Cabinet was asked to endorse the Tobacco Control Action Plan and support the approach to re-allocate current Council spending on tobacco control to deliver a more balanced approach in Rotherham. In particular supporting the managed withdrawal of Public Health Grant contribution to the Smoking at Time of Delivery service as NHS partners progress delivery of the NHS Long Term Plan commitments on smoking and health inequalities which include a smokefree pregnancy pathway.

It was noted that whilst the recommended approach would maximise the impact of tobacco control work in Rotherham, current resourcing was still not thought to be sufficient to meet the Smokefree 2030 ambition. The Steering Group would continue work in partnership to maximise the impact of its work and seek additional funding.

During the meeting the Director of Public Health confirmed that smoking was still the biggest public health issue in Rotherham. Councillor Cusworth expressed her support for the proposals, especially in relation to vaping amongst children. This had been an issue raised by the Youth Cabinet.

Councillor Roche confirmed that no alterations were required to the plan following the announcements made at the Conservative Party Conference in October 2023.

Resolved:-

1. That Cabinet note that whilst the approach to maximise the impact of stop smoking and wider tobacco control work in Rotherham, the current national investment is still not sufficient to meet the Smokefree 2030 ambition.

2. That Cabinet endorse the Tobacco Control Plan (2022/23 – 2024/25.)

3. That Cabinet agree to invest £139,478 to balance the investment across five areas of the Tobacco Control Work Plan. This funding would be drawn from the existing Smoking at Time of Delivery (SATOD) provision.

69. ADULT SOCIAL CARE LOCAL ACCOUNT 2022-23

Consideration was given to the report which presented the ‘How Did We Do?’ Adult Social Care Local Account. The Account summarised the achievements of adult social care from the last twelve months and set out the Council’s Adult Social Care’s priorities for the coming year. These priorities were aligned to the Council Year Ahead Delivery Plan and the Adult Social Care Service Plan. The Account also celebrated the hard work and dedication of the workforce and provided case studies to reflect the real impact of adult social care on residents.

The Local Account was last published in Rotherham in 2017 and was attached to the report at Appendix 2. Since then, the Council had not been required to publish the Local Account. However, this approach changed in 2022, as local Council's commenced their preparedness ready for inspection by the Care Quality Commission from 2023/24.

The Local Account:

- Set out the Council's adult social care ambitions for residents.
- Focused on safeguarding vulnerable adults.
- Provided data insights about the people supported and how their needs had been met.
- Outlined how adult social care used resources to meet people's needs.
- Looked at achievements over the preceding 12 months.
- Reported on the independent care sector and commissioning activities.
- Provided a voice for residents in relation to complaints and compliments.
- Illustrated the impact of the "best work of our lives."

With formal regulation commencing in 2024 of Council Adult Social Care departments by CQC, the Association of Directors of Adult Social Services (ADASS) had recommended that Local Accounts of adult social care performance were formally published. It would also align Rotherham's approach with that of other Council's within the South Yorkshire region.

Resolved:-

1. That Cabinet approve the publication of the 'How Did We Do?' Adult Social Care Local Account for 2022-2023.

70. SHORT BREAKS INNOVATION PROGRAMME

Consideration was given to the report which requested that the Short Breaks Innovation Grant 2023-24 be accepted and allocated against the priorities outlined. The report also provided an update on progress made on the Grant since commencement on 1 April 2023. The Short Breaks Grant was made available to Rotherham under the open application round of the Short Breaks Innovation Fund (previously called the Better Integrated Care Fund) for year two of the programme between April 2023 and March 2024 for the Department for Education (DfE).

The current grant funding was a one-year allocation of £569,940 for delivery of the project during 2023/2024. Children accessing the project requiring overnight short breaks received support from existing overnight short breaks provision. The cost of the delivery of existing overnight short breaks was not funded by the short breaks innovation grant. This was provided as matched funding by the Council. The project supplemented

existing short break provision by developing a short break hub incorporating community-based care and support for children aged 10 years upwards with complex SEND needs e.g., children and young people with Intellectual Disability and/or Social Emotional and Mental Health and/or Autism.

The short break offer (maximum 12 weeks) would combine an opportunity for overnight respite with an intensive behavioural offer linking school, community, and home-based support. A comprehensive holistic assessment would be undertaken, and positive behavioural support plans formulated, offering a joint intensive intervention in education and at home. This would transition into a sustainable short break offer utilising (improved) existing provision. Additional key deliverables were set out in paragraph 1.8 of the report.

The aim of the project was to successfully support the young people to access education in a local special school, at an annual average cost of £25k per annum per child. Short breaks would be provided based on assessed need at an annual average cost of £18k for Personal Assistant support at home and in the community and respite of £57k per annum per child. The total cost to support a child in the community and to remain in a special school would total £100k per annum per child, compared to a residential placement of £300k per annum, per child. It was important to avoid out of Borough options as these did not benefit the children and came at a high cost.

Consultation had taken place as outlined in Paragraph 4 of the report. Letters of support were provided for Rotherham Parent Carer Forum and NHS South Yorkshire ICB, Rotherham Place.

During the meeting it was confirmed that it was important that parents were given a break when supporting children with high needs. It was also confirmed that the number of children with the level of need discussed was around 12.

Resolved:-

1. That Cabinet accept the Short Breaks Innovation Grant Funding from the Department for Education and approve the approach to management of the Grant as outlined in the Cabinet report.

71. FAMILY HUBS UPDATE

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

2025). The funding was predominantly allocated for transformation, (with 5% ring fenced for capital adjustments & upgrades to existing buildings).

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

A family could typically expect a range of support, from learning parenting strategies to supporting family life, to information on infant feeding through the digital offer, through self-referral or self-serve. Families could also attend group provision through the Hubs, such as a 12-week parenting programme or a Baby Massage group. These programmes would be available on a regular basis in the hubs and other community venues across Rotherham.

The key funded strands were:

- Family hubs transformation/ digital offer
- Perinatal mental health and parent-infant relationships
- Parenting support
- Infant feeding support
- Home learning environment support
- Publishing a start for life offer
- Establishing a parent carer panel

Further information on each of these strands was set out in paragraph 2 of the report.

During the meeting it was confirmed that this work was being done in conjunction with Public Health. Officers confirmed that this was a good opportunity to have more funding to add value to what was already in place.

Consultation had taken place as outlined in Paragraph 4 of the report.

The Governance Arrangements for the Family Hubs were attached at Appendix 1 to the report with the Hub Locations outlined in Appendix 2.

Resolved:

1. That Cabinet note the update and progress made in delivery of the Family Hubs programme.

2. That Cabinet agree to the approach in relation to utilising existing Early Help sites for continued delivery of Family Hubs.

3. That Cabinet agree to hold a formal launch in the Autumn of 2023.

4. That Cabinet agree that the next update report should be submitted for consideration in October 2024, with an update to the Improving Lives Select Commission in March 2024.

72. ROTHERHAM COUNCIL ELECTRIC VEHICLE INFRASTRUCTURE

Consideration was given to the report which outlined the progress made to date with regards to installation and commissioning of Electric Vehicle (EV) charging infrastructure and presented several sites for future infrastructure expansion for approval as part of the forward programme of EV infrastructure installation. The report also covered the proposed programme of work for the 2023-2025 period, covering sites at seven locations across the Borough, plus one reserve, which would be considered for EV infrastructure installations and if suitable, progressed and commissioned.

In March 2019, the Council declared a climate emergency. Since then the Council had annually produced a climate change action plan which covered seven themes, one of which related to transportation. Transport was 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. This was pushed back to 2035 in September 2023. Therefore, part of the Council's climate change action plan focussed on expanding the Council's operational and Borough-wide Electric Vehicle Charging Infrastructure in support of the transition to low carbon modes of transport.

In 2019 the Council installed 39 public bays of fast EV chargers at 12 sites across the Borough, with 4 sites connected to Solar PV, to supply or offset the electricity used in charging. The infrastructure for these sites was owned by the Council but the operating system was run by MER Charging UK Limited. The existing Council EV charging infrastructure in Rotherham was set out in paragraph 1.6 of the report.

The proposed forward programme of work was set out in paragraph 2.5 of the report and included sites in Greenlands Park (North Anston); Clifton Park (Doncaster Road); Laburnum Parade (Maltby); Mowbray Gardens Library; Greasbrough Library; Kiveton Park Library and Customer Service Centre (Maltby.) Main Street in Rotherham Town Centre was the reserve site.

Resolved:-

1. That Cabinet note the progress of the EV infrastructure expansion in Rotherham.

2. That Cabinet approved the delivery of the schemes as set out in the proposed forward programme.

3. That Cabinet delegate authority to make any necessary technical and feasibility adjustments to the Strategic Director for Finance and Customer Services in consultation with the Cabinet Member for Transport and Environment.

73. CABINET'S RESPONSE TO SCRUTINY REVIEW RECOMMENDATIONS - MODERN SLAVERY

Consideration was given to the report which set out the proposed Cabinet response to the recommendations from the Scrutiny spotlight review into Modern Slavery which took place on 1 November 2022. The nine recommendations had been presented in the report to Cabinet on 19 June 2023 and the table at paragraph 1.4 of the current report outlined those recommendations and how it was proposed that they would be addressed.

Recommendation 1 related to a programme of targeted learning and development. This recommendation was accepted and activity to date included discussions with training providers and a Members Seminar had been planned.

Recommendation 2 related to if the Safer Rotherham Partnership (SRP) would consider mapping the local modern slavery landscape. This recommendation was accepted and activity to date included discussions with relevant partners.

Recommendation 3 related to establishing an internal RMBC governance group. This recommendation was accepted, and the first meeting of the Council's Modern Slavery Steering Group was held in June 2023. Further meetings were arranged.

Recommendation 4 related to how young adults at risk of experiencing modern slavery were safeguarded during the transition from children to adults services. This recommendation was accepted and was due to be discussed at the Modern Slavery Steering Group.

Recommendation 5 related to developing referral pathways to ensure that modern slavery victims had access to appropriate support. This recommendation was accepted. It was noted that local and national pathways were already available, and these would be communicated to all partners. Quality assurance mechanisms would also review the effectiveness of these pathways.

Recommendation 6 related to the relaunching of the Strategic Partnership Information Sharing Group at the earliest opportunity. This recommendation was accepted. The Council's Community Safety team

would work with local partners to ensure data sharing took place through the South Yorkshire Slavery Tactical Partnership Group and other groups.

Recommendation 7 related to widening the levels of investigation and auditing of contracts procured by the Council to focus on the “layers” of sub-contractors. This recommendation was accepted, and training would be developed and delivered to the Council’s Contract Managers.

Recommendation 8 related to how the Procurement Team could engage with the South Yorkshire Mayoral Authority Supply Chain Advisor to improve processes, joint working and awareness. This recommendation was accepted as the Council’s Procurement Services Manager was a core member of the Council’s Modern Slavery Steering Group and the Procurement Services team already worked with the SYMCA Supply Chain Advisor on a regular basis.

Recommendation 9 related to how victim advocates could make recommendations to the Housing Assessment Panels on behalf of victims of modern slavery. This recommendation was accepted as the process was already in place.

Councillor Alam thanked the Chair and Members of the Overview and Scrutiny Management Board for their important work on this matter.

Resolved:-

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

74. HOUSING ACQUISITIONS POLICY

Consideration was given to the report which sought approval for the new Housing Acquisitions Policy which was attached at Appendix 1. The objectives and principles were set out along with how acquisitions would be identified and prioritised and how newly acquired homes would meet local housing needs.

The report also sought Cabinet approval for a delegation to the Assistant Director of Housing, which would allow the Council to acquire up to an additional 100 homes as part of the Housing Delivery Programme. This was in addition to the strategic acquisition opportunities approved in previous Cabinet reports.

Between 1 January 2018 and 31 May 2023, the Council had completed 366 homes for rent and 118 homes for shared ownership. The Council had also built 125 new homes for market sale. Delivery so far had been via a Council build programme, conversions of existing Council stock, and “strategic acquisitions” of new build homes from developers as part of Section 106 planning agreements. 83 homes had been secured through

strategic acquisitions and further forthcoming strategic acquisitions were identified in the Housing Development Report to Cabinet on 10 July 2023.

The methods of acquisition of properties were set out in paragraph 2.15 and 2.16 of the report. These included exercising the Right of First Refusal; acquiring Empty Homes; Open Market acquisitions; Disposals from Housing Associations that were offered to the Council; and Ad-Hoc Section 106 acquisitions.

It was recommended that the Policy be approved by Cabinet to help increase the overall number of Council homes available in Rotherham to contribute towards delivering hundreds of new homes.

The loss of Council Houses over the decades and the implication this had had on residents was set out by the Leader. The Assistant Director of Housing explained that the Policy would mainly be used for general needs housing but could be used to respond to children's and adult social care need were appropriate.

Resolved:-

1. That Cabinet note that since January 2018, the Council has completed 484 homes for rent and shared ownership.

2. That Cabinet note that, of the 484 homes, 83 were "strategic acquisition" of new homes from developers as part of Section 106 planning agreements, and none were acquisitions of homes available on the open market.

3. The Cabinet approve the Housing Acquisitions Policy at Appendix 1 to increase the number of housing acquisitions.

4. That Cabinet delegate authority to the Assistant Director of Housing, in consultation with the Cabinet Member for Housing, the acquire up to 100 homes by 31 March 2026, in line with the Housing Acquisitions Policy and subject to available budget. This was in addition to any acquisitions already approved by Cabinet.

75. EASTWOOD SITES HOUSING DEVELOPMENT

Consideration was given to the report which sought approval from Cabinet to develop the Council-owned Netherfield Court and York Road sites in Eastwood to build a projected 31 new homes for Council rent. Both sites were held in the Housing Revenue Account and were situated in areas comprising existing Council homes.

Netherfield Court was projected to deliver 14 three-bed houses and 5 four-bed houses. York Road was projected to deliver 2 two-bed houses, 6 three-bed houses and 4 two-bed apartments for older people. Local need

had indicated that these types of housing were most needed in the Eastwood area.

The latest project Programme forecasted that a start on site should take place in Summer to Autumn 2023, with completion of all dwellings by Spring 2026.

The indicative site plans were attached to the report at Appendix 1.

Resolved:-

1. That Cabinet approve development of the Netherfield Court and York Road sites in Eastwood to build a projected 31 new homes for Council rent.

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

76. MALTBY SITES HOUSING DEVELOPMENT

Consideration was given to the report which sought approval from Cabinet to develop the Council-owned Addison Road and Larch Road sites in Maltby to build a projected 43 new homes for Council rent. Both sites were situated within a large Housing Revenue Account managed housing estate.

Addison Road was projected to deliver 1 four-bed wheelchair user dwelling; 3 three-bed wheelchair user dwellings; 4 two-bed houses; 13 four-bed houses and 6 two-bed apartments. The Larch Road site was projected to deliver 10 two-bed apartments and 6 two-bed houses. Local need had indicated that these types of housing were most needed in the area.

The latest project Programme forecasted that a start on site should take place in Summer to Autumn 2023, with completion of all dwellings by Spring 2026.

The indicative site plans were attached to the report at Appendix 1.

Resolved:-

1. That Cabinet approve development of the Addison Road and Larch Road sites in Maltby to build a projected 43 new homes for Council rent.

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

77. RECOMMENDATIONS FROM OVERVIEW AND SCRUTINY MANAGEMENT BOARD

There were no recommendations to consider from the Overview and Scrutiny Management Board.

78. DATE AND TIME OF NEXT MEETING

Resolved:-

The next meeting of the Cabinet would take place on Monday 20 November 2023 at 10.00am in Rotherham Town Hall.

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Agenda Item 10

Rotherham Metropolitan Borough Council

Public Report
Council

Committee Name and Date of Committee Meeting
Council – 29 November 2023

Report Title
Recommendations from Cabinet - Polling Districts and Polling Places Review 2023 – Final Proposals

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

Strategic Director Approving Submission of the Report
Sharon Kemp, Chief Executive

Report Author(s)
Mike Thomas, Electoral Services Manager
01709 823268 or mike.thomas@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary
A statutory review of polling places and polling districts has been undertaken between 2 October 2023 and 30 October 2023, which included a public consultation on the current polling scheme and the Returning Officer's proposals.

At its meeting on 20 November 2023, the Cabinet considered a report in respect of the Returning Officers final proposals arising from the polling districts and polling places review. The Cabinet report is appended to this report to provide Members with information about the final proposals.

To give effect to the recommendations from Cabinet, consideration and approval by Council must be given to the recommendations set out below.

Recommendations

That Council: -

1. Note the submissions made in respect of the review of polling districts and polling places for the Borough of Rotherham.

2. Approve the adoption of the polling district boundaries outlined in Appendices 2 and 5 of the Report to Cabinet.

3. Approve the final proposals for polling places as detailed in Appendix 2 of the Cabinet Report.

4. Request the Electoral Registration Officer makes the necessary amendments to the polling districts to take effect from publication of the revised register on 1 December 2023.

5. Request the Electoral Registration Officer makes the necessary amendments to the RVB and RVD polling district boundaries to take effect from publication of the revised register following the next UK Parliamentary General election.

6. Agree that the power to designate polling places in accordance with section 18B of the Representation of the People Act 1983 is continued to be delegated to the Chief Executive.

List of Appendices Included
Appendix 1 Report to Cabinet – 20 November 2023: Polling Districts and Polling Places Review 2023 – Final Proposals

Background Papers
Report to Cabinet – 20 November 2023: Polling Districts and Polling Places Review 2023 – Final Proposals

Report to Cabinet – 20 November 2023: Appendix 1 Borough Wards shown by current and proposed Parliamentary Constituencies

Report to Cabinet – 20 November 2023: Appendix 2 Polling place scheme and final proposals

Report to Cabinet – 20 November 2023: Appendix 3 Summary of responses to the consultation and Returning Officer comments

Report to Cabinet – 20 November 2023: Appendix 4 Ward maps of current polling districts and polling stations

Report to Cabinet – 20 November 2023: Appendix 5 Ward maps of proposed polling districts and polling stations

Report to Cabinet – 20 November 2023: Appendix 6 Part A - Initial Equality Screening Assessment Form

Report to Cabinet – 20 November 2023: Appendix 7 Part B - Equality Analysis Form

Report to Cabinet – 20 November 2023: Appendix 8 Carbon Impact Statement

2023 Polling District and Polling Places Review - Consultation

Electoral Commission guidance on the review of polling districts and polling places

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Cabinet – 20 November 2023

Council Approval Required
Yes

Exempt from the Press and Public
No

Accountable Officer(s)
Phillip Horsfield, Assistant Director of Legal, Elections and Registration Services

Approvals obtained on behalf of:

	Name	Date
Chief Executive	Sharon Kemp	20/11/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	17/11/23
Assistant Director of Legal Services (Monitoring Officer)	Bal Nahal	17/11/23
Assistant Director of Human Resources (if appropriate)	N/a	
Head of Human Resources (if appropriate)	N/a	
The Strategic Director with responsibility for this report	Sharon Kemp, Chief Executive	20/11/23
Consultation undertaken with the relevant Cabinet Member	Cabinet Member for Corporate Services, Community Safety and Finance - Councillor Alam	

Report Author: Mike Thomas, Electoral Services Manager
01709 823268 or mike.thomas@rotherham.gov.uk
This report is published on the Council's website.

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Appendix 1

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet - 20 November 2023

Report Title
Polling Districts and Polling Places Review 2023 – Final Proposals

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

Strategic Director Approving Submission of the Report
Sharon Kemp, Chief Executive

Report Author(s)
Mike Thomas, Electoral Services Manager
01709 823268 or Mike.thomas@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary
A statutory review of polling places and polling districts has been undertaken between 2 October 2023 and 30 October 2023, which included a public consultation on the current polling scheme and the Returning Officer's proposals. This report considers the responses and final proposals for determination, in order for Cabinet to make final recommendations to Council.

Recommendations

That Cabinet recommend to Council that: -

1. The submissions made in respect of the review of polling districts and polling places for the Borough of Rotherham be noted.

2. Approval of the adoption of the polling district boundaries as outlined in Appendix 2 and the maps found in Appendix 5.

3. Approval of the final proposals for polling places as detailed in Appendix 2 to this report.

4. The Electoral Registration Officer is requested to make the necessary amendments to the polling districts to take effect from publication of the revised register on 1 December 2023.

5. The Electoral Registration Officer is requested to make the necessary amendments to the RVB and RVD polling district boundaries to take effect

from publication of the revised register following the next UK Parliamentary General election.

6. Power to designate polling places in accordance with section 18B of the Representation of the People Act 1983 is continued to be delegated to the Chief Executive.

List of Appendices Included

Appendix 1 Borough Wards shown by current and proposed Parliamentary Constituencies

Appendix 2 Polling place scheme and final proposals

Appendix 3 Summary of responses to the consultation and Returning Officer comments

Appendix 4 Ward maps of current polling districts and polling stations

Appendix 5 Ward maps of proposed polling districts and polling stations

Appendix 6 Part A - Initial Equality Screening Assessment Form

Appendix 7 Part B - Equality Analysis Form

Appendix 8 Carbon Impact Statement

Background Papers
2023 Polling District and Polling Places Review - Consultation

Electoral Commission guidance on the review of polling districts and polling places

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Council – 29 November 2023

Council Approval Required
Yes

Exempt from the Press and Public
No

Polling Districts and Polling Places Review 2023

1. Background

1.1 Under the Representation of the People Act 1983, the Council has a duty to divide its area into polling districts and to designate a polling place for each district.

1.2 The following definitions may be helpful when reading the report and Appendices:-

- "Polling districts" are geographical electoral areas into which wards and constituencies may be sub-divided.
- "Polling places" are the buildings or areas designated by the Council where electors in a polling district go to vote in person.
- "Polling stations" are the number of issuing desks in the building that is the designated polling place.

1.3 The Electoral Administration Act 2006, as amended, introduced a duty on all Local Authorities in Great Britain to review their polling districts and polling places at least once every five years. The Council undertook the last full review between October 2018 and December 2019. This review considered the changes to the Borough ward boundaries. The next review must be completed by January 2025.

1.4 The Boundary Commissions for England, Scotland, Wales, and Northern Ireland have completed a review of the Parliamentary constituencies in their respective areas and submitted their recommendation reports to the Speaker of the House of Commons on 27 June 2023. The Government will draft an Order containing the recommendations for all four Parliamentary Boundary Commissions. Once the draft Order is approved by the Privy Council, the new constituencies will be used for the next General Election following that date. Any by-elections taking place beforehand would use the existing constituency boundaries.

1.5 The review of Polling Districts and Polling places considered the changes to the Parliamentary constituencies covering the Rotherham Council area, to ensure the proposed polling districts and polling places would allow the smooth administration of local government and Parliamentary elections on the current or proposed constituency boundaries. The breakdown of Borough wards by current and new Parliamentary constituencies can be seen in Appendix 1.

1.6 The review formally commenced on 2 October 2023, and should the recommendations be accepted by Cabinet and Council, it will finish on 29 November 2023. This will allow the changes in polling districts to be reflected on the revised electoral register which is due to be published on 1 December 2023.

1.7 Ward boundaries cannot be changed as part of this review. Ward and constituency boundaries are the responsibility of the Local Government and Parliamentary Boundary Commissions respectively. This review can only consider the internal boundaries of polling districts within wards.

1.8 The review is governed by the provisions of Schedule 1A of the Representation of the People Act 1983 and must follow the Electoral Commission guidance on the review of polling districts and polling places.

2. Key Issues

2.1 Time to conduct the statutory review is severely restricted with scheduled elections and a Parliamentary General election due to take place within the 16-month review window. Due to the electoral events due to take place, it has been necessary to conduct the review at the earliest opportunity to be able to prepare and administer the May 2024 scheduled local elections as well as the imminent UK Parliamentary General election.

2.2 Preparatory work was undertaken by Council officers to inform the Returning Officer's initial proposals which were set out in the consultation.

2.3 A small number of the current polling places will not be available in future or are no longer suitable, so alternatives were sought. The main issues considered in the development of the Returning Officer's proposals as set out in the consultation were:

(a) To try to identify new polling places in areas where the existing provision is unsuitable or unavailable.

(b) To consider, as appropriate, feedback received following recent elections raised by members of the public, elected members and other stakeholders.

(c) To ensure, as far as practicable, that any new polling places are accessible to people with disabilities.

(d) To ensure that all electors have such reasonable facilities for voting as are practicable in the circumstances.

(e) To try to minimise disruption to schools. It should be noted that the Returning Officer has the right in law to select schools as polling venues which places a duty on schools, as publicly funded buildings, to provide the facilities required if asked to do so. However, where alternative premises exist which can provide better facilities for voting, these will be considered.

(f) To ensure polling stations have sufficient space to allow for checking Voter ID in private.

(g) Ensuring that, as far as possible, the number of polling station electors allocated to a polling station does not exceed 2,250.

(h) Considering, as far as practical, the impact of new building developments on projected polling station electorate figures.

2.4 Due to the introduction of Voter ID requirements, the Electoral Commission has lowered the recommended maximum number of polling station electors that should be allocated to a polling station. The recommended maximum

has reduced from 2,500 to 2,250. Currently seven polling districts exceed this new lower maximum station electorate figure; therefore, changes were proposed as part of the Returning Officer's proposals.

2.5 Further details of the existing polling scheme and the initial proposals for changes were outlined in the Consultation Paper.

2.6 The Council gave public notice of the formal commencement of the review on 2 October 2023, and publicised the review via the Council website and social media. Any registered elector was entitled to make representations.

2.7 The deadline for responses to the consultation was 30 October 2023. Twenty responses were received, commenting on 27 polling districts. A summary of the responses and the Returning Officer's comments is provided in Appendix 3.

2.8 As a result of the representations made during the consultation, the final proposals contain four changes in addition to the initial proposals.

(a) Brinsworth Ward: It is proposed to amend the polling district boundary between BWD and BWC to move numbers 69 to 83 Whitehill Lane and four properties on Orchard Way from polling district BWD to BWC.

(b) Brinsworth Ward: It is proposed to move the polling district boundary between BWD and BWB to move 58 to 68 Brinsworth Lane from BWD to BWB.

(c) Brinsworth Ward: It is proposed to move the polling district boundary between BWD and BWE to move 56 Brinsworth Lane from BWD to BWE.

(d) Greasbrough Ward: It is proposed that Greasbrough Library is designated the polling place for GRA polling district, instead of Greasbrough Primary School.

2.9 Further details of the final proposals and the polling place scheme are set out in Appendix 2.

3. Options considered and recommended proposal

3.1 Option 1 - Do not change any polling places before the 2024 elections. This option has been discounted because the Council has a statutory duty to carry out a review, some existing polling places will not be available for elections in 2024 and the guidance for the maximum number electors allocated to a polling station has changed.

3.2 Option 2 - Consider the results of the review and determine changes in time for the publication of the revised register on 1 December 2023. This would allow the changes to be in place ahead of the scheduled local elections in May 2024 and the forthcoming Parliamentary General election, as well as taking into account the revised guidance for polling station electorates.

3.3 It is recommended that the proposals for changes to polling places as outlined in this report and Appendix 2 be approved.

4. Consultation on proposal

4.1 The consultation period for the review ran from 2 October 2023 to 30 October 2023. Public notice of the review was given, and information about the review made available on the Council's website and in Customer Service Centres, Libraries and Neighbourhood Hubs. Any registered elector was entitled to make representations.

4.2 As well as being available on request, details of the review and the consultation paper were also sent to elected ward members, MPs, Parish Councils, and local groups including those representing disabled people.

5. Timetable and Accountability for Implementing this Decision

5.1 The Local Authorities (Functions and Responsibilities) (England) Regulations 2000 provides for decisions on polling districts and places to be made by the Council.

5.2 Once the Council has made its determination, the conclusion of the review will be published including the reasons for the council's decisions in respect of the designation of polling districts and places. Reasons have been given in Appendix 2.

5.3 Certain persons, on specific grounds, can appeal to the Electoral Commission about the alteration of polling places.

5.4 The Assistant Director of Legal, Elections and Registration Services will be responsible for implementing the decisions. Electoral Services will take the measures to bring the changes into effect, making the necessary amendments to the polling districts to take effect from publication of the revised register on 1 December 2023, and putting the new polling place scheme in place for any elections taking place from this point forward.

6. Financial and Procurement Advice and Implications

6.1 The cost of conducting the review will be funded from within the existing Electoral Services budget. The cost of scheduled local elections is approved as part of the Council's Budget and Medium-Term Financial Strategy. By-elections are a budget pressure within the Finance and Customer Services budget. Other elections are funded by Central Government.

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

7. Legal Advice and Implications

7.1 The Council has a legal duty to review polling districts and polling places, as described in this report. The legislative framework for reviews of polling districts and places consists of: (i) sections 18A to 18E and Schedule A1 of the Representation of the People Act 1983, as inserted by section 16 of the Electoral Administration Act 2006; (ii) section 17 of the Electoral Registration and Administration Act 2013 introduced a change to the timing of compulsory reviews.

8. Human Resources Advice and Implications

8.1 None arising directly from this report.

9. Implications for Children and Young People and Vulnerable Adults

9.1 In England and Wales, legislation entitles the (Acting) Returning Officer to use schools maintained or assisted by a local authority for use as a polling station. This includes schools which receive grants from money provided by Parliament, Private Finance Initiatives (PFI) schools, academies and free schools.

9.2 Where there are no suitable alternatives to using a school, the decision to close the school on poling day lies with the Headteacher. Electoral Services will work with schools to see if there is a way to keep the school open while considering safeguarding issues. If this is not possible, the school will have to consider closing to pupils on polling day.

9.3 For scheduled elections, schools that are used as polling places are provided with the dates, so they can consider setting polling day as an inset day to avoid the loss of an additional day's teaching.

10. Equalities and Human Rights Advice and Implications

10.1 The Council must seek to ensure that, so far as is reasonable and practical, every polling place for which it is responsible is accessible to people who are disabled. Provision of reasonably convenient polling arrangements is an essential element of the free and fair elections required under Protocol 1, Article 3 of the Human Rights Act.

10.2 The Initial Equality Screening Assessment can be found at Appendix 6 along with the Equality Analysis (EA) at Appendix 7. The EA identifies actions to address accessibility identified through the review, including outcomes from the consultation

10.3 The actions provide that Presiding Officers will carry out an evaluation of the suitability and accessibility of all polling places and polling stations at the next scheduled election in May 2024. This information will be used to assess if any mitigations are required for future elections, or if any changes are needed in terms of polling stations or polling places. Further evaluation will then be undertaken at each election.

11. Implications for CO2 Emissions and Climate Change

11.1 There are some unavoidable but limited implications on CO2 emissions and climate change. The carbon impact assessment can be seen in Appendix 8.

12. Implications for Partners

12.1. None arising directly from this report.

13. Risks and Mitigation

13.1 Polling places are essential for the conduct of elections. Inadequate provision of polling places and polling stations could have a detrimental effect on voter turnout and could be the source of an election challenge.

14. Accountable Officers

Phillip Horsfield, Assistant Director of Legal, Elections and Registration Services

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	06/11/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	02/11/23
Assistant Director, Legal Services (Monitoring Officer)	Phillip Horsfield	02/11/23

Report Author: *Mike Thomas, Electoral Services Manager*
01709 823268 or Mike.thomas@rotherham.gov.uk

This report is published on the Council's website.

Appendix 1 – Borough wards by current and new Parliamentary constituency

Current Parliamentary Constituencies

Rother Valley	Rotherham	Wentworth & Dearne
Anston & Woodsetts	Boston Castle	Bramley & Ravenfield *(all but BRA polling district)*
Aston & Todwick	Brinsworth	Dalton & Thrybergh *(DAA & DAB polling districts)*
Aughton & Swallownest	Dalton & Thrybergh *(all but DAA & DAB polling districts)*	Hoober
Bramley & Ravenfield *(BRA polling district)*	Greasbrough	Kilnhurst & Swinton East
Dinnington	Keppel	Rawmarsh East
Hellaby & Maltby West	Rother Vale *(RVA & RVB polling districts)*	Rawmarsh West
Maltby East	Rotherham East	Swinton Rockingham
Rother Vale *(RVC & RVD polling districts)*	Rotherham West	Wath
Sitwell *(all but SIH polling district)*	Sitwell *(SIH polling district)*	Wickersley North *(all but WYB & WYC polling districts)*
Thurcroft & Wickerlsey South	Wickersley North *(WYB & WYC polling districts)*	Dearne North *(Take on from Barnsley MBC)*
Wales		Dearne South *(Take on from Barnsley MBC)*

New Parliamentary Constituencies

Rother Valley	Rotherham	Rawmarsh & Conisbrough
Anston & Woodsetts	Boston Castle	Bramley & Ravenfield
Aston & Todwick	Brinsworth	Hoober
Aughton & Swallownest	Dalton & Thrybergh	Kilnhurst & Swinton East
Dinnington	Greasbrough	Rawmarsh East
Hellaby & Maltby West	Keppel	Rawmarsh West
Maltby East	Rother Vale	Swinton Rockingham
Sitwell	Rotherham East	Wath
Thurcroft & Wickersley South	Rotherham West	Conisbrough *(Take on from City of Doncaster Council)*
Wales	Wickersley North	Edlington & Warmsworth *(Take on from City of Doncaster Council)*

Appendix 2 – Polling place scheme and final proposals

Electorate figures are based on 1 September 2023 and include projected increases due to proposed housing developments.

Anston & Woodsetts ward

Anston & Woodsetts ward is currently within the Rother Valley constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
ANA	Anston (Anston North)	Anston Greenlands Primary School, Edinburgh Drive, North Anston, Sheffield S25 4HD	1,282	No
ANB	Anston (Anston North)	Anston Park Junior School, Park Avenue, North Anston, Sheffield S25 2QZ	1,128	No
ANC	Anston (Anston North)	Anston Parish Hall, 15A Ryton Road, North Anston, Sheffield S25 4DL	1,657	No
AND	Anston (Anston South)	South Anston Methodist Community Hall, Sheffield Road, South Anston, Sheffield S25 5DW	1,395	No
ANE	Woodsetts	Woodsetts Village Hall, Gildingwells Road, Woodsetts, Worksop S81 8QB	972	No
ANF	Dinnington St John's (Dinnington Park Avenue)	Anston Park Junior School, Park Avenue, North Anston, Sheffield S25 2QZ	246	No
ANG	Thorpe Salvin	Harthill Village Hall, Winney Hill, Harthill, Sheffield S26 7YL	266	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- ANA: Approx 20 properties with an estimated polling station electorate increase of 28
- ANC: Approx 38 properties, with an estimated polling station electorate increase of 48

The (Acting) Returning Officer did not propose any changes to the existing arrangements.

There were two consultation responses regarding the polling districts and polling places in Anston & Woodsetts ward.

a) *The first response objected to the continued use of Harthill Village Hall as the polling place for ANG (Thorpe Salvin), raising concerns that the polling place was in Wales Ward, and it would be more appropriate for it to be located within Anston & Woodsetts ward. Alternative suggestions provided were South Anston Community Hall and St Peter's Church in Thorpe Salvin.*

The (Acting) Returning Officer has considered St Peter's Church, but it is not fully accessible as the main entrance has a step at the start of the path, which comes directly from the road. As there is not a pavement between the road and the stepped entrance, it is not possible to use a ramp. There is second entrance through the graveyard, but this also has steps and electors would have to walk across the grass, as there is no path. Therefore the (Acting) Returning Officer does not consider this to be a suitable building for a polling place.

Whilst using South Anston Methodist Community Hall would mean the polling place for ANG would in the ward, it would be difficult for electors without a car to get too. Harthill is around 15-minute journey by bus from Thorpe Salvin. In comparison, travelling to South Anston would require electors to get a bus, passing through Harthill, to get a train from Kiveton Park to Worksop and then a bus through to South Anston. Therefore the (Acting) Returning Officer feels that although out of the ward, Harthill Village Hall is a more convenient location for electors.

Added to this, there has not been any complaints or comments from electors about the location since Harthill has been used as the polling place for ANG. It is therefore felt that with no suitable locations within ANG, Harthill Village Hall is the most convenient location for electors.

b) *The second response also raised concerns that the polling place for ANG (Thorpe Salvin) was not within the ward. They raised several concerns including Harthill being inaccessible to electors without a car, an aging demographic in ANG polling district, and that other communities of a similar size have a polling place in their area. They also raised concerns of voter confusion in Harthill when the polling place was used for ANG during a recent by-election in the Dinnington ward.*

Alternative suggestions provided were the Parish Oven Public House on Worksop Road, St Peter's Church on Harthill Road or the use of a mobile unit.

The (Acting) Returning Officer's comments on St Peter's Church are covered in the response above.

The (Acting) Returning Officer is of the opinion that Harthill Village Hall is accessible to electors without a car, as there is a bus between Thorpe Salvin and Harthill, which takes approximately 15 minutes.

Whilst some similarly sized communities do have polling places within their area, this will be because there is an available and suitable building that can be used, and this is unfortunately not the case for Thorpe Salvin.

The Parish Oven Public House does not have a separate function room and are therefore not able to accommodate a polling station.

The use of mobile unit as a polling station is not ideal due to their limitations in terms of size, especially given the additional requirements for the provision of a private area for checking voter ID. There are also significant issues in ensuring mobile units are fully accessible, especially when they are only sited for a short period of time. The (Acting) Returning Officer was not able to identify a suitable site within the polling district where a mobile unit with an access ramp, generator and portable toilet could be sited.

The initial proposals for this ward remain unchanged.

Aston & Todwick ward

Aston & Todwick ward is currently within the Rother Valley constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate* (Excluding postal votes)	Proposed changes
ASA	Aston-Cum-Aughton (Aston-Cum-Aughton South)	Aston-cum-Aughton Parish Hall, Rosegarth Avenue, Aston, Sheffield S26 2DB	755	No
ASB	Aston-Cum-Aughton (Aston-Cum-Aughton South)	Aston Hall Junior & Infant School, Church Lane, Aston, Sheffield S26 2AX	2,321	No
ASC	Aston-Cum-Aughton (Aston-Cum-Aughton South)	Aston Lodge Primary School, Lodge Lane, Aston, Sheffield S26 2BL	1,862	No
ASD	Todwick	Todwick Village Hall, Kiveton Lane, Todwick, Sheffield S26 1HJ	972	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- ASB: Approx 227 properties with an estimated polling station electorate of 294
- ASC: Approx 354 properties, with an estimated polling station electorate increase of 465

1. The (Acting) Returning Officer notes that polling district ASB's electorate could slightly exceed the recommended maximum number of polling station electors when considering the potential housing developments. Given these are projected figures and the turnout at the last Parliamentary election in 2019 was 67.6%, the (Acting) Returning Officer does not propose any changes at this time. However, the polling station electorate and turnouts will be kept under review and if necessary, an interim review will be conducted to consider changes to the polling district.

The (Acting) Returning Officer did not propose any changes to the existing arrangements.

There were two consultation responses regarding the polling districts and polling places in Aston & Todwick ward.

a) *A response was received from Aston Hall Junior and Infants school objecting to the use of the school as it must close on polling day, which impacts on the education of the children, especially as the date tends to be close to SATs.*
No specific alternatives venue suggestions were provided.

b) *An elector in the ward also objected to the use of Aston Hall Junior and Infants school.*
Anston Hall Hotel was proposed as an alternative.

The (Acting) Returning Officer has considered Aston Hall Hotel, but the long driveway to the building does not have a footpath, makes it unsuitable for electors who are walking to the polling station, especially in the evenings as the driveway only has low-level lighting. Whilst
There are suitable rooms that could be used for polling stations; however, their availability could not be guaranteed for any by-elections or short notice elections such as UK Parliamentary General election.

The (Acting) Returning Officer has also considered the Church of All Saints on Church Lane. The accessibility is not as good as the school, the available room would be quite tight for space and there is very limited parking available by the church.

Anston Hall Junior School is located centrally within the polling district, whereas both Aston Hall Hotel and the Church of All Saints are situation to the north of the polling district, which if used, would mean electors in the south of the polling district having much further to travel to vote.

As neither alternative is a better option for electors, the (Acting) Returning Officer proposes the continued use of Aston Hall Junior and Infants School.

The are no changes to the proposal to continue with the existing arrangements.

Aughton & Swallownest ward

Aughton & Swallownest ward is currently within the Rother Valley constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate* (Excluding postal votes)	Proposed changes
AUA	Aston-Cum-Aughton (Aston-Cum-Aughton North)	Aston-cum-Aughton Parish Hall, Rosegarth Avenue, Aston, Sheffield S26 2DB	1,138	No
AUB	Orgreave	Aston Fence J&I School, Sheffield Road, Woodhouse Mill, Sheffield S13 9ZD	380	No
AUC	Aston-Cum-Aughton (Aston-Cum-Aughton West)	Swallownest Community Centre, Rotherham Road, Swallownest, Sheffield S26 4UR	1,104	No
AUD	Aston-Cum-Aughton (Aston-Cum-Aughton West)	Aston Fence J&I School, Sheffield Road, Woodhouse Mill, Sheffield, S13 9ZD	460	No
AUE	Ulley	Ulley Village Hall, Main Street, Ulley, Sheffield S26 3YD	88	No
AUF	Aston-Cum-Aughton (Aston-Cum-Aughton North)	Swallownest Community Centre, Rotherham Road, Swallownest, Sheffield S26 4UR	732	No

AUG	Aston-Cum-Aughton (Aston-Cum-Aughton North)	Aughton Early Years Centre, Main Street, Aughton, Sheffield S26 3XH	1,032	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- AUC: Approx 77 properties with an estimated polling station electorate of 92
- AUF: Approx 15 properties, with an estimated polling station electorate increase of 18

1. The (Acting) Returning Officer is aware that previously there have been requests have been made not to use Aughton Early Years Centre as the polling place for AUG. Consideration has been given to the use of Windy Ridge and Heighton View Neighbourhood Centres, however, they are quite small, with limited parking. Windy Ridge is also on a hill, which may be problematic for electors with mobility issues. Therefore, it is proposed that Aughton Early Years Centre be retained as the polling place for AUG.

The (Acting) Returning Officer did not propose any changes to the existing arrangements.

There were no consultation responses regarding the polling districts and polling places in Aughton & Swallownest ward.

The are no changes to the proposal to continue with the existing arrangements.

Boston Castle ward

Boston Castle ward is currently within the Rotherham Parliamentary constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate* (Excluding postal votes)	Proposed changes
BCA	n/a	The Unity Centre, St Leonards Road, Rotherham S65 1PD	466	Yes: Relocated from Myplace Rotherham
BCB	n/a	Town Hall, The Crofts, Moorgate Street, Rotherham S60 2TH	737	Yes: Relocated from Talbot Lane Methodist Church
BCC	n/a	United Methodist Church Clifton, Lister Street, Rotherham S65 2AX	642	No
BCD	n/a	Beeversleigh Community Centre, Clifton Lane, Rotherham S65 2AD	583	No
BCE	n/a	Broom Valley Club Room, Guest Place, Rotherham, S60 2SE	1,225	Yes: Split to create BCE and BCI
BCF	n/a	Boston Castle, Boston Castle Grove, Rotherham, S60 2BA	1,132	No

BCG	n/a	Canklow Woods Primary School, Wood Lane, Rotherham, S60 2XJ	1,224	Yes: Original BCI merged into BCG
BCH	n/a	Garden Building, Clifton Park, Clifton Lane, Rotherham, S65 2AA	442	
BCI	n/a	Broom Valley Club Room, Guest Place, Rotherham, S60 2SE	1,496	Yes: Created by splitting BCE

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- BCA: Approx 125 properties with an estimated polling station electorate of 97
- BCD: Approx 15 properties with an estimate polling station electorate of 14
- BCE: Approx 112 properties with an estimate polling station electorate of 149
- BCG: Approx 31 properties with an estimate polling station electorate of 41
- BCH: Approx 158 properties with an estimate polling station electorate of 188
- BCI: Approx 224 properties with an estimate polling station electorate of 176

1. The polling place for BCA, Myplace Rotherham, is no longer available for use. The Unity Centre was used as an alternative for elections in 2022. Whilst the Unity Centre is located in a different ward, Rotherham East, it is only a short distance from Myplace Rotherham, therefore limiting any inconvenience to electors. The (Acting) Returning Officer proposes to designate the Unity Centre as the polling place for BCA.

2. The polling place for BCB, Talbot Lane Methodist Church, is no longer available for use due to a change of ownership and use. The Town Hall was used as an alternative for elections in 2021 and 2022. The (Acting) Returning Officer proposes to designate the Town Hall as the polling place for BCB.

3. The polling place for BCI, The Hub, is no longer available for use. Canklow Woods Primary School was used as an alternative in 2022, which is also the polling place for BCG. There are no suitable alternatives in the polling district and given

BCG and BCI have low polling station electorates, it is proposed that BCI polling district is merged into BCG and Canklow Woods Primary School remains the polling place.

4. The BCE polling district exceeds the new recommended number of electors to be allocated to a polling station. Potential housing developments in the polling district will also mean the electorate may increase in the future. The (Acting) Returning Officer proposes to split the BCE polling district into two new smaller polling districts. The new boundary to create two polling districts would run down the middle of Broom Valley Road from the north of the current polling district, then running behind 33-41 Brunswick Road before running down the centre of Oakwood Grove before meeting the ward boundary with Sitwell ward by running along the boundary of 39 Beaconsfield Road. The new polling district to the left of the new boundary will be named BCE and the new polling district to the right will be named BCI.

   The polling place for the current BCE is polling district is Broom Valley Club Room which is centrally located for both the two proposed new polling districts, with level access and sufficient space for two polling stations. Therefore the (Acting) Returning Officer proposes to allocate Broom Valley Club Room as the polling place for the new BCE and new BCI polling districts.

There was one consultation response regarding the polling districts and polling places in Boston Castle ward.

1. *There was one response to the consultation from the Garden Building at Clifton Park stating they were happy to continue being used as the polling place for BCH.*

The initial proposals for this ward remain unchanged.

Bramley & Ravenfield ward

Currently polling district BRA is in Rother Valley constituency, with the rest of the ward's polling districts in the Wentworth & Dearne constituency. Under the new Parliamentary constituency boundaries, all of Bramley & Ravenfield ward will be in the Rawmarsh & Conisbrough constituency.

Polling District	Parish (Parish ward)	Polling Place	Electorate* (Excluding postal votes)	Proposed changes
BRA	Bramley (Bramley South)	Bramley Youth Centre, Flash Lane, Bramley, Rotherham S66 1TS	1,570	No
BRB	Bramley (Bramley North)	St Francis Church, 88 Main Street, Bramley, Rotherham S66 2SQ	1,331	Yes: relocating polling place from Bramley Parish Hall
BRC	Bramley (Bramley North)	St Francis Church, 88 Main Street, Bramley, Rotherham S66 2SQ	1,129	Yes: BRF merged into BRC and relocating polling place from Bramley Parish Hall.
BRD	Ravenfield	Ravenfield Parish Hall, Birchwood Drive, Ravenfield, Rotherham S65 4PT	1,761	No
BRE	Hooton Roberts	Thrybergh Parish Hall, Park Lane, Thrybergh, Rotherham S65 4BP	99	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- BRB: 757 properties, with an estimated polling station electorate increase of 768.
- BRD: 180 properties, with an estimated polling station electorate increase of 217.

1. In 2021 Bramley Grange Primary School, which is the polling place for BRF, requested not to be used due to the COVID-19 pandemic and because they had to close when being used for elections. St Francis Church was identified as a good temporary alternative and is not far from the school, therefore limiting any inconvenience for electors. It has good accessibility, level access and parking facilities. There were no know issues with using St Francis Church and it was used for BRC again in 2022.
2. Polling districts BRB, BRC and WYF (Wickersley North ward) are allocated to Bramley Parish Hall which is within Wickersley North Ward. To help with social distancing during the COVID-19 pandemic, BRC polling place was temporarily relocated to St Francis Church in 2021 and 2022. BRC polling district was created due to previous proposals that would have put the area covered by BRC into a different Parliamentary constituency to the rest of the ward. As these proposals did not go ahead, it is now proposed that due to BRC's low electorate and being allocated to the same polling place as BRF, the two polling districts be merged and designated as BRC, using St Francis Church as the polling place. BRC and BRF are both part of the same Parish Ward (Bramley North Ward of Bramley Parish Council) so the merger is possible.
3. BRB polling district uses Bramley Parish Hall along with WYF as its polling place, which is in Wickersley North ward. Currently both BRB and WYF polling districts are in the same Parliamentary constituency, however, they will be in different Parliamentary constituency when the new Parliamentary constituency boundaries come into force. To facilitate the smooth running of Parliamentary elections and to avoid confusion as to which constituency electors should be voting in, it is proposed that BRB is allocated to St Francis Church. This will have minimum impact on electors, as St Francis Church is just across the road from Bramley Parish Hall, and it is within Bramley & Ravenfield ward.

There was one consultation response regarding the polling districts and polling places in Bramley & Ravenfield ward.

a) *The consultation response was from Thrybergh Parish Council stating they are happy for Thrybergh Parish Hall to continue being used as the polling place for BRE.*

The initial proposals for this ward remain unchanged.

Brinsworth ward

Brinsworth ward is within the Rotherham Parliamentary constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate* (Excluding postal votes)	Proposed changes
BWA	n/a	Rotherham West Community Centre, Brinsford Road, Brinsworth, Rotherham S60 5DT	564	No
BWB	Brinsworth	The Centre, Brinsworth Lane, Brinsworth, Rotherham S60 5BU	2,122	No
BWC	Brinsworth	Brinsworth Howarth Primary School, Whitehill Lane, Brinsworth, Rotherham S60 5JR	844	Yes: Ten properties moved from BWD
BWD	Brinsworth	Brinsworth Whitehill Primary School, Howlett Drive, Brinsworth, Rotherham S60 5HT	1,049	Yes: Six properties moved to BWB Ten properties moved to BWC One property moved to BWE
BWE	Brinsworth	St Andrews Church, Bonet Lane, Brinsworth, Rotherham S60 5NF	924	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- BWE: Approx 34 properties with an estimated polling station electorate of 47

1. The (Acting) Returning Officer is aware that Brinsworth Howarth Primary School do not wish to be used as the polling place for BWC. Unfortunately, there are no suitable alternatives in the polling district.

The (Acting) Returning Officer did not propose any changes to the existing arrangements.

There was one consultation response regarding the polling districts and polling places in Brinsworth ward.

1. *A representation was received objecting to the use of the school due to it having to close for polling day and that there were issues with accessibility due to the school being on a steep hill. It was felt the polling place should be relocated or consideration given to merging BWC and BWD polling districts and using Brinsworth Whitehill Primary School was put forward.*

   As part of the representation, it was suggested that if a merger was not possible that eight houses on Whitehill Lane between the junction of Orchard Way and Whitehill Road be moved into the BWC polling district as it would be move convenient for the electors. Additionally, the representation highlighted that Brinsworth Lane was currently split between BWB and BWE polling districts except for six houses which are currently within BWD. The suggestion is to move these six houses into either BWB or BWE.

   The (Acting) Returning Officer has not been able to identify any suitable alternative venues within the polling district. Whilst the (Acting) Returning Officer acknowledges that the hill to access Brinsworth Howarth School may give some electors difficulties, it is better option than them having to travel a considerably further distance to use Brinsworth Whitehill Primary School, should BWB and BWE polling districts were merged. Whilst there are some cut throughs, not all electors will be comfortable using them, particularly in the dark and would prefer to use the main roads.

   The (Acting) Returning Officer agrees that it would be more convenient for the electors at numbers 69 to 83 Whitehill Lane to go to Brinsworth Howarth School to vote, therefore it is proposed to amend the polling district boundary to move the properties from BWD into the BWC polling district. Whilst considering this option, it was identified that four properties on Orchard Way, which is part of BWC, are currently part of the BWD polling district. The polling district boundary will be amended to move them into BWC.

The (Acting) Returning Officer agrees that it would be more convenient for the electors at numbers 58 to 68 Brinsworth Lane to vote at The Centre on Brinsworth Lane. It is therefore proposed to amend the polling district boundary to move the properties from BWD to BWB. Whilst considering this option, it was identified that this proposal would leave 56 Brinsworth Lane as the only property on the road in BWD polling district. It is proposed to amend the polling district boundary to move 56 Brinsworth Lane from BWD to BWE so that the electors would vote at St Andrews Church, Bonet Lane, as their neighbours do.

The final proposals for this ward include the amendments of the polling district boundaries detailed above.

Dalton & Thrybergh ward

Currently polling districts DAA and DAB are in the Wentworth & Dearne constituency, with the majority of the ward's polling districts in Rotherham constituency. Under the new Parliamentary constituency boundaries, all of Dalton & Thrybergh ward will be in the Rotherham constituency.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate* (Excluding postal votes)	Proposed changes
DAA	Thrybergh (Thrybergh North)	Thrybergh Parish Hall, Park Lane, Thrybergh, Rotherham S65 4BP	1,063	No
DAB	Thrybergh (Thrybergh North)	Staple Green Neighbourhood Centre, Staple Green, Thrybergh, Rotherham S65 4DA	715	No
DAC	Thrybergh (Thrybergh South)	Thrybergh Parish Hall, Park Lane, Thrybergh, Rotherham S65 4BP	1,122	No
DAD	Dalton (Dalton North)	Happy Kids Preschool Nursery, Foljambe Drive, Dalton, Rotherham S65 4HQ	602	No: Building name change
DAE	Dalton (Dalton North)	Trinity Croft CE J&I School (Parish Room), Dalton Lane, Dalton Parva, Rotherham, S65 3QJ	771	No
DAF	Dalton (Dalton North)	Dalton Parish Hall, Doncaster Road, Dalton, Rotherham S65 3EW	565	No
DAG	n/a	High Greave Junior School (Sports Hall), High Greave Road, Rotherham S65 3LZ	1,273	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- DAA: Approx 403 properties with an estimated polling station electorate of 534
- DAC: Approx 75 properties with an estimated polling station electorate of 92
- DAD: Approx 176 properties with an estimated polling station electorate of 153
- DAE: Approx 5 properties with an estimated polling station electorate of 6
- DAG: Approx 38 properties with an estimated polling station electorate of 48

1. It should be noted that the polling place for DAD has not changed, but the building has been renamed to Happy Kids Preschool Nursery.

The (Acting) Returning Officer did not propose any changes to the existing arrangements.

There was one consultation response regarding the polling districts and polling places in Dalton & Thrybergh.

1. *The consultation response was from Thrybergh Parish Council stating they are happy for Thrybergh Parish Hall to continue being used as the polling place for DAA & DAC.*

The are no changes to the proposal to continue with the existing arrangements.

Dinnington ward

Dinnington ward is currently within the Rother Valley constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
DIA	Laughton-en-le-Morthen	Laughton Village Hall, Firbeck Avenue, Laughton-en-le-Morthen, Sheffield S25 1YD	748	No
DIB	Thurcroft (Thurcroft South)	Monksbridge Community Centre, Monksbridge Road, Dinnington, Sheffield S25 3QS	1,123	No
DIC	Dinnington St John's (Dinnington Town)	Monksbridge Community Centre, Monksbridge Road, Dinnington, Sheffield S25 3QS	283	No
DID	Dinnington St John's (Dinnington Town)	Dinnington Resource Centre, Laughton Road, Dinnington, Sheffield S25 2PS	1,162	Yes: Split to create DID and DII
DIE	Dinnington St John's (Dinnington Town)	St Joseph's RC Church Hall, Swinston Hill Road, Dinnington, Sheffield S25 2RX	2,259	No
DIF	Gildingwells	Woodsetts Village Hall, Gildingwells Road, Woodsetts, Worksop S81 8QB	58	No
DIG	Letwell	Letwell Village Hall, Barker Hades Road, Letwell, Worksop S81 8DF	70	No
DIH	Firbeck	Firbeck Village Hall, New Road, Firbeck, Worksop S81 8JY	257	No

DII	Dinnington St John's (Dinnington Town)	Dinnington Resource Centre, Laughton Road, Dinnington, Sheffield S25 2PS	1,461 (current) 3,484 (Projected increase due to housing development)	Yes: Created by splitting DID

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- DIC: Approx 62 properties with an estimated polling station electorate of 76
- DID: Approx 1,591 properties with an estimated polling station electorate of 2,341
- DIE: Approx 253 properties with an estimated polling station electorate of 316
- DIH: Approx 32 properties with an estimated polling station electorate of 46

1. Polling station electorate for the DID polling district exceeds the new recommended maximum allocated polling station electorate of 2,250 and has the potential for significant housing development in the future. The (Acting) Returning Officer proposes to split DID into two new polling districts with the new boundary running along Outgang Lane, down Laughton Road and along New Street. The new poling district to the south will be named DID and the new polling district to the north will be named DII. Dinnington Resource Centre is centrally located for both the proposed polling districts, therefore it will be allocated as the polling place for both DID and DII.

   The proposed DII polling district will have a current polling station electorate of 1,461. Should the proposed housing developments go ahead, the projected electorate is 3,484. Given the large number of potential developments, the (Acting) Returning Officer will consider an interim review of the DII polling district once a significant proportion of the potential housing development has been built.

2. The (Acting) Returning Officer notes that when taking into account the proposed housing developments in the DIE polling district, the forecast electorate is at the recommended maximum electorate. The (Acting) Returning Officer will keep this under review and if necessary, carry out an interim review to consider changes to the polling district.

There were three consultation response regarding the polling districts and polling places in Dinnington ward.

a) *The first representation was a general objection to the use of schools and a suggestion to use alternative venues such as village halls and public houses.*

The (Acting) Returning Officer uses a variety of buildings including parish halls, community centres and churches. There must be due regard to the legislation and Electoral Commission guidance on polling district and polling places. This includes ensuring there is a maximum of 2,250 polling station voters allocated to a polling station and to have regard for geographical features. This means polling districts are generally small areas and this can mean there are few suitable buildings within the polling districts other than schools.

All public buildings have a duty in the law to make themselves available for use as a polling place by the (Acting) Returning Officer. Where there are no suitable alternatives to using a school, the decision to close the school on poling day lies with the Headteacher. Electoral Services will work with schools to see if there is a way to keep the school open while considering safeguarding issues.

b) *The second representation raised comments about polling districts DIA and DIF.*

The comments for DIA polling district raised concerns that the polling district was too large geographically as it covered several communities which are very inaccessible including Brookhouse, Slade Hooton, Carr and Newhall Grange that have no safe walking route or public transport options to get to Laughton-en-le-Morthen Village Hall. The suggestion was to split the existing polling district so that Laughton-en-le-Morthen was in one polling district and the smaller villages in another with the polling place at the Traveller's Rest public house in Brookhouse.

The (Acting) Returning Officer has not received any complaints or comments from electors in the DIA polling district over their polling place from previous elections. For electors living in the remote communities mentioned in the representation, they would need to travel into Laughton-en-le-Morthen or Dinnington to access shops and other services. There are buses from Brookhouse and Slade Hooton to Laughton-en-le-Morthen. Whilst a polling place at the Traveller's Rest would benefit the small number of electors in Brookhouse, it would not solve the accessibility issues raised for Slade Hooton, Carr or Newhall Grange electors. Given there hasn't been any concerns raised with the (Acting) Returning Officer at previous elections about the location of the polling place and lack of an alternative suitable venue, there are no amendments proposed for DIA polling district.

The comments for DIF polling district, which covers Gildingwells, highlight that the current polling place is Woodsetts Village Hall, which is in Anston & Woodsetts ward. During the recent Dinnington ward by-election, using Woodsetts Village Hall caused confusion for electors in Anston & Woodsetts ward. It is also felt that Woodsetts Village Hall is inaccessible to electors in DIF. The suggestion is the use of a mobile unit located outside the village notice board on Woodsetts Road.

The (Acting) Returning Officer disagrees that Woodsetts is inaccessible to electors in DIF who don't have a car, as there is a bus route which runs between Gildingwells and Woodsetts. The use of mobile units is a last resort due to their limited size, making it difficult to meet the requirements for a private area for checking voter ID and issues in terms of making them accessible. The (Acting) Returning Officer was not able to identify a suitable site within the polling district where a mobile unit with an access ramp, generator and portable toilet could be sited. The only alternative would be to relocate the polling place for DIF to Letwell Village Hall, which would then be within the ward. However, this would be more inconvenient for electors who rely on public transport, as they would have to travel to Letwell via Woodsetts and Dinnington, which would take over 3 hours based on current bus timetables. It is therefore felt that the existing arrangements are the most suitable.

c) *Firbeck Village Hall stated they are happy to continue to be used (DIH) and they are centrally located within the parish, with car parking, disabled access, toilets and kitchen.*

The initial proposals for this ward remain unchanged.

Greasbrough ward

All of the Greasbrough ward is within the Rotherham Parliamentary constituency and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
GRA	n/a	Greasbrough Library, Coach Road, Greasbrough, Rotherham S61 4ED	2,317 (current) 4,746 (Projected increase due to housing development)	Yes: Relocation from Greasbrough Primary School
GRB	n/a	Rockingham Professional Development Centre, Roughwood Road, Rotherham S61 4HY	1,168	No
GRC	n/a	Wingfield Academy, Wingfield Road, Rotherham S61 4AU	977	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- GRA: Approx 2,194 properties with an estimated polling station electorate of 3,110

1. The current polling station electorate for GRA slightly exceeds the new recommended maximum of 2,250. With turnout at the last Parliamentary election at 43%, it is not proposed to make any changes to the polling district currently. Given the potential for significant housing development in this polling district, it would be too difficult to predict the best way to split the current polling district without the developments being underway. Therefore the (Acting) Retuning Officer will carry out an interim review when housing development is underway.

There were two consultation response regarding the polling districts and polling places in Greasbrough ward.

a) *An objection to the use of Greasbrough Primary School as the polling place for GRA polling district was received from Willow Tree Academy, and the alternative of Greasbrough Library was put forward.*

   The (Acting) Returning Officer agrees that Greasbrough Library is a suitable alternative that has level access and parking facilities.

b) *Wingfield Academy submitted a response objecting to their use as a polling station for GRC polling district, but no alternatives were put forward.*

   The (Acting) Returning Officer has searched for suitable alternatives but has not been able to identify any.

   Forty Martyrs Church has been closed since COVID-19 pandemic and they currently have no plans to reopen.

   Consideration has been given to GRC polling district being allocated to Rockingham Professional Development Centre, which is already used as the polling place for GRB. However, Rockingham Professional Development Centre is a busy training centre that remains open on polling day, meaning there is only limited space available, and it would not be sufficient for two polling stations. Added to this, the parking availability can be very limited when the building is in use and, whilst there are pedestrian refuges, there are no pedestrian crossings on Roughwood Road, making it difficult for electors in GRC to cross the road to get to Rockingham Professional Development Centre.

The final proposals have been amended to include proposing the use of Greasbrough Library as the polling place for GRA.

Hellaby & Maltby West ward

Hellaby & Maltby West ward is currently within the Rother Valley constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
HEA	Hellaby	Centenary Hall, Bateman Road, Hellaby, Rotherham S66 8HB	1,076	No
HEB	Maltby (Maltby West)	Maltby Redwood Academy, Redwood Dr, Maltby, Rotherham S66 8DL	1,292	Yes: Relocated from Hilltop School Slit to form HEB and HEF
HEC	Maltby (Maltby West)	Bevan Crescent Neighbourhood Centre, Bevan Crescent, Maltby, Rotherham S66 8AN	1,005	Yes: Relocated from Maltby Linx Youth Centre.
HED	Maltby (Maltby West)	The Grange Neighbourhood Centre, St Bartholomew's Close, Maltby, Rotherham S66 8NH	441	No
HEE	Hooton Levitt	The Grange Neighbourhood Centre, St Bartholomew's Close, Maltby, Rotherham S66 8NH	67	No
HEF	Maltby (Maltby West)	Maltby Redwood Academy, Redwood Dr, Maltby, Rotherham S66 8DL	1,492	Yes: Relocated from Hilltop School Created by splitting HEB and HEF

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- HEA: Approx 447 properties with an estimated polling station electorate of 593
- HEB: Approx 119 properties with an estimated polling station electorate of 158
- HED: Approx 14 properties with an estimated polling station electorate of 17

1. Polling district HEB exceeds the new recommended maximum allocated polling station electorate of 2,250. It is proposed that HEB polling district be split into two new polling districts, with the new boundary would run along the edge of the treeline parallel to Fordoles Head Lane, then along Lilly Hall Road. The new polling district to the left of Fordoles Head Lane and Lilly Hall Road will be named HEB and the new polling district to the right named HEF.

2. The polling place for the current HEB polling district, Hilltop School, is no longer suitable to use. Currently the only available space is a portacabin, and this does not provide sufficient space for the size of the electorate or to allow for a separate area where electors could have their photo ID checked in private. Whilst the portacabin has a ramp and is accessible, it could be difficult for electors with a disability due to the limited space once inside.

   It is proposed that Maltby Redwood Academy is allocate as the polling place for HEB and the proposed HEF polling districts. By using the Community Room as the polling station and separating it from the rest of the school, it will be possible for the school to remain open to pupils on polling day.

3. The polling place for the current HEC, Maltby Linx Youth Centre, has not been available since 2020. Bevan Crescent Neighbourhood Centre has been used as an alternative for elections in 2021 and 2022 without any issues. Therefore, it is proposed that Bevan Crescent Neighbourhood Centre is designated the polling place for HEC.

There was no consultation response regarding the polling districts and polling places in Hellaby & Maltby West ward.

The initial proposals for this ward remain unchanged.

Hoober ward

Hoober ward is currently in the Wentworth & Dearne constituency and will be in the Rawmarsh & Conisbrough constituency when the new Parliamentary boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
HOA	Brampton Bierlow	Brampton Bierlow Parish Hall, Knollbeck Lane, Brampton Bierlow, Barnsley S73 0TX	2,286	Yes: Split to create HOA and HOJ
HOB	Wentworth (Wentworth)	Wentworth Mechanics Institute, Main Street, Wentworth, Rotherham S62 7TL	105	No
HOC	n/a	West Melton Primary School, Stokewell Road, Wath upon Dearne, Rotherham S63 6NF	2,322	No
HOD	n/a	Christchurch Hall, Christchurch Road, Wath upon Dearne, Rotherham S63 6NW	1,224	No
HOE	Wentworth (Wentworth)	Wentworth Mechanics Institute, Main Street, Wentworth, Rotherham S62 7TL	285	No
HOF	Wentworth (Harley)	Harley Village Mission Rooms, Harley Road, Harley, Rotherham S62 7UD	392	No
HOG	Wentworth (Harley)	Trinity Community Centre, Sough Hall Avenue, Thorpe Hesley, Rotherham S61 2QJ	51	No
HOH	Wentworth (Wentworth)	Wentworth Mechanics Institute, Main Street, Wentworth, Rotherham S62 7TL	52	No
HOI	n/a	Wath upon Dearne RUFC Clubhouse, Moor Road, Wath upon Dearne, Rotherham, S63 7RT	771	No

HOJ	Brampton Bierlow	Brampton Bierlow Parish Hall, Knollbeck Lane, Brampton Bierlow, Barnsley S73 0TX	997	Yes: Created by splitting HOA into HOA and HOJ

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- HOA: Approx 374 properties with an estimated polling station electorate of 511.
- HOC: Approx 213 properties with an estimated polling station electorate of 275.
- HOD: Approx 164 properties with an estimated polling station electorate of 208.

1. The HOA polling district electorate currently exceeds the new recommended maximum for polling station electors. With proposed housing developments, there could be an estimated additional 5 polling station electors.

   It is proposed that the HOA polling district is split into two new smaller polling districts, with the new boundary running along Knollbeck Lane from the borough boundary, before running behind the odd numbered properties on Knollbeck Lane. It will then run behind the properties on Knollbeck Crescent before continuing behind the Sid Bailey Care Home and Brampton Parish Hall to join the existing boundary int eh middle of Westfield Road. The new polling district to the south of the new boundary will be named HOA and the new polling district to the north named HOJ.

   Given the lack of other suitable buildings in the new HOA and HOJ polling districts, it is proposed the polling place for HOA and HOJ is Brampton Bierlow Parish Hall. This is currently used for the HOA polling district, so would not change for electors in the new HOA and HOJ polling districts.

2. When considering the potential new housing developments, the projected polling station electorate for the HOC polling district may exceed the new recommended maximum. As the projected figure is less than 100 electors over the recommended maximum and the turnout at the last Parliamentary election in 2019 was 45.7%, the (Acting) Returning Officer does not propose to make changes at this time. The polling district electorate will be monitored and if necessary, an interim review will be carried out to consider changes to the polling district.

3. It should be noted that the polling place for HOF has changed its name from Harley Church to Harley Village Mission Rooms.

There was one consultation response regarding the polling districts and polling places in Hoober ward.

a) *There was one consultation response from the Trinity Community Centre stating they are happy to continue being used as a polling place for HOG polling place.*

The initial proposals for this ward remain unchanged.

Keppel ward

Keppel ward is within the Rotherham Parliamentary constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
KEA	n/a	Trinity Community Centre, Sough Hall Avenue, Thorpe Hesley, Rotherham S61 2QJ	1,942	No
KEB	n/a	Scholes Cricket Pavilion, Scholes Village, Rotherham S61 2RQ	105	No
KEC	n/a	Roughwood Primary School, Roughwood Road, Rotherham S61 3HL	767	No
KED	n/a	Chislett Centre, Kimberworth Park Road, Rotherham S61 3JT	1,011	No
KEE	n/a	St John's Church, St John's Green, Rotherham S61 3JL	1,605	Yes: Split to create KEE and KEG
KEF	n/a	ArtWorks Community Centre, Brook Hill, Thorpe Hesley, Rotherham S61 2QF	1,339	No
KEG	n/a	St John's Church, St John's Green, Rotherham S61 3JL	1,272	Yes: Created by splitting KEE into KEE and KEG

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- KEA: Approx 72 properties with an estimated polling station electorate of 88
- KEE: Approx 11 properties with an estimated polling station electorate of 14
- KEF: Approx 119 properties with an estimated polling station electorate of 156

1. The (Acting) Returning Officer is aware that some electors feel that the KEB polling place, Scholes Cricket Pavilion, is too small, however, there are no other suitable alternatives, and the polling district station electorate is only just over 100.

2. The KEE polling district exceeds the new recommended number of electors to be allocated to a polling station. The (Acting) Returning Officer proposes to split the KEE polling district into two smaller new polling districts. The new boundary would run down the middle of Kimberworth Park Road and continue along the treeline behind the properties on Warren Drive, Warren Mount and Watson Close, before meeting the polling district boundary at Low Lane. The new polling district to the right of the new boundary would be named KEE and the new polling district to the left would be named KEG. As there have been no issues or concerns with the current KEE polling place, St John's Church, and that it is located near to the new boundary line and accessible to both new polling districts, the (Acting) Returning Officer proposes to allocate St John's Church as the polling place for KEE and KEG.

There were four consultation responses regarding the polling districts and polling places in Keppel ward.

a) *The Trinity Community Centre stated they were happy to continue being used as a polling place for KEA.*

b) *A response was received from Roughwood Primary School (KEC) objecting to the use of the school as they feel it is no longer the best place to be used and are concerned about the disruption to education and the preparation for SATS. No suitable alternatives were provided.*

   The (Acting) Returning Officer has not been able to identify any suitable alternative buildings in the polling district. The only potential building is the Kimberworth Park public house, but they do not have a separate function room and are therefore not able to accommodate a polling station.

c) *A response was received from St John's Church stating they are happy to continue being used as the polling place for KEE, as they are centrally located in the estate's shopping area, and they have disabled access.*

d) *A response was received from Artworks Community Centre, polling place for KEF, who stated they are happy to continue being used.*

The initial proposals for this ward remain unchanged.

Kilnhurst & Swinton East ward

Kilnhurst & Swinton East ward is currently in the Wentworth & Dearne constituency and when the new Parliamentary constituency boundaries come into force, it will be in the Rawmarsh & Conisbrough constituency.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
KIA	n/a	Kilnhurst Community Resource Centre, Victoria Street, Kilnhurst, Mexborough S64 5SQ	592	No
KIB	n/a	The Brookfield Centre, Lime Grove, Swinton, Mexborough S64 8TQ	1,659	No
KIC	n/a	St Thomas CE Primary School, Meadow View Road, Kilnhurst, Mexborough S64 5UA	1,153	No
KID	n/a	Piccadilly Methodist Church, Wentworth Road, Swinton, Mexborough S64 8JZ	1,472	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- KID: Approx 32 properties with an estimated polling station electorate of 41.

The (Acting) Returning Officer did not propose any changes to the existing arrangements

There were no consultation responses regarding the polling districts and polling places in Kilnhurst & Swinton East ward.

The are no changes to the proposal to continue with the existing arrangements.

Maltby East ward

Maltby East ward is currently within the Rother Valley Parliamentary constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
MAA	Maltby (Maltby East)	Maltby Manor Academy School, Davy Drive, Maltby, Rotherham S66 8JN	1,327	No
MAB	Maltby (Maltby East)	The Wesley Centre, Blyth Road, Maltby, Rotherham S66 8JD	953	No
MAC	Maltby (Maltby East)	Edward Dunn Memorial Hall, Tickhill Road, Maltby, Rotherham S66 7NQ	1,854	Yes: MAF merged into MAC
MAD	Maltby (Maltby East)	Maltby St Mary's Catholic Primary School, Muglet Lane, Maltby, Rotherham S66 7JU	980	No
MAE	Maltby (Maltby East)	Ascension Close Neighbourhood Centre, Ascension Close, Maltby, Rotherham S66 7HQ	759	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- MAB: 41 properties, with an estimated polling station electorate increase of 51
- MAC: 550 properties, with an estimated polling station electorate increase of 576

1. MAF polling place, Charles Foster Community Centre, have not been available since 2021. Electors from MAF polling district have been voting at MAC polling place, Edward Dunn Memorial Hall, for the elections in 2021 and 2022 without any issues. As MAC and MAF are part of the same Town Council ward, it is proposed that polling district MAF is merged into

polling district MAC, with Edward Dunn Memorial Hall being used as the designated polling place. As MAF electors have been voting at Edward Dunn Memorial Hall for the last two years, it is not envisaged this change would cause any issues for elector.

There were no consultation responses regarding the polling districts and polling places in Maltby East ward.

The initial proposals for this ward remain unchanged.

Rawmarsh East ward

Rawmarsh East ward is currently in the Wentworth & Dearne constituency and when the new Parliamentary constituency boundaries come into force, it will be in the Rawmarsh & Conisbrough constituency.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
RAEA	n/a	Rawmarsh Customer Service Centre, Barbers Avenue, Rotherham S62 6AA	1,564	
RAEB	n/a	Rawmarsh Ryecroft Infants School, South Street, Rawmarsh, Rotherham S62 5QW	841	
RAEC	n/a	Marshall Close Neighbourhood Centre, Marshall Close, Rawmarsh, Rotherham S62 6DB	921	
RAED	n/a	Rawmarsh Sandhill Primary School, Kilnhurst Road, Rawmarsh, Rotherham S62 5LH	1,140	Yes: Split into RAED and RAEE
RAEE	n/a	Rawmarsh Sandhill Primary School, Kilnhurst Road, Rawmarsh, Rotherham S62 5LH	1,492	Yes: Created by splitting RAED into RAED and RAEE

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- RAEA: Approx 12 properties with an estimated polling station electorate of 14.
- RAED: Approx 458 properties with an estimated polling station electorate of 571.

1. Considering the potential housing developments for RAED polling district, the estimated polling station electorate would exceed the new recommended maximum electorate. It is proposed that the RAED polling district is split into two new smaller polling districts, with the new boundary running along Kilnhurst Road. The new polling district to the south of Kilnhurst Road will be named RAED and the new polling district to the north of Kilnhurst Road named RAEE.

   The (Acting) Returning Officer is not aware of any issues or concerns about the current polling place for RAED, therefore it is proposed that Rawmarsh Sandhill Primary School, which is located on the new boundary between RAED and RAEE polling districts is allocated as the polling place for both polling districts.

There were no consultation responses regarding the polling districts and polling places in Rawmarsh East ward.

The initial proposals for this ward remain unchanged.

Rawmarsh West ward

Rawmarsh West ward is currently in the Wentworth & Dearne constituency and when the new Parliamentary constituency boundaries come into force, it will be in the Rawmarsh & Conisbrough constituency.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
RAWA	n/a	Manor Farm Community Centre, Harding Avenue, Upper Haugh, Rotherham S62 7ED	2,154	No
RAWB	n/a	Monkwood Primary Academy, Monkwood Road, Rawmarsh, Rotherham S62 7JD	1,971	No
RAWC	n/a	Salvation Army Hall, Quarry Street, Rawmarsh, Rotherham S62 7DB	792	No
RAWD	n/a	Rawmarsh Methodist Church, High Street, Rawmarsh, Rotherham S62 6LN	367	No
RAWE	n/a	Rawmarsh Ashwood Primary School, Ashwood Road, Parkgate, Rotherham S62 6HT	886	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- RAWA: Approx 325 properties with an estimated polling station electorate of 424.
- RAWD: Approx 16 properties with an estimated polling station electorate of 16.
- RAWE: Approx 250 properties with an estimated polling station electorate of 886.

1. The (Acting) Returning Officer is aware that Rawmarsh Ashwood Primary School, polling place for RAWE, would prefer not to be used. Unfortunately, the (Acting) Returning Officer is not aware of any suitable alternative and therefore is not able to propose any changes.
2. The (Acting) Returning Officer did not propose any changes to the existing arrangements.

There was one consultation response regarding the polling districts and polling places in Rawmarsh West ward.

a) *A representation was received from Rawmarsh Ashwood Primary School who do not wish to be used as the polling place for RAWE. They state the space previously used is no longer available and the whole school would have to close. Alternative suggestions provided were the Spiritualist Church next door on Ashwood Road, High Street Centre on Rawmarsh Hill and Rawmarsh Church.*

The (Acting) Returning Officer has not been able to contact the Spiritualist Church to discuss the possibility of using their building. There is some concern about accessibility of the church due to there being a step from the pavement on to the church property. The (Acting) Returning Officer will continue to try and contact the Church so it can be assessed and considered for use in the future.

The High Street Centre at Rawmarsh Methodist Church is not with the polling district and is already used as the polling place for RAWD. The Church of St Mary the Virgin is also not within the polling district. Both locations are uphill from RAWE and could pose an issue for electors in terms of accessibility if they do not use a car.

As there are no alternatives in the polling district, the school remains the only suitable building to be used as a polling place for RAWE.

The are no changes to the proposal to continue with the existing arrangements.

Rother Vale ward

Currently RVA and RVB poling districts are in the Rotherham constituency and RVC and RVD and in the Rother Valley constituency. When the new Parliamentary constituency boundaries come into force, all of Rother Vale ward will be in the Rotherham constituency.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
RVA	Catcliffe	Catcliffe Memorial Hall, Old School Lane, Catcliffe, Rotherham S60 5SP	1,336	No
RVB	Waverley	Waverley Junior Academy, Waverley Walk, Rotherham S60 8DD	1,567	Yes: relocation from AMP Technology Centre Realignment of the polling district boundary with RVD
RVC	Treeton	Treeton Village Community & Resource Centre, Pit Lane, Treeton, Rotherham S60 5UY	1,957	
RVD	Waverley	Waverley Junior Academy, Highfield Lane, Catcliffe, Rotherham S60 5BL	1,355 (current) 4,476 (Projected increase due to housing development)	Yes: relocation from AMP Technology Centre Realignment of the polling district boundary with RVB

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- RVA: Approx 64 properties with an estimated polling station electorate of 79
- RVB: Approx 300 properties with an estimated polling station electorate of 276
- RVC: Approx 45 properties with an estimated polling station electorate of 58
- RVD: Approx 2820 properties with an estimated polling station electorate of 3,688

1. AMP Technology Centre is the polling place for RVB and RVD polling districts and is located on a commercial estate. With continued housing developments in the area, the electorates are increasing and the (Acting) Returning Officer is aware that the space available at AMP Technology Centre will soon not be big enough. Added to this, the location of AMP Technology Centre may be difficult for some electors to access, however at the time it was designated the polling place for RVB and RVD, there were no other suitable buildings in the polling districts. Since the last review, Waverley Junior Academy has opened, which is located within the residential area and accessible to both polling districts, as it is located on the boundary between RVB and RVD. Whilst the (Acting) Returning Officer's preference is to minimise the use of schools, in this case, it is the most suitable building in terms of accessibility and location for electors in both polling districts. Therefore the (Acting) Returning Officer proposes that Waverley Junior Academy is allocated as the polling place for RVB and RVD polling districts.

2. The current polling district boundary between RVB and RVD polling districts was designated before some of the current housing was built and follows the current Parliamentary constituency boundary between Rotherham and Rother Valley. The location of this boundary has meant that as new properties have been built, the polling district and Parliamentary constituency boundary line runs through some of the houses. Therefore, the (Acting) Returning Officer proposes to align the polling district boundary between RVB and RVD polling districts so that it runs down the middle of Highfield Lane after the next Parliamentary General Election has taken place, when RVB and RVD will be in the same constituency. This will not impact on electors in either polling district, as they go to the same polling place. It is likely this will be implemented when the revised register is published following the next General election.

3. Given the potential for significant housing development in the RVD polling district, it would be too difficult to predict the best way to split the current polling district without the developments nearing completion. As the current polling station electorate is considerably below the recommended maximum polling station electorate, the (Acting) Retuning Officer does not propose any changes currently. However, an interim review will be carried out when some of the potential developments near completion.

There were two consultation response regarding the polling districts and polling places in Rother Vale ward.

a) *The first suggests the merger of RVB and RVD polling districts or if this was not possible, was supportive of the polling district boundary being realigned along Highfield Lane.*

Merging RVB and RVD polling districts would not be possible at the current time, as they are in different Parliamentary constituencies. After the next Parliamentary General election, RVB and RV will be in the same Parliamentary constituency, however, due to the potential building development in RVD, the electorate is likely to exceed the recommended maximum, therefore merging RVB and RVD.

The polling district boundary between RVB & RVD will be realigned to follow the middle of Highfield Lane on 1 December following the next UK General Election.

b) *The second representation objected to the polling place for RVB and RVD moving away from AMP Technology Centre. The objection is based on it being less disruptive to the community and the Centre has parking and disabled access.*

As set out in the original proposals, The (Acting) Returning Officer feels that with the growing electorate in RVB and RVD, the rooms available at AMP Technology are too small. If there is an event on at the Centre, there is no guarantee as to which room will be available for use as a polling station and car parking availability is much reduced.

The (Acting) Returning Officer must also consider electors who do not drive. AMP Technology is located on a business park some distance from the houses in RVB and RVD and as more houses are built to the East, they will be even further away. Electors would also need to cross Highfield Spring, which is a very busy road. Waverley Junior Academy is situated amongst the housing, has parking facilities, disabled access and is far more accessible for all electors.

The initial proposals for this ward remain unchanged.

Rotherham East ward

Rotherham East ward is within the Rotherham Parliamentary constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
ROEA	n/a	Eastwood Village Community Centre (Zone 2) Erskine Road, Rotherham S65 1RF	626	No
ROEB	n/a	The Unity Centre, St Leonards Road, Rotherham S65 1PD	424	No
ROEC	n/a	St James Vestry (St Francis Room), Cambridge Street, Rotherham S65 2SX	1,449	No
ROED	n/a	Rotherham Baptist Church Hall, Badsley Moor Lane, Rotherham S65 2QR	1,845	No
ROEE	n/a	Mowbray Gardens Community Centre, Mowbray Gardens, Rotherham S65 2UH	621	No
ROEF	n/a	Springwell Gardens Community Centre, Eastwood View, Rotherham S65 1NH	497	No
ROEG	n/a	The Place Young Peoples Centre (next to Coleridge Primary School), Coleridge Road, Rotherham S65 1LW	996	No
ROEH	n/a	Bakersfield Neighbourhood Centre, Longfellow Drive, Rotherham S65 2LH	281	No

ROEI	n/a	St Mary's Catholic Church (parish room), Herringthorpe Valley Road, Rotherham, S65 3BA	764	No
ROEJ	n/a	Herringthorpe Infants School, Chatterton Drive, Rotherham, S65 2JW	637	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- ROEB: Approx 30 properties with an estimated polling station electorate of 27
- ROED: Approx 13 properties with an estimated polling station electorate of 17

The (Acting) Returning Officer has not proposed any changes to the current arrangements.

There were three consultation responses regarding the polling districts and polling places in Rotherham East ward.

1. *Rotherham Baptist Church responded to the consultation to state they are happy to continue being used as the polling place for ROED.*
2. *An elector from Rotherham East ward queried why they had to go to Rotherham Baptist Church, when there is a polling station across from their road at the United Methodist Church Clifton.*

   The elector making the representation lives in the ROED polling district of Rotherham East ward. The polling place they are referring too, The United Methodist Church Clifton, is the polling place for BCC polling district in Boston Castle ward.
3. *Willow Tree Academy submitted a representation regarding the use of Herringthorpe Infant School (ROEJ), that also impact Herringthorpe Juniors. and request an alternative location is used due to the impact on education and preparation for KS2 SATs. No alternative suggestions were provided.*

   The (Acting) Returning Officer has not been able to identify any suitable alternatives within the polling district.

The are no changes to the proposal to continue with the existing arrangements.

Rotherham West ward

Rotherham West ward is within the Rotherham Parliamentary constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
ROWA	n/a	St Thomas Community Hall, High Street, Rotherham S61 2BH	1,314	No
ROWB	n/a	Blackburn Primary School, Baring Road, Blackburn, Rotherham S61 2BU	839	No
ROWC	n/a	Meadow View Primary School, (Community Room) Meadowhall Road, Rotherham S61 2JD	934	No
ROWD	n/a	Kelford School, Oakdale Road, Rotherham S61 2NU	920	No
ROWE	n/a	Ferham Primary School, Ferham Road, Rotherham S61 1AP	784	No
ROWF	n/a	Henley Neighbourhood Centre, Oates Close, Rotherham S61 1TP	1,283	No
ROWG	n/a	Thornhill Primary School, Clough Bank, Rotherham S61 1TD	467	No
ROWH	n/a	Liberty Church, Station Road, Rotherham S60 1JH	534	Yes: Relocated from Masbrough & Thornhill Community Centre
ROWI	n/a	Kimberworth Community Primary School, Kimberworth Road, Rotherham S61 1HE	1,213	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- ROWE: Approx 10 properties with an estimated polling station electorate of 10
- ROWF: Approx 500 properties with an estimated polling station electorate of 528
- ROWG: Approx 50 properties with an estimated polling station electorate of 81

1. Since a change of ownership in 2022, the polling place for ROWH, Masbrough & Thornhill Community Centre, has not been available. For the elections in 2022 the Liberty Church on Station Road was used without any issues. The Liberty Church is a suitable building as a polling place, with level access, good interior space and car parking. The (Acting) Returning Officer proposes that the Liberty Church be designated as the polling place for ROWH polling district.

There were no consultation responses regarding the polling districts and polling places in Rotherham West ward.

The initial proposals for this ward remain unchanged.

Sitwell ward

Currently the SIH polling district is in the Rotherham constituency and the remainder of the ward is in the Rother Valley constituency. Under the new Parliamentary constituency boundaries, all of Sitwell ward will be in the Rother Valley constituency.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
SIA	n/a	Herringthorpe United Reformed Church, Wickersley Road, Rotherham S60 4JN	980	
SIB	n/a	St Cuthberts Church Hall, Bent Lathes Avenue, RotherhamS60 4BN	754	
SIC	n/a	Broom Methodist Church, Broom Lane, Rotherham, S60 3NW	992	
SID	n/a	Newman Additional Resource (next to Newman School) East Bawtry Road, Whiston, Rotherham S60 3LX	1,213	
SIE	Whiston	Whiston J&I School, Saville Road, Whiston, Rotherham S60 4DX	941	
SIF	Whiston	Whiston Worry Goose J&I School, Hall Close Avenue, Whiston, Rotherham S60 4AG	1,859	
SIG	Whiston	Whiston Parish Hall, Well Lane, Whiston, Rotherham, S60 4HX	937	
SIH	n/a	St Bernards Catholic High School, Herringthorpe Valley Road, Rotherham S65 3BE	394	

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- SID: Approx 149 properties with an estimated polling station electorate of 178
- SIF: Approx 667 properties with an estimated polling station electorate of 824
- SIG: Approx 219 properties with an estimated polling station electorate of 240

1. The (Acting) Retuning Officer is aware there are proposed building works for SID polling place, at Newman School that could impact on the availability of Newman Additional Resource. If the building works take place at the time of an election, it may be necessary for the (Acting) Returning Officer to consider a temporary change to the polling place.
2. The (Acting) Returning Officer is aware that Whiston J & I School, polling place for SIE, have expressed a desire not to be used. However, the Returning Officer is not aware of any suitable alternative in the poling district and neighbouring polling places would not be big enough to accommodate the additional electors. Therefore the (Acting) Returning Officer was not able to propose any changes, but welcomes suggestions for suitable alternatives

There were no consultation responses regarding the polling districts and polling places in Sitwell ward.

The initial proposals for this ward remain unchanged.

Swinton Rockingham ward

Swinton Rockingham ward is currently in the Wentworth & Dearne constituency and when the new Parliamentary constituency boundaries come into force, it will be in the Rawmarsh & Conisbrough constituency.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
SWA	n/a	Swinton Fitzwilliam Primary School, Broadway, Swinton, Mexborough, S64 8HF	1,330	No
SWB	n/a	Swinton Queen Primary School, Queen Street, Swinton, Mexborough, S64 8NE	1,504	No
SWC	n/a	Swinton Civic Hall, Station Street, Swinton, Mexborough, S64 8PZ	1,112	No
SWD	n/a	Swinton Fitzwilliam Primary School, Broadway, Swinton, Mexborough, S64 8HF	873	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- SWB: Approx 70 properties with an estimated polling station electorate of 84

The (Acting) Returning Officer did not propose any changes to the existing arrangements

There were no consultation responses regarding the polling districts and polling places in Swinton Rockingham ward.

The are no changes to the proposal to continue with the existing arrangements.

Thurcroft & Wickersley South ward

Thurcroft & Wickersley South ward is currently within the Rother Valley Parliamentary constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	**Parish** (Parish ward, if applicable)	**Polling Place**	**Electorate** (Excluding postal votes)	**Proposed changes**
THA	Wickersley (Wickersley South)	The Church Barn, Church Lane, Wickersley, Rotherham S66 1ES	2,357	No
THB	Thurcroft (Thurcroft North)	Gordon Bennett Memorial Hall, Green Arbour Road, Thurcroft, Rotherham S66 9DD	1,902	Yes – Current THB polling district split into THB and THC due to electorate size.
THC	Thurcroft (Thurcroft North)	Gordon Bennett Memorial Hall, Green Arbour Road, Thurcroft, Rotherham S66 9DD	1,696	Yes – Current THB polling district split into THB and THC due to electorate size.

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- THA: Approx 209 properties with an estimated polling station electorate of 239
- THB: Approx 40 properties with an estimated polling station electorate of 51

1. When considering the potential new housing developments in polling district THA, the projected polling station electorate may exceed slightly exceed the recommended maximum. As the last Parliamentary election in 2019 was 70.2%, the (Acting) Returning Officer does not propose to make changes at this time. The polling district electorate will be monitored and if necessary, an interim review to consider any necessary changes.

2. The current THB polling district polling station electorate exceeds the new recommended maximum. It is proposed that the current THB polling district to be split into two, with the new boundary running down the middle of Morthen Road, Woodhouse Green and Green Arbour Road.

   The new polling district to the right of the new boundary will be named THB and the new polling district to the left will be named THC.

   As there have been no issues with the Gordon Bennett Memorial Hall and it is centrally located on the new boundary line between THB and THC, it is proposed that it would be the polling place for the new THB and THC polling districts.

There were no consultation responses regarding the polling districts and polling places in Thurcroft & Wickersley South ward.

The initial proposals for this ward remain unchanged.

Wales ward

Wales ward is currently within the Rother Valley Parliamentary constituency, and this will remain the case when the new Parliamentary constituency boundaries come into force.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
WAA	Harthill-with-Woodhall	Harthill Village Hall, Winney Hill, Harthill, Sheffield S26 7YL	925	No
WAB	Wales (Wales)	Wales-Kiveton Methodist Church, School Road, Wales, Sheffield S26 5QJ	1,276	No
WAC	Wales (Kiveton Park)	Old Colliery Offices (training room), Colliery Road, Kiveton Park, Sheffield S26 6LR	1,257	No
WAD	Wales (Kiveton Park)	Kiveton Park & Wales Village Hall, Walesmoor Avenue, Kiveton Park, Sheffield S26 5RF	2,089	No
WAE	Wales (Wales)	Peregrine Way Neighbourhood Centre, Peregrine Way, Harthill, Sheffield S26 7UP	223	No
WAF	Wales (Kiveton Park)	Viking Way Neighbourhood Centre, Viking Way, Kiveton Park, Sheffield S26 6RX	547	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- WAA: Approx 50 properties with an estimated polling station electorate of 61
- WAB: Approx 194 properties with an estimated polling station electorate of 239
- WAD: Approx 428 properties with an estimated polling station electorate of 593
- WAF: Approx 100 properties with an estimated polling station electorate of 123

The (Acting) Returning Officer did not propose any changes to the existing arrangements

There were no consultation responses regarding the polling districts and polling places in Wales ward.

The are no changes to the proposal to continue with the existing arrangements.

Wath ward

Wath ward is currently in the Wentworth & Dearne constituency and when the new Parliamentary constituency boundaries come into force, it will be in the Rawmarsh & Conisbrough constituency.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
WHA	n/a	Wath Community Library, Montgomery Square, Wath, Rotherham S63 7RZ	1,039	No
WHB	n/a	The Base Community Hub, Fir Close, Wath, Rotherham S63 7NU	928	No
WHC	n/a	St Joseph's Catholic Church Hall, Carr Road, Wath upon Dearne, Rotherham S63 7AA	1,884	No
WHD	n/a	Newhill Chapel, Varney Road, Wath upon Dearne, Rotherham S63 7HS	1,868	No
WHE	n/a	Wath upon Dearne RUFC Clubhouse, Moor Road, Wath upon Dearne S63 7RT	379	No

Issues, Options and Reasons for Returning Officer's Proposals
There is potential for the following housing developments:

- WHA: Approx 28 properties with an estimated polling station electorate of 32
- WHC: Approx 690 properties with an estimated polling station electorate of 777
- WHE: Approx 49 properties with an estimated polling station electorate of 68

The (Acting) Returning Officer did not propose any changes to the existing arrangements

There was one consultation response regarding the polling districts and polling places in Wath ward.

a) *There was one consultation response from St Joseph's Catholic Church stating they are happy to continue being used as the polling place for WHC.*

The are no changes to the proposal to continue with the existing arrangements.

Wickersley North ward

Currently WYB and WYC polling districts are in Rotherham constituency, with the majority of the ward in Wentworth & Dearne constituency. When the new Parliamentary constituency boundaries come into force, all of Wickersley North ward will be in Rotherham constituency.

Polling District	Parish (Parish ward, if applicable)	Polling Place	Electorate (Excluding postal votes)	Proposed changes
WYA	Dalton (Dalton East)	Sunnyside Community Centre, Flanderwell Lane, Sunnyside, Rotherham S66 3RL	733	No
WYB	Dalton (Dalton East)	Sunnyside Community Centre, Flanderwell Lane, Sunnyside, Rotherham S66 3RL	381	No
WYC	Dalton (Dalton South)	Listerdale Primary School, Beech Avenue, Brecks, Rotherham S65 3HN	843	No
WYD	Dalton (Dalton East)	Flanderwell Early Excellence Centre, Flanderwell Primary School, Greenfield Court, Flanderwell, Rotherham S66 2JF	1,059	No
WYE	Dalton (Dalton East)	Sunnyside Community Centre, Flanderwell Lane, Sunnyside, Rotherham S66 3RL	1,106	No
WYF	Bramley (Bramley West)	Bramley Parish Hall, Cross Street, Bramley, Rotherham S66 2SA	899	No
WYG	Wickersley (Wickersley North)	Blessed Trinity Catholic Church, Northfield Lane, Wickersley, Rotherham S66 2HF	2,305	No

Issues, Options and Reasons for Returning Officer's Proposals

There is potential for the following housing developments:

- WYC: Approx 206 properties with an estimated polling station electorate of 286
- WYG: Approx 45 properties with an estimated polling station electorate of 62

1. In the future, once a UK Parliamentary General election has taken place on the proposed constituency boundaries, consideration can be given to merging polling districts WYA and WYB.
2. When considering the potential housing developments, WYG polling district's polling station electorate may slightly exceed the recommended maximum polling station electorate by less than 100 electors. The (Acting) Returning Officer does not propose any changes at this time but will keep this polling district under review and if necessary, will carry out an interim review to consider any necessary changes.

The (Acting) Returning Officer did not propose any changes to the existing arrangements

There were no consultation responses regarding the polling districts and polling places in Wickersley North ward.

The are no changes to the proposal to continue with the existing arrangements.

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Appendix 3: Summary of responses to the consultation with Returning Officer comments

Ward	Polling District	Respondent	Summary of response	RO comment
Anston & Woodsetts	ANG	Cllr Tarmey	The current polling place for ANG (Thorpe Salvin) is in Harthill, which is in Wales Ward. Now that Thorpe Salvin has been incorporated into the Anston & Woodsetts ward, I feel that a polling place within the new ward would be more appropriate. Alternative suggestions: South Anston Community Hall and St Peter's Church in Thorpe Salvin.	The (Acting) Returning Officer has considered St Peter's Church, but it is not fully accessible as the main entrance has a step at the start of the path, which comes directly from the road. As there is not a pavement between the road and the stepped entrance, it is not possible to use a ramp. There is second entrance through the graveyard, but this also has steps and electors would have to walk across the grass, as there is no path. Therefore the (Acting) Returning Officer does not consider this to be a suitable building for a polling place. Whilst using South Anston Methodist Community Hall would mean the polling place for ANG would be in the ward, it would be difficult for electors without a car to get to. Harthill is around a 15-minute journey by bus from Thorpe Salvin. In comparison, travelling to South Anston would require electors to get a bus, passing through Harthill, to get a train from Kiveton Park to Worksop and then a bus through to South Anston. Therefore the (Acting) Returning Officer feels that although out of the ward, Harthill Village Hall is a more convenient location for electors. Added to this, there have not been any complaints or comments from electors about the location since Harthill has been used as the polling place for ANG. It is therefore felt that with no suitable locations within ANG, Harthill Village Hall is the most convenient location for electors.

Ward	Polling District	Respondent	Summary of response	RO comment
Anston & Woodsetts	ANG	Alexander Stafford MP	Concerns that the polling place was not within the ward. Also concerns including Harthill not being accessible to electors without a car, an aging demographic in Thorpe Salvin (ANG), and that other communities of a similar size have a polling place in their area. Also concerns of voter confusion in Harthill when the polling place was used for a by-election in the Dinnington ward. Alternative suggestions provided were the Parish Oven Public House on Worksop Road, St Peter's Church on Harthill Road or the use of a mobile unit.	The (Acting) Returning Officer has considered St Peter's Church, but it is not fully accessible as the main entrance has a step at the start of the path, which comes directly from the road. As there is not a pavement between the road and the stepped entrance, it is not possible to use a ramp. There is second entrance through the graveyard, but this also has steps and electors would have to walk across the grass, as there is no path. Therefore the (Acting) Returning Officer does not consider this to be a suitable building for a polling place. The (Acting) Returning Officer is of the opinion that Harthill Village Hall is accessible to electors without a car, as there is a bus between Thorpe Salvin and Harthill, which takes approximately 15 minutes. Whilst some similarly sized communities do have polling places within their area, this will be because there is an available and suitable building that can be used, and this is unfortunately not the case for Thorpe Salvin. The Parish Oven Public House does not have a separate function room and are therefore not able to accommodate a polling station. The use of mobile unit as a polling station is not ideal due to their limitations in terms of size, especially given the additional requirements for the provision of a private area for checking voter ID. There are also significant issues in ensuring mobile units are fully accessible, especially when they are only sited for a short period of time. The (Acting) Returning Officer was not able to identify a suitable site within the polling

Ward	Polling District	Respondent	Summary of response	RO comment
				district where a mobile unit with an access ramp, generator and portable toilet could be sited.
Aston & Todwick	ASB	Aston Hall Junior and Infants School	Objection to the use of the school as it must close on polling day, which impacts on the education of the children, especially as the date tends to be close to SATs. Alternatives suggested: No specific alternatives provided.	The (Acting) Returning Officer has considered Aston Hall Hotel, but the long driveway to the building does not have a footpath, which makes it unsuitable for electors who are walking to the polling station, especially in the evenings, as the driveway only has low-level lighting. here are suitable rooms that could be used for polling stations; however, their availability could not be guaranteed for any by-elections or short notice elections such as UK Parliamentary General election. The (Acting) Returning Officer has also considered the Church of All Saints on Church Lane. The accessibility is not as good as the school, the available room would be quite tight for space and there is very limited parking available by the church. Anston Hall Junior School is located centrally within the polling district, whereas both Aston Hall Hotel and the Church of All Saints are situated to the north of the polling district, which if used, would mean electors in the south of the polling district having much further to travel to vote. As neither alternative is a better option for electors, the (Acting) Returning Officer proposes the continued use of Aston Hall Junior and Infants School.

Ward	Polling District	Respondent	Summary of response	RO comment
Aston & Todwick	ASB	Elector in Aston & Todwick	Use of schools should be avoided, why in Aston can't RMBC hire out space at Aston Hall Hotel instead of disrupting education of the children at the nearby school. Democracy is important also is education. Aston Hall hotel instead of the school	The (Acting) Returning Officer has considered Aston Hall Hotel, but the long driveway to the building does not have a footpath, makes it unsuitable for electors who are walking to the polling station, especially in the evenings as the driveway only has low-level lighting. There are suitable rooms that could be used for polling stations; however, their availability could not be guaranteed for any by-elections or short notice elections such as UK Parliamentary General election.
Boston Castle	BCH	Clifton Park Garden Building	Happy to continue being used.	Noted
Bramley & Ravenfield	BRE	Thrybergh Parish Council	Happy for Thrybergh Parish Hall to continue to be used.	Noted
Brinsworth	BWC	Cllr Adam Carter	BWC polling location should be considered to be relocated, as there are issues with accessibility due to the steep hill up to the school, and that when there is a polling day the school ends up being closed. Consideration to be given merging BWC and BWD polling districts as the BWD Brinsworth Whitehill Primary School does not close during polling days. If BWC is not considered to be merged with BWD, I ask that consideration be given to moving the houses on Whitehill Lane between the junction of Orchard	The (Acting) Returning Officer has not been able to identify any suitable alternative venues within the polling district. Whilst the (Acting) Returning Officer acknowledges that the hill to access Brinsworth Howarth School may give some electors difficulties, it is a better option than having to go a considerable distance to use Brinsworth Whitehill Primary School if BWB and BWE polling districts were merged. Whilst there are some cut throughs, not all electors will be comfortable using them, particularly in the dark and would prefer to use the main roads. The (Acting) Returning Officer agrees that it would be more convenient for the electors at numbers 69 to 83 Whitehill Lane to go to Brinsworth Howarth School to vote; therefore, it is proposed to amend the polling district boundary to move the properties from BWD into the BWC polling district. Whilst considering this option,

Ward	Polling District	Respondent	Summary of response	RO comment
			Way and Whitehill Road be moved into the BWC polling district as this would make more geographical sense.	it was identified that four properties on Orchard Way, which is part of BWC, are currently part of the BWD polling district. The polling district boundary will be amended to move them into BWC.
Brinsworth	BWD	Cllr Adam Carter	Similarly, there are 6 houses on Brinsworth Lane between Whitehill Road and Manor Road are in the BWD polling district, whereas the other houses on that road are split between BWB and BWE. Consideration be given to move these into either BWB or BWE.	The (Acting) Returning Officer agrees that it would be more convenient for the electors at numbers 58 to 68 Brinsworth Lane to vote at The Centre on Brinsworth Lane. It is therefore proposed to amend the polling district boundary to move the properties from BWD to BWB. Whilst considering this option, it was identified that this proposal would leave 56 Brinsworth Lane as the only property on the road in BWD polling district. It is proposed to amend the polling district boundary to move 56 Brinsworth Lane from BWD to BWE so that the electors would vote at St Andrews Church, Bonet Lane, as their neighbours do.
Dalton & Thrybergh	DAA & DAC	Thrybergh Parish Council	Happy for Thrybergh Parish Hall to continue to be used.	Noted
Dinnington	n/a	Elector in Dinnington	General objection to the use of schools. Suggested alternatives including village halls, pubs, bus station, and post offices.	The (Acting) Returning Officer uses a variety of buildings including parish halls, community centres and churches. There must be due regard to the legislation and Electoral Commission guidance on polling district and polling places. This includes ensuring there is a maximum of 2,250 polling station voters allocated to a polling station and to have regard for geographical features. This means polling districts are generally small areas and this can mean there are few suitable buildings within the polling districts other than schools. All public buildings have a duty in the law to make themselves available for use as a polling place by the (Acting) Returning Officer. Where there are no suitable

Ward	Polling District	Respondent	Summary of response	RO comment
				alternatives to using a school, the decision to close the school on poling day lies with the Headteacher. Electoral Services will work with schools to see if there is a way to keep the school open while considering safeguarding issues.
Dinnington	DIA	Alexander Stafford MP	Concern raised that DIA polling district is geographically too large as it covered several communities which are very inaccessible including Brookhouse, Slade Hooton, Carr and Newhall Grange that have no safe walking route or public transport options to get to Laughton-en-le-Morthen Village Hall. The suggestion was to split the existing polling district so that Laughton-en-le-Morthen was in one polling district and the smaller villages in another with the polling place at the Traveller's Rest public house in Brookhouse.	The (Acting) Returning Officer has not received any complaints or comments from electors in the DIA polling district over their polling place from previous elections. For electors living in the remote communities mentioned in the representation, they would need to travel into Laughton-en-le-Morthen or Dinnington to access shops and other services such as Doctors or Dentists. There are buses from Brookhouse and Slade Hooton to Laughton-en-le-Morthen. The (Acting) Returning Officer has not been able to contact the Traveller's Rest public house to assess if it could be used as a polling place. Whilst a polling place at the Traveller's Rest would benefit the small number of electors in Brookhouse, it would not solve the accessibility issues raised for Slade Hooton, Carr or Newhall Grange electors. Given there hasn't been any concerns raised with the (Acting) Returning Officer at previous elections about the location of the polling place and lack of an alternative suitable venue, there are no amendments proposed for DIA polling district.

Ward	Polling District	Respondent	Summary of response	RO comment
Dinnington	DIF	Alexander Stafford MP	The current polling station is Woodsetts village hall, which is again in a different ward. During the July 2023 Dinnington by-election only eight people made their way from Gildingwells to Woodsetts to vote in person, as it is not accessible. A mobile polling station/ portakabin could be located outside the village notice board on Woodsetts Road.	The (Acting) Returning Officer disagrees that Woodsetts is inaccessible to electors in DIF who don't have a car, as there is a bus route which runs between Gildingwells and Woodsetts. The use of mobile units is a last resort due to their limited size, making it difficult to meet the requirements for a private area for checking voter ID and issues in terms of making them accessible. The (Acting) Returning Officer was not able to identify a suitable site within the polling district where a mobile unit with an access ramp, generator and portable toilet could be sited. The only alternative would be to relocate the polling place for DIF to Letwell Village Hall, which would then be within the ward. However, this would be more inconvenient for electors who rely on public transport, as they would have to travel to Letwell via Woodsetts and Dinnington, which would take over 3 hours based on current bus timetables. It is therefore felt that the existing arrangements are the most suitable.
Dinnington	DIH	Firbeck Village Hall	Happy to continue to be used and they are centrally located within the parish, with car parking, disabled access, toilets and kitchen.	Noted
Greasbrough	GRA	Willow Tree Academy (Greasbrough Primary School)	Object to the use of Greasbrough Primary School. Suggested alternatives: Greasbrough Library	The (Acting) Returning Officer agrees that Greasbrough Library is a suitable alternative that has level access and parking facilities.

Ward	Polling District	Respondent	Summary of response	RO comment
				Therefore, the proposal for GRA polling district will be amended to recommend the use of Greasbrough Library.
Greasbrough	GRC	Wingfield Academy	Object to the use of the school as there has been a change of use of the room previously used, and the school would have to close. No alternatives provided.	The (Acting) Returning Officer has searched for suitable alternatives but has not been able to identify any. Forty Martyrs Church has been closed since COVID-19 pandemic and they currently have no plans to reopen. Consideration has been given to GRC polling district being allocated to Rockingham Professional Development Centre, which is already used as the polling place for GRB. However, Rockingham Professional Development Centre is a busy training centre that remains open on polling day, meaning there is only limited space available, and it would not be sufficient for two polling stations. Added to this, the parking availability can be very limited when the building is in use and, whilst there are pedestrian refuges, there are no pedestrian crossings on Roughwood Road, making it difficult for electors in GRC to cross the road to get to Rockingham Professional Development Centre.
Hoober	HOG	Trinity Community Centre	Happy to continue being used as a polling place for HOG polling place.	Noted
Keppel	KEA	Trinity Community Centre	Happy to continue being used as a polling place for KEA polling place.	Noted.

Ward	Polling District	Respondent	Summary of response	RO comment
Keppel	KEC	Roughwood Primary School	Object to the use of the school and feel it is no longer the best place to be used. Also concerned about the disruption to education and the preparation for SATS. No suitable alternatives provided.	The (Acting) Returning Officer has not been able to identify any suitable alternative buildings in the polling district. The only potential building is the Kimberworth Park public house, but they do not have a separate function room and are therefore not able to accommodate a polling station.
Keppel	KEE	St John's Church	Happy to continue being used as the polling place for KEE, as they are centrally located in the estate's shopping area, and they have disabled access.	Noted.
Keppel	KEF	Artworks Community Centre	Happy to continue being used.	Noted.
Rawmarsh West	RAWE	Rawmarsh Ashwood Primary School	Object to the use of the school, as the outside mobile classroom previously used is not available. The school would now have to close to be used as a polling place which would impact on children's education. Suggested alternatives: Spiritualist Church on Ashwood Road, High Street Centre on Rawmarsh Hill and Rawmarsh Church.	The (Acting) Returning Officer has not been able to contact the Spiritualist Church to discuss the possibility of using their building. There is some concern about accessibility of the church due to there being a step from the pavement on to the church property. The (Acting) Returning Officer will continue to try and contact the Church so it can be assessed and considered for use in the future. The High Street Centre at Rawmarsh Methodist Church is not with the polling district and is already used as the polling place for RAWD. The Church of St Mary the Virgin is also not within the polling district. Both locations are uphill from RAWE and could pose an

Ward	Polling District	Respondent	Summary of response	RO comment
				issue for electors in terms of accessibility if they do not use a car. As there are no alternatives in the polling district, the school remains the only suitable building to be used as a polling place for RAWE.
Rotherham East	ROED	Rotherham Baptist Church	Happy to continue being used.	Noted.
Rotherham East	ROED	Elector in Rotherham East ward	Our home is located off Middle Lane, across from Gilberthorpe St. The polling station allotted to us is at the Baptist Church on Badsley Moor Lane, approximately a 20 minute walk, the street next to us, Newton St has a polling station at the church virtually opposite on Middle Lane. My question is, why are we having to walk the distance we do when there is a polling station virtually across the road?	The ward boundary between Rotherham East ward and Boston Castle ward runs down the centre of Middle Lane. The church referred to us the United Methodist Church Clifton and this is in Boston Castle ward and is the polling place for the BCC polling district. The elector making the representation lives in the ROED polling district of Rotherham East ward. The polling place for the ROED polling district is the Baptist Church on Badsley Moor Lane. This allocation is in line with the legislation and Electoral Commission guidance in that the polling place is located within the polling district.
Rotherham East	ROEJ	Willow Tree Academy (Herringthorpe Infant School)	Object to the use of the school due to the impact on children's education and preparation for KS2 SATs. Whilst the Infant school is used, closing for polling day impacts the Junior school as they are on the same site. No alternatives suggested.	The (Acting) Returning Officer has not been able to identify any suitable alternatives within the polling district.

Ward	Polling District	Respondent	Summary of response	RO comment
Rother Vale	RVB & RVD	Cllr Adam Carter	RVB and RVD should be merged or if this is not possible, supportive of the proposal to make the polling district boundary between RVB & RVD run along the middle of Highfield Lane, as it makes more geographical sense.	Merging RVB and RVD polling districts would not be possible at the current time, as they are in different Parliamentary constituencies. After the next Parliamentary General election, RVB and RV will be in the same Parliamentary constituency. The polling district boundary between RVB & RVD will then be realigned to follow the middle of Highfield Lane.
Rother Vale	RVB & RVD	Waverley Community Council	The members are of the view that the polling station should remain at the AMP Technology Centre, as it is least disruptive to the community, it has parking provisions for all and is disabled access friendly.	As set out in the original proposals, The (Acting) Returning Officer feels that with the growing electorate in RVB and RVD, the rooms available at AMP Technology are too small. If there is an event on at the Centre, there is no guarantee as to which room will be available for use as a polling station and car parking availability is much reduced. The (Acting) Returning Officer must also consider electors who do not drive. AMP Technology is located on a business park some distance from the houses in RVB and EVD, and as more houses are built to the East, they will be even further away. Electors would also need to cross Highfield Spring, which is a very busy road. Waverley Junior Academy is situated amongst the housing, has parking facilities, disabled access and is far more accessible for all electors.
Wath	WHC	St Joseph's Catholic Church	Happy for the church hall to continue being used as a polling place.	Noted

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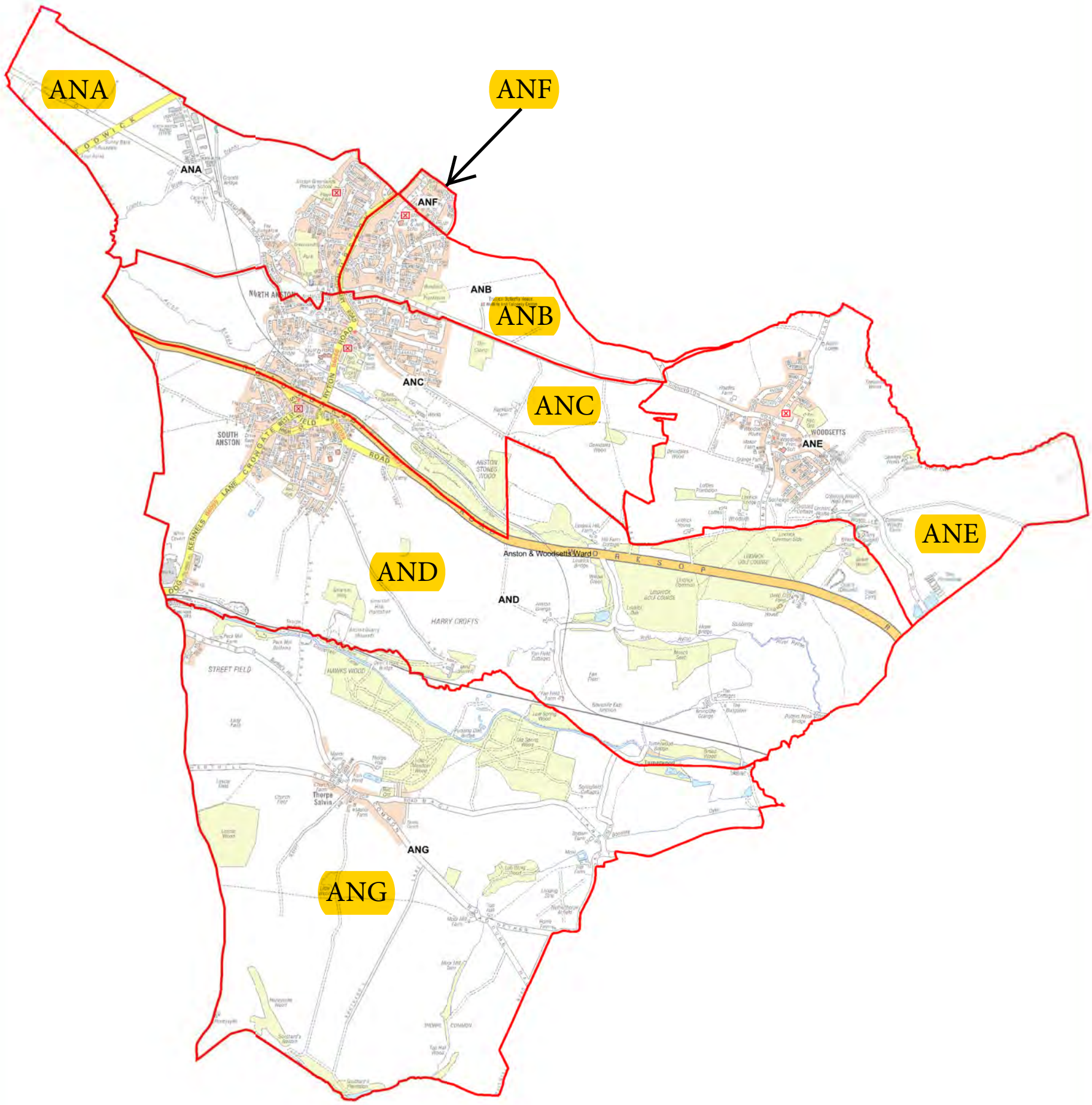
ANA	Anston Greenlands Primary School, Edinburgh Drive, North Anston, Sheffield S25 4HD
ANB	Anston Park Junior School, Park Avenue, North Anston, Sheffield S25 2QZ
ANC	Anston Parish Hall, 15A Ryton Road, North Anston, Sheffield S25 4DL
AND	South Anston Methodist Community Hall, Sheffield Road, South Anston, Sheffield S25 5DW
ANE	Woodsetts Village Hall, Gildingwells Road, Woodsetts, Worksop S81 8QB
ANF	Anston Park Junior School, Park Avenue, North Anston, Sheffield S25 2QZ
ANG	Harthill Village Hall, Winney Hill, Harthill, Sheffield S26 7YL



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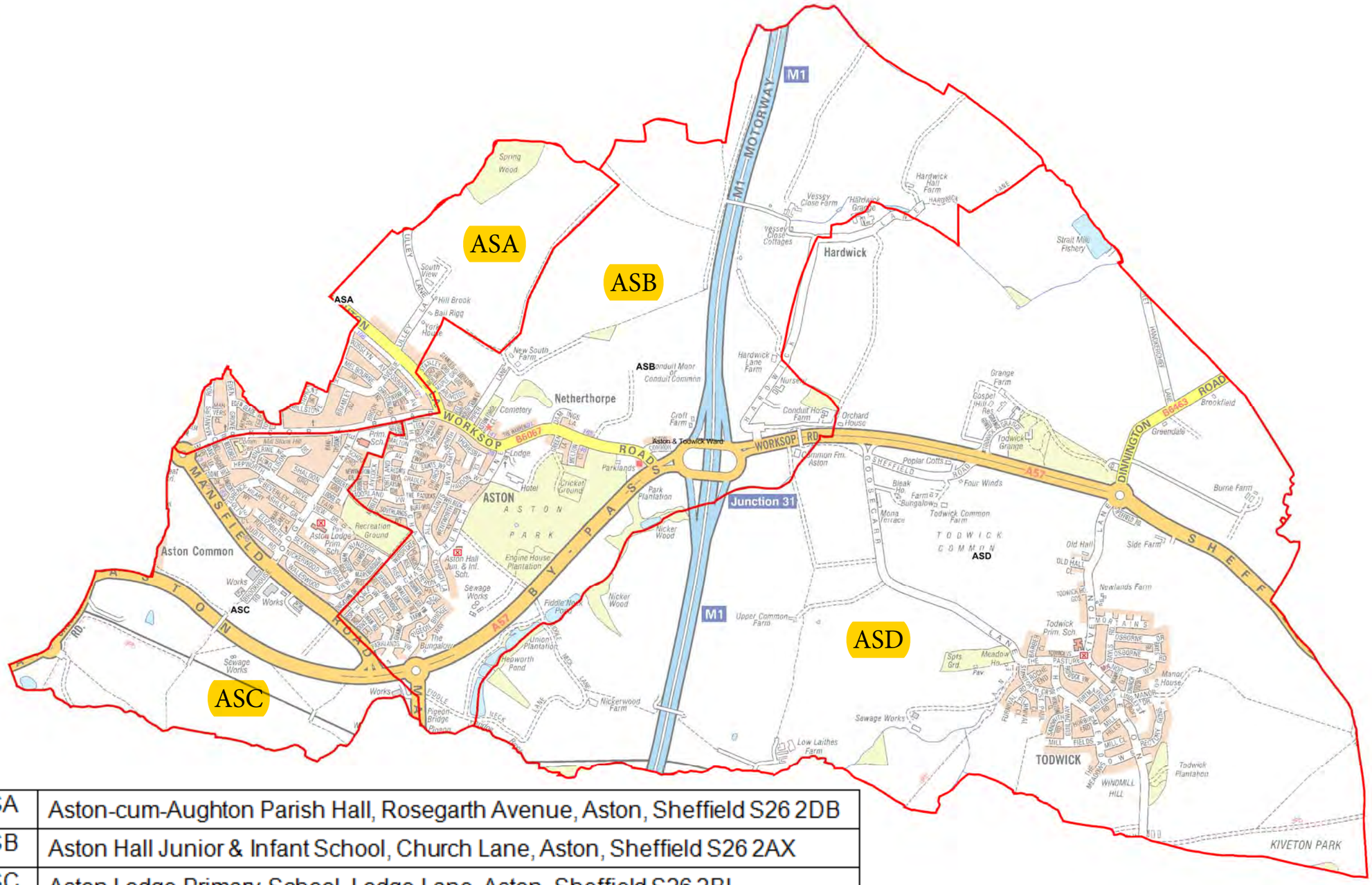

ASA	Aston-cum-Aughton Parish Hall, Rosegarth Avenue, Aston, Sheffield S26 2DB
ASB	Aston Hall Junior & Infant School, Church Lane, Aston, Sheffield S26 2AX
ASC	Aston Lodge Primary School, Lodge Lane, Aston, Sheffield S26 2BL
ASD	Todwick Village Hall, Kiveton Lane, Todwick, Sheffield S26 1HJ

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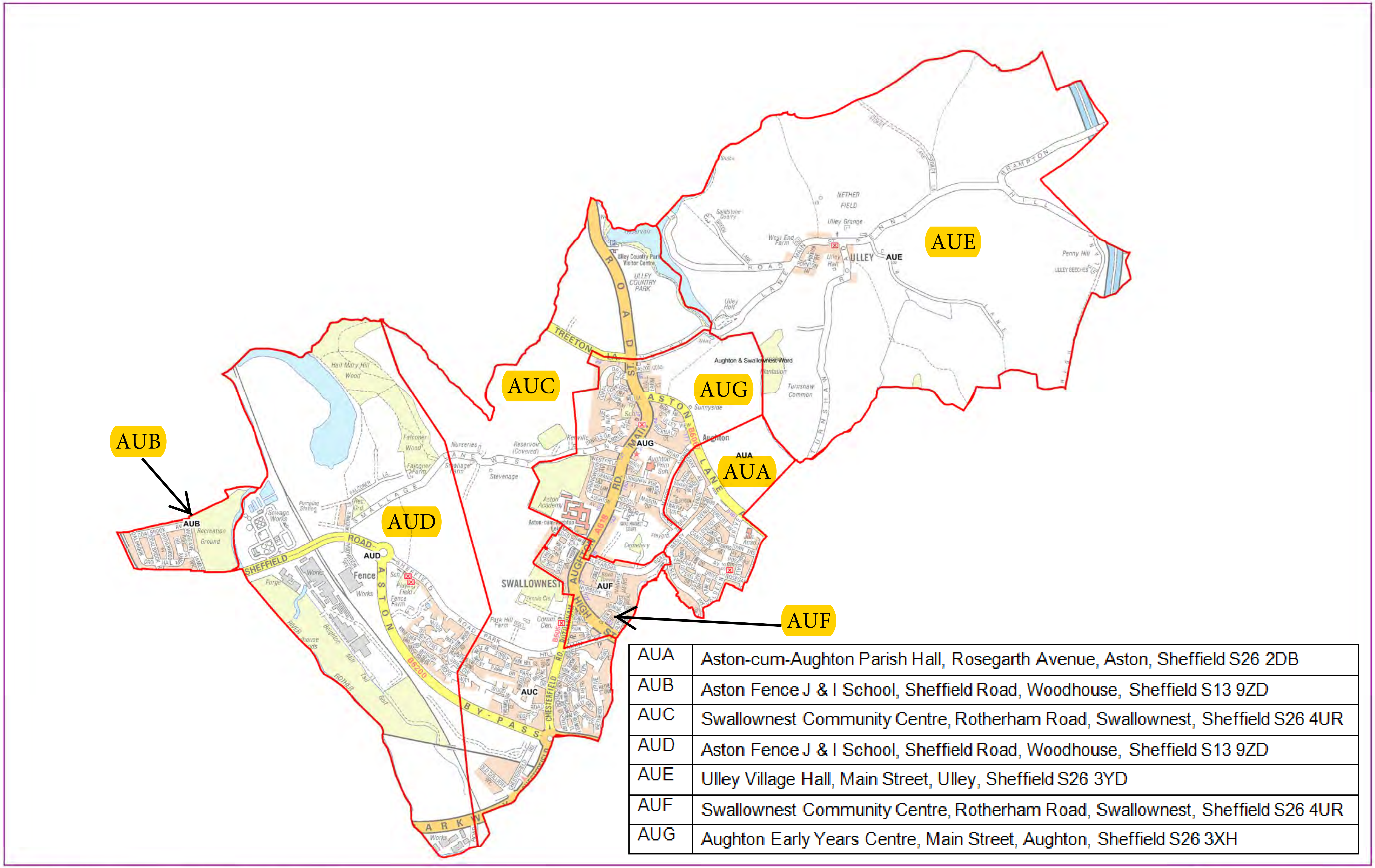

AUA	Aston-cum-Aughton Parish Hall, Rosegarth Avenue, Aston, Sheffield S26 2DB
AUB	Aston Fence J & I School, Sheffield Road, Woodhouse, Sheffield S13 9ZD
AUC	Swallownest Community Centre, Rotherham Road, Swallownest, Sheffield S26 4UR
AUD	Aston Fence J & I School, Sheffield Road, Woodhouse, Sheffield S13 9ZD
AUE	Ulley Village Hall, Main Street, Ulley, Sheffield S26 3YD
AUF	Swallownest Community Centre, Rotherham Road, Swallownest, Sheffield S26 4UR
AUG	Aughton Early Years Centre, Main Street, Aughton, Sheffield S26 3XH

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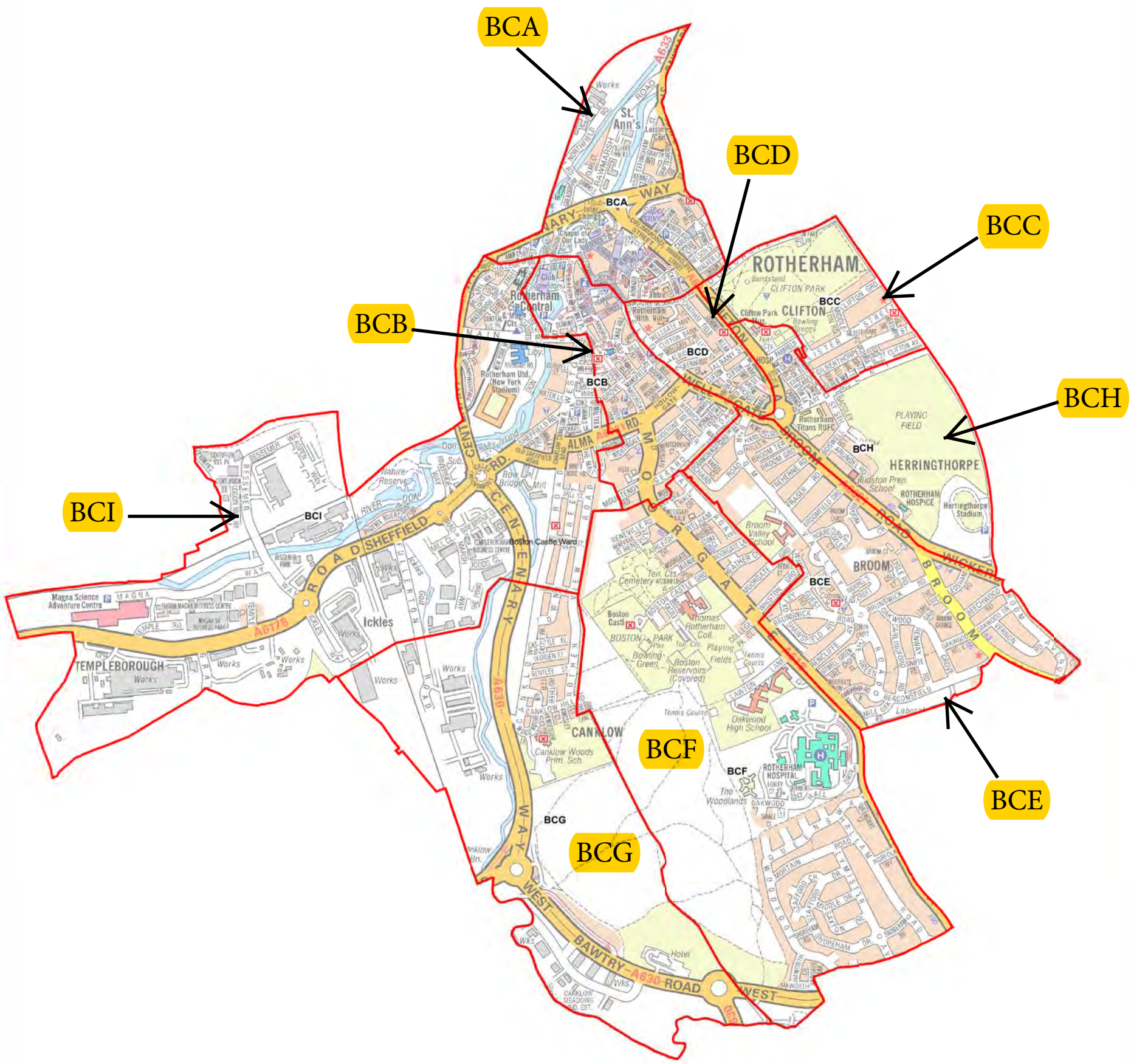

BCA	Myplace Rotherham, St Ann's Road, Rotherham S65 1PH
BCB	Talbot Lane Methodist Church, Moorgate Street, Rotherham S60 2EY
BCC	United Methodist Church Clifton, Lister Street, Rotherham S65 2AX
BCD	Beeversleigh Community Centre, Clifton Lane, Rotherham S65 2AD
BCE	Broom Valley Club Room, Guest Place, Rotherham S60 2SE
BCF	Boston Castle, Boston Castle Grove, Rotherham S60 2BA
BCG	Canklow Woods Primary School, Wood Lane, Rotherham S60 2XJ
BCH	Garden Building, Clifton Park, Clifton Lane, Rotherham S65 2AA
BCI	The Hub, 103 Canklow Road, Rotherham S60 2JF

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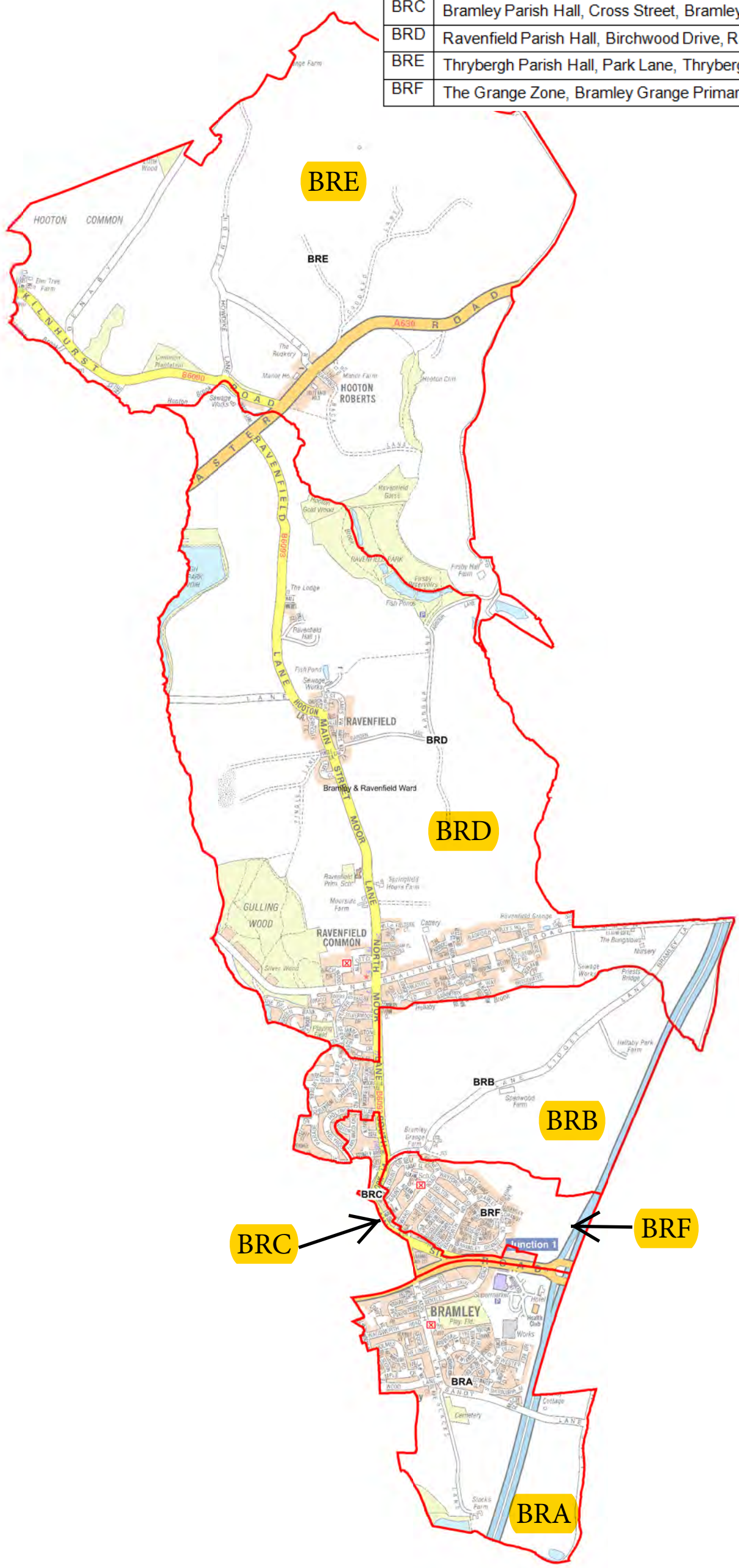
BRA	Bramley, Bill Crafer, Young People`s Centre, Flash Lane, Bramley, Rotherham S66 1TS
BRB	Bramley Parish Hall, Cross Street, Bramley, Rotherham S66 2SA
BRC	Bramley Parish Hall, Cross Street, Bramley, Rotherham S66 2SA
BRD	Ravenfield Parish Hall, Birchwood Drive, Ravenfield, Rotherham S65 4PT
BRE	Thrybergh Parish Hall, Park Lane, Thrybergh, Rotherham S65 4BP
BRF	The Grange Zone, Bramley Grange Primary School, Howard Road, Bramley, Rotherham S66 2SY



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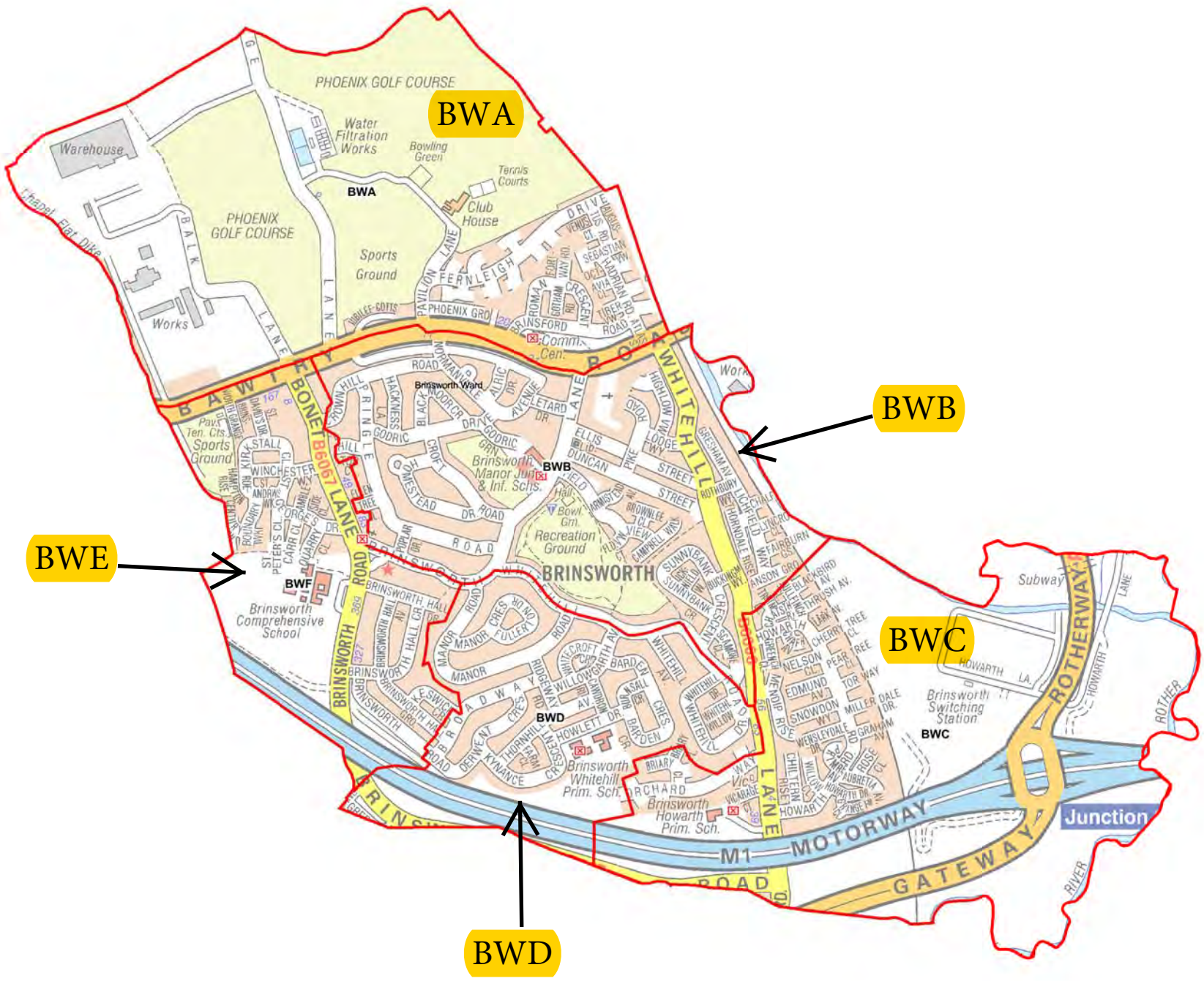

BWA	Rotherham West Community Centre, Brinsford Road, Brinsworth, Rotherham S60 5DT
BWB	Brinsworth Community Hall, Brinsworth Lane, Brinsworth, Rotherham S60 5BU
BWC	Brinsworth Howarth Primary School, Whitehill Lane, Brinsworth, Rotherham S60 5JR
BWD	Brinsworth Whitehill Primary School, Howlett Drive, Brinsworth, Rotherham S60 5HT
BWE	St Andrews Church, Bonet Lane, Brinsworth, Rotherham S60 5NF

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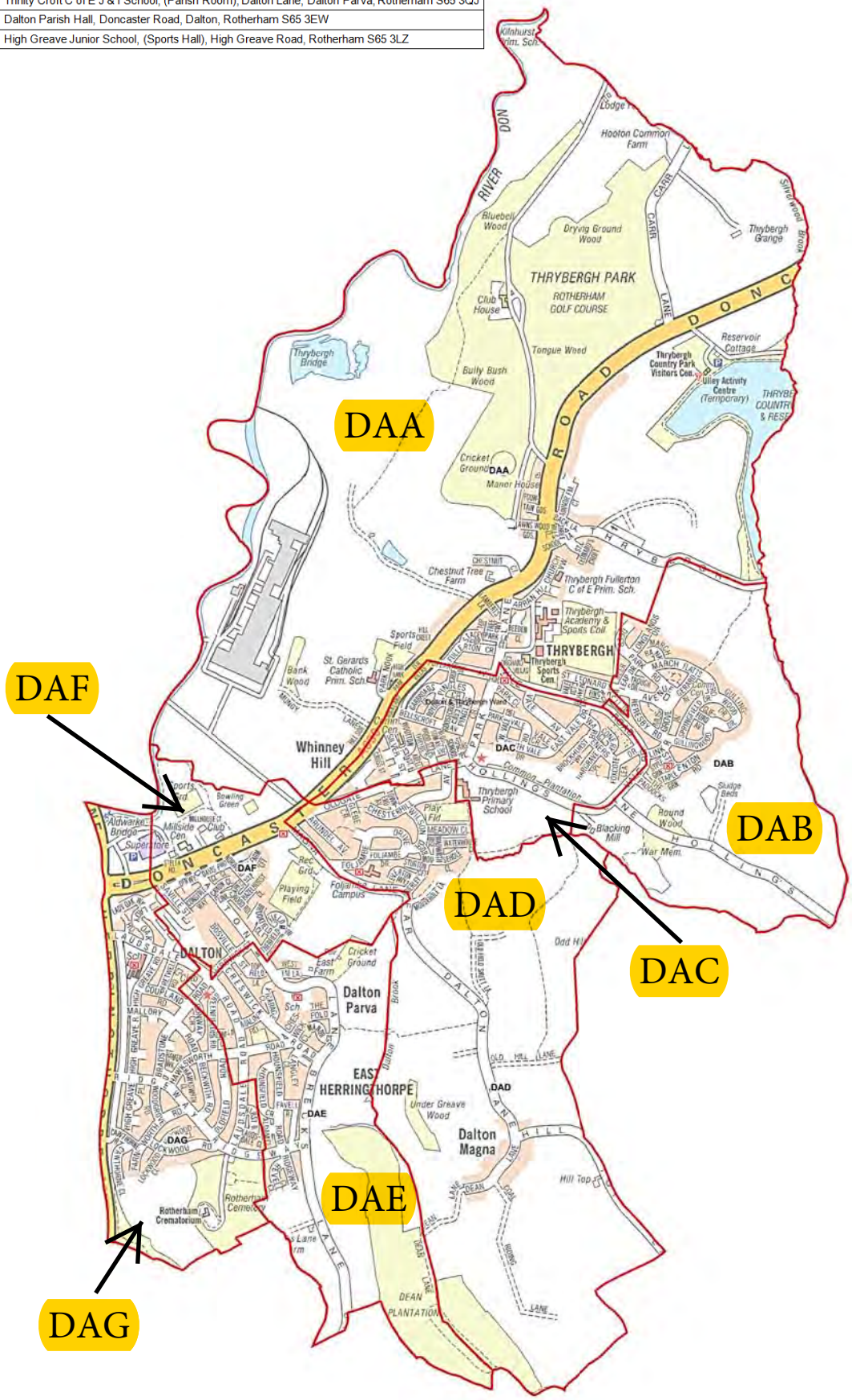
DAA	Thrybergh Parish Hall, Park Lane, Thrybergh, Rotherham S65 4BP
DAB	Staple Green Community Centre, Staple Green, Thrybergh, Rotherham S65 4DA
DAC	Thrybergh Parish Hall, Park Lane, Thrybergh, Rotherham S65 4EE
DAD	The Willow Tree Children's Centre, Foljambe Drive, Dalton, Rotherham S65 4HQ
DAE	Trinity Croft C of E J & I School, (Parish Room), Dalton Lane, Dalton Parva, Rotherham S65 3QJ
DAF	Dalton Parish Hall, Doncaster Road, Dalton, Rotherham S65 3EW
DAG	High Greave Junior School, (Sports Hall), High Greave Road, Rotherham S65 3LZ



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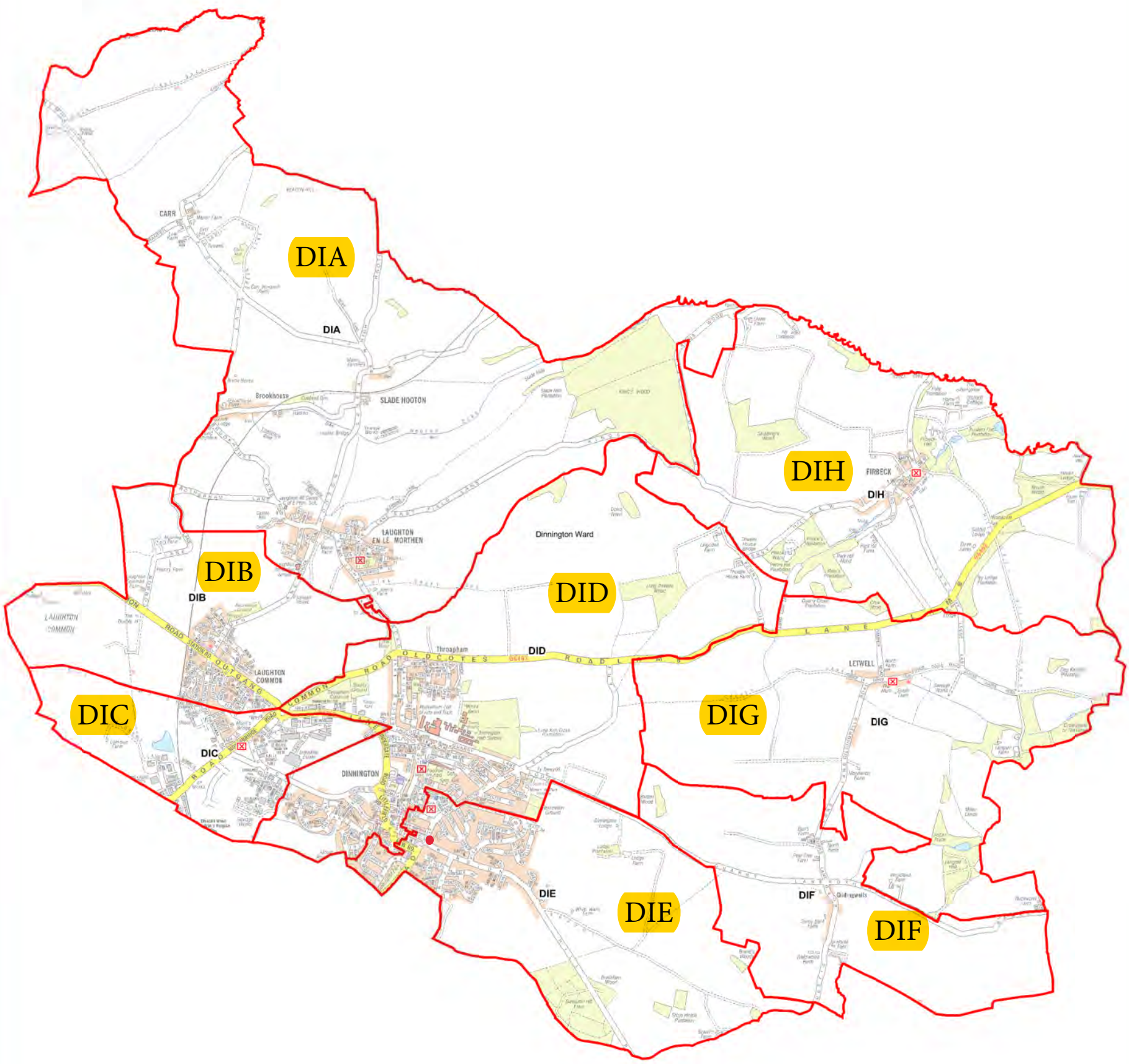

DIA	Laughton Village Hall, Firbeck Avenue, Laughton-en-le-Morthen, Sheffield S25 1YD
DIB	Monksbridge Community Centre, Monksbridge Road, Dinnington, Sheffield S25 3QS
DIC	Monksbridge Community Centre, Monksbridge Road, Dinnington, Sheffield S25 3QS
DID	Dinnington Resource Centre, Laughton Road, Dinnington, Sheffield S25 2PS
DIE	St Josephs RC Church Hall, 1 Swinston Hill Road, Dinnington, Sheffield S25 2RX ●
DIF	Woodsetts Village Hall, Gildingwells Road, Woodsetts, Worksop S81 8QB
DIG	Letwell Village Hall, Barker Hades Road, Letwell, Worksop S81 8DF
DIH	Firbeck Village Hall, New Road, Firbeck, Worksop S81 8JY

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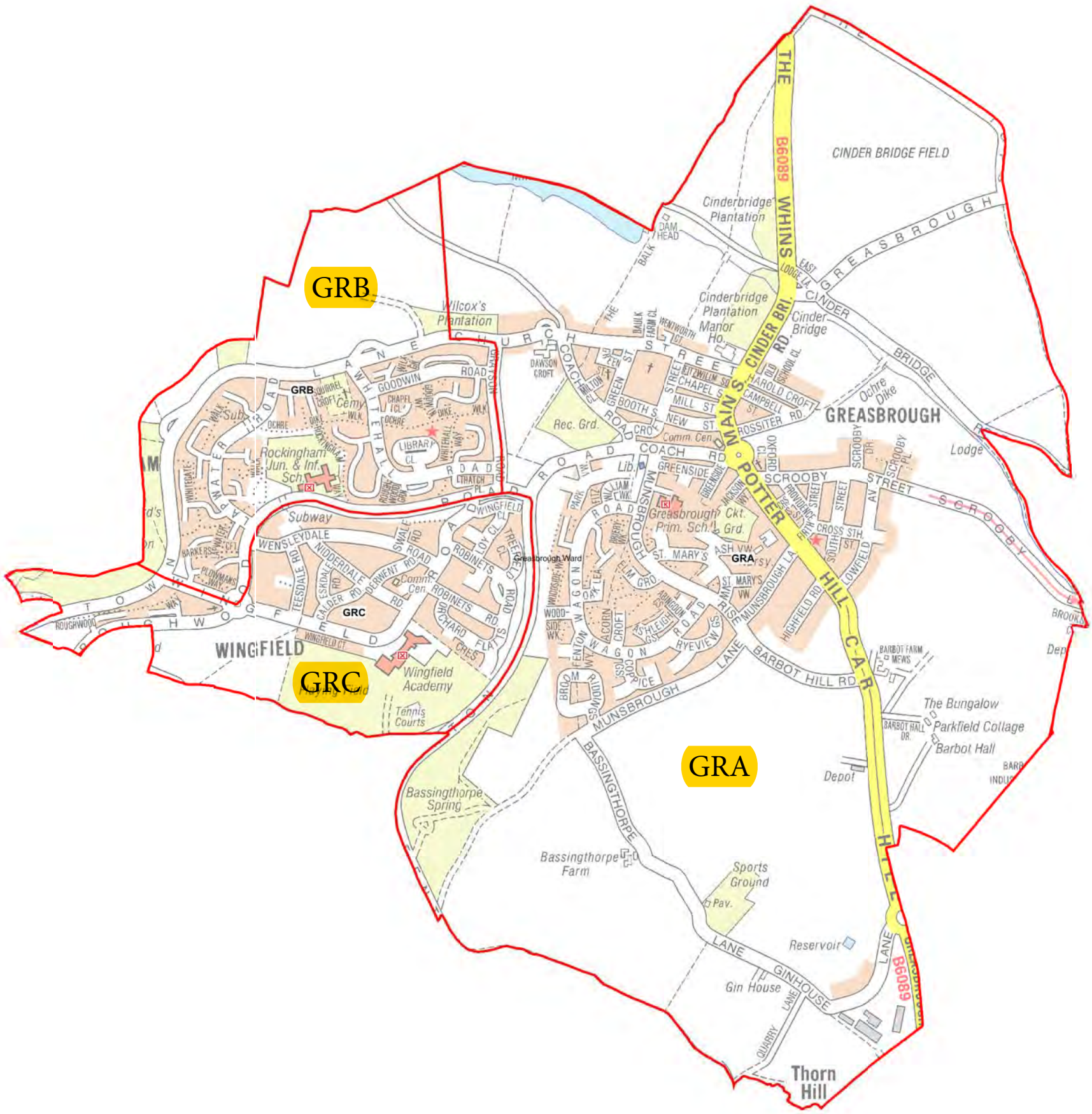

GRA	Greasbrough Primary School, Munsborough Rise, Greasbrough, Rotherham S61 4RB
GRB	Rockingham Professional Development Centre, Roughwood Road, Rotherham S61 4HY
GRC	Youth Centre, Wingfield Academy, Wingfield Road, Rotherham S61 4AU

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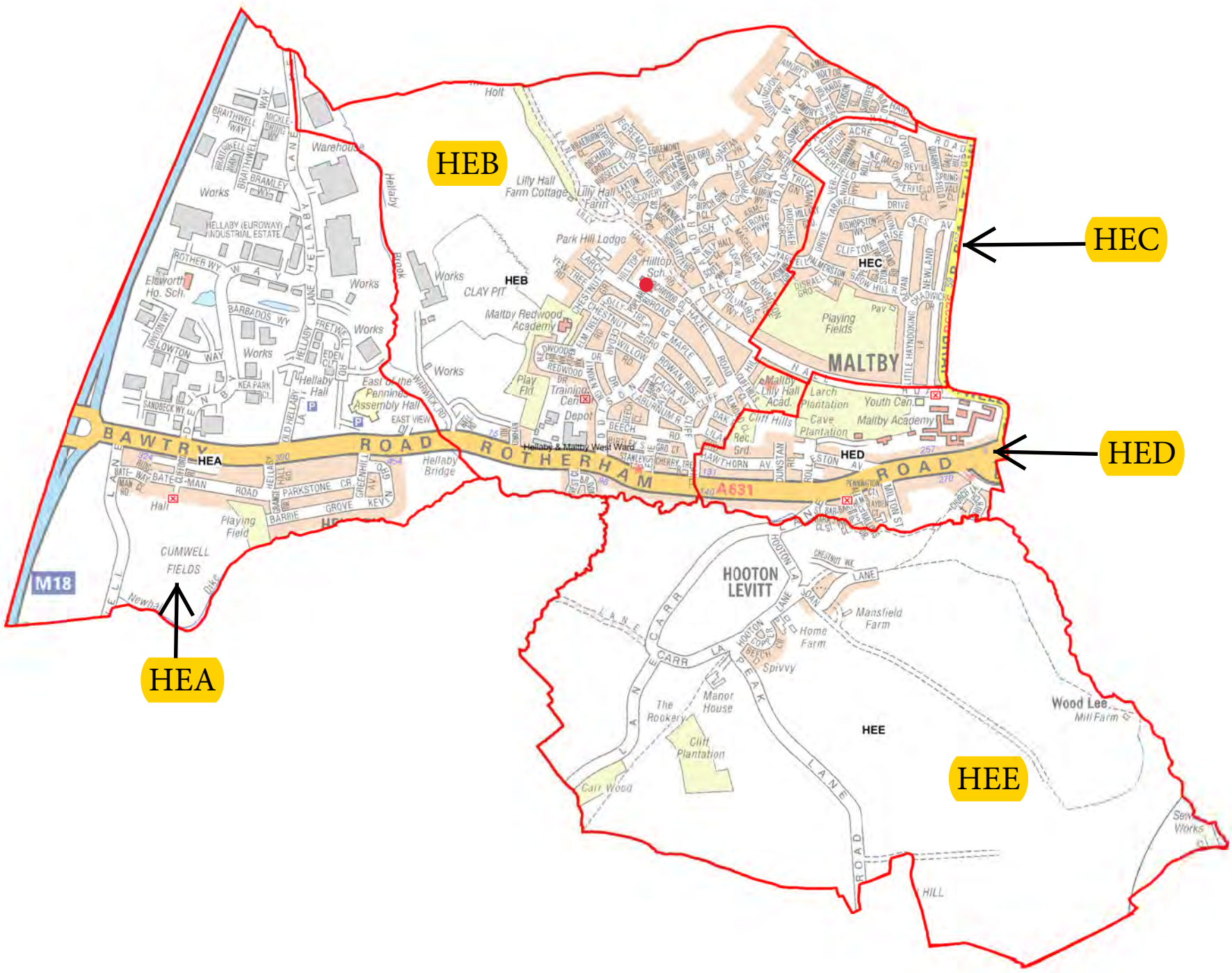

HEA	Centenary Hall, Bateman Road, Hellaby, Rotherham S66 8HB
HEB	Hilltop School, Larch Road, Maltby, Rotherham S66 8AZ
HEC	Maltby Linx Youth & Comm. Centre, Lilly Hall Road, Maltby, Rotherham S66 8BE
HED	The Grange Warden Centre, St. Bartholomew`s Close, Maltby, Rotherham S66 8NH
HEE	The Grange Warden Centre, St. Bartholomew`s Close, Maltby, Rotherham S66 8NH

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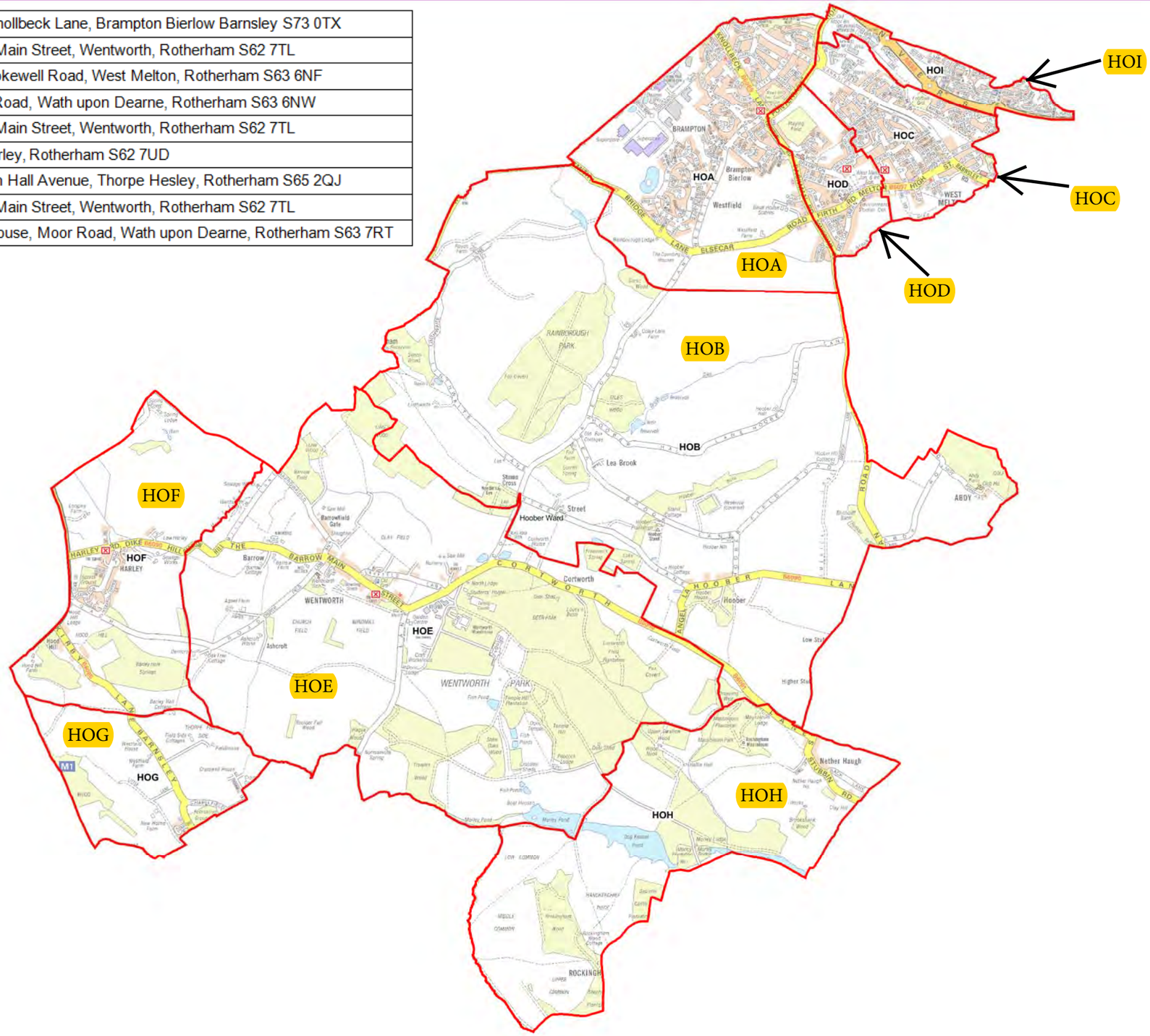
HOA	Brampton Bierlow Parish Hall, Knollbeck Lane, Brampton Bierlow Barnsley S73 0TX
HOB	Wentworth Mechanics Institute, Main Street, Wentworth, Rotherham S62 7TL
HOC	West Melton Primary School, Stokewell Road, West Melton, Rotherham S63 6NF
HOD	Christchurch Hall, Christchurch Road, Wath upon Dearne, Rotherham S63 6NW
HOE	Wentworth Mechanics Institute, Main Street, Wentworth, Rotherham S62 7TL
HOF	Harley Church, Harley Road, Harley, Rotherham S62 7UD
HOG	Trinity Community Centre, Sough Hall Avenue, Thorpe Hesley, Rotherham S65 2QJ
HOH	Wentworth Mechanics Institute, Main Street, Wentworth, Rotherham S62 7TL
HOI	Wath upon Dearne RUFC Clubhouse, Moor Road, Wath upon Dearne, Rotherham S63 7RT



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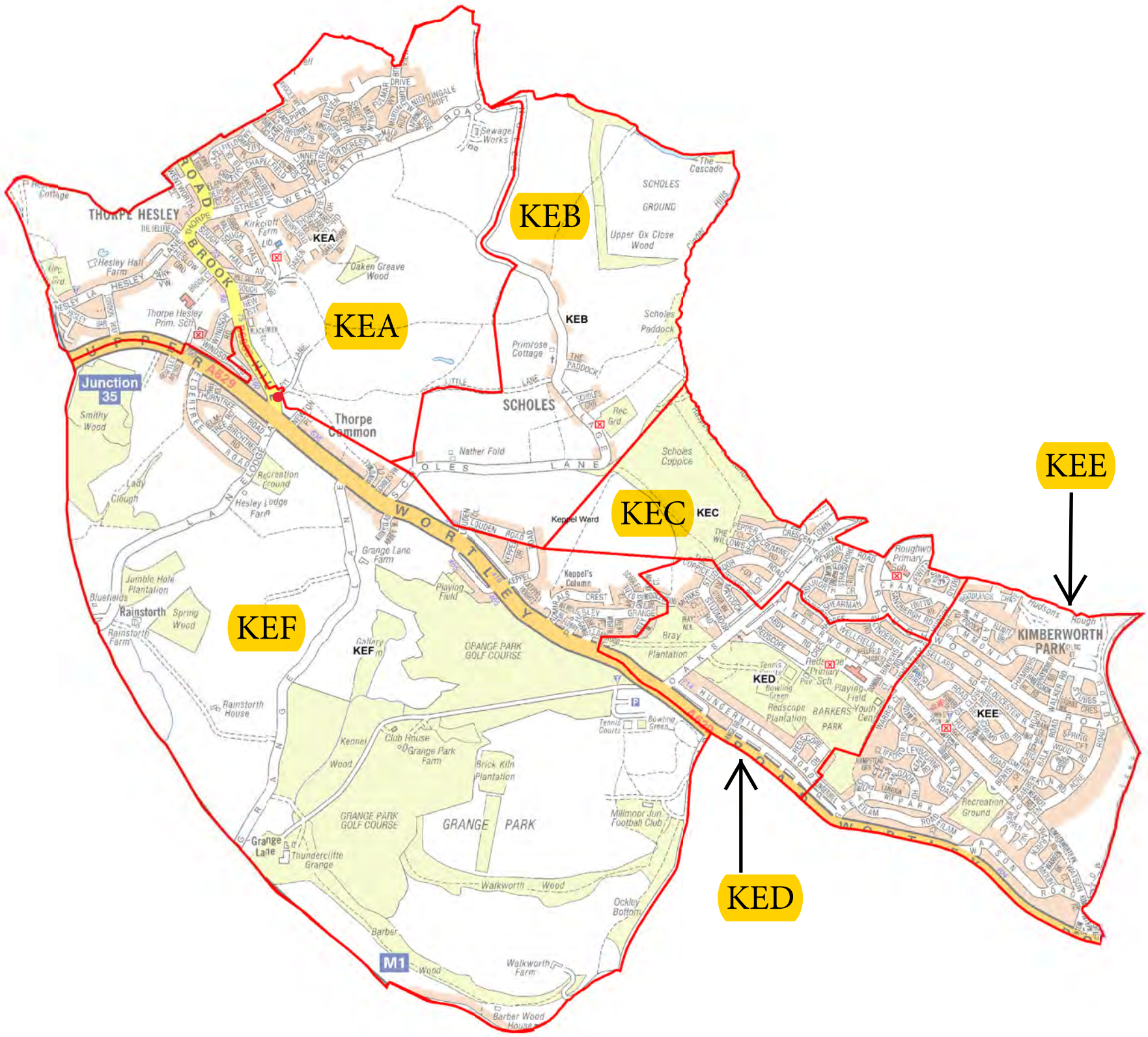

KEA	Trinity Community Centre, Sough Hall Avenue, Thorpe Hesley, Rotherham S65 2QJ
KEB	Scholes Cricket Pavilion, Scholes Village, Rotherham S61 2RQ
KEC	Roughwood Primary School, Roughwood Road, Rotherham S61 3HL
KED	Chislett Centre, Kimberworth Park Road, Rotherham S61 3JT
KEE	St John's Church, St John's Green, Kimberworth Park, Rotherham S61 3JL
KEF	ArtWorks Community Centre, Brook Hill, Thorpe Hesley, Rotherham S61 2QF ●

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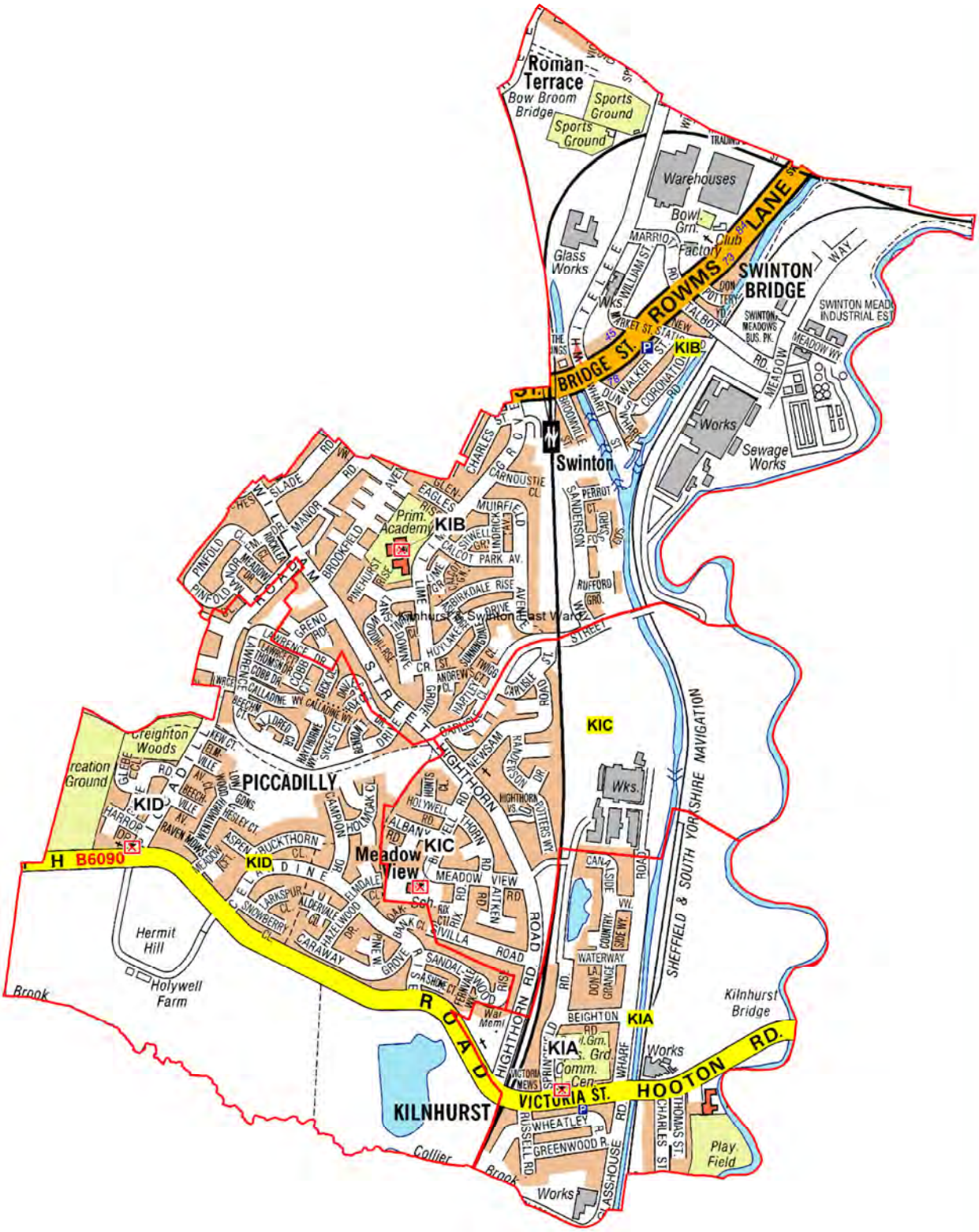
Address	District
Kilnhurst Comm. Resource Centre, Victoria Street, Kilnhurst, Mexborough, S64 5SQ	KIA
St Thomas Primary School, Meadow View Road, Kilnhurst, Mexborough, S64 5UA	KIC
The Brookfield Centre, Lime Grove, Swinton, Mexborough, S64 8TQ	KIB
Piccadilly Methodist Church, Wentworth Road, Swinton, Mexborough, S64 8JZ	KID



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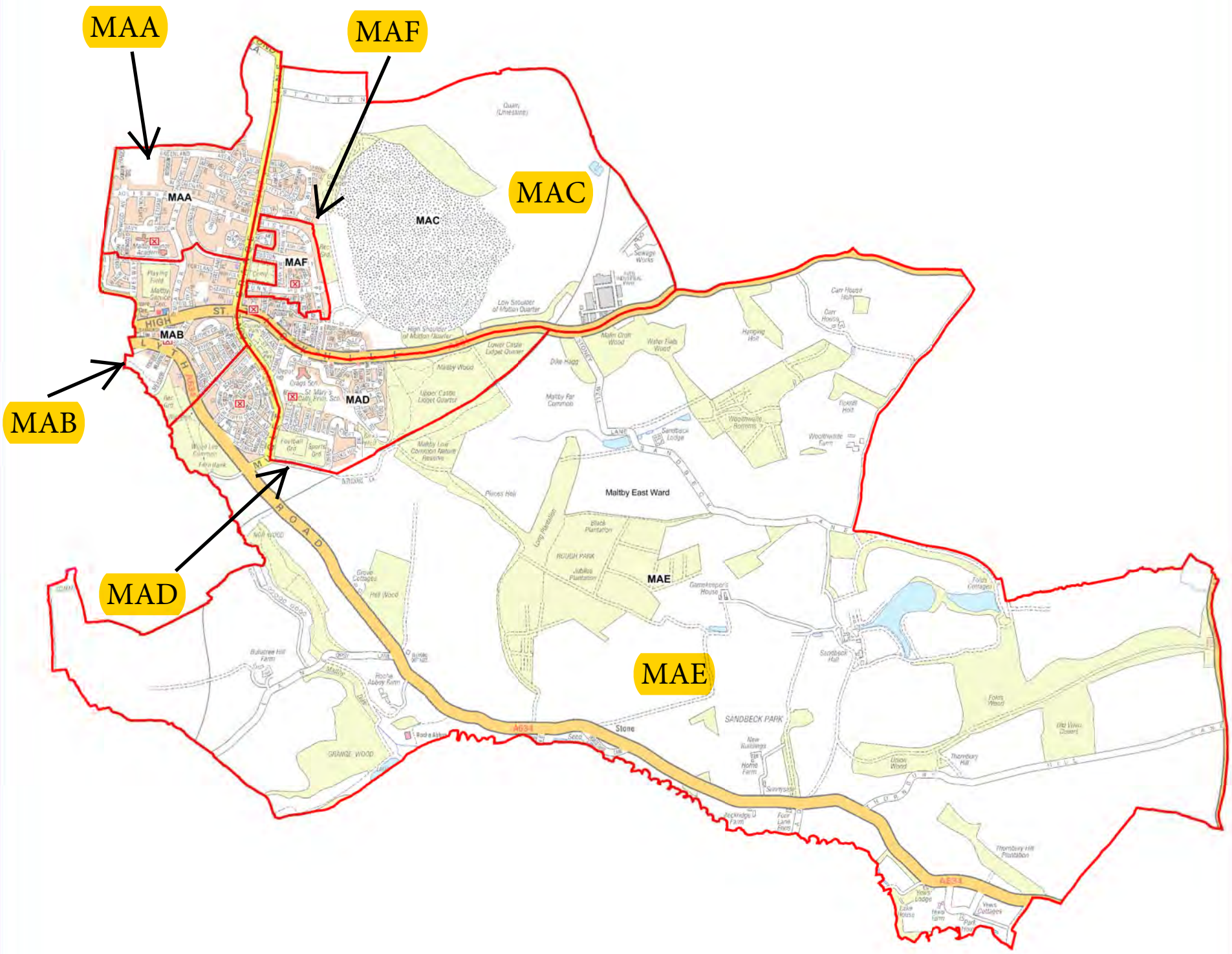
MAA	Maltby Manor Academy, (Community Room), Davy Drive, Rotherham S66 8JN
MAB	Wesley Centre, Blyth Road, Maltby, Rotherham S66 8JD
MAC	Edward Dunn Memorial Hall, Tickhill Road, Maltby, Rotherham S66 7NQ
MAD	Maltby St Marys Catholic Primary School, Muglet Lane, Maltby, Rotherham S66 7JU
MAE	Ascension Close Warden Centre, Ascension Close, Maltby, Rotherham S66 7NQ
MAF	Charles Foster Community Centre, Woodland Gardens, Maltby, Rotherham S66 7NW



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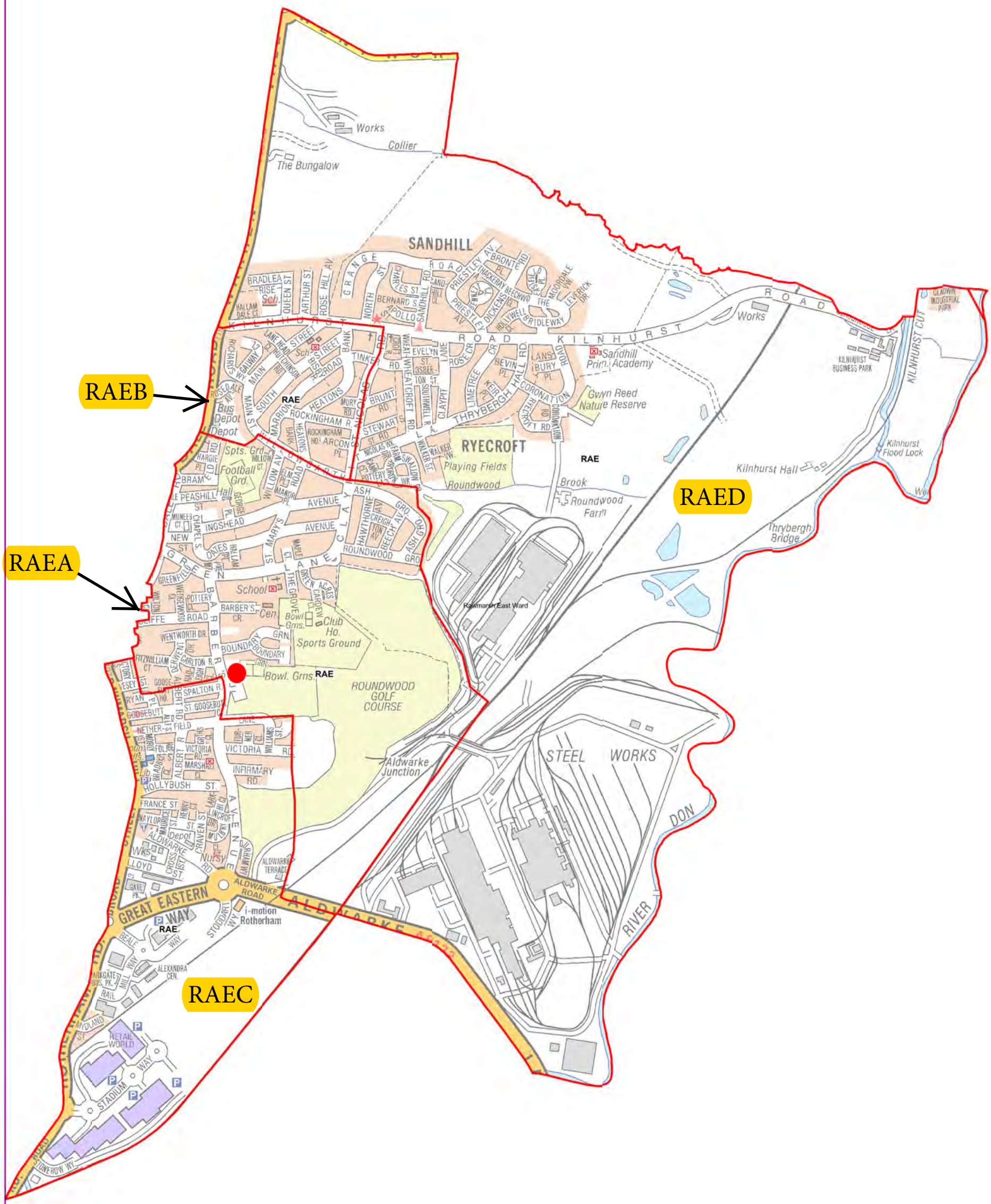
RAEA	Rawmarsh Customer Service Centre, Barbers Avenue, Rotherham, S62 6AA
RAEB	Rawmarsh Rycroft Infants School, South Street, Rawmarsh, Rotherham, S62 5QW
RAEC	Marshall Close Community Centre, Marshall Close, Rawmarsh, Rotherham, S62 6DB
RAED	Rawmarsh Sandhill Primary School, Kilnhurst Road, Ramwarsh, Rotherham S62 5LH



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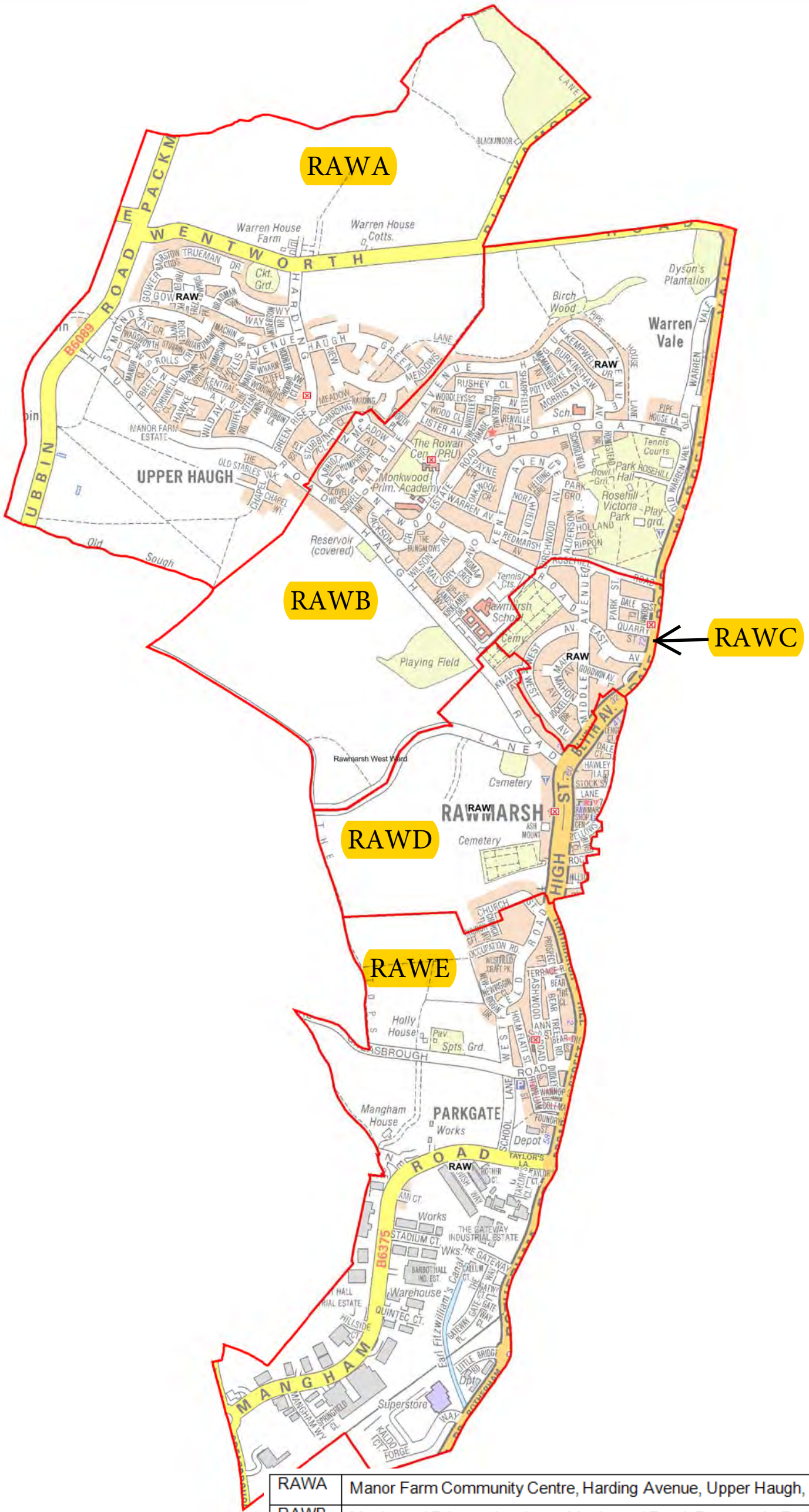

RAWA	Manor Farm Community Centre, Harding Avenue, Upper Haugh, Rotherham S62 7ED
RAWB	Monkwood Primary Academy, Monkwood Road, Rawmarsh, Rotherham S62 7JD
RAWC	Salvation Army Hall, Quarry Street, Rawmarsh, Rotherham S62 7DB
RAWD	Rawmarsh Methodist Church, High Street, Rawmarsh, Rotherham S62 6LN
RAWE	Rawmarsh Ashwood J & I School, (Foundation Unit), Holm Flatt Street, Parkgate, Rotherham S62 6HT

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12/11/2018

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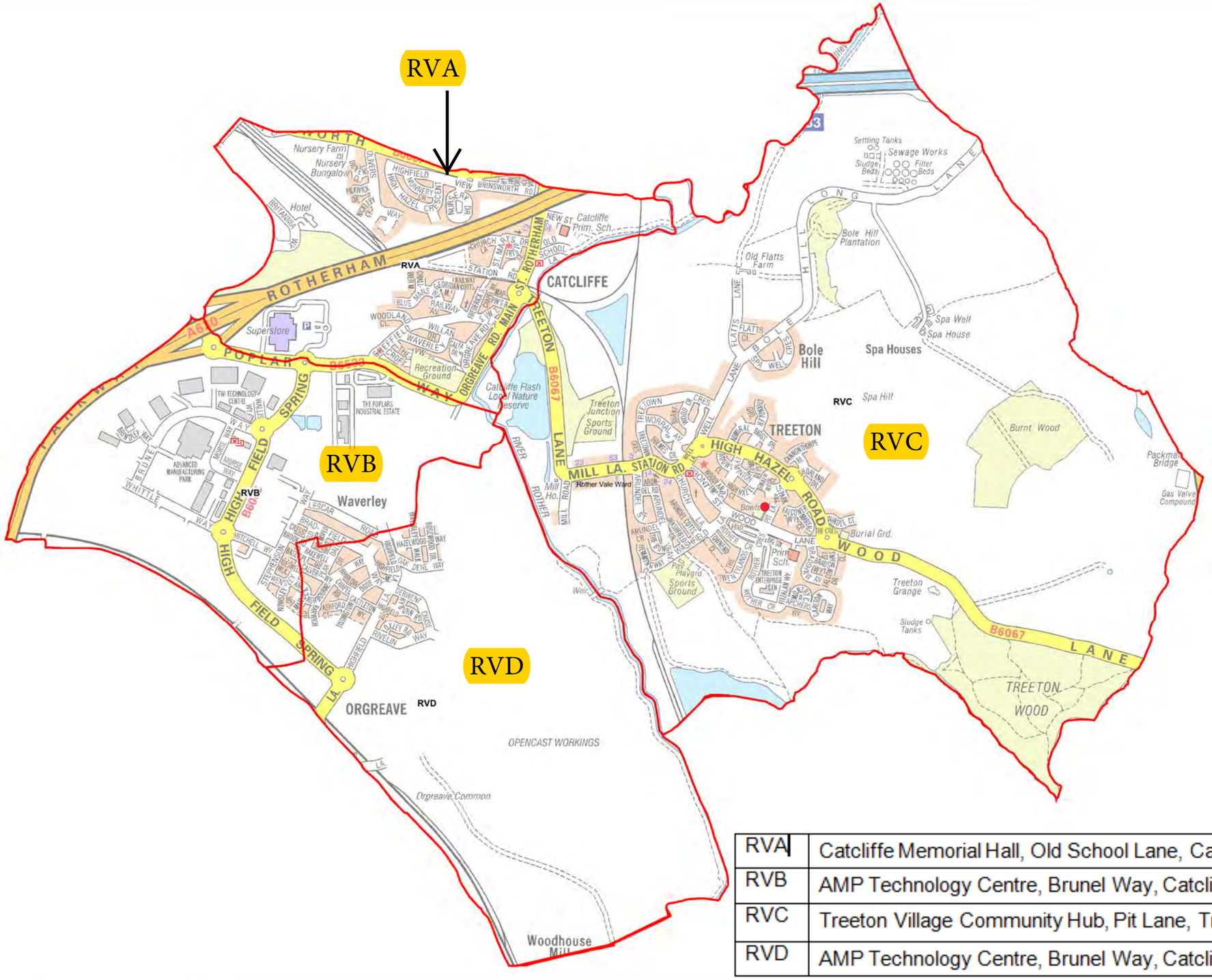

RVA	Catcliffe Memorial Hall, Old School Lane, Catcliffe, Rotherham S60 5SP
RVB	AMP Technology Centre, Brunel Way, Catcliffe, Rotherham S60 5WG
RVC	Treeton Village Community Hub, Pit Lane, Treeton, Rotherham S60 5QT
RVD	AMP Technology Centre, Brunel Way, Catcliffe, Rotherham S60 5WG

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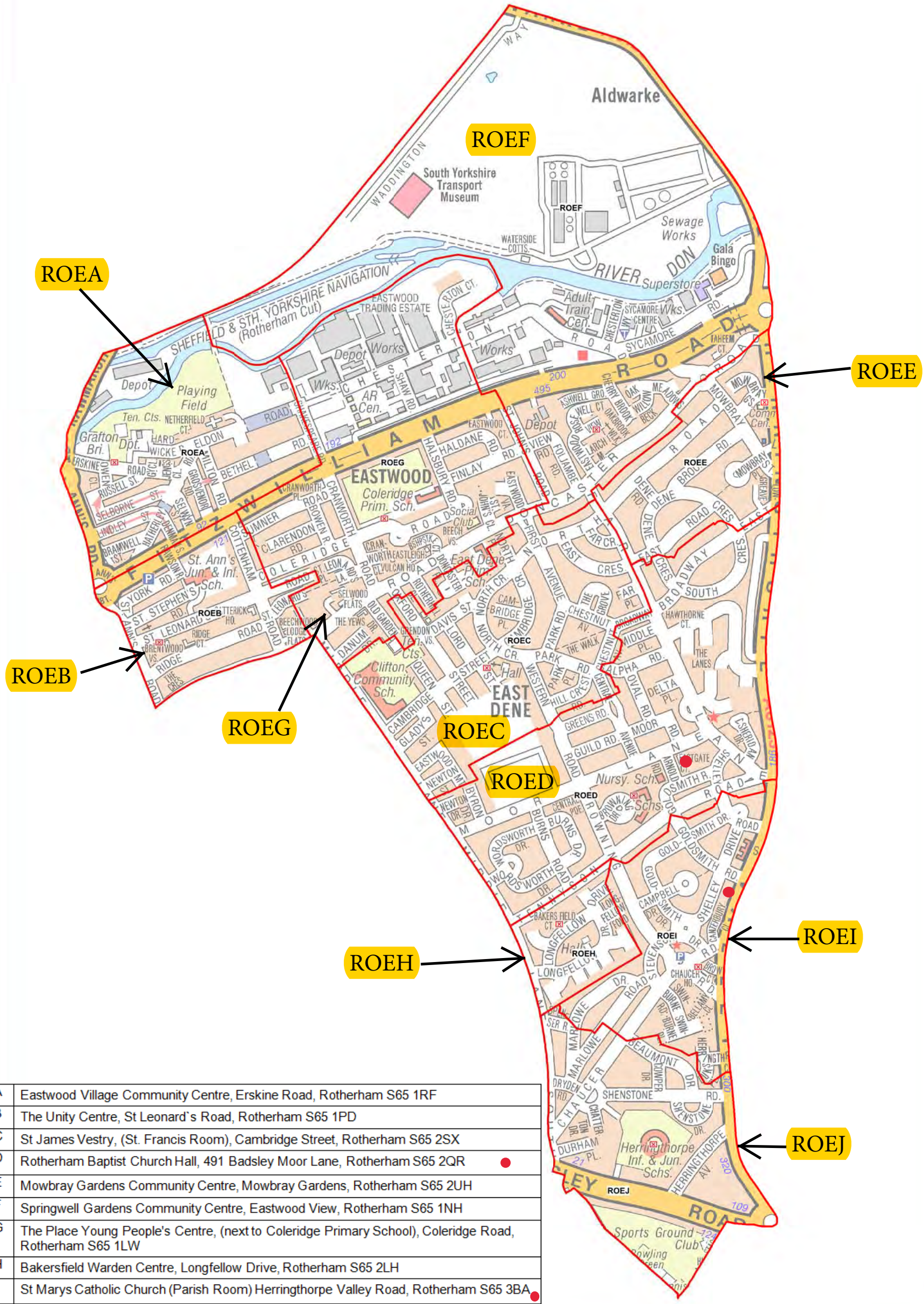

ROEA	Eastwood Village Community Centre, Erskine Road, Rotherham S65 1RF
ROEB	The Unity Centre, St Leonard`s Road, Rotherham S65 1PD
ROEC	St James Vestry, (St. Francis Room), Cambridge Street, Rotherham S65 2SX
ROED	Rotherham Baptist Church Hall, 491 Badsley Moor Lane, Rotherham S65 2QR
ROEE	Mowbray Gardens Community Centre, Mowbray Gardens, Rotherham S65 2UH
ROEF	Springwell Gardens Community Centre, Eastwood View, Rotherham S65 1NH
ROEG	The Place Young People's Centre, (next to Coleridge Primary School), Coleridge Road, Rotherham S65 1LW
ROEH	Bakersfield Warden Centre, Longfellow Drive, Rotherham S65 2LH
ROEI	St Marys Catholic Church (Parish Room) Herringthorpe Valley Road, Rotherham S65 3BA
ROEJ	Herringthorpe Infants School, Chatterton Drive, Rotherham S65 2JW

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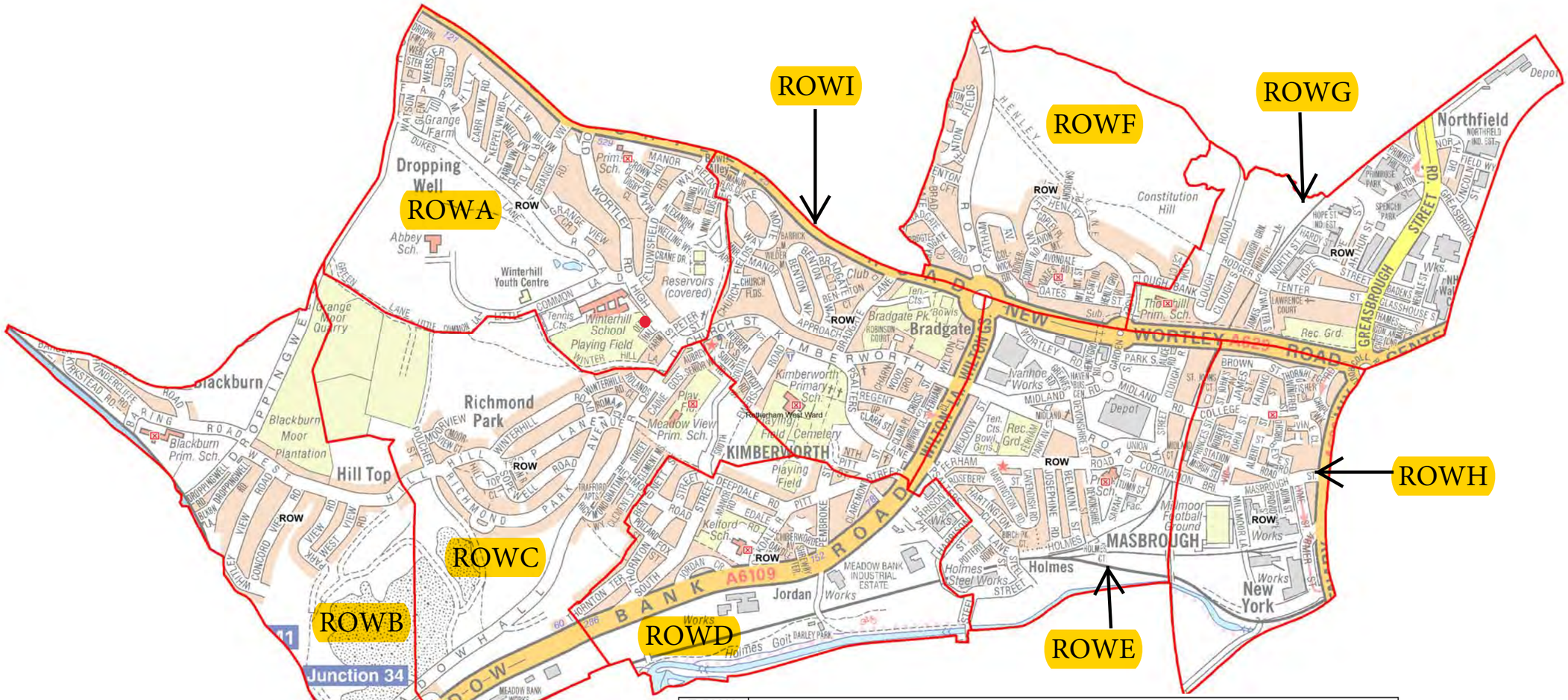

ROWA	St Thomas Community Hall, High Street, Rotherham S61 2BH
ROWB	Blackburn Primary School, Baring Road, Blackburn, Rotherham S61 2BU
ROWC	Meadow View Primary School, (Community Room), Meadowhall Road, Rotherham S61 2JD
ROWD	Kelford School, Oakdale Road, Rotherham S61 2NU
ROWE	Ferham Primary School, Ferham Road, Rotherham S61 1AP
ROWF	Henley Community Centre, Oates Close, Rotherham S61 1TP
ROWG	Thornhill Primary School, Clough Bank, Rotherham S61 1TD
ROWH	Masbrough & Thornhill Community Centre, College Road, Rotherham S60 1JE
ROWI	Kimberworth Community Children's Centre, Kimberworth Road, Rotherham S61 1HE

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Rotherham Metropolitan Borough Council

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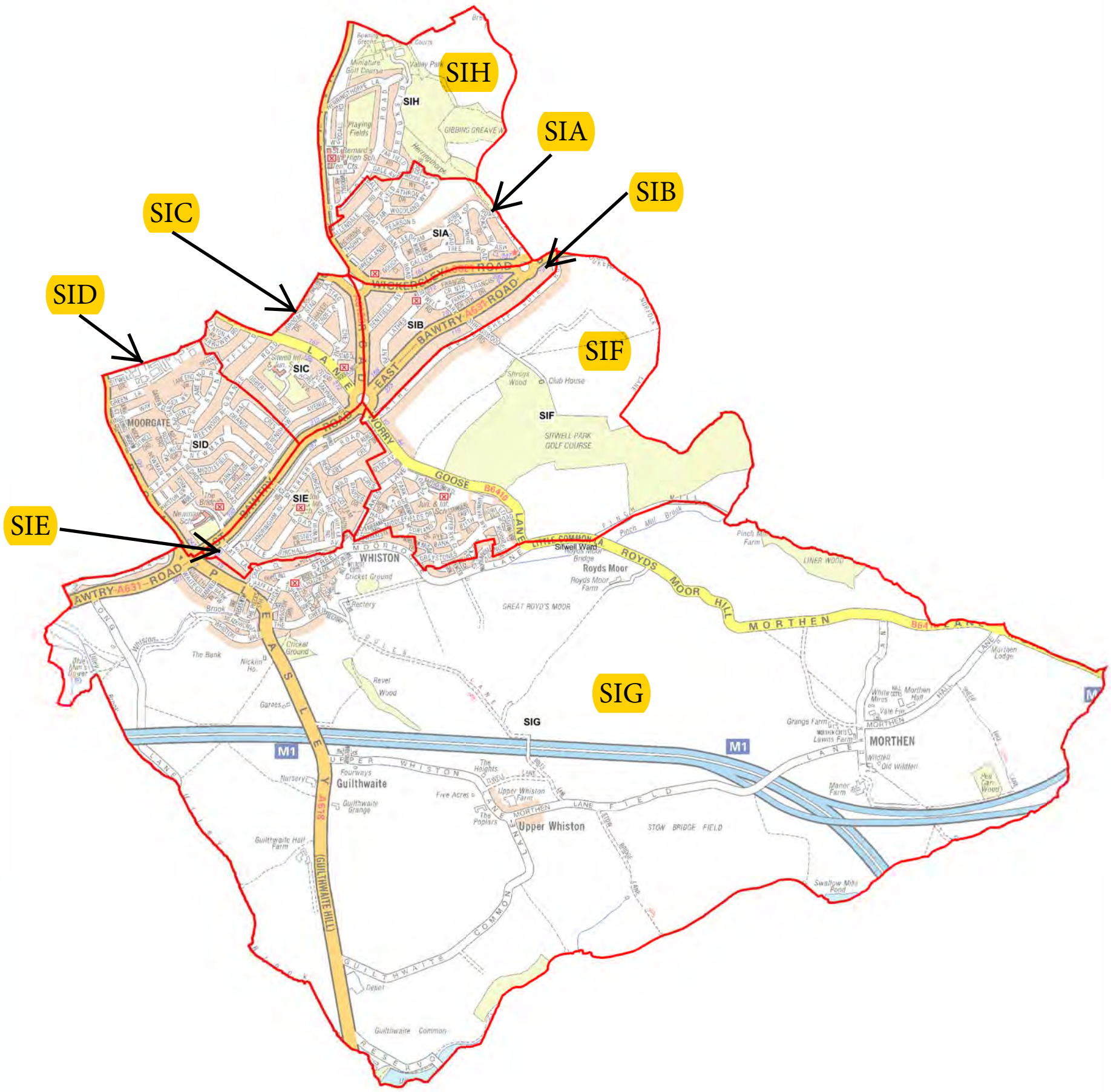

SIA	Herringthorpe United Reformed Church, Wickersley Road, Rotherham S60 4JN
SIB	St Cuthbert's Church Hall, Bent Lathes Avenue, Rotherham S60 4BN
SIC	Broom Methodist Church, Broom Lane, Rotherham S60 3NW
SID	Newman Additional Resource (next to Newman School) East Bawtry Road, Rotherham S60 3LX
SIE	Whiston J & I School, Saville Road, Whiston, Rotherham S60 4DX
SIF	Whiston Worrygoose J & I School, Hall Close Avenue, Whiston, Rotherham S60 4AG
SIG	Whiston Parish Hall, Well Lane, Whiston, Rotherham S60 4HX
SIH	St Bernard's Catholic High School, Herringthorpe Valley Road, Rotherham, S65 3BE

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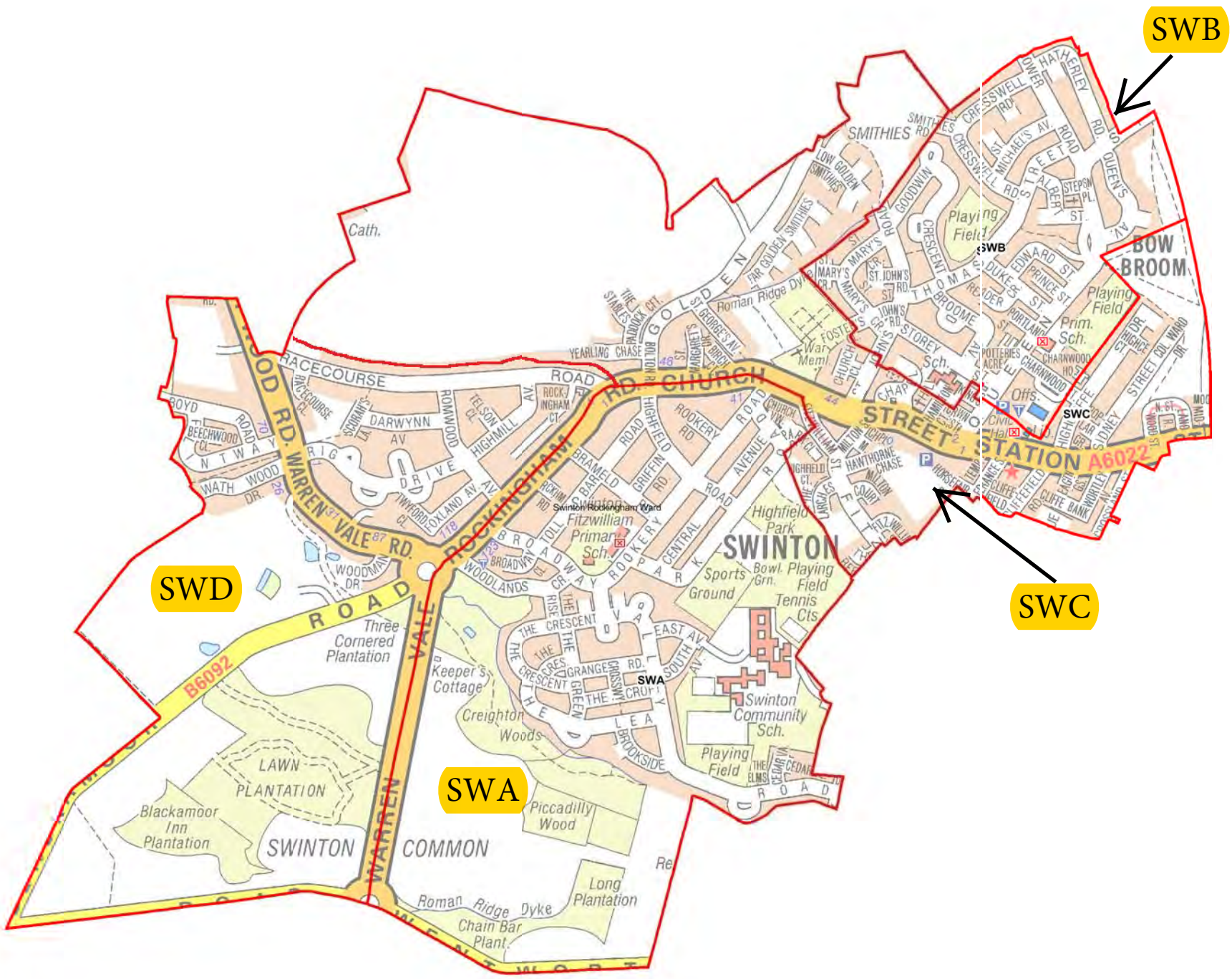

SWA	Swinton Fitzwilliam Primary School, Broadway, Swinton, Mexborough S64 8HF
SWB	Swinton Queen Primary School, Queen Street, Swinton, Mexborough S64 8NE
SWC	Swinton Civic Hall, Station Street, Swinton, Mexborough S64 8PZ
SWD	Swinton Fitzwilliam Primary School, Broadway, Swinton, Mexborough S64 8HF

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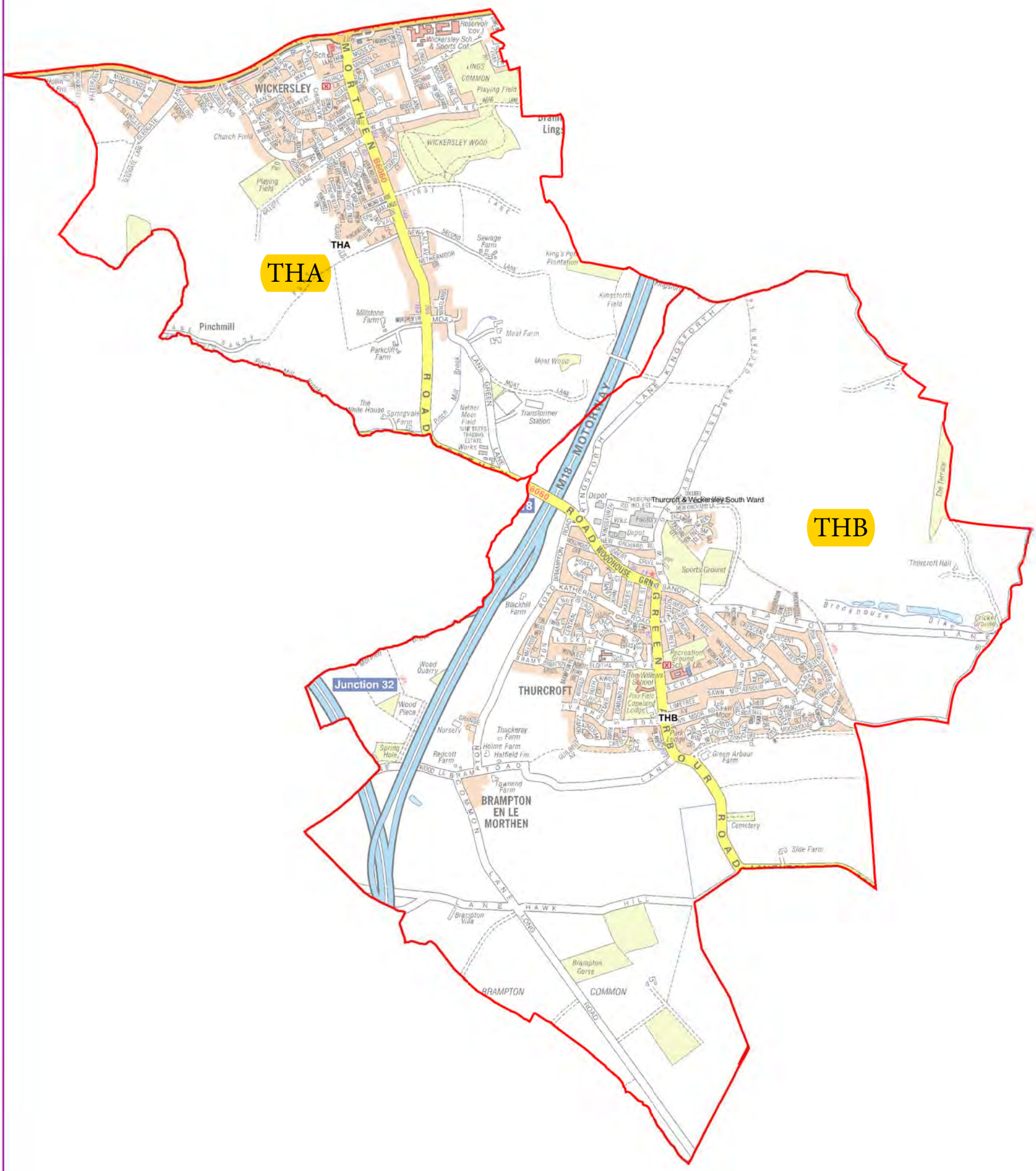
THA	The Church Barn, Church Lane, Wickersley, Rotherham S66 1ES
THB	Gordon Bennett Memorial Hall, Green Arbour Road, Thurcroft, Rotherham S66 9DD



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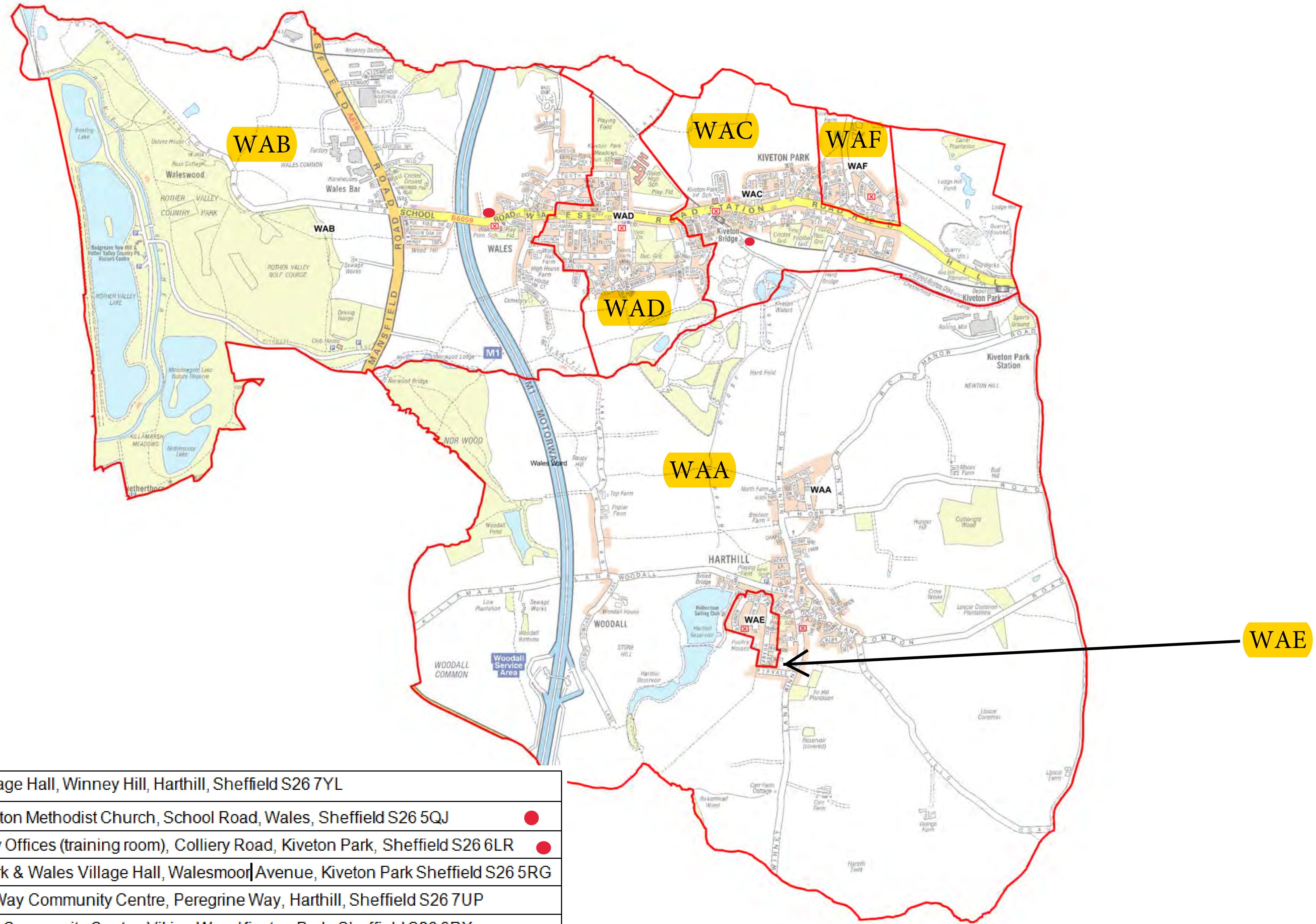

WAA	Harthill Village Hall, Winney Hill, Harthill, Sheffield S26 7YL
WAB	Wales-Kiveton Methodist Church, School Road, Wales, Sheffield S26 5QJ
WAC	Old Colliery Offices (training room), Colliery Road, Kiveton Park, Sheffield S26 6LR
WAD	Kiveton Park & Wales Village Hall, Walesmoor Avenue, Kiveton Park Sheffield S26 5RG
WAE	Peregrine Way Community Centre, Peregrine Way, Harthill, Sheffield S26 7UP
WAF	Viking Way Community Centre, Viking Way, Kiveton Park, Sheffield S26 6RX

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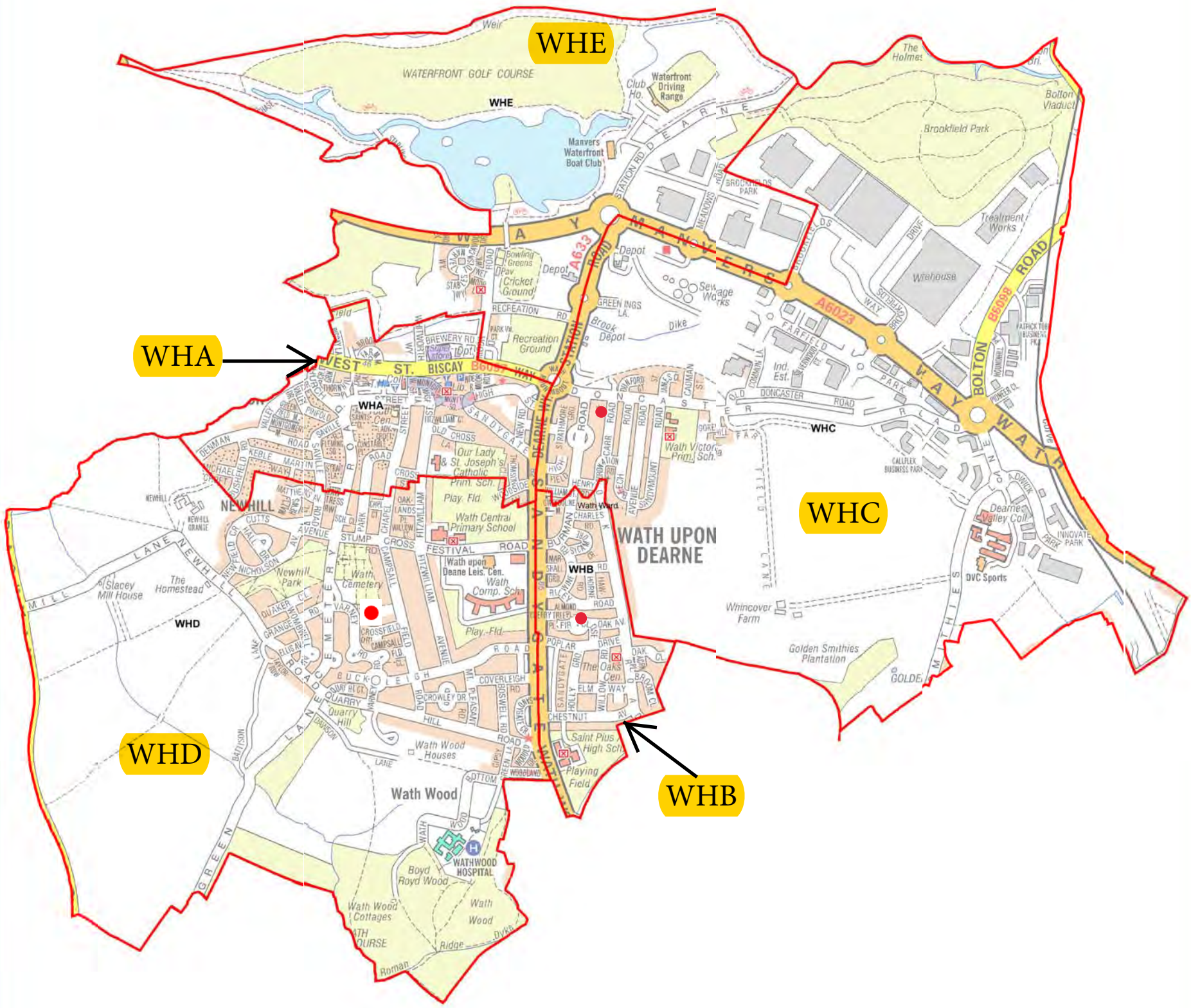

WHA	Wath Community Library, Montgomery Square, Wath upon Dearne, Rotherham S63 7RZ
WHB	The Base Community Hub, Fir Close, Wath, Rotherham S63 7NU
WHC	St Joseph's Catholic Church Hall, 2 Carr Road, Wath upon Dearne, Rotherham S63 7NU
WHD	Newhill Chapel, Varney Road, Wath upon Dearne, Rotherham, S63 7HS
WHE	Wath upon Dearne RUFC Clubhouse, Moor Road, Wath upon Dearne, Rotherham S63 7RT

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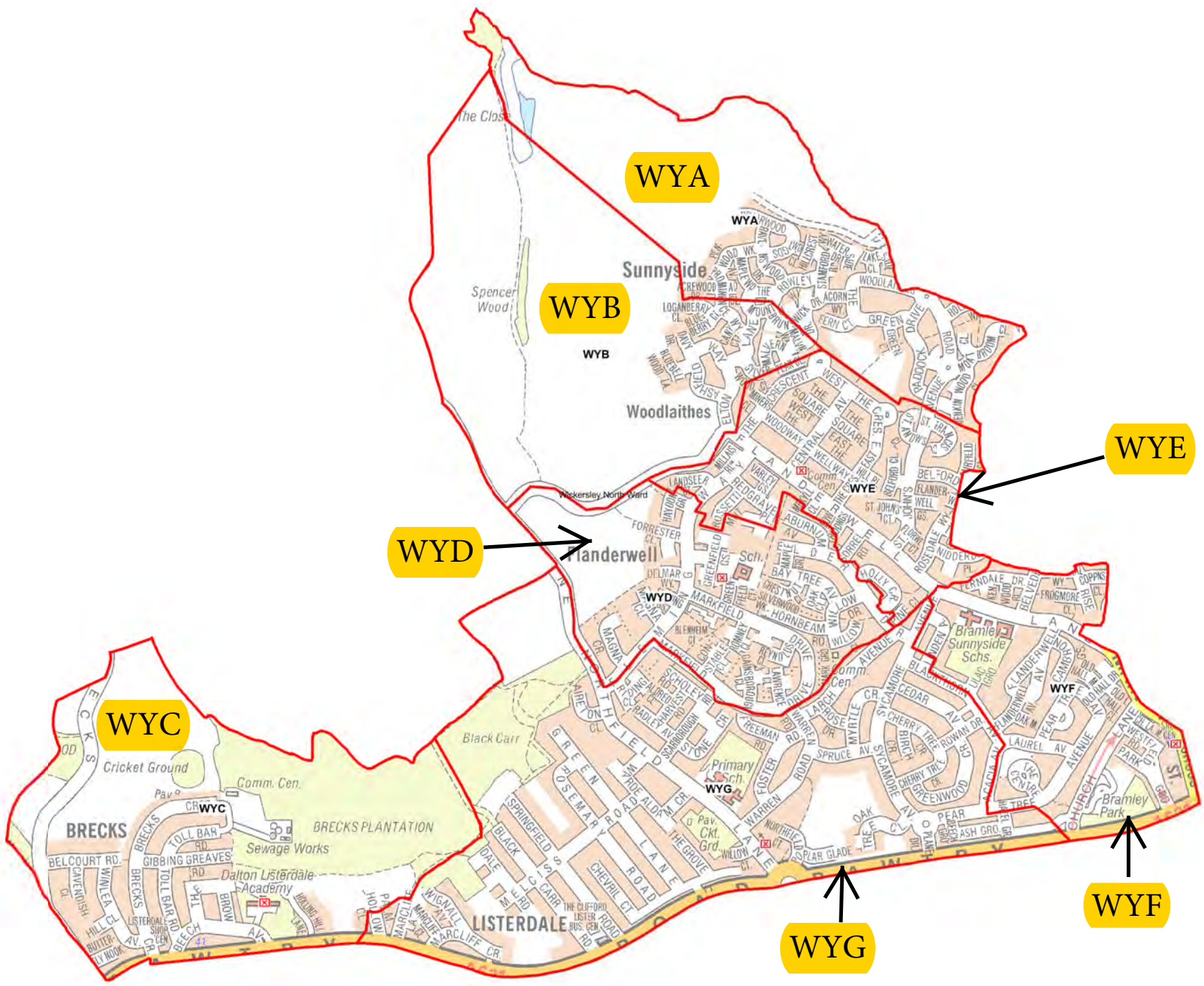

WYA	Sunnyside Community Centre, Flanderwell Lane, Sunnyside, Rotherham S66 3RL
WYB	Sunnyside Community Centre, Flanderwell Lane, Sunnyside, Rotherham S66 3RL
WYC	Listerdale Primary School, Beech Avenue, Brecks, Rotherham S65 3HN
WYD	Flanderwell Early Excellence Centre, Flanderwell Primary School, Greenfield Court, Flanderwell, Rotherham S66 2JF
WYE	Sunnyside Community Centre, Flanderwell Lane, Sunnyside, Rotherham S66 3RL
WYF	Bramley Parish Hall, Cross Street, Bramley, Rotherham S66 2SA
WYG	Blessed Trinity Catholic Church, Northfield Lane, Wickersley, Rotherham S66 2HF

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Wickersley North Ward

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S60 1AE

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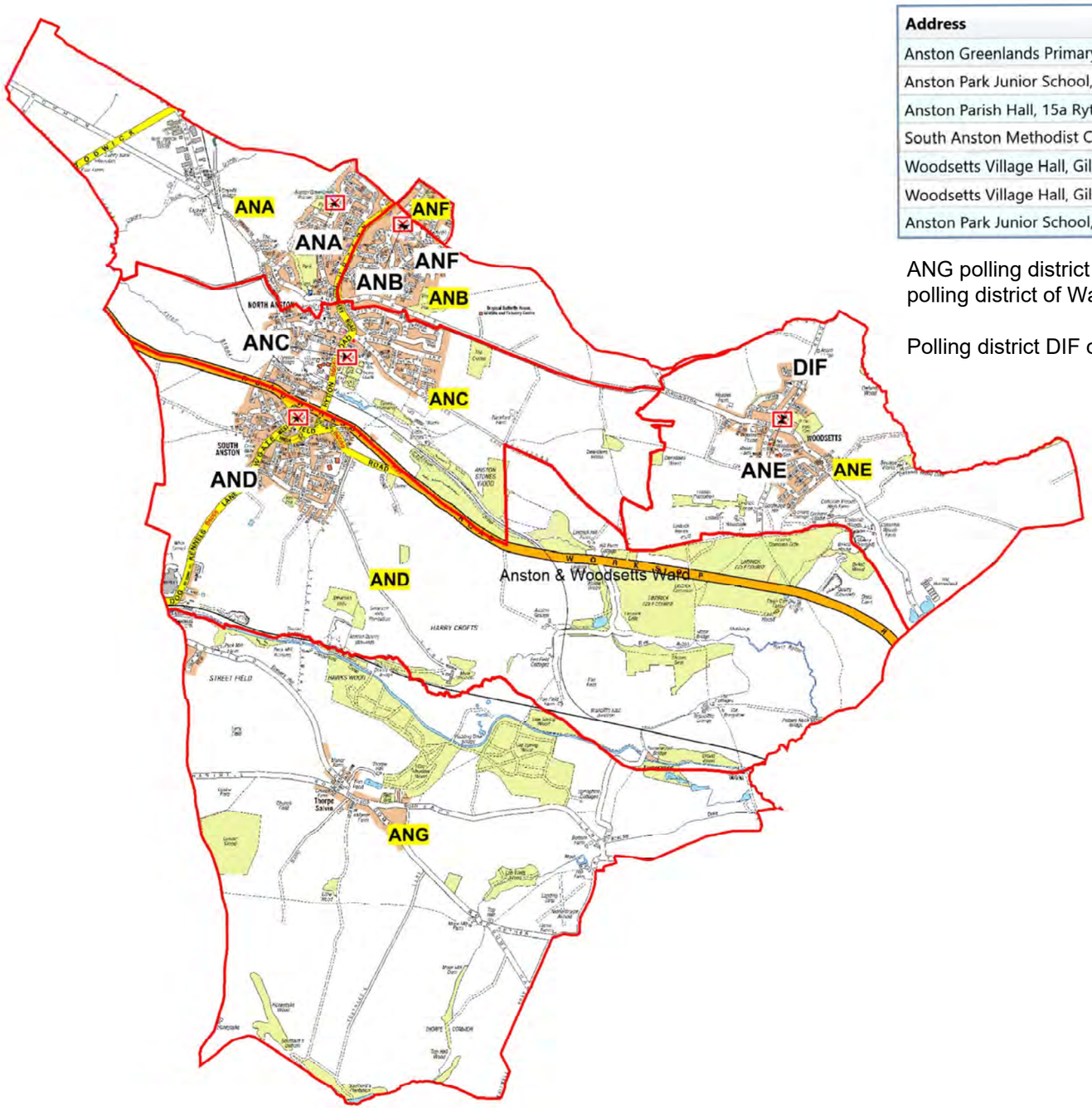

Address	District
Anston Greenlands Primary School, Edinburgh Drive, North Anston, Sheffield, S25 4HD	ANA
Anston Park Junior School, Park Avenue, North Anston, Sheffield, S25 2QZ	ANB
Anston Parish Hall, 15a Ryton Road, North Anston, Sheffield, S25 4DL	ANC
South Anston Methodist Community Hall, Sheffield Road, South Anston, Sheffield, S25 5DW	AND
Woodsetts Village Hall, Gildingwells Road, Woodsetts, Worksop, S81 8QB	ANE
Woodsetts Village Hall, Gildingwells Road, Woodsetts, Worksop, S81 8QB	DIF
Anston Park Junior School, Park Avenue, North Anston, Sheffield, S25 2QZ	ANF

ANG polling district is designated to Harthill Village Hall, located in WAA polling district of Wales ward.

Polling district DIF of Dinnington ward is designated to Woodsetts Village Hall

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Rotherham Metropolitan Borough Council

28/09/2023

Anston & Woodsetts Ward

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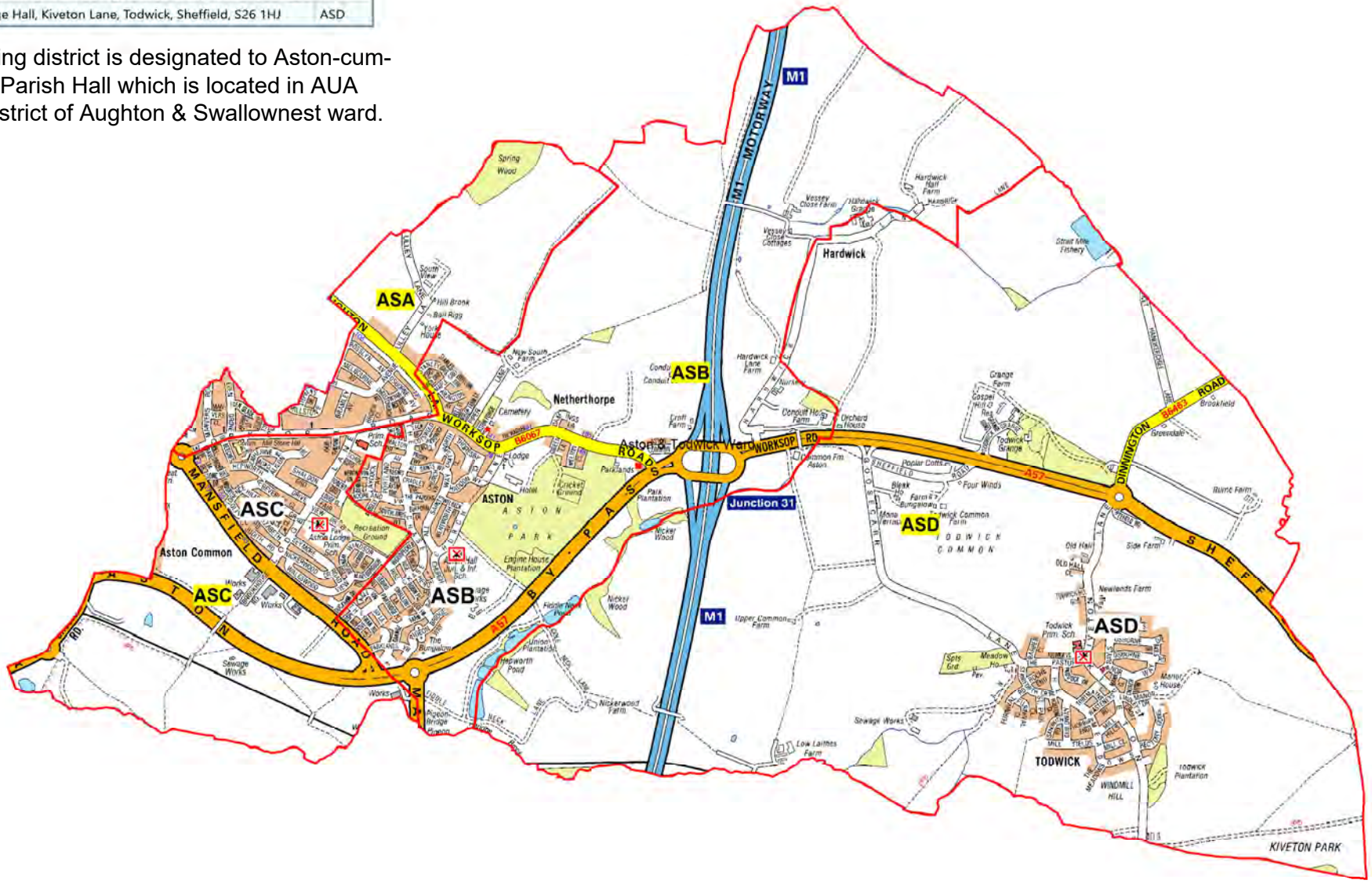
Riverside House
Main Street
Rotherham
S60 1AE

Address	District
Aston Hall J & I School, Church Lane, Aston, Sheffield, S26 2AX	ASB
Aston Lodge Primary School, Lodge Lane, Aston, Sheffield, S26 2BL	ASC
Todwick Village Hall, Kiveton Lane, Todwick, Sheffield, S26 1HJ	ASD

ASA polling district is designated to Aston-cum-Aughton Parish Hall which is located in AUA polling district of Aughton & Swallownest ward.



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Aston & Todwick Ward

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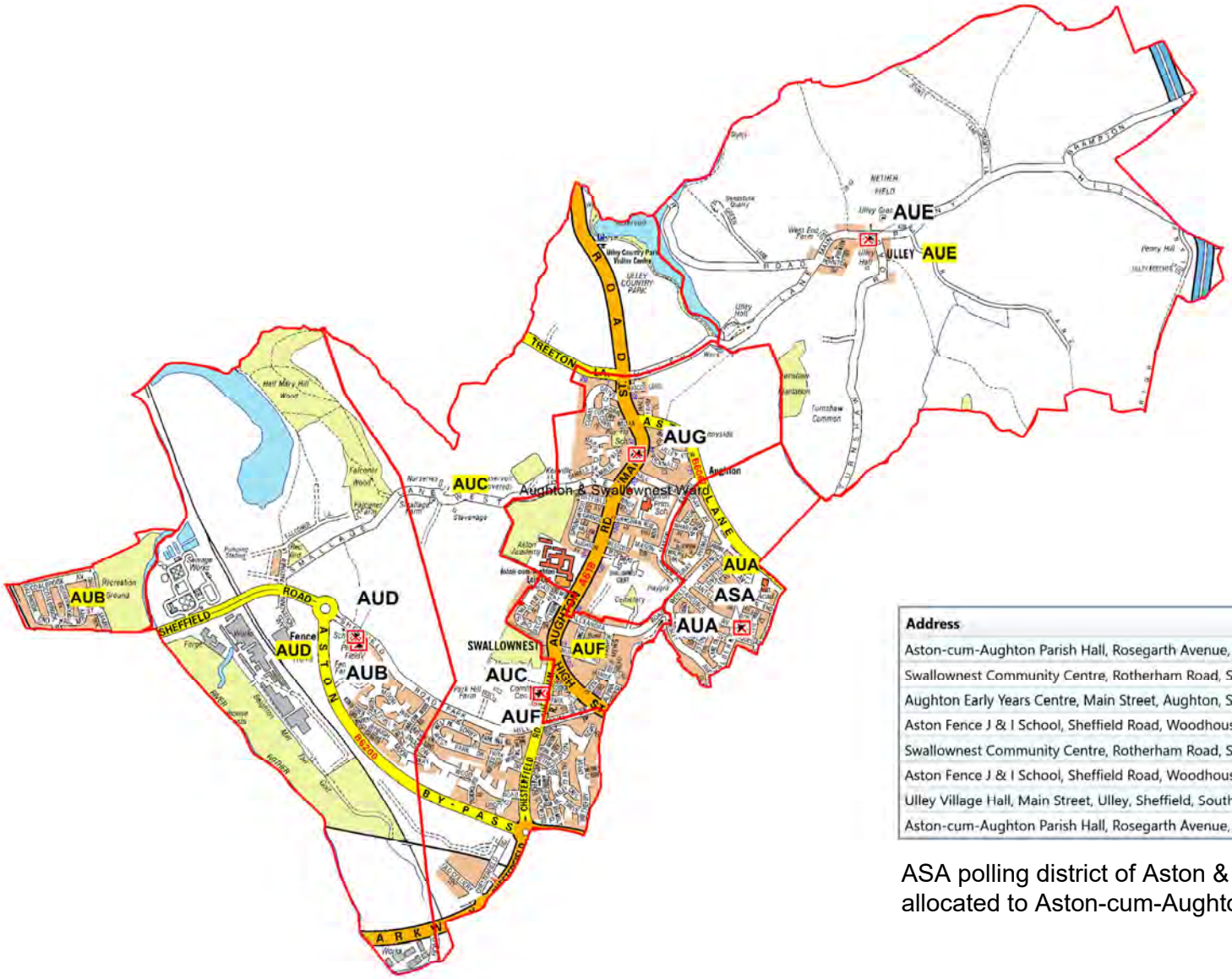

Address	District
Aston-cum-Aughton Parish Hall, Rosegarth Avenue, Aston, Sheffield, S26 2DB	ASA
Swallownest Community Centre, Rotherham Road, Swallownest, Sheffield, S26 4UR	AUF
Aughton Early Years Centre, Main Street, Aughton, Sheffield, S26 3XH	AUG
Aston Fence J & I School, Sheffield Road, Woodhouse Mill, Sheffield, S13 9ZD	AUB
Swallownest Community Centre, Rotherham Road, Swallownest, Sheffield, S26 4UR	AUC
Aston Fence J & I School, Sheffield Road, Woodhouse Mill, Sheffield, S13 9ZD	AUD
Ulley Village Hall, Main Street, Ulley, Sheffield, South Yorkshire, S26 3YD	AUE
Aston-cum-Aughton Parish Hall, Rosegarth Avenue, Aston, Sheffield, S26 2DB	AUA

ASA polling district of Aston & Todwick ward is allocated to Aston-cum-Aughton Parish Hall

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Aughton & Swallownest Ward

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Address	District
Town Hall, the crofts, Moorgate Street, S60 2TH	BCB
United Methodist Church Clifton, Lister Street, Rotherham, S65 2AX	BCC
Beeversleigh Community Centre, Clifton Lane, Rotherham, S65 2AD	BCD
Broom Valley Club Room, Guest Place, Rotherham S60 2SE	BCE
Boston Castle, Boston Castle Grove, Rotherham, S60 2BA	BCF
Canklow Woods Primary School, Wood Lane, Rotherham, South Yorkshire, S60 2XJ	BCG
Garden Building, Clifton Park, Clifton Lane, Rotherham, S65 8HB	BCH
Broom Valley Club Room, Guest Place, Rotherham S60 2SE	BCI

BCA polling district is allocated to The Unity Centre, which is within ROEB polling district of Rotherham East ward

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Boston Castle Ward

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Address	District
Bramley Youth Centre, Flash Lane, Bramley, Rotherham, S66 1TS	BRA
Ravenfield Parish Hall, Birchwood Drive, Ravenfield, Rotherham, S65 4PT	BRD
St Francis Church, 88 Main Street, Bramley, S66 2SQ	BRC
St Francis Church, 88 Main Street, Bramley, S66 2SQ	BRB

BRE polling district is designated to Thrybergh Parish Hall which is located in DAA polling district of Dalton & Thyrbergh ward.

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Rotherham Metropolitan Borough Council

Bramley & Ravenfield Ward

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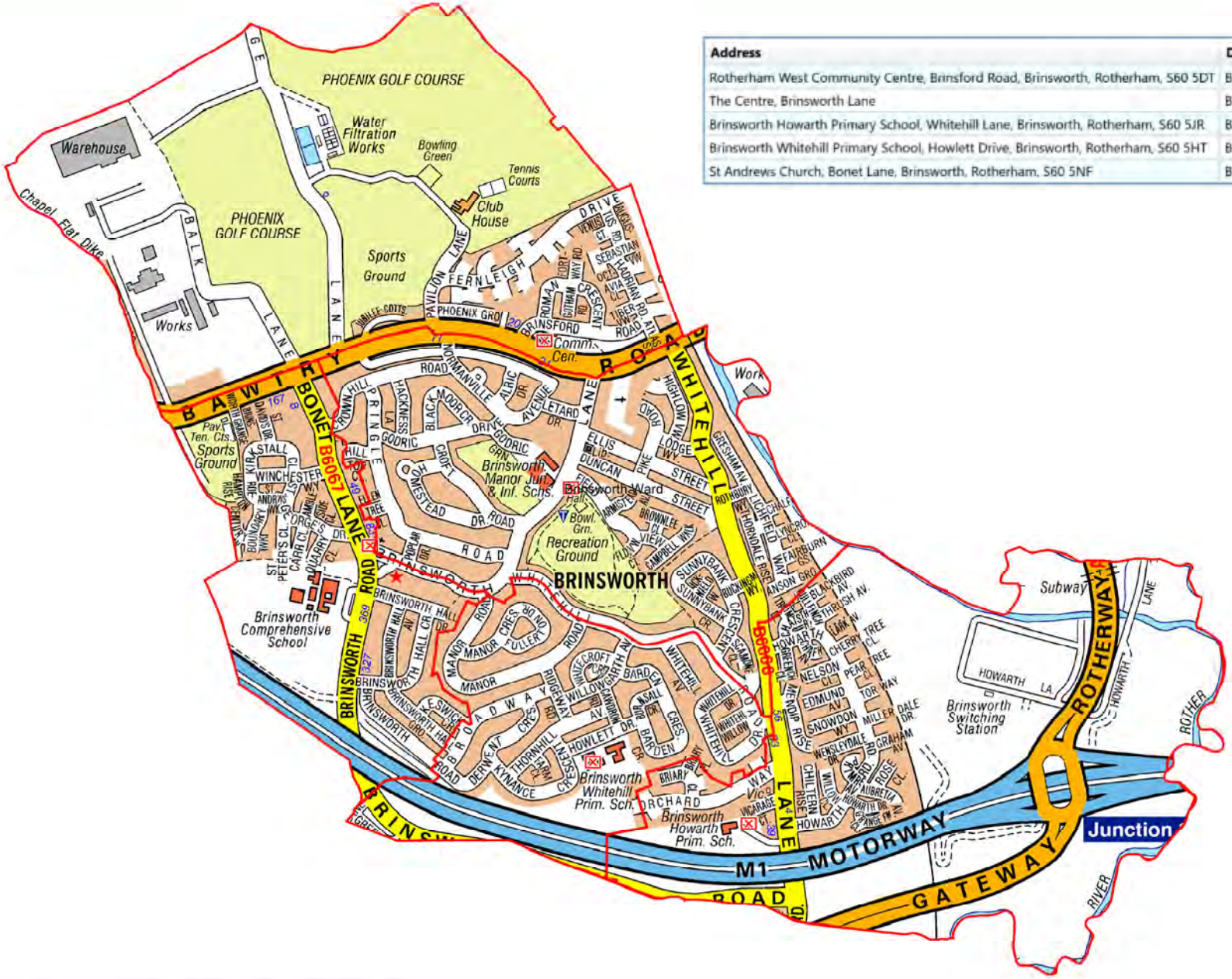

Address	District
Rotherham West Community Centre, Brinsford Road, Brinsworth, Rotherham, S60 5DT	BWA
The Centre, Brinsworth Lane	BWB
Brinsworth Howarth Primary School, Whitehill Lane, Brinsworth, Rotherham, S60 5JR	BWC
Brinsworth Whitehill Primary School, Howlett Drive, Brinsworth, Rotherham, S60 5HT	BWD
St Andrews Church, Bonet Lane, Brinsworth, Rotherham, S60 5NF	BWE

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Address	District
Thrybergh Parish Hall, Park Lane, Thrybergh, Rotherham, S65 4BP	DAA
Staple Green Community Centre, Staple Green, Thrybergh, Rotherham, S65 4DA	DAB
Thrybergh Parish Hall, Park Lane, Thrybergh, Rotherham, S65 4BP	BRE
Thrybergh Parish Hall, Park Lane, Thrybergh, Rotherham, S65 4BP	DAC
The Willow Tree Children's Centre, Foljambe Drive, Dalton, Rotherham S65 4HQ	DAD
Trinity Croft C of E J & I School, (Parish Room), Dalton Lane, Dalton Parva, Rotherham, S65 3QJ	DAE

BRE polling district of Bramley & Ravenfield ward is designated to Thrybergh Parish Hall.

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Dalton & Thrybergh Ward

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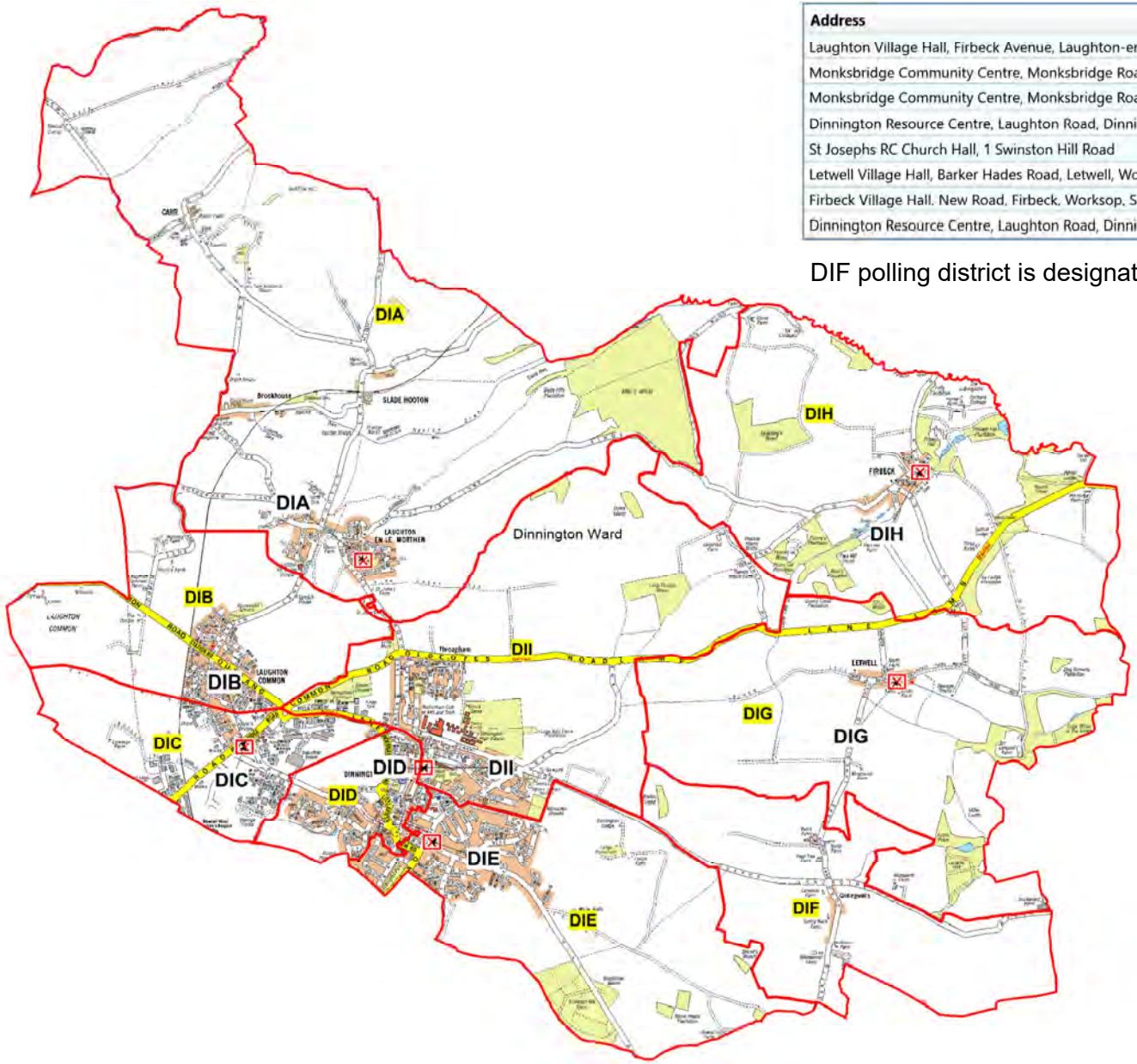
Address	District
Laughton Village Hall, Firbeck Avenue, Laughton-en-le-Morthen, Sheffield, S25 1YD	DIA
Monksbridge Community Centre, Monksbridge Road, Dinnington, Sheffield, S25 3QS	DIB
Monksbridge Community Centre, Monksbridge Road, Dinnington, Sheffield, S25 3QS	DIC
Dinnington Resource Centre, Laughton Road, Dinnington, Sheffield, S25 2PP	DID
St Josephs RC Church Hall, 1 Swinston Hill Road	DIE
Letwell Village Hall, Barker Hades Road, Letwell, Worksop, S81 8DF	DIG
Firbeck Village Hall. New Road, Firbeck, Worksop, S81 8JY	DIH
Dinnington Resource Centre, Laughton Road, Dinnington, Sheffield, S25 2PP	DII

DIF polling district is designated to Woodsetts Village Hall.



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Dinnington Ward

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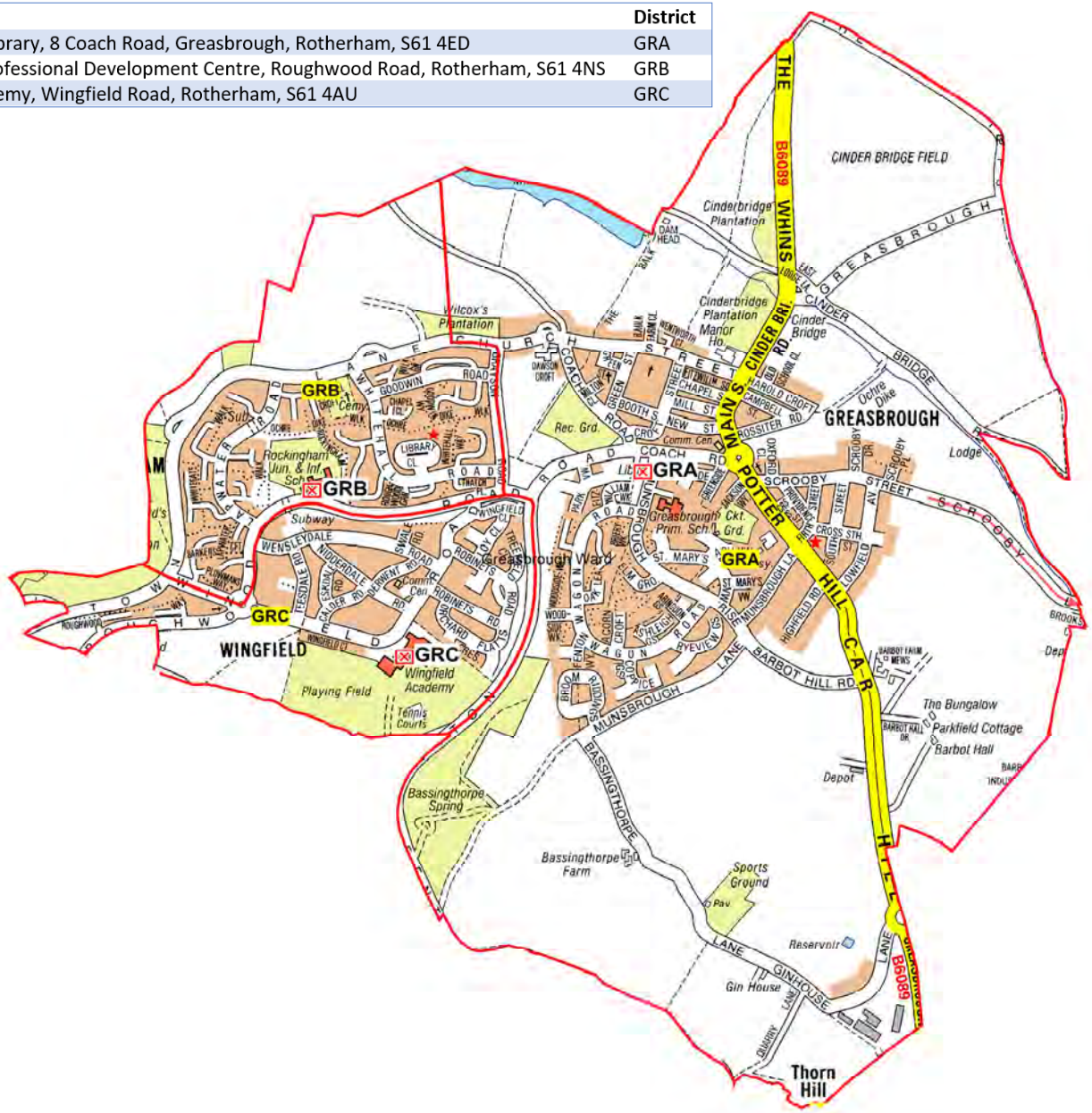
Rotherham
S60 1AE

Address	District
Greasbrough Library, 8 Coach Road, Greasbrough, Rotherham, S61 4ED	GRA
Rockingham Professional Development Centre, Roughwood Road, Rotherham, S61 4NS	GRB
Wingfield Academy, Wingfield Road, Rotherham, S61 4AU	GRC



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Rotherham Metropolitan Borough Council

03/11/2023

Greasbrough Ward

gis@rotherham.gov.uk (01709) 823364
Rotherham Metropolitan Borough Council
Corporate ICT
Riverside House
Main Street
Rotherham
S60 1AE

Address	District
Centenary Hall, Bateman Road, Hellaby, Rotherham, S66 8HB	HEA
Maltby Redwood Academy, Redwood Dr, Maltby, Rotherham S66 8DL	HEB
Bevan Crescent Neighbourhood Centre, Bevan Crescent, Maltby, S66 8AN	HEC
The Grange Warden Centre, St. Bartholomew's Close, Maltby, Rotherham, S66 8NH	HED
The Grange Warden Centre, St. Bartholomew's Close, Maltby, Rotherham, S66 8NH	HEE
Maltby Redwood Academy, Redwood Dr, Maltby, Rotherham S66 8DL	HEF

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Rotherham Metropolitan Borough Council

Hellaby & Maltby West Ward

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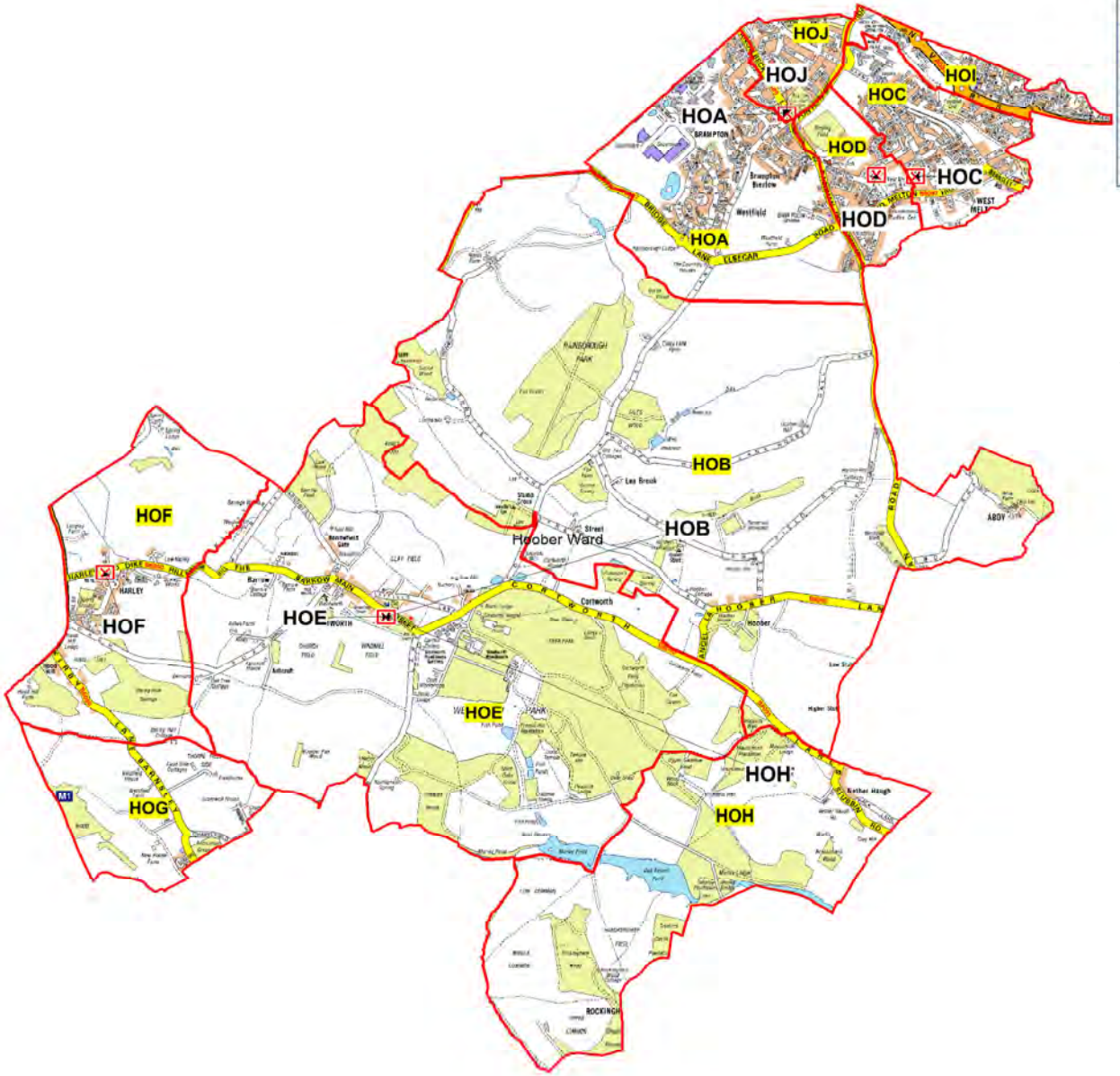

Address	District
Brampton Bierlow Parish Hall, Knollbeck Lane, Brampton Bierlow, Barnsley, S73 0TX	HOA
Wentworth Mechanics Institute, Main Street, Wentworth, Rotherham, S62 7TL	HOB
West Melton Primary School, Stokewell Road, West Melton, Rotherham S63 6NF	HOC
Christchurch Hall, Christchurch Road, Wath Upon Dearne, Rotherham, S63 6NW	HOD
Wentworth Mechanics Institute, Main Street, Wentworth, Rotherham, S62 7TL	HOE
Harley Church, Harley Road, Harley, Rotherham, S62 7UD	HOF
Wentworth Mechanics Institute, Main Street, Wentworth, Rotherham, S62 7TL	HOH
Brampton Bierlow Parish Hall, Knollbeck Lane, Brampton Bierlow, Barnsley, S73 0TX	HOJ

HOG polling district is designated to Trinity Community Centre, which is located in KEA polling district of Keppel ward.

HOI polling district is designated to Wath upon Dearne RUFC Clubhouse, which is located in WHE polling district of Wath ward.

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Hoober Ward

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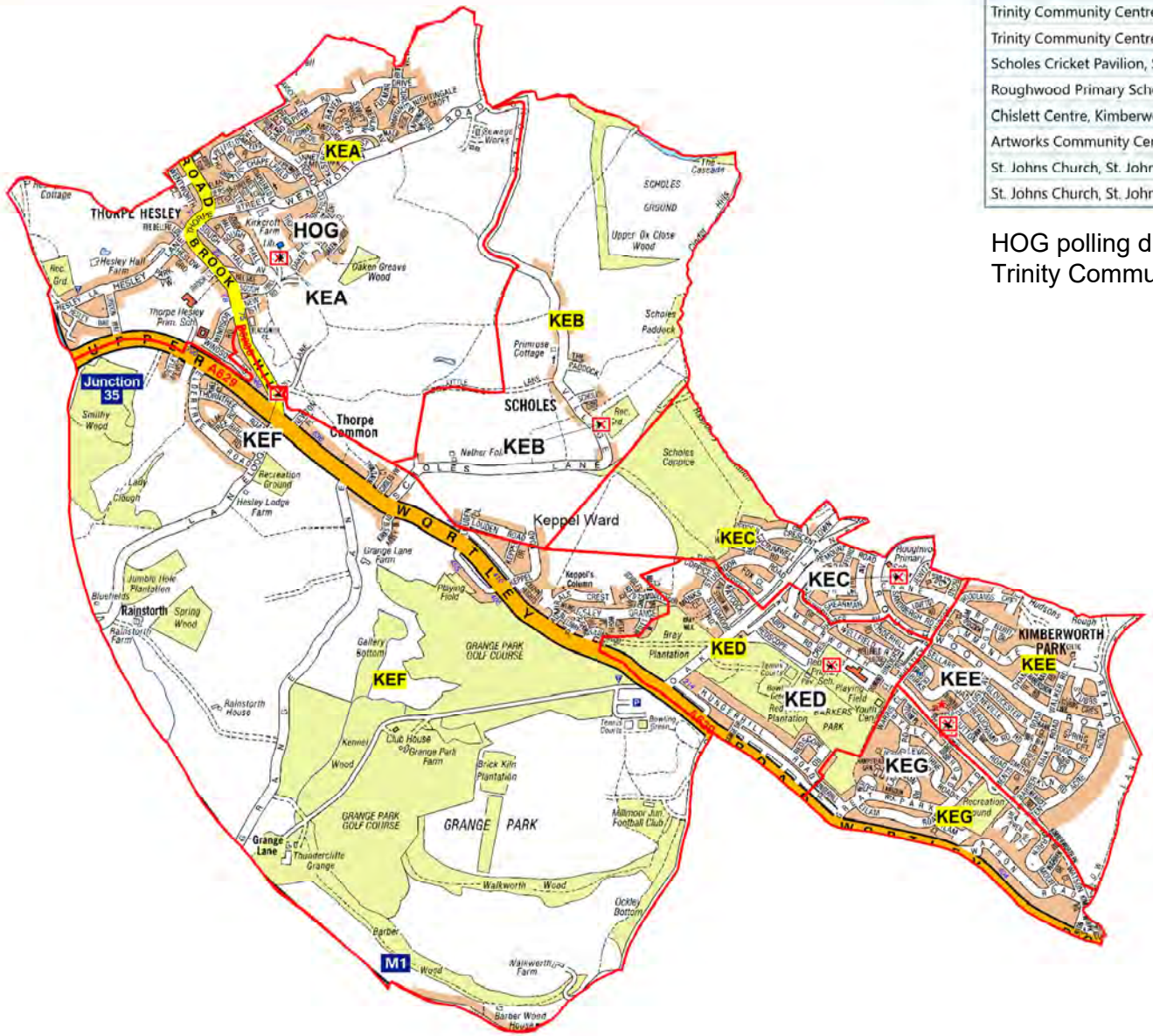
Address	District
Trinity Community Centre, Sough Hall Avenue, Thorpe Hesley, Rotherham, S65 2QJ	HOG
Trinity Community Centre, Sough Hall Avenue, Thorpe Hesley, Rotherham, S65 2QJ	KEA
Scholes Cricket Pavilion, Scholes Village, Scholes, Rotherham, S61 2RQ	KEB
Roughwood Primary School, Roughwood Road, Rotherham, S61 3HL	KEC
Chislett Centre, Kimberworth Park Road, Rotherham, S61 3JT	KED
Artworks Community Centre, Brook Hill, Rotherham S61 2PZ	KEF
St. Johns Church, St. John's Green, Kimberworth Park, Rotherham, S61 3JL	KEE
St. Johns Church, St. John's Green, Kimberworth Park, Rotherham, S61 3JL	KEG

HOG polling district of Hoober ward is designated to Trinity Community Centre.



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Keppel Ward

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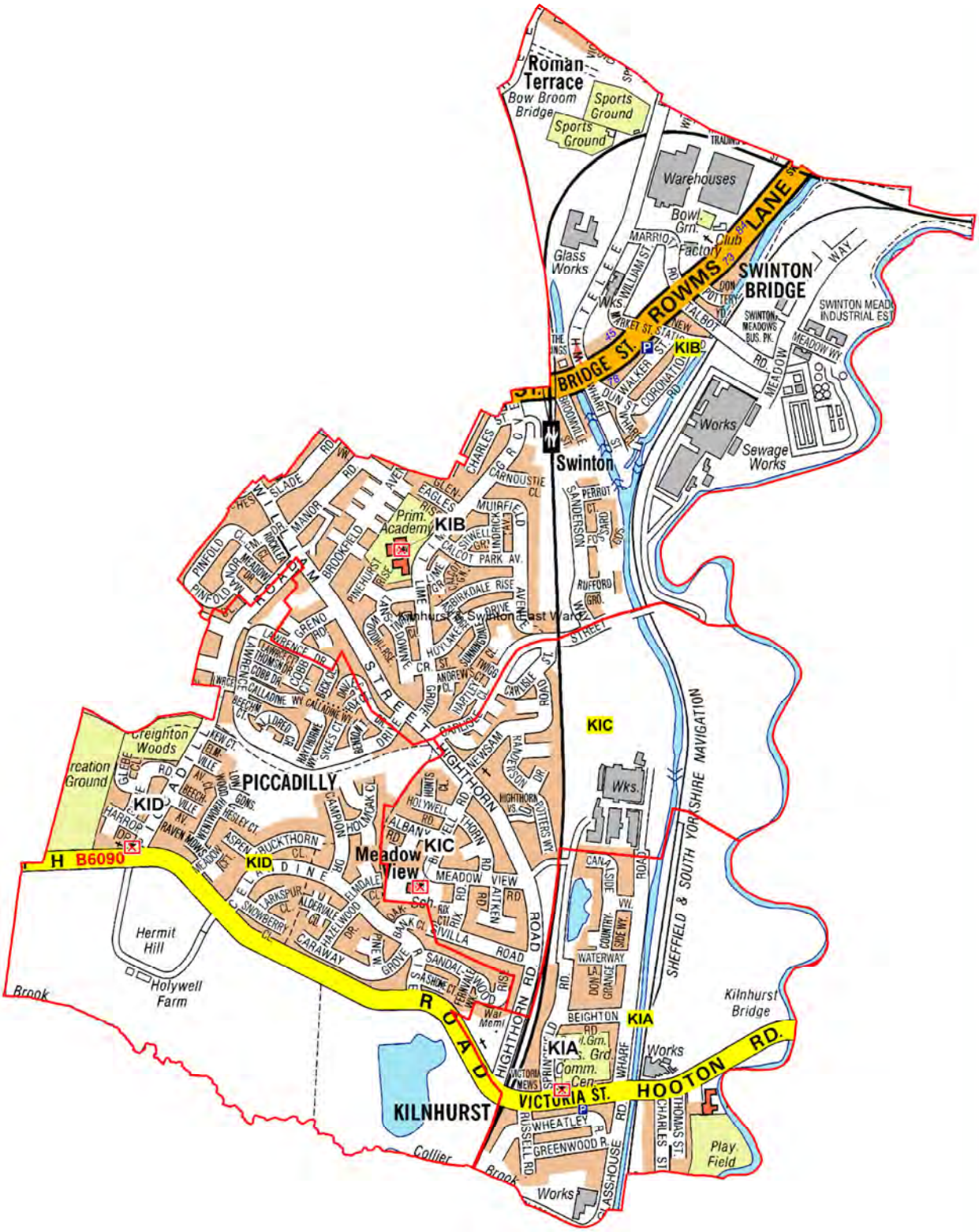
Address	District
Kilnhurst Comm. Resource Centre, Victoria Street, Kilnhurst, Mexborough, S64 5SQ	KIA
St Thomas Primary School, Meadow View Road, Kilnhurst, Mexborough, S64 5UA	KIC
The Brookfield Centre, Lime Grove, Swinton, Mexborough, S64 8TQ	KIB
Piccadilly Methodist Church, Wentworth Road, Swinton, Mexborough, S64 8JZ	KID



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Kilnhurst & Swinton East Ward

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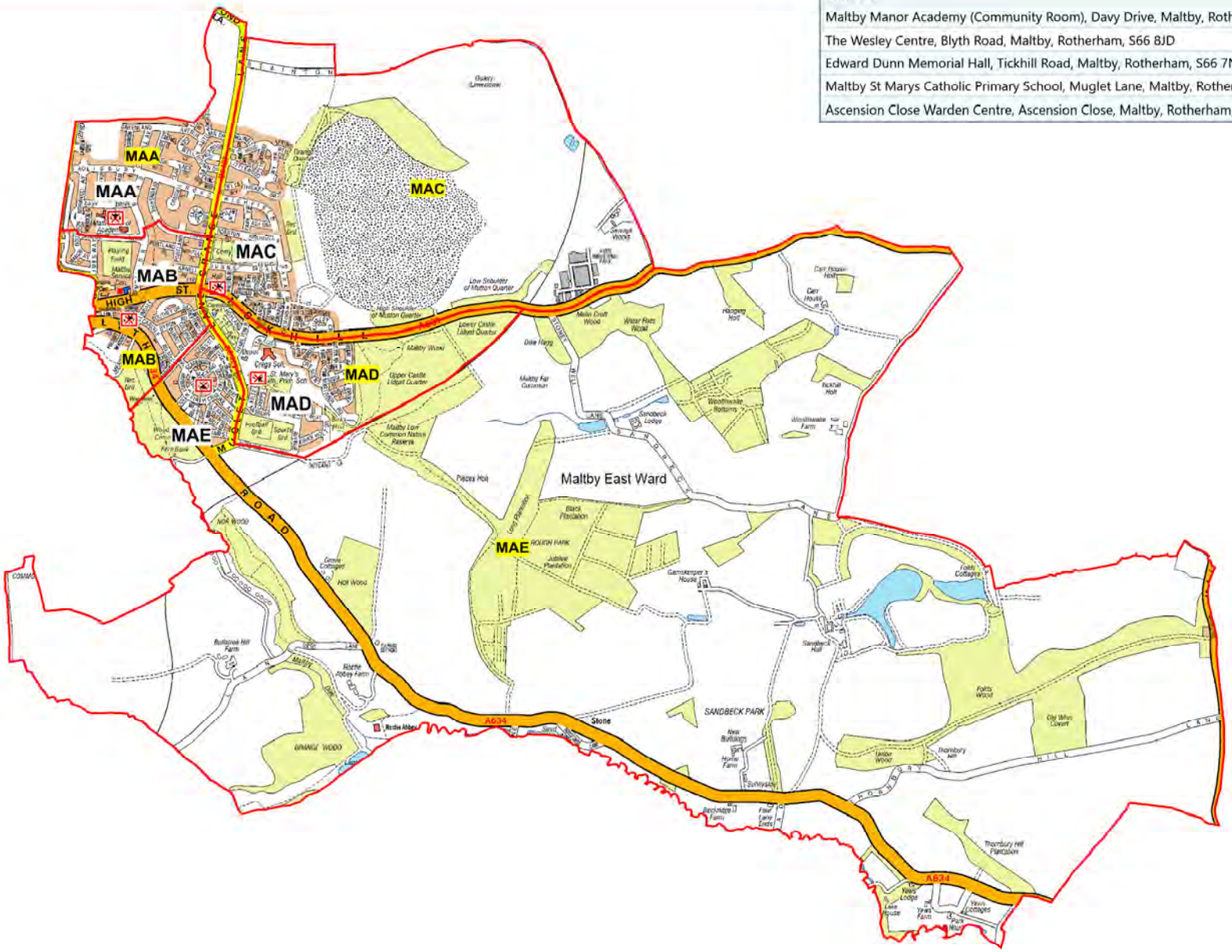
Address	District
Maltby Manor Academy (Community Room), Davy Drive, Maltby, Rotherham, S66 8JN	MAA
The Wesley Centre, Blyth Road, Maltby, Rotherham, S66 8JD	MAB
Edward Dunn Memorial Hall, Tickhill Road, Maltby, Rotherham, S66 7NQ	MAC
Maltby St Marys Catholic Primary School, Muglet Lane, Maltby, Rotherham, S66 7JU	MAD
Ascension Close Warden Centre, Ascension Close, Maltby, Rotherham, S66 7HQ	MAE



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Maltby East Ward

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Address	District
Rawmarsh Ryecroft Infants School, South Street, Rawmarsh, Rotherham, S62 5QW	RAEB
Rawmarsh Sandhill Primary School, Kilnhurst Road, Rawmarsh, Rotherham, S62 5LH	RAED
Rawmarsh St.Josephs Catholic Primary School, Green Lane, Rawmarsh, Rotherham, S62 6JY	RAEA
Marshall Close Community Centre, Marshall Close, Rawmarsh, Rotherham, S62 6DB	RAEC
Rawmarsh Sandhill Primary School, Kilnhurst Road, Rawmarsh, Rotherham, S62 5LH	RAEE

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Rawmarsh East Ward

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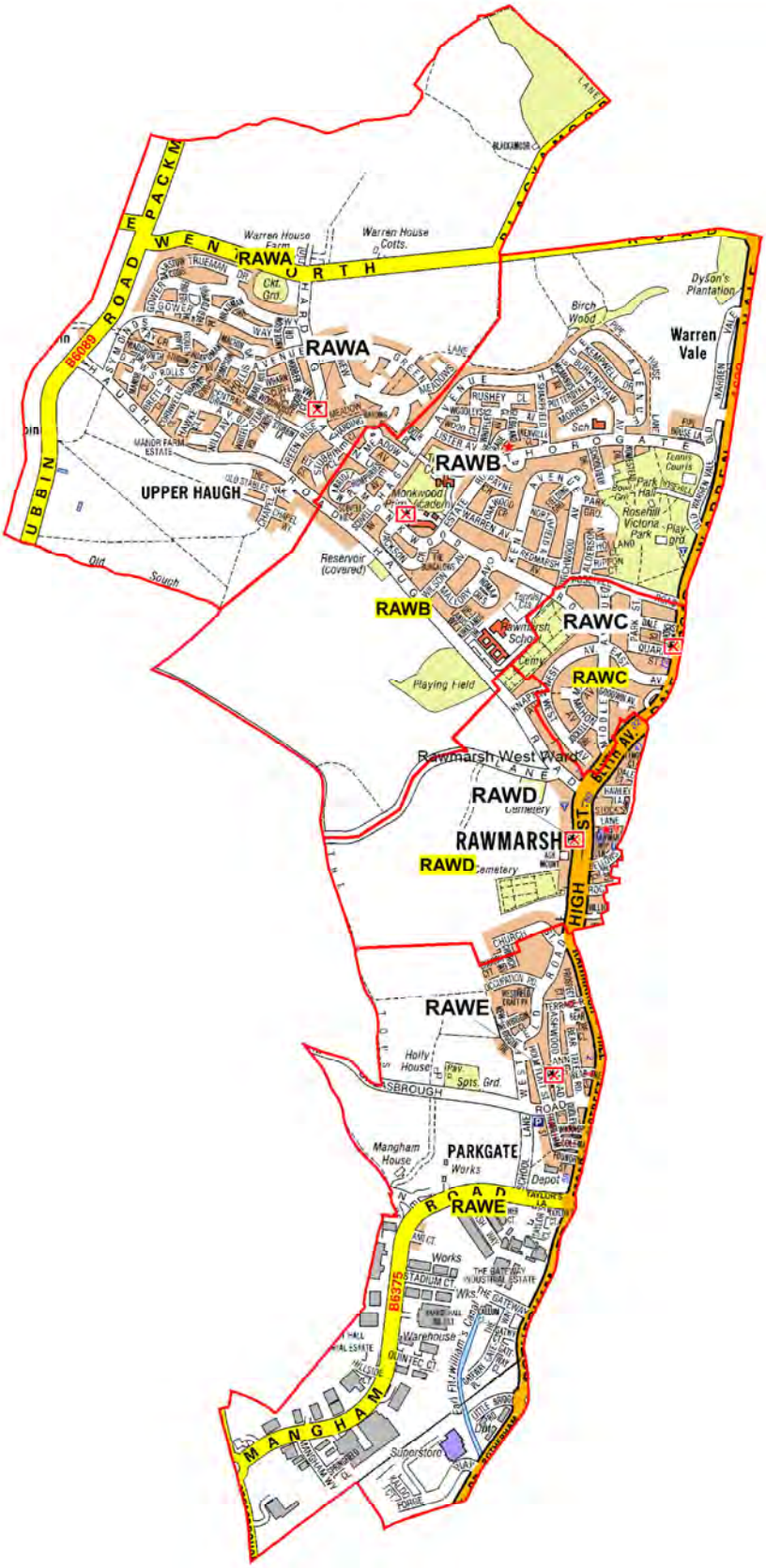
Address	District
Manor Farm Community Centre, Harding Avenue, Upper Haugh, Rotherham, S62 7ED	RAWA
Monkwood Primary Academy, Monkwood Road, Rawmarsh, Rotherham, S62 7JD	RAWB
Salvation Army Hall, Quarry Street, Rawmarsh, Rotherham, S62 7DB	RAWC
Rawmarsh Methodist Church, High Street, Rawmarsh, Rotherham, S62 6LN	RAWD



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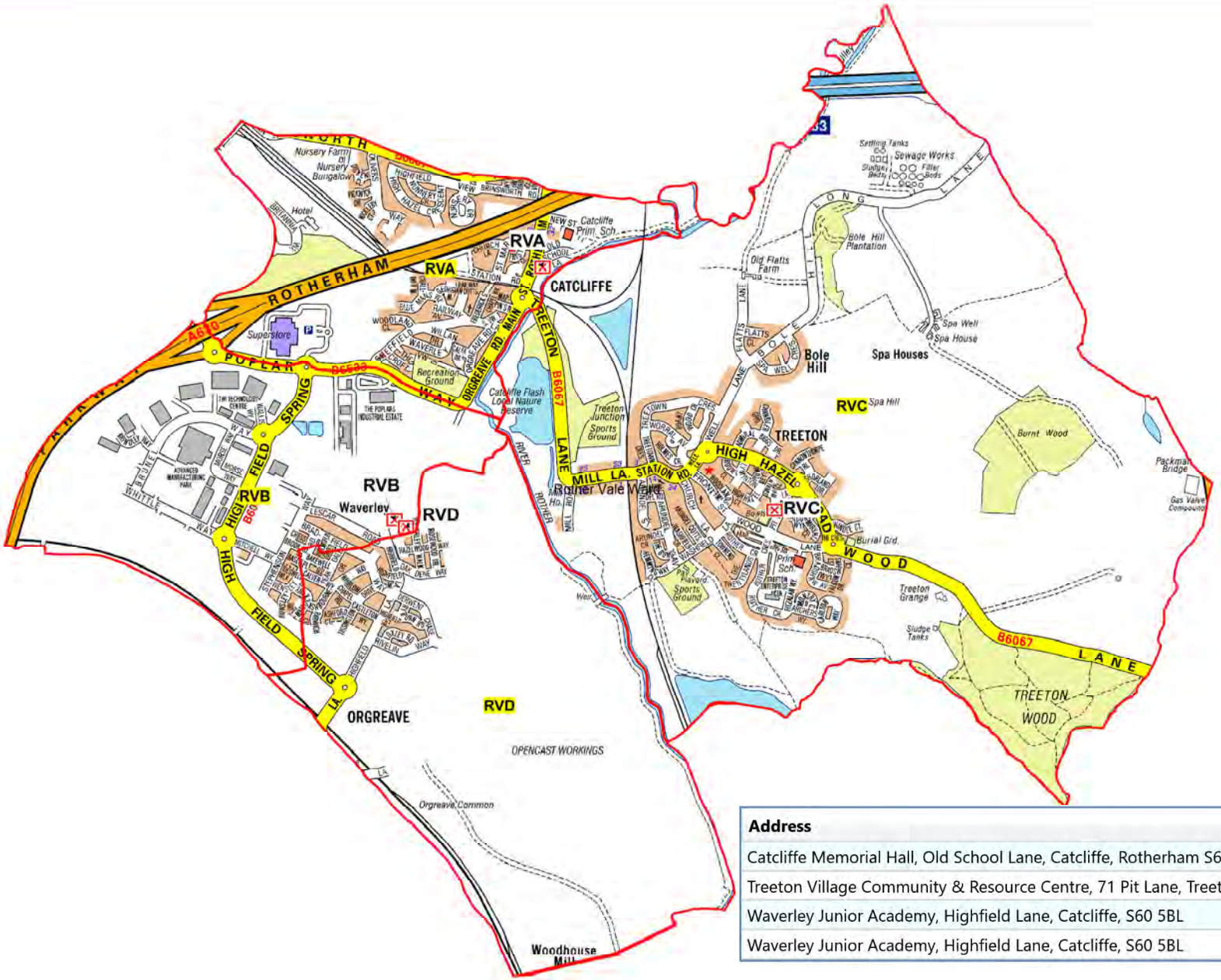

Address	District
Catcliffe Memorial Hall, Old School Lane, Catcliffe, Rotherham S60 5SP	RVA
Treeton Village Community & Resource Centre, 71 Pit Lane, Treeton, Rotherham, S60 5UY	RVC
Waverley Junior Academy, Highfield Lane, Catcliffe, S60 5BL	RVB
Waverley Junior Academy, Highfield Lane, Catcliffe, S60 5BL	RVD

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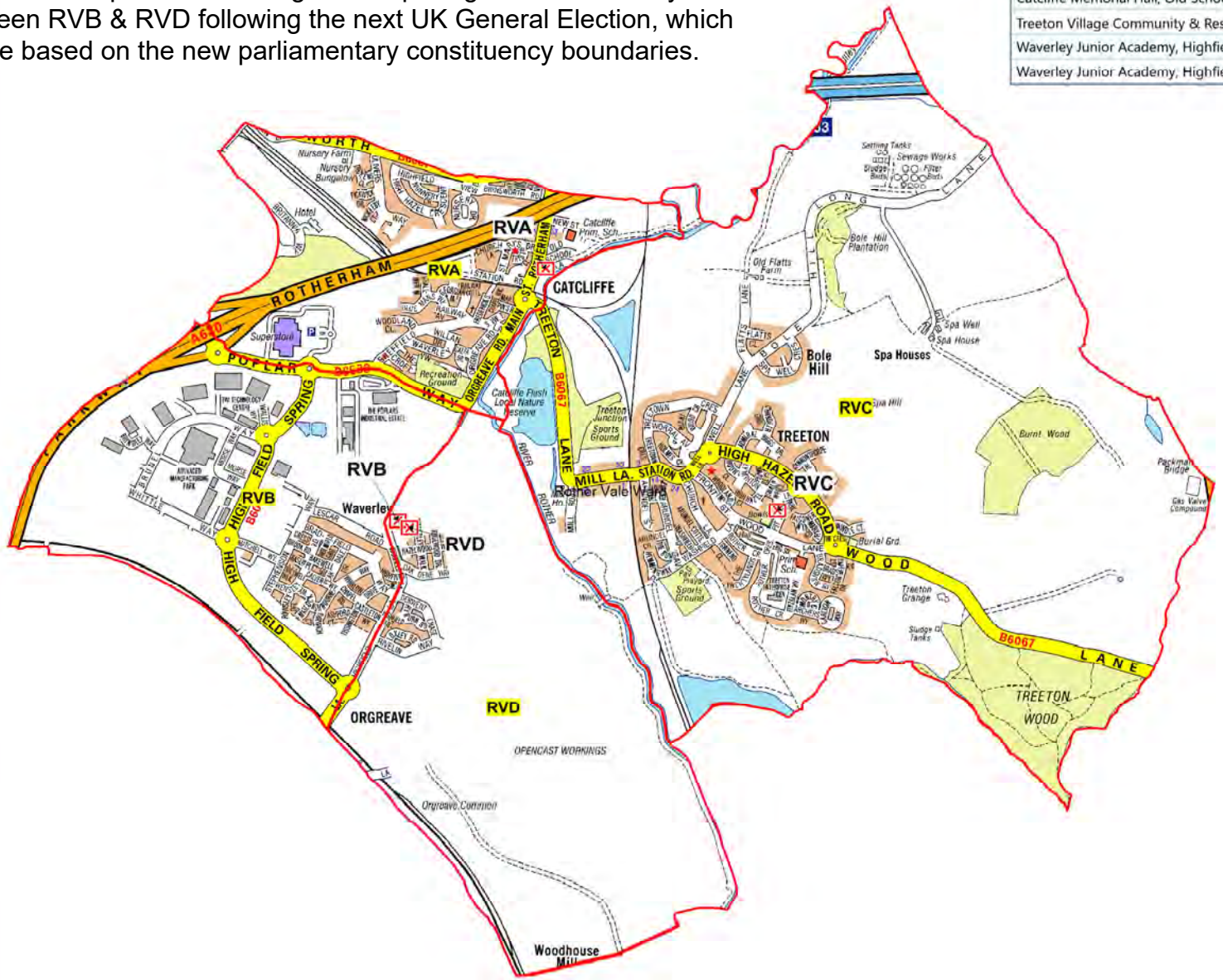
S60 1AE

Proposal to implement a change to the polling district boundary between RVB & RVD following the next UK General Election, which will be based on the new parliamentary constituency boundaries.

Address	District
Catcliffe Memorial Hall, Old School Lane, Catcliffe, Rotherham S60 5SP	RVA
Treeton Village Community & Resource Centre, 71 Pit Lane, Treeton, Rotherham, S60 5UY	RVC
Waverley Junior Academy, Highfield Lane, Catcliffe, S60 5BL	RVB
Waverley Junior Academy, Highfield Lane, Catcliffe, S60 5BL	RVD



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Address	District
The Unity Centre, St. Leonards Road Road, Rotherham, S65 1PD	BCA
Eastwood Village Community Centre, Erskine Road, Rotherham, S65 1RF	ROEA
The Unity Centre, St. Leonards Road Road, Rotherham, S65 1PD	ROEB
St James Vestry, (St. Francis Room), Cambridge Street, Rotherham, S65 2SX	ROEC
Rotherham Baptist Church Hall, Badsley Moor Lane, Rotherham, S65 2QR	ROED
Mowbray Gardens Community Centre, Mowbray Gardens, Rotherham, S65 2UH	ROEE
Springwell Gardens Community Centre, Eastwood View, Rotherham, S65 1NG	ROEF
The Place Young People's Centre, Coleridge Road, Rotherham, S65 1LW	ROEG
Bakersfield Warden Centre, Longfellow Drive, Rotherham, S65 2LH	ROEH
St Mary's Catholic Church (Parish Room), Herringthorpe Valley Road, S65 3BA	ROEI
Herringthorpe Infants School, Chatterton Drive, Rotherham, S65 2JW	ROEJ

BCA polling district of Boston Castle ward is designated to The Unity Centre.

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Rotherham Metropolitan Borough Council
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Riverside House
Main Street
Rotherham
S60 1AE

Address	District
St Thomas Community Hall, High Street, Rotherham, S61 2BH	ROWA
Blackburn Primary School, Baring Road, Blackburn, Rotherham, S61 2BU	ROWB
Meadow View Primary School, (Community Room) Meadowhall Road, Rotherham, S61 2JD	ROWC
Kelford School, Oakdale Road, Rotherham, S61 2NU	ROWD
Ferham Primary School, Ferham Road, Rotherham, S61 1AP	ROWE
Henley Community Centre, Oates Close, Rotherham, S61 1TP	ROWF
Thornhill Primary School, Clough Bank, Rotherham, S61 1TD	ROWG
Liberty Church, Station Road, Rotherham, S60 1JH	ROWH
Kimberworth Primary School, Kimberworth Road, Rotherham, S61 1HE	ROWI

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Rotherham
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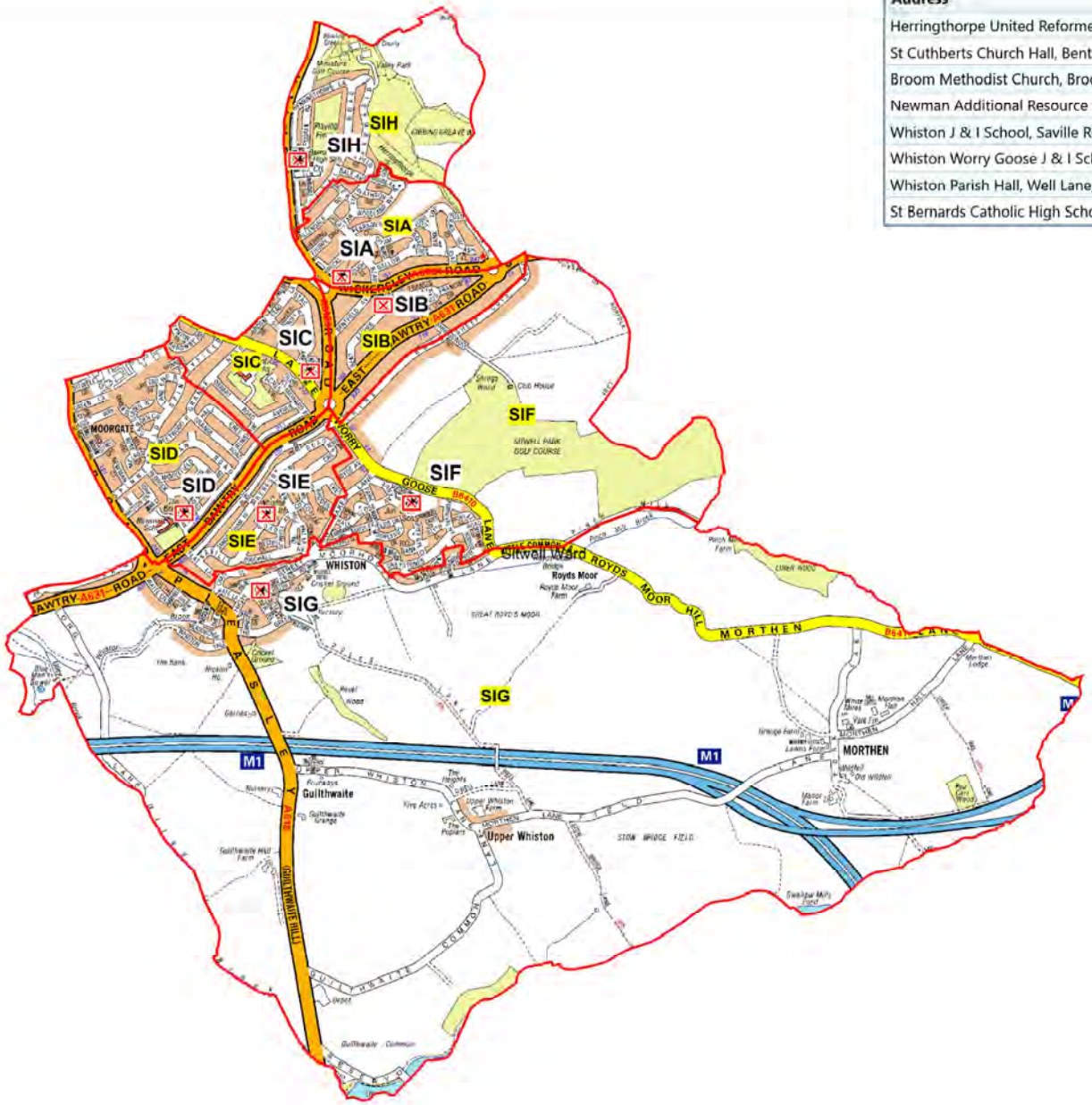
Address	District
Herringthorpe United Reformed Church, Wickersley Road, Rotherham, S60 4JN	SIA
St Cuthberts Church Hall, Bent Lathes Avenue, Rotherham, S60 4BN	SIB
Broom Methodist Church, Broom Lane, Rotherham, S60 3NW	SIC
Newman Additional Resource (next to Newman School), East Bawtry Road, Rotherham, S60 3LX	SID
Whiston J & I School, Saville Road, Whiston, Rotherham, S60 4DX	SIE
Whiston Worry Goose J & I School, Hall Close Avenue, Whiston, Rotherham, S60 4AG	SIF
Whiston Parish Hall, Well Lane, Whiston, Rotherham, S60 4HX	SIG
St Bernards Catholic High School, Herringthorpe Valley Road, Rotherham, S65 3BE	SIH



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Sitwell Ward

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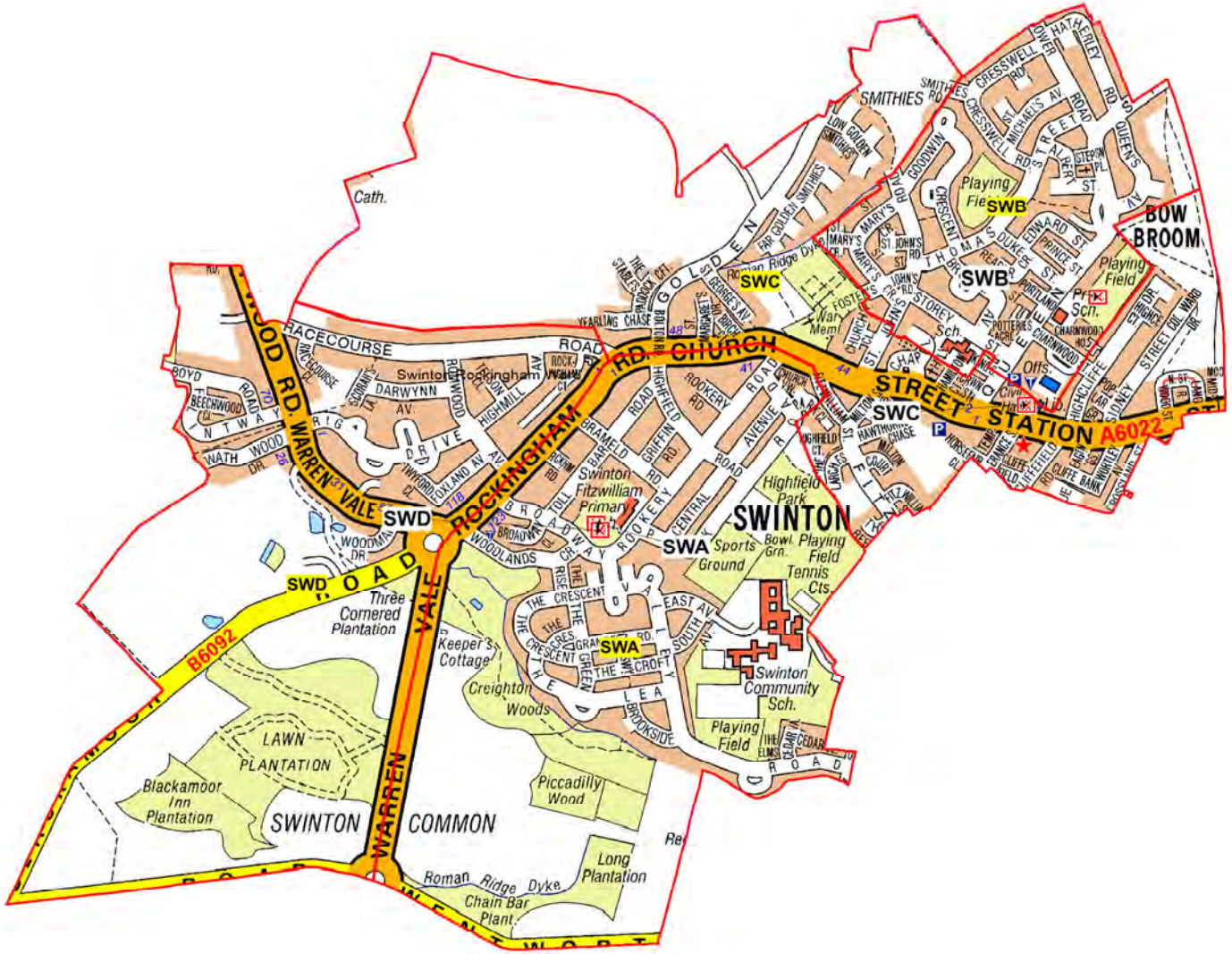
Rotherham
S60 1AE

Address	District
Swinton Queen Primary School, Queen Street, Swinton, Mexborough, S64 8NE	SWB
Swinton Civic Hall, Station Street, Swinton, Mexborough, S64 8PZ	SWC
Swinton Fitzwilliam Primary School, Broadway, Swinton, Mexborough, S64 8HF	SWA
Swinton Fitzwilliam Primary School, Broadway, Swinton, Mexborough, S64 8HF	SWD



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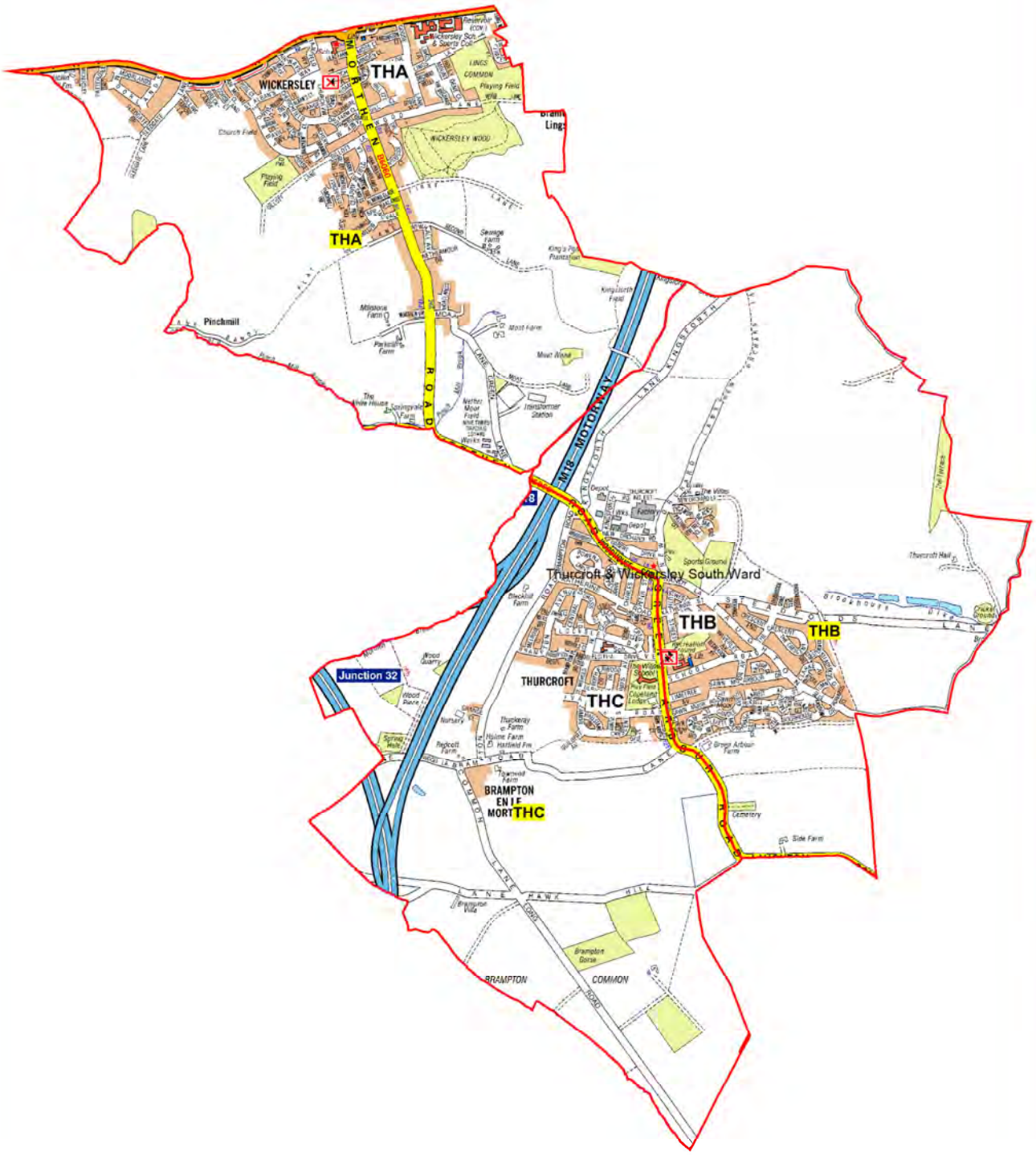
Rotherham
S60 1AE

Address	District
The Church Barn, Church Lane, Wickersley, Rotherham, S66 1ES	THA
Gordon Bennett Memorial Hall, Green Arbour Road, Thurcroft, Rotherham S66 9DD	THB
Gordon Bennett Memorial Hall, Green Arbour Road, Thurcroft, Rotherham S66 9DD	THC



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Thurcroft & Wickersley South Ward

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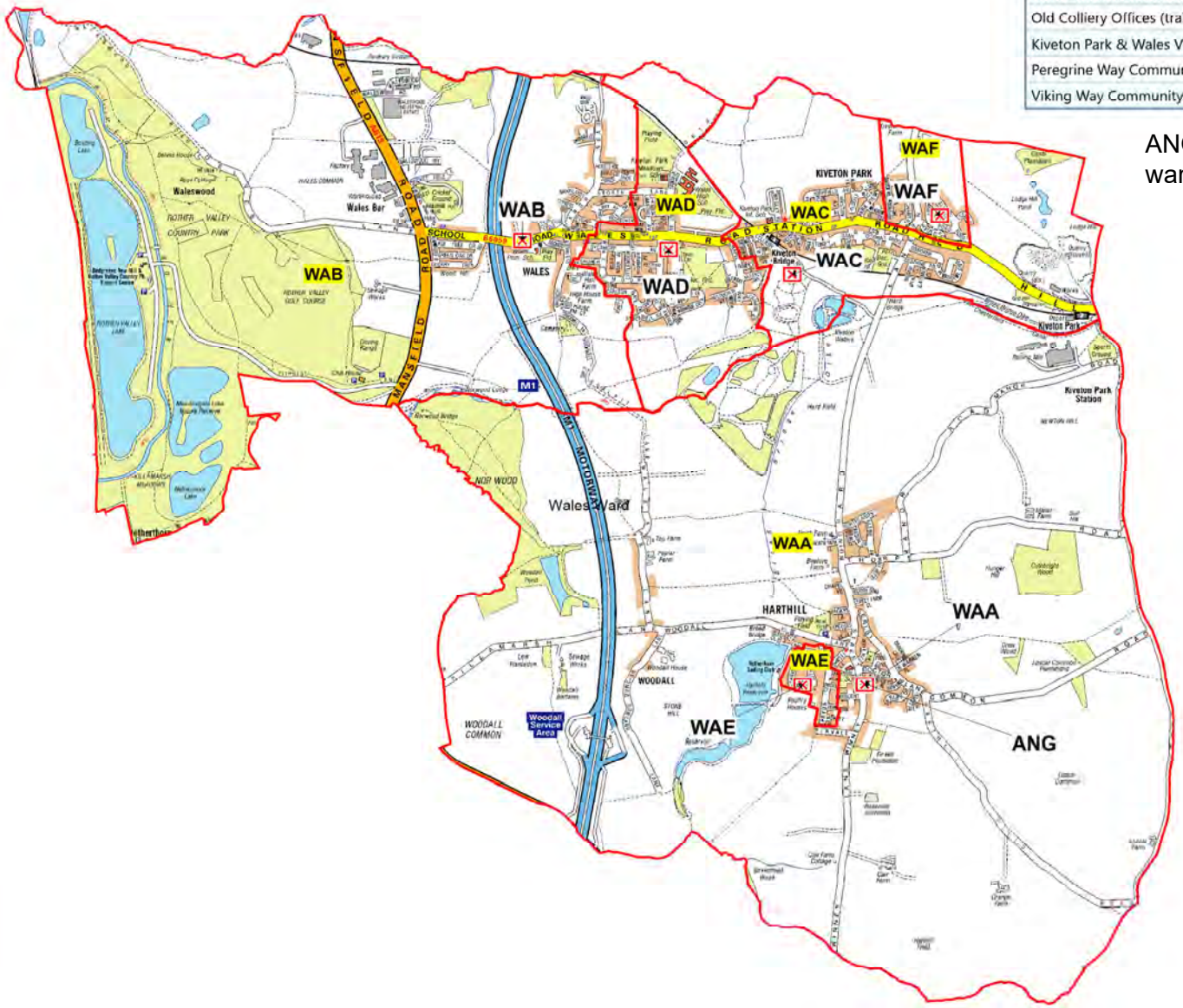
Corporate ICT
Riverside House
Main Street
Rotherham
S60 1AE

Address	District
Harthill Village Hall, Winney Hill, Harthill, Sheffield, S26 7YL	WAA
Harthill Village Hall, Winney Hill, Harthill, Sheffield, S26 7YL	ANG
Wales-Kiveton Methodist Church, School Road, Wales, Sheffield, S25 5QJ	WAB
Old Colliery Offices (training room), Colliery Road, Kiveton Park, Sheffield, S26 6LR	WAC
Kiveton Park & Wales Village Hall, Walesmoor Avenue, Kiveton Park, Sheffield, S26 5RG	WAD
Peregrine Way Community Centre, Peregrine Way, Harthill, Sheffield, S26 7UP	WAE
Viking Way Community Centre, Viking Way, Kiveton Park, Sheffield, S26 6RX	WAF

ANG polling district of Anston & Woodsetts ward is designated to Harthill Village Hall



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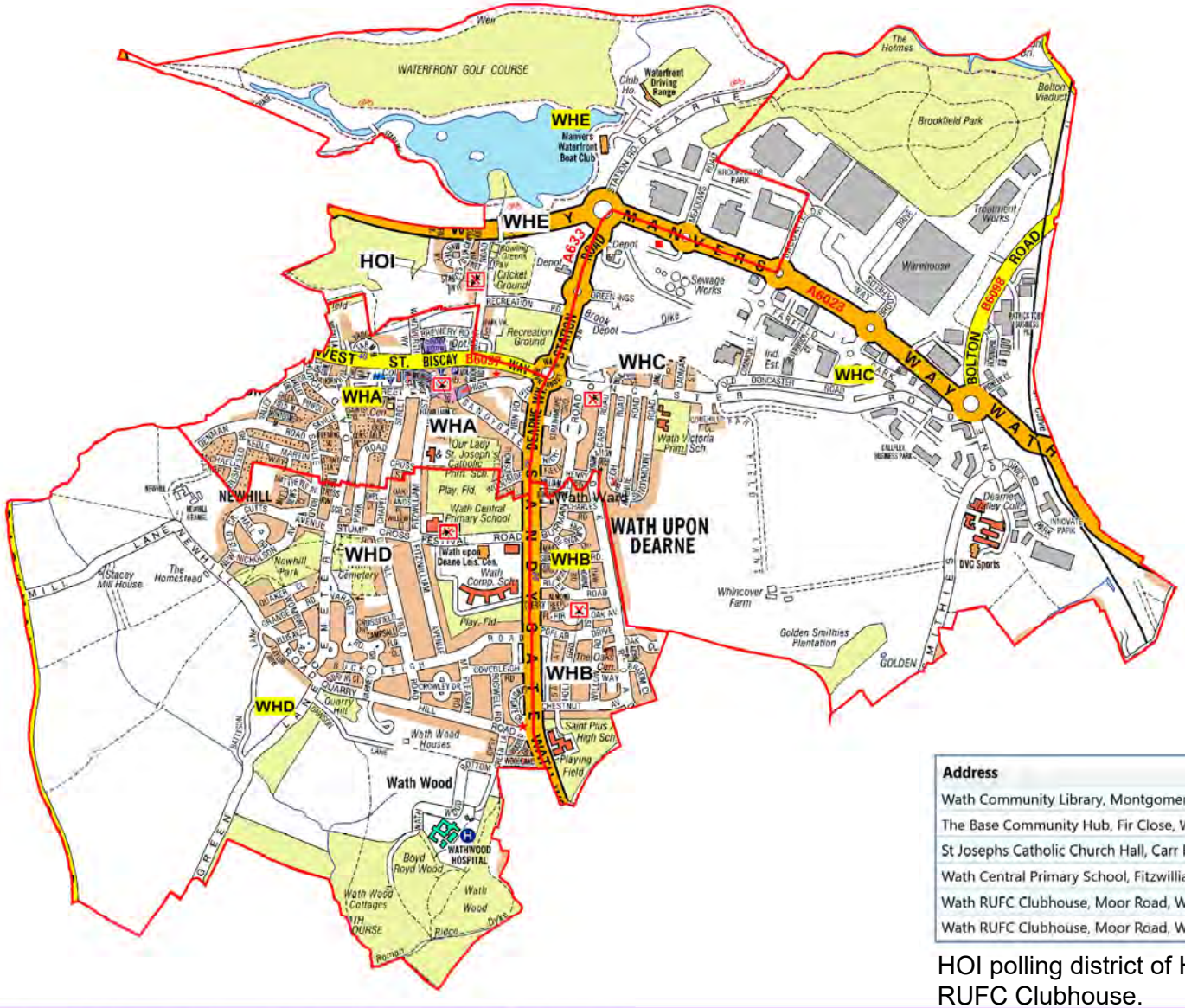

Address	District
Wath Community Library, Montgomery Square, Wath, Rotherham S63 7RZ	WHA
The Base Community Hub, Fir Close, Wath, Rotherham, S63 7NU	WHB
St Josephs Catholic Church Hall, Carr Road, Wath, Rotherham, S63 7AA	WHC
Wath Central Primary School, Fitzwilliam Street, Wath upon Dearne, Rotherham, S63 7HG	WHD
Wath RUFC Clubhouse, Moor Road, Wath-upon-Dearne, Rotherham, S63 7RT	HOI
Wath RUFC Clubhouse, Moor Road, Wath-upon-Dearne, Rotherham, S63 7RT	WHE

HOI polling district of Hoober ward is designated to Wath RUFC Clubhouse.

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Wath Ward

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Main Street
Rotherham
S60 1AE

Address	District
Sunnyside Community Centre, Flanderwell Lane, Sunnyside, Rotherham, S66 3RL	WYA
Bramley Parish Hall, Cross Street, Bramley, Rotherham, S66 2SA	WYF
Sunnyside Community Centre, Flanderwell Lane, Sunnyside, Rotherham, S66 3RL	WYB
Listerdale Primary School, Beech Avenue, Brecks, Rotherham, S65 3HN	WYC
Flanderwell Primary School, Greenfield Court, Flanderwell, Rotherham, S66 2JF	WYD
Sunnyside Community Centre, Flanderwell Lane, Sunnyside, Rotherham, S66 3RL	WYE
Blessed Trinity Catholic Church, Northfield Lane, Wickersley, Rotherham, S66 2HF	WYG

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Rotherham Metropolitan Borough Council

Appendix 6

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: Polling District and Polling Places Review 2023	
Directorate: Finance & Customer Services	**Service area:** Electoral Services
Lead person: Mike Thomas	**Contact:** Mike.thomas@rotherham.gov.uk 01709 823 268
Is this a: ☐ **Strategy / Policy** ☐ **Service / Function** ☒ **Other** **If other, please specify:** Statutory public consultation	

2. Please provide a brief description of what you are screening
The Council has a statutory duty to carry out a review of its Parliamentary polling districts and polling places between 1 October 2023 and 31 January 2025. A polling district is a small electoral area with a clearly defined boundary. A polling place is a building, plot of land or area within a polling district which is designated as the location for polling to take place. A polling station is a room within the designated building, or, for example, a portable building on a designated plot of land. This review involves public consultation where interested parties can make representations about an electoral area, or polling station. Examples of this could be a proposal to include a newly built housing estate in an existing polling district, which would allow electors easier access to polling.

When carrying out the review, regard must be given to the Electoral Commission's Polling place reviews guidance, which includes the consideration of accessibility issues.

Following the review, the final recommendations must go to Full Council for approval.

3. Relevance to equality and diversity

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

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

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

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

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

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

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

4. Considering the impact on equality and diversity

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

The review will affect all eligible electors in Rotherham who are registered to vote and are of voting age (18 or over).

The main element of the review relating to equality is the location of polling stations and the accessibility of the premises designated for polling. The primary considerations for a review of this type are set in electoral law:

- The Council must seek to ensure that all electors have such reasonable facilities for voting as are practicable in the circumstances; and
- The Council must seek to ensure that so far as is reasonable and practicable every polling place is accessible to electors who are disabled.

It is important to ensure access to the consultation process is available to everyone, and support is provided to those who may requiring assistance to respond.

The current polling station arrangements have been designated following a polling district review in 2018 ahead of the implementation of new borough ward boundaries that came into force in May 2021.

At each major election, the Returning Officer employs Polling Station Inspectors (PSI's) to visit each polling station. Part of the PSI's duties is to inspect each polling station and provide feedback to the Returning Officer in relation to access for disabled people. We will also be considering complaints/comments received from electors in relation to their polling station which have been made as a result of elections in 2021 and 2022.

We will be publishing a notice of the review which will inform all interested parties of how and when to make representations, and what will happen at each step of the process.

The notice will be published in on the Council website and in Riverside House. Direct communication will be sent to inform relevant and interested parties of the review including Borough Councillors, Rotherham MPs, Parish Clerks and community groups and organisations representing stakeholders with disabilities.

Representations will be accepted via online form, email, post or hand delivered to the Electoral Services Office.

- **Key findings**

We will be taking into account the following key points:

- The comments/feedback from polling station inspectors from elections.
- Comments/complaints from electors.
- The representations submitted during the consultation stage of the review.

- **Actions**

The information above will inform the review, and assist us in identifying areas of particular concern and where possible, consider alternative locations.

The Returning Officer will continue to monitor all polling stations after every election annually through the inspections carried out by PSI's and any comments or complaints made by electors.

Date to scope and plan your Equality Analysis:	01/08/2023
Date to complete your Equality Analysis:	20/11/2023
Lead person for your Equality Analysis (Include name and job title):	Mike Thomas Electoral Services Manager

5. Governance, ownership and approval

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

Name	Job title	Date
Phil Horsfield	Assistant Director, Legal Services	08/08/23
Steve Eling	Policy and Equalities Manager	03/08/23

6. Publishing

Date screening completed	01/08/2023
Report title and date	Polling Districts and Polling Places Review 2023 - 18 September 2023
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	Polling Districts and Polling Places Review 2023 - 18 September 2023 - Publication Date: 4th September 2023
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	02/08/2023

Rotherham Metropolitan Borough Council

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: Polling District and Polling Places Review 2023	
Date of Equality Analysis (EA):03/08/2023	
Directorate: Finance & Customer Services	**Service area:** Electoral Services
Lead Manager: Mike Thomas	**Contact number:** 01709 823 268
Is this a: ☐ **Strategy / Policy** ☐ **Service / Function** ☒ **Other** **If other, please specify.** The Council has a statutory duty to conduct a review of its Parliamentary polling districts and polling places between 1 October 2023 and 31 January 2025. When carrying out the review, regard must be given to the Electoral Commission guidance - Polling place reviews | Electoral Commission, including the consideration of accessibility issues. Following the review, the (Acting) Returning Officer's final proposals must go to Cabinet, before Council for approval.	

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)**
Mike Thomas	RMBC	Electoral Services Manager
Michelle Mellor	RMBC	Principal Electoral Services Officer
Joanne Haywood	RMBC	Senior Electoral Services 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.)

Under the Representation of the People Act 1983, the Council has a duty to divide its area into polling districts and to designate a polling place for each district.

The Electoral Administration Act 2006, as amended, introduced a duty on all Local Authorities in Great Britain to review their polling districts and polling places at least once every five years. The current review must be completed by January 2025.

The review is governed by the provisions of Schedule 1A of the Representation of the People Act 1983 and must follow the Electoral Commission guidance on the review of polling districts and polling places.

As part of the compulsory review, local authorities must consider the accessibility of potential polling stations when considering designating or reviewing a polling place. In doing so they must seek to ensure that:

- all electors in a constituency in the local authority area have such reasonable facilities for voting as are practicable in the circumstances.
- so far as is reasonable and practicable every polling place for which it is responsible is accessible to electors who are disabled.

All residents aged 16 or over who are a British, Irish, European Union or qualifying Commonwealth citizens are eligible to register to vote. All British, Irish and qualifying Commonwealth citizens are eligible to vote in UK Parliamentary General elections and all electors are eligible to vote in local elections.

Due to the nature of the legislative requirements of polling districts and polling stations, it may be necessary to use a premises that is not fully accessible, if this is the only premises available in that area. Should this be the case, mitigations will be considered, such as a ramp or an alert ‘door’ bell at the entrance to a polling station, so an elector who could not gain access could make the staff aware they need assistance to vote.

What equality information is available? (Include any engagement undertaken) There is no specific equality information available, as the electoral register does not hold any equality or diversity information about electors. Services users are all residents who are aged 18 or over and registered to vote. Whilst specific equality information is not available, any comments or complaints from electors in relation to polling places and polling stations are recorded and used when considering proposals for improvements or changes to polling district, polling places and polling stations. All electors, elected members, MPs and other interested parties such as disability groups are able to make representations about the existing and proposed polling districts and polling places scheme during the consultation phase of the statutory review.	
Are there any gaps in the information that you are aware of? None identified in terms of there being no provision in the legislation to collect or hold equality information about electors.	
What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? Monitoring and recording of any accessibility comments or complaints made by electors, which are then used in considering improvements or changes to the existing polling districts, polling places and polling stations. When there is an election, Polling Station Inspectors conduct visits to evaluate the suitability of polling places and polling stations, including accessibility and suitability for electors with disabilities. Presiding Officers record any issues or comments from electors in terms of accessibility in the Polling Station Logbook. Any feedback is used in consideration of any improvements or changes to the existing polling places and polling stations.	
Engagement undertaken with customers. (date and group(s) consulted and key findings)	Statutory consultation took place between 2 and 30 October 2023, which was open to all electors and interested parties to make representations about the current and proposed polling districts and polling places. There were no findings directly relating to equality, however, where current polling places did not wish to be used, equality was considered when assessing alternative venues. Consideration was given to access to polling stations for electors with disabilities.
Engagement undertaken with staff (date and group(s)consulted and key findings)	Not applicable to a Polling District and Polling Places review, although any comments made by polling staff relating to suitability and accessibility of a polling station from previous elections were considered in the review.

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 recommendations for the polling districts and polling places scheme follows the legislative requirements and Electoral Commission guidance to ensure as far as is reasonable and practicable that all polling places are accessible to all electors, including those who are disabled and that regard has been given to the accessibility needs of disabled persons when considering the designation of polling places. By doing so, it provides electors with disabilities the best possible facilities for voting in person at the polling station.
Does your Policy/Service present any problems or barriers to communities or Groups? **Age:** Children may be negatively impacted if their school or nursery is used as a polling place and has to close on polling day. This could affect their education and, in some cases, can add to family pressures where alternative childcare is not available, particularly for short notice elections. **Disability and Age:** Those voters who have a disability or have reduced mobility due to their age, may have issues getting to their polling place, particularly if it is located up a hill or on the other side of a busy road. They may also have accessibility issues with polling places that are unsuitable, small or have steps, narrow doorways, or other obstacles. **Religion and belief:** The use of religious or consecrated buildings may discourage other faith groups from voting. There are a number of religious buildings used as polling places in Rotherham. **Unemployed and people on low incomes:** Those who are unemployed and people on low incomes may not have access to a car or may not be able to afford public transport. If a polling place is some distance from their home, they may have difficulty affording the travel costs and may therefore be disenfranchised.
Does the Service/Policy provide any positive impact/s including improvements or remove barriers? **Age:** Where possible the Returning Officers avoids using schools. However, publicly funded buildings have a duty in the law to be used as polling stations and if there are no other suitable and available premises in the polling district, schools may have to be used.

Disability and Age: The Returning Officer aims to ensure polling places are centrally located within a polling district as possible, however, this is not always the case depending on where suitable and available premises are located. Should an elector have difficulty getting to a polling station, they have the option of applying to vote by post or proxy.

To ensure voters with disabilities are able to vote, the Returning Officer evaluates all polling places against the Electoral Commission checklist, which has a particular emphasis on ensuring:

- Level access at entrance and within polling place (or space for a temporary ramp)
- Wide enough doorways and corridors.
- Sufficient space within the polling places to enable motorised wheelchair manoeuvrability.

Religion and belief: Due to the requirement to provide polling places in a specified area (a polling district) and the requirement to make them accessible to all, it is often not possible to secure the use if a more generic premises.
Where a religious building is used as a polling station, this is clearly stated on the poll card. Electors are also made aware of the option of applying for a postal or proxy vote, should they not be able or not wish to go to the polling station.

Unemployed and people on low incomes: The Returning Officer aims to ensure polling places are centrally located within a polling district as possible, however, this is not always the case depending on where suitable and available premises are located. When considering the use of a premises as a polling place, the Returning Officer has regard for transportation links including access from public transport.
Should an elector have difficulty getting to a polling station, they have the option of applying to vote by post or proxy.

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 aim of the review is to provide electors the chance to express their concerns or comments about their polling district, polling place and polling station arrangements. Where possible, if there are issues, the Returning Officer will endeavour to put in place alternative arrangements, although sometimes this is not possible.

Electors can provide comment or complaint about the accessibility of their polling district and polling place following any election. This information is used to consider any necessary mitigating actions.

Providing this opportunity for electors to provide feedback on the accessibility of their polling district and polling place should give rise to a positive relationship between the community and the Council.

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: Polling District and Polling Places Review 2023
Directorate and service area: Finance & Customer Services, Electoral Services
Lead Manager: Mike Thomas
Summary of findings:
During the consultation, there was no representations made in relation to poor accessibility of polling places in terms disability. The (Acting) Returning Officer's final proposals are based on the best available options for ensuring, as far as practicable, that all polling districts and polling places are accessible to all electors, including people with disabilities.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
To ensure Presiding Officers carry out an evaluation of the suitability and accessibility of all polling places and polling stations at the next scheduled election in May 2024. This information will be used to assess if any mitigations are required for future elections, or if any changes are needed in terms of polling stations or polling places. Further evaluation will be undertaken at each election.	A, D, RoB, O	02/05/2024

***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**
Sharon Kemp	Chief Executive	06/11/2023
Councillor Saghir Alam	Cabinet Member for Corporate Services, Community Safety and Finance	

7. Publishing	
The Equality Analysis will act as evidence that due regard to equality and diversity has been given. If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee, or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report. A copy should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.	
Date Equality Analysis completed	31/10/2023
Report title and date	Polling District and Polling Places Review 2023
Date report sent for publication	Monday 6 November 2023
Date Equality Analysis sent to Performance, Intelligence, and Improvement equality@rotherham.gov.uk	01/11/2023

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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?	*Impact unknown but minimal due to one day*		Emissions created by the use of heating and lighting in buildings used as polling stations on election days, from 07:00 to 22:00	No practical mitigations possible	Where polling stations are located in buildings whose energy is supplied through the Council's energy procurement portfolio, annual greenhouse gas emissions will already be monitored. Since there is no other option available - polling stations must be open from 7:00 to 22:00 on polling days - it is not proposed to monitor emissions on specific polling days

Emissions from transport?	*impact unknown but minimal due to one day*	Emissions from vehicles from staff travelling to and from polling stations. Emissions from vehicles travelling to and from polling stations to delivering and collecting polling booths and other electoral equipment. Changes to polling district and polling places could mean electors needing to travel further, therefore creating more emissions. The opposite is also possible, changes may mean a polling place is closer to an elector and therefore reducing emissions.	Emissions from vehicles if electors choose to travel to the polling station by car.	Where possible staff are allocated to work in a polling station near to their home address, therefore limiting the impact of vehicle emissions from travelling. The contractor used to deliver and collect the polling station equipment plan their route, to ensure it is efficient as possible. The locations of polling places should be in a convenient place for electors to be able to get to within their polling district. Therefore, in the majority of cases, polling places are located within a short distance of electors home, therefore limiting emissions from travel. No other practical mitigations possible.	None
Emissions from waste, or the quantity of waste itself?	Not applicable				
Emissions from housing and domestic buildings?	Not applicable				

Emissions from construction and/or development?	Not applicable				
Carbon capture (e.g. through trees)?	Not applicable				
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:

The Council is legally required to designate poling districts and polling stations for Parliamentary elections, which are also used for local elections. On polling day, polling stations must legally be open between 07:00 and 22:00 and therefore it is necessary for lighting and sometimes heating to be used to ensure staff have suitable working conditions and electors have a comfortable environment in which to vote.

There will be emissions from polling staff travelling to and from the polling station. Where possible staff are allocated to a polling station to limit the travel time and emissions, however, this is not always possible.

A Council contractor used to deliver and collect the polling station equipment plans its routes to ensure journeys are as efficient as possible.

Whilst polling districts and polling places are generally local to electors, it is not possible to control or manage the method of travel they use to go to the polling station. If some electors drive, there will be emissions relating to their journey.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Mike Thomas, Electoral Services Manager, Electoral Services, Finance and Customer Services
Please outline any research, data, or information used to complete this [form].	Not applicable
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]	*Louise Preston, Climate Change Manager* *CIA171*

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Agenda Item 11

Rotherham Metropolitan Borough Council

Public Report
Council

Committee Name and Date of Committee Meeting
Council - 29 November 2023

Report Title
Recommendation from Cabinet - Transfer of Police and Crime Commissioner Functions to South Yorkshire Mayor – May 2024

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
Sharon Kemp, Chief Executive

Report Author(s)
Phil Horsfield, Assistant Director, Legal Services
01709 823833 or phillip.horsfield@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary
The Government are proposing to make an Order that will provide for the Mayor of South Yorkshire to exercise the functions of the Police and Crime Commissioner (PCC) in relation to South Yorkshire with effect from May 2024. On 20 November 2023, Cabinet resolved to recommend to Council that consent be given to the draft Order that will provide for the Mayor of South Yorkshire to exercise the functions of the Police and Crime Commissioner. At the time of writing the report the text of the draft Order has not been provided, however, a summary of what the Order will do is included in paragraph 2.4.

Recommendations

1. That Council consent to the draft Order that will provide for the Mayor of South Yorkshire to exercise the functions of the Police and Crime Commissioner.

List of Appendices Included
Appendix 1 Initial Equality Impact Assessment
Appendix 2 Carbon Impact Assessment

Background Papers
None

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Cabinet – 20 November 2023

Council Approval Required
Yes

Exempt from the Press and Public
No

Transfer of Police and Crime Commissioner Functions to South Yorkshire Mayor - May 2024

1. Background

1.1 The Combined Authority (MCA) was established in 2014. In 2018 the first elections for a Mayor were held, a second election was held in 2022 for a mayoral term of 4 years.

1.2 The Local Democracy, Economic Development and Construction Act 2009 requires, amongst other matters, for the consent of each district in the area of the MCA to the making of the Order. This will be required in writing prior to the Order being laid.

2. Key Issues

2.1 The Government's White Paper, 'Levelling Up the United Kingdom', contained the following commitment:-

"The UK Government will take steps to remove barriers to combined authority Mayors taking on public safety functions. Where there are existing or planned mayoral combined authorities with coterminous boundaries to PCCs and Fire and Rescue Authorities, the UK Government will look to transfer these functions to the Mayor."

2.2 At its meetings in June and July the MCA endorsed the approach to a transfer of PCC functions to the Mayor and amongst other recommendations agreed to:-

"*Submit a joint letter from the Mayor, MCA Leaders and PCC to the Secretaries of State for the Department of Levelling Up, Housing and Communities and the Home Office to request that Government officials work with South Yorkshire officers to draft legislation to allow decisions to be made in the Autumn."*

2.3 Discussions with Home Office and Department of Levelling Up, Housing and Communities officials have confirmed Government support for the transfer of PCC powers to the Mayor of South Yorkshire from 2024. These discussions had culminated in a letter from the Home Office and the Department of Levelling Up, Housing and Communities dated 20th September confirming that:-

"We intend, subject to the statutorily required local consents and Parliamentary approval, to make the necessary legislation to transfer PCC functions to be exercised by the South Yorkshire Mayor from May 2024, and to reduce the current mayoral term in order to align the mayoral and PCC election cycles from May next year."

2.4 An Order is now expected to be introduced into Parliament in late November 2023, and be made in early 2024. Technically the Order will do the following:-

1. Provide for all functions presently exercised by the PCC to be functions exercisable by the Mayor for South Yorkshire with effect from the [ ] May 2024;
2. Transfer all property, rights, liabilities of the PCC to the MCA, with future decisions on such matters being vested in the Mayor;
3. Provide for the continuity of the operation by substituting the MCA for the PCC in any legislation/instruments/contracts etc;
4. Deal with financial year end issues; and
5. Reduce the current Mayoral term in order to align the Mayoral and PCC election cycles from May 2024.

3. Options Considered and Recommended Proposal

3.1 The first option available to the Council is for the Council to refuse consent to the making of the Order.

3.2 S. 107B provides that where there is an existing combined authority then the legislation states that in order to progress the consent of the combined authority plus 2 other constituent authorities is required. Consequently, should the Council choose to object then the matter may proceed in any event should the required number of other organisations approve the Order.

3.3 The second and recommended option is that the Council approve the Order as set out in the Report. This is in alignment with the requirements of the legislation and aligns with the position of the MCA.

4. Consultation on Proposal

4.1 Consultation has taken place through the SYMCA meetings.

4.2 In addition, this process is in and of itself a statutory process for ensuring consultation on the Order with those authorities in the area where it is proposed to make an Order.

5. Timetable and Accountability for Implementing this Decision

5.1 Should the Council provide consent then implementation is the responsibility of the Government and the Combined Authority, however, arrangements will need to be in place to enable the election to take place in May 2024.

6. Financial and Procurement Advice and Implications

6.1 There are no Financial or Procurement implications arising from the Report

7. Legal Advice and Implications

7.1 S.107F Local Democracy, Economic Development and Construction Act 2009 makes provision for the transfer of PCC functions to the Mayor for combined authority area by order, subject to the consent of the Mayor, and

the Districts in the MCA area. The Order transferring the functions will also provide for the reduction in the present mayoral term in order to align with the PCC election cycle.

7.2 The other legislation is explained in the Report above.

8. Human Resources Advice and Implications

8.1 There are no Human Resource Implications.

9. Implications for Children and Young People and Vulnerable Adults

9.1 There are no implications for children, young people or vulnerable adults arising from this Report.

10. Equalities and Human Rights Advice and Implications

10.1 There are no Equality and Human Rights implications arising from this Report.

11. Implications for CO2 Emissions and Climate Change

11.1 There are no CO2 Emission and climate implications arising from the Council consenting to this Order

12. Implications for Partners

12.1 The implications for partners are contained in the Report above.

13. Risks and Mitigation

13.1 There is a risk that other authorities will not provide consent. Should an insufficient number of authorities in the SYMCA area provide consent, then the Order cannot proceed. This risk has been mitigated through extensive partnership engagement.

14. Accountable Officers
Phil Horsfield, Assistant Director, Legal Services

Approvals obtained on behalf of: -

	Name	Date
Chief Executive	Sharon Kemp	20/11/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	17/11/23
Assistant Director of Legal Services (Monitoring Officer)	Bal Nahal	17/11/23
Assistant Director of Human Resources (if appropriate)		Click here to enter a date.
Head of Human Resources (if appropriate)	N/A	N/A
The Strategic Director with responsibility for this report	Sharon Kemp, Chief Executive	06/11/23
Consultation undertaken with the relevant Cabinet Member	Leader of the Council - Councillor Read	06/11/23

Report Author: *Phil Horsfield, Assistant Director, Legal Services*
01709 823833 or phillip.horsfield@rotherham.gov.uk

This report is published on the Council's website.

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Rotherham Metropolitan Borough Council

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: Transfer of Police and Crime Commissioner Functions to South Yorkshire Mayor - May 2024	
Directorate: FCS	**Service area: Legal Services**
Lead person: Phillip Horsfield	**Contact: Phillip Horsfield**
Is this a: ☐ **Strategy / Policy** ☐ **Service / Function** ☒ **Other** **If other, please specify: This Report provides consent to the transfer of the functions of the Police and Crime Commissioner to the Mayor of South Yorkshire.**	

2. Please provide a brief description of what you are screening
The screening is the assessment of the impact of the Council providing consent to the transfer of functions as described above.

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?** While the Report is likely to have the implications as described above these arise from the performance of the function rather than the transfer itself which the Report addresses. The implications arising from the Service and the role and powers of Police and Crime Commissioner. These are covered by the relevant legal duties. Should the function transfer then these will be the responsibility of the SYMCA	
• **Key findings** There are no specific findings for the Authority.	
• **Actions** There are no specific actions for the Authority	
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**
Phillip Horsfield	AD Legal and Monitoring Officer	27/10/23

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	23rd October, 2023
Report title and date	Transfer of Police and Crime Commissioner Functions to South

	Yorkshire Mayor - May 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	Cabinet 20 November 2023 and Council – 29 November 2023
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	27th October, 2023

- 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?	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:
None

Please provide a summary of all impacts and mitigation/monitoring measures:
There are no impacts arising from the Report as the report responds to Government on the transfer of PCC function to the SYMCA.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Phillip Horsfield, Assistant Director, Legal Services, Finance and Customer Services
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]	CIA170

Agenda Item 12

Rotherham Metropolitan Borough Council

Public Report
Council

Committee Name and Date of Committee Meeting
Council – 29 November 2023

Report Title
Recommendation from Cabinet - Gambling Act 2005 Statement of Licensing 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)
Alan Pogorzelec, Licensing Manager
01709 254955 or alan.pogorzelec@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

Section 349 of the Gambling Act 2005 requires a licensing authority to prepare and publish a statement of its licensing policy at least every three years.

The Council's current Gambling Act Statement of Licensing Policy was adopted in 2020 and requires a review after three years.

The review process, which included a period of public consultation that commenced in July 2023, has now concluded and the outcome of the review consultation has informed a finalised Statement of Licensing Policy. The reviewed Policy was considered by Cabinet on 20th November 2023, and it was recommended that the policy be approved by Full Council at the meeting in November. This report outlines the review process and presents an unamended but reviewed policy to Council for approval.

Recommendations

1. That Council formally adopt the proposed Gambling Act 2005 Statement of Licensing Policy 2023 (attached as Appendix 1).

List of Appendices Included

Appendix 1	November Cabinet Report - Gambling Act 2005 Statement of Licensing Policy
Appendix 2	Gambling Act Statement of Licensing Policy 2023
Appendix 3	Summary of Consultation Responses
Appendix 4	Equalities Screening Assessment
Appendix 5	Equalities Analysis
Appendix 6	Carbon Impact Assessment

Background Papers
None

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Cabinet – 20 November 2023

Council Approval Required
Yes

Exempt from the Press and Public
No

Gambling Act Statement of Licensing Policy

1. Background

1.1 The Gambling Act 2005 introduced a new licensing regime for gaming and betting administered through a combination of the Gambling Commission and local Licensing Authorities.

1.2 The Act regulates the following sectors:

- Arcades
- Betting
- Bingo
- Casinos
- Gambling software
- Gaming machines
- Lotteries
- Remote gambling

1.3 Within the legislation, Licensing authorities are responsible for:

- Issuing gambling operators with premises licenses
- Issuing gambling operators with permits (which allow low stakes gambling in venues which are not primarily for gambling)
- Registering societies – allowing them to hold small lotteries
- Compliance and enforcement of the Gambling Act 2005 locally

1.4 Licensing authorities are required to review and publish a statement of the principles which they propose to apply when exercising their licensing functions, every three years.

1.5 The Gambling Act 2005 Statement of Licensing Policy (the Statement of Licensing Policy) was last published in 2020 and is therefore due for review and republication.

1.6 The current policy has been reviewed by licensing officers and it has been determined that it complies with all relevant requirements and therefore requires no amendment.

1.7 The Council has undertaken a consultation process outlined in Section 4 of the report to Cabinet in Appendix 1, with a particular focus on the appropriateness of the current requirements. The final unamended version of the policy was considered by Cabinet on 20th November 2023 and a recommendation made that it be brought before Council for adoption.

1.8 The proposed policy is attached to this report as Appendix 2.

2. Key Issues

2.1 The key issues are set out in Appendix 1.

3. Options considered and recommended proposal

3.1 The options are set out in Appendix 1.

3.2 The preferred option is Option 2, and the proposed Gambling Act Statement of Licensing Policy is attached at Appendix 2.

4. Consultation on proposal

4.1 Details of consultation have been set out in the relevant sections (section 4 of the Cabinet report in Appendix 1 and the Summary of Consultation Responses are in Appendix 3.

5. Timetable and Accountability for Implementing this Decision

5.1 If full Council adopt the policy, this would be implemented following the standard call-in period. It is proposed to implement the policy would come into effect at the earliest date allowed by legislation.

6. Financial and Procurement Advice and Implications

6.1 Financial implications are outlined within the Cabinet report listed in Appendix 1.

7. Legal Advice and Implications

7.1 Legal Advice and Implications are outlined within the Cabinet report listed in Appendix 1.

8. Human Resources Advice and Implications

8.1 Human Resources Advice and Implications are outlined within the Cabinet report listed in Appendix 1.

9. Implications for Children and Young People and Vulnerable Adults

9.1 Implications for Children and Young People and Vulnerable Adults are outlined within the Cabinet report listed in Appendix 1.

10. Equalities and Human Rights Advice and Implications

10.1 Details of any implications are listed within the Initial Equalities Screening Form (Part A) and Analysis (Part B) completed and included in Appendix 4 and Appendix 5.

11. Implications for CO2 Emissions and Climate Change

11.1 This report does not introduce any implications for CO2 emissions or climate change. A Climate Impact Analysis is attached as Appendix 6.

12. Implications for Partners

12.1 Implications for partners are set out in the main sections of the Cabinet report listed in Appendix 1.

13. Risks and Mitigation

13.1 Risks and mitigations are set out in the main sections of the Cabinet report listed in Appendix 1.

14. Accountable Officers

Alan Pogorzelec, Licensing Manager

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	20/11/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	17/11/23
Head of Legal Services (Monitoring Officer)	Bal Nahal	17/11/23

Report Author: Alan Pogorzelec, Licensing Manager
01709 254955 or alan.pogorzelec@rotherham.gov.uk

This report is published on the Council's website.

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Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 20 November 2023

Report Title
Gambling Act 2005 Statement of Licensing 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)
Alan Pogorzelec, Licensing Manager
01709 254955 or alan.pogorzelec@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

Section 349 of the Gambling Act 2005 requires a licensing authority to prepare and publish a statement of its licensing policy at least every three years.

The Council's current Gambling Act Statement of Licensing Policy was adopted in 2020 and requires a review after three years.

The review process, which included a period of public consultation that commenced in July 2023, has now concluded and the outcome of the review consultation has informed a finalised Statement of Licensing Policy. This report outlines the review process and presents an unamended but reviewed policy to Cabinet for consideration and approval.

Recommendations

1. That Cabinet recommend to Council that the proposed Gambling Act 2005 Statement of Licensing Policy 2023 (attached as Appendix 1) is adopted.

List of Appendices Included

Appendix 1 Gambling Act Statement of Licensing Policy 2023
Appendix 2 Summary of Consultation Responses
Appendix 3 Equalities Screening Assessment
Appendix 4 Equalities Analysis
Appendix 5 Carbon Impact Assessment

Background Papers
None

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

Council Approval Required
Yes

Exempt from the Press and Public
No

Gambling Act Statement of Licensing Policy

1. Background

1.1 The Gambling Act 2005 introduced a new licensing regime for gaming and betting administered through a combination of the Gambling Commission and local Licensing Authorities.

1.2 The Act regulates the following sectors:

- Arcades
- Betting
- Bingo
- Casinos
- Gambling software
- Gaming machines
- Lotteries
- Remote gambling

1.3 Within the legislation, Licensing authorities are responsible for:

- Issuing gambling operators with premises licenses.
- Issuing gambling operators with permits (which allow low stakes gambling in venues which are not primarily for gambling.)
- Registering societies – allowing them to hold small lotteries.
- Compliance and enforcement of the Gambling Act 2005 locally.

1.4 Licensing authorities are required to review and publish a statement of the principles which they propose to apply when exercising their licensing functions, every three years.

1.5 The Gambling Act 2005 Statement of Licensing Policy (the Statement of Licensing Policy) was last published in 2020 and is therefore due for review.

1.6 The Council has undertaken a consultation process outlined in Section 4 of this report, with a particular focus on the appropriateness of the current requirements. In total, there have been 34 responses to the consultation. Of these 34 responses, the overwhelming majority are in favour of maintaining the status quo with regard to the policy requirements. A full summary of the consultation responses is attached to this report as Appendix 2.

1.7 The current Policy has been reviewed by licensing officers and it has been determined that it complies with all relevant requirements and therefore requires no amendment. The final unamended version of the Policy is now brought before Cabinet for consideration for recommendation to Council for adoption.

1.8 The proposed Policy is attached to this report as Appendix 1.

2. Key Issues

2.1 Although the current Policy was introduced in 2020, the content and aims of the Policy remain relevant and therefore there is no proposal to make any amendment to the current Policy prior to consultation taking place.

2.2 Feedback received during the consultation process was almost entirely in favour of not making any amendment to the current Policy.

2.3 As a result, the current Policy is being presented to Cabinet who are asked to make a recommendation that it is adopted by Council in December 2023.

2.4 The proposed Policy is attached to this report as Appendix 1.

3. Options considered and recommended proposal

3.1 **Option 1**
The Council could decide not to agree the revised Gambling Act 2005 Statement of Licensing Policy. This would be a breach of the relevant legislative provisions and could lead to the legal challenge of decisions made in relation to the Gambling Act 2005.

3.2 **Option 2**
Cabinet could recommend Council agree the revised Gambling Act 2005 Statement of Licensing Policy.

3.3 The preferred option is Option 2, and the proposed Gambling Act Statement of Licensing Policy is attached at Appendix 1.

4. Consultation on proposal

4.1 Consultation has taken place with members of the public, and those affected by the Policy. This consultation has taken the form of:

- Direct contact with representatives of businesses / organisations that are directly affected by the Policy.
- Responsible Authorities in relation to the Gambling Act 2005.
- Statutory consultees as detailed in section 7.4.
- Online consultation via the Council's website.
- Direct mail contact with local residents (a mailshot to over 1000 randomised residential addresses within the Rotherham Borough).
- Public drop in sessions throughout the Borough.
- Consultation at Rotherham Show.
- Contact with groups / organisations representing specific sectors of our communities.
- Direct contact with individuals that have previously responded to a consultation regarding the development of this Policy (where their details are known).
- Consultation with local ward Members.
- Publicity via local newsletters and mailings.

- Press releases / social media publicity raising awareness of the policy review.

4.2 The outcome of the consultation is detailed in section 2 of this report and further detailed in appendix 2.

5. Timetable and Accountability for Implementing this Decision

5.1 If Cabinet endorse the Gambling Act 2005 Statement of Licensing Policy, this must subsequently be adopted by Council.

5.2 If full Council adopt the policy in November 2023, this would be implemented on the 1 January 2024.

6. Financial and Procurement Advice and Implications

6.1 The costs of undertaking its statutory duties as a licensing authority, of which this consultation process and the enforcement of this Policy forms part, are contained within the Council's approved Licensing revenue budget, the costs of which are met by fees.

6.2 Fee levels in respect of the Gambling Act 2005 are set by Statute, however, the Council has discretion over these fees up to a prescribed maximum. Fees are reviewed annually as part of the Council's budget setting process.

6.3 There are no procurement related implications introduced by this report.

7. Legal Advice and Implications

7.1 Section 349 of the Gambling Act 2005 requires the Council in its role as Licensing Authority to prepare and publish a statement of the principles they propose to apply in exercising their functions under the Act. The statement of licensing policy must be reviewed and if necessary revised every three years with the Statement of Licensing Policy then being published.

7.2 The form of the statement of licensing policy or any revision is a matter for the Council however, this is subject to Regulations 4 to 6 of the Gambling Act 2005 (Licensing Authority Policy Statement) (England & Wales) Regulations 2006. The Regulations set out the requirements for the content and form of the statement of licensing policy and the procedure to be followed in preparing and then publishing it. In accordance with these Regulations a minimum of 4 weeks is required between publication and the statement of licensing policy coming into effect.

7.3 The publication of the statement of licensing policy must be advertised by publishing a notice in accordance with Regulation 7. The notice must specify the date on which the statement will be published, the date on which the statement will come into effect, the internet address where the statement will be published and the address of the library or other premises at which it will

be available for inspection. The notice must be published no later than the first day on which the statement is published.

7.4 In preparing a statement of licensing policy or a revision to the statement, the Council must undertake the statutory consultation as provided by section 349(3) of the Act and any Regulations made under it. This requires that the Council consult with:

- The Chief Officer of Police for the Authority's area.
- One or more persons who represent the interests of persons carrying on gambling businesses in the Authority's area, and
- One or more persons who represent the interests of persons who are likely to be affected by the exercise of the Authority's functions under the Gambling Act.

7.5 The Council has complied with these requirements with the consultation that has been undertaken. All consultation responses should be fully considered when forming the statement of licensing policy, this is in order to minimise the risk of legal challenge.

7.6 In accordance with the Act, the Council must publish a statement of licensing policy. Option 2 as the recommended option will ensure that the Council is complying with Statutory requirements, this will minimise the risk of legal challenge. A failure to adopt and publish a statement of licensing policy will leave the Council open to a significant risk of challenge, including potential judicial review. The Council must also ensure that all aspects of the legislative process, as outlined above, are followed.

7.7 In accordance with the Council's Constitution, the Council's Gambling Policy is formulated by Cabinet. Pursuant to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 the Council's Gambling Policy is required to be part of the Council's policy framework and adoption of that Policy falls to be made by full Council.

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 protection of children and vulnerable adults is one of the Licensing objectives, and the policy makes reference to a number of measures that are introduced to protect children and vulnerable people from the harmful effects of gambling.

10. Equalities and Human Rights Advice and Implications

10.1 There are no implications for equalities or human rights as the proposed amendment will be within existing legal frameworks.

10.2 An Equalities Screening Assessment is attached at Appendix 3, and full analysis is attached as Appendix 4.

11. Implications for CO2 Emissions and Climate Change

11.1 This report does not introduce any implications for CO2 emissions or climate change. A Climate Impact Analysis is attached as Appendix 5.

12. Implications for Partners

12.1 A range of partners and stakeholders were engaged through the consultation process. The Council recognise that a number of agencies work with the Council to regulate this sector, including South Yorkshire Police and the Gambling Commission.

12.2 There are however no implications envisaged from this report for partners or other Directorates.

13. Risks and Mitigation

13.1 Failure to publish a Gambling Act Statement of Licensing Policy exposes the Council to legal challenge as a result of failing to comply with statutory requirements.

13.2 Failure to carry out the required consultation process would also expose the Council to legal challenge.

13.3 In addition, the absence of an up to date policy may lead to inappropriate decisions being made in relation to licence applications.

13.4 In order to mitigate this risk, it is proposed that the Statement of Licensing Policy be introduced as soon as possible (ensuring that all statutory processes are observed), particularly in relation to the consultation process.

14. Accountable Officers

14.1 Alan Pogorzelec, Licensing Manager

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	06/11/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	01/11/23
Assistant Director of Legal Services (Monitoring Officer)	Phil Horsfield	01/11/23

Report Author: Alan Pogorzelec, Licensing Manager
*01709 254955 or alan.pogorzelec@rotherham.gov.uk*This report is published on the Council's website.

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Appendix 2

Rotherham Metropolitan Borough Council Gambling Act 2005 Statement of Licensing Policy

November 2023

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The following documents support, but do not form part of, this policy:

Appendix A Map of the Rotherham Borough

Appendix B Details of Consultees

Appendix C Delegation of Functions

This Statement of Licensing Policy was approved by Rotherham Metropolitan Borough *Council on [date to be inserted] This statement should be read in conjunction to the Gambling Commission's Guidance to Licensing Authorities, 5th Edition, published in April 2023. All references to 'the guidance', refer to this document.*

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PART A- General Information

1. Introduction

1.1. Licensing authorities are required by the Gambling Act 2005 to publish a statement of the principles which they propose to apply when exercising their functions throughout the area for which they are responsible.

1.2. This policy applies to the whole of the Borough of Rotherham, the extent of which is shown on the map attached as Appendix 1.

1.3. This statement must be published at least every three years. The statement may also be reviewed from "time to time" and any amended parts re-consulted upon. The statement must be then re-published.

1.4. Rotherham Metropolitan Borough Council consulted widely upon this statement before finalising and publishing. A list of those persons consulted is provided in Appendix 2. It should be noted that unsolicited comments were received from other persons but we have not listed all of these.

1.5. The Gambling Act requires that the following parties are consulted by licensing authorities:

- The Chief Officer of Police;
- One or more persons who appear to the authority to represent the interests of persons carrying on gambling businesses in the authority's area;
- One or more persons who appear to the authority to represent the interests of persons who are likely to be affected by the exercise of the authority's functions under the Gambling Act 2005.

1.6. A list of consultees is attached at Appendix 2.

1.7. The full list of comments made and the consideration by the Council of those comments will be made available by request to: Rotherham Metropolitan Borough Council, Licensing, Riverside House, Main Street, Rotherham, S60 1AE or via the Council's website at: http://www.rotherham.gov.uk.

1.8. The policy was approved at a meeting of the Full Council on [date to be inserted once date of meeting is known] and was published via our website on [date to be inserted as appropriate]. Copies were placed in Riverside Library.

1.9. Should you have any comments as regards this policy statement please send them via e-mail or letter to the following contact:

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The Licensing Manager,
Rotherham Metropolitan Borough Council,
Licensing,
Riverside House,
Main Street,
Rotherham,
S60 1AE

Email: licensing@rotherham.gov.uk

1.10. It should be noted that this statement of licensing principles will not override the right of any person to make an application, make representations about an application, or apply for a review of a licence, as each will be considered on its own merits and according to the statutory requirements of the Gambling Act 2005.

2. Declaration

2.1. In producing the final statement, this licensing authority declares that it has had regard to the licensing objectives of the Gambling Act 2005, the Guidance to Licensing Authorities issued by the Gambling Commission, and any responses from those consulted on the statement.

3. Responsible Authorities

3.1. The licensing authority is required by regulations to state the principles it will apply in exercising its powers under Section 157(h) of the Act to designate, in writing, a body which is competent to advise the authority about the protection of children from harm. The principles are:

- the need for the body to be responsible for an area covering the whole of the licensing authority's area; and
- the need for the body to be answerable to democratically elected persons, rather than any particular vested interest group.

3.2. In accordance with the suggestion in the Gambling Commission's Guidance to Licensing Authorities, this authority designates the Rotherham Children's Safeguarding Partnership for this purpose.

3.3. The contact details of all the Responsible Authorities under the Gambling Act 2005 are available from the Licensing team or via the Council's website.

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4. Interested parties

4.1. Interested parties can make representations about licence applications, or apply for a review of an existing licence. These parties are defined in the Gambling Act 2005 as follows:

> *"For the purposes of this Part a person is an interested party in relation to an application for or in respect of a premises licence if, in the opinion of the licensing authority which issues the licence or to which the applications is made, the person:-*
>
> *a) lives sufficiently close to the premises to be likely to be affected by the authorised activities,*
> *b) has business interests that might be affected by the authorised activities, or*
> *c) represents persons who satisfy paragraph (a) or (b)"*

4.2. The licensing authority is required by regulations to state the principles it will apply in exercising its powers under the Gambling Act 2005 to determine whether a person is an interested party. The principles are:

4.3. Each case will be decided upon its merits. This authority will not apply a rigid rule to its decision making. It will consider the examples of considerations provided in the Gambling Commission's Guidance to Licensing Authorities. It will also consider the Gambling Commission's Guidance that "has business interests" should be given the widest possible interpretation and include partnerships, charities, faith groups and medical practices.

4.4. Interested parties can be persons who are democratically elected such as councillors and MPs. These parties do not need specific evidence of being asked to represent an interested person, as long as the councillor / MP represent the ward which is likely to be affected. Likewise, parish councils likely to be affected will be considered to be interested parties. Other than these however, this authority will generally require written evidence that a person/body (e.g. an advocate / relative) 'represents' someone who either lives sufficiently close to the premises to be likely to be affected by the authorised activities and/or has business interests that might be affected by the authorised activities. A letter from one of these persons, requesting the representation is sufficient.

4.5. If individuals wish to approach councillors to ask them to represent their views, then care should be taken that the councillors are not part of the Licensing Committee dealing with the licence application. If there are any doubts then please contact the Governance Unit at: Governance Unit, Democratic Services, Town Hall, Moorgate Street, Rotherham.S60 2TH or email: governance@rotherham.gov.uk

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5. Exchange of Information

5.1. Licensing authorities are required to include in their statements the principles to be applied by the authority in exercising the functions under sections 29 and 30 of the Act with respect to the exchange of information between it and the Gambling Commission, and the functions under section 350 of the Act with the respect to the exchange of information between it and the other persons listed in Schedule 6 to the Act.

5.2. The principle that this licensing authority applies is that it will act in accordance with the provisions of the Gambling Act 2005 in its exchange of information which includes the provision that the Data Protection Act 2018 will not be contravened. The licensing authority will also have regard to any Guidance issued by the Gambling Commission on this matter, as well as any relevant regulations issued by the Secretary of State under the powers provided in the Gambling Act 2005.

5.3. Should any protocols be established as regards information exchange with other bodies then they will be made available.

6. Enforcement

6.1. Licensing authorities are required by regulation under the Gambling Act 2005 to state the principles to be applied by the authority in exercising the functions under Part 15 of the Act with respect to the inspection of premises; and the powers under section 346 of the Act to institute criminal proceedings in respect of the offences specified.

6.2. This licensing authority's principles are that enforcement will be:

- Proportionate: regulators should only intervene when necessary: remedies should be appropriate to the risk posed, and costs identified and minimised;
- Accountable: regulators must be able to justify decisions, and be subject to public scrutiny;
- Consistent: rules and standards must be implemented fairly;
- Transparent: regulators should be open, and keep regulations simple and user friendly; and
- Targeted: regulation should be focused on the problem, and minimise side effects.

6.3. As per the Gambling Commission's Guidance to Licensing Authorities this licensing authority will endeavour to avoid duplication with other regulatory regimes so far as possible.

6.4. This licensing authority has adopted and implemented a risk-based inspection programme, based on:

- The licensing objectives
- Relevant codes of practice
- Guidance issued by the Gambling Commission,
- The principles set out in this statement of licensing policy

6.5. The main enforcement and compliance role for this licensing authority in terms of the Gambling Act 2005 is to ensure compliance with the premises licences and other permissions which it authorises. The Gambling Commission is the enforcement body for operating and personal licences. It is also worth noting that concerns about manufacture, supply or repair of gaming machines are not dealt with by the licensing authority but should be notified to the Gambling Commission.

6.6. This licensing authority also keeps itself informed of developments in relation to the regulatory functions of local authorities.

6.7. If members of the public, or interested parties, wish to complain about individual premises covered by this policy, then they should contact the Licensing Service at: licensing@rotherham.gov.uk.

7. Licensing authority functions

7.1. Licensing authorities are required under the Act to:

- Be responsible for the licensing of premises where gambling activities are to take place by issuing Premises Licences
- Issue Provisional Statements
- Regulate members' clubs and miners' welfare institutes who wish to undertake certain gaming activities via issuing Club Gaming Permits and/or Club Machine Permits
- Issue Club Machine Permits to Commercial Clubs
- Grant permits for the use of certain lower stake gaming machines at unlicensed Family Entertainment Centres
- Receive notifications from alcohol licensed premises (under the Licensing Act 2003) for the use of two or fewer gaming machines
- Issue Licensed Premises Gaming Machine Permits for premises licensed to sell/supply alcohol for consumption on the licensed premises, under the Licensing Act 2003, where there are more than two machines
- Register small society lotteries below prescribed thresholds
- Issue Prize Gaming Permits
- Receive and Endorse Temporary Use Notices
- Receive Occasional Use Notices
- Provide information to the Gambling Commission regarding details of licences issued

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- Maintain registers of the permits and licences that are issued under these functions

7.2. It should be noted that licensing authorities are not involved in licensing remote gambling at all, which is regulated by the Gambling Commission via operating licences.

7.3. The Council regulates the following types of premises or machine, which are defined by the Gambling Commission below:

7.3.1. **Adult Gaming Centres:**
Persons operating an adult gaming centre (AGC) must hold a 'gaming machines general operating licence (adult gaming centre)' from the Commission and a premises licence from the relevant licensing authority. They are able to make category B3, B4, C and D gaming machines available.

7.3.2. Licensed Family Entertainment Centres:
Persons operating a licensed FEC must hold a 'gaming machine general operating licence (Family Entertainment Centre)' from the Commission and a premises licence from the relevant licensing authority. They will be able to make category C and D gaming machines available.

7.3.3. Casinos
A casino is an arrangement whereby people are given an opportunity to participate in one or more casino games. Casino games are defined by the Act to mean a game of chance which is not equal chance gaming.

7.3.4. Bingo Premises:
Bingo is not given a statutory definition in the Act although two types of bingo are commonly understood:

- cash bingo, where the stakes paid are the cash prizes won
- prize bingo, where various forms of prizes are won, not directly related to the stakes paid.

The Commission believes that all bingo is equal chance gaming and a specific advice note titled 'What constitutes bingo' has been developed by the Gambling Commission.

7.3.5. Betting Premises:
Betting premises are considered off-course betting establishments which is betting that takes place other than at a track. Licensing authorities are responsible for issuing and monitoring premises licences for all betting premises.

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7.3.6. Tracks:
The Act defines a track as a horse racecourse, greyhound track or other premises on any part of which a race or other sporting event takes place or is intended to take place.

7.3.7. Travelling Fairs:
The Act defines a travelling fair as 'wholly or principally' providing amusements and they must be on a site that has been used for fairs for no more than 27 days per calendar year. The Act does not change the principles on which travelling fairs have been regulated under previous legislation.

8. Integrating strategies

The Licensing Authority will seek to achieve integration with the strategies set out below and will consult with the appropriate organisations to achieve this.

8.1. Public Health

8.1.1. The Licensing Authority is very conscious of the critical role that public health agendas play in delivering data and advice that informs the Council's approach to the licensing of gambling establishments.

8.1.2. Public Health have critical knowledge to inform the prevention and support strategies that might be included within the Statement of Licensing Policy.

8.1.3. The Licensing Authority will work closely with Public Health to ensure that the theme of prevention and support is embedded, and influences key conditions that might be included, such as the development of gambling awareness obligations for workers within the industry, and measures that might be introduced to help gambling establishments better mitigate the risks of harm presented by gambling.

8.1.4. In particular the Licensing Authority will utilise data from Public Health to inform decision making, to identify particular locations in Rotherham where gambling is more likely to be harmful, and to identify potential mitigations and /or conditions to reduce the harm caused by gambling in local areas.

8.2. Safer Rotherham Partnership

8.2.1. The Licensing Authority recognises its responsibility to address issues relating to crime and disorder and is committed to working together, with other partners, to make Rotherham a safe and attractive borough.

8.2.2. In making decisions, the Licensing Authority will consider the objectives of

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the Safer Rotherham Partnership, especially relating to:

- Reducing the opportunities for crime to occur
- Tackling disorder and anti-social behaviour
- Reducing the fear of crime
- Combating the use of drugs

8.3. **Planning**

8.3.1. Applications under the Gambling Act 2005 will be considered separately from other regimes such as planning and building control. This is in order to avoid duplication and inefficiency. Applications for premises licences for permanent commercial premises should normally be from businesses with the appropriate planning consent for the property concerned. However, applications for licences may be made to the Licensing Authority before relevant planning permission has been sought or granted by the planning authority.

8.3.2. Where a planning condition restricts usage of a premises to certain hours, and if these hours differ from those permitted on a premises licence, then the premises user must comply with the more restricted of the two sets of hours.

8.4. **Culture and Tourism**

8.4.1. The Council is working to develop and promote Rotherham as a good place to live and work, which means more jobs, a vibrant cultural sector and good quality green spaces.

8.4.2. It is supporting the economic growth and the regeneration of the borough through work with partners to deliver a joined-up culture, sport and tourism offer and adopting the Town Centre Masterplan, alongside supporting the Council's Local Plan.

8.4.3. The International Covenant on Economic, Social and Cultural Rights (ICESCR) which was ratified by the UK in 1976 recognises the right of everyone to take part in cultural life and requires that active steps are taken to develop cultural activity and ensure that everyone can participate in the cultural life of the community.

8.4.4. The strategy in relation to culture and tourism encompasses arts, heritage, museums, parks and green spaces, neighbourhood facilities, markets, festivals and public events, media, libraries and literature, sport, play, faith and worship, tourism, restaurants and bars and creative industries.

8.4.5. This policy will operate in the spirit of the Council's approach to improving the borough's culture and tourism offer and the International Covenant on

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Economic, Social and Cultural Rights (ICESCR). In doing so, it will seek to maintain a balance between regulation and supporting cultural activity. It will strive to maintain a balance between the need to 'manage' any detrimental impacts of an activity in a community with the many benefits cultural activity brings to communities, in developing personal aspiration and potential, building cohesive communities, providing opportunities for young people, contributing to economic growth and regeneration and the development of sustainable communities.

8.5. **Promotion of Equality**

8.5.1. In developing this strategy, the Licensing Authority has recognised its responsibility under the Equality Act 2010, to consider the need to eliminate unlawful discrimination, harassment and victimisation and to advance equality of opportunity between different groups and foster good relations between different groups. This Policy also acknowledges the Council's Public Sector Equality Duty to:

- Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act;
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- Foster good relations between people who share a protected characteristic and people who do not share it.

8.5.2. The Licensing Authority also recognises that this policy should promote equality and has therefore assessed the potential impact on disadvantaged groups, alongside those with a protected characteristic. It has considered and consulted with this in mind.

8.5.3. The following actions, which have been identified as being necessary to promote equality, and within the scope of the Act and supporting guidance, will be implemented by the Licensing Authority:

- The Licensing Policy and associated documents will be available on the internet, and in other formats upon request.
- The licensing objective of protecting children from harm will be promoted.
- Support will be offered to licence applicants, licence holders and potential objectors who are socially excluded.
- Account will be taken of the effect of specific applications on community cohesion, including the need to balance the benefits of cultural and community activities with limited local disturbance.
- Action will be taken to endeavour to ensure the safety of vulnerable people in licensed premises.
- Action will be taken to ensure that all applications, particularly those for disadvantaged groups, are dealt with fairly.

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8.5.4. The Licensing Authority is aware that there may be particular sensitivities of certain buildings, for example religious buildings, to certain licensable activities taking place in close proximity. Where this proximity has an impact on the promotion of one of the licensing objectives this is a matter for the Licensing Authority. Where the impact does not affect the promotion of the licensing objectives, there may be other control mechanisms, such as the planning system, that could be applicable.

8.6. **Disabled Access**

8.6.1. The guidance supporting the Act advises that conditions relating to disabled access should not be attached to licences, as this would duplicate existing statutory requirements. The Licensing Authority therefore takes this opportunity to remind operators of premises of their duties under the Equality Act 2010.

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PART B - The Licensing Objectives

1. Introduction

1.1. In exercising most of their functions under the Gambling Act 2005, licensing authorities must have regard to the licensing objectives as set out in Section 1 of the Act. The licensing objectives are:

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime (the prevention of crime and disorder objective).
- Ensuring that gambling is conducted in a fair and open way (the fairness and openness objective).
- Protecting children and other vulnerable persons from being harmed or exploited by gambling (the protecting children and other vulnerable people objective).

1.2. It should be noted that the Gambling Commission has stated: "The requirement in relation to children is explicitly to protect them from being harmed or exploited by gambling".

1.3. This licensing authority is aware that, as per Section 153, in making decisions about premises licences and temporary use notices it should aim to permit the use of premises for gambling in so far as it thinks it:

- in accordance with any relevant code of practice issued by the Gambling Commission
- in accordance with any relevant guidance issued by the Gambling Commission
- reasonably consistent with the licensing objectives and
- in accordance with the authority's statement of licensing policy

2. The Licensing Objectives

2.1. Promoting the prevention of crime and disorder objective

2.1.1. The Gambling Commission will take the lead role in keeping gambling free from crime by vetting applicants for operator and personal licences. The council will have to be satisfied that the premises will not adversely affect the licensing objective and is compliant with the Commission's Guidance, codes of practice and this policy statement.

2.1.2. The council will expect the applicant to have a good understanding of the local area in which they either operate, or intend to operate, a gambling premises. As part of the application, the applicant will provide evidence to demonstrate that in operating the premises they will promote this licensing objective.

2.1.3. Applicants are encouraged to discuss the crime prevention procedures in their premises with the Council's Licensing Officer and South Yorkshire Police before making a formal application.

2.1.4. In considering licence applications, the Licensing Authority will particularly take into account the following:-

- The design and layout of the premises;
- The training given to staff in crime prevention measures appropriate to those premises;
- Physical security features installed in the premises. This may include matters such as the position of cash registers or the standard of CCTV that is installed;
- Where premises are subject to age restrictions, the procedures in place to conduct age verification checks;
- The likelihood of any violence, public order or policing problem if the licence is granted.

2.1.5. Whilst disorder is considered within a licensing objective, nuisance is not. Therefore, the Licensing Authority will make a distinction between disorder and nuisance and will consider factors, for example whether police assistance was required and how threatening the behaviour was to those who could see it, so as to make that distinction.

2.2. Promoting the fairness and openness objective

2.2.1. The Gambling Commission is the body primarily concerned with ensuring that operators conduct gambling activities in a fair and open way, except in the case of tracks.

2.2.2. The council will notify the Gambling Commission of any concerns about misleading advertising or absence of required game rules, or any other matters as set out in the Gambling Commission's Licence Conditions and Code of Practice.

2.3. Promoting the protection of children and other vulnerable persons objective

<u>Protection of children</u>

2.3.1. Persons under 18 cannot be admitted to many types of gambling premises. This objective means preventing children from taking part in most types of gambling.

2.3.2. Section 45 of The Act provides the definition for child and young person:

- In this Act “child” means an individual who is less than 16 years old.
- In this Act “young person” means an individual who is not a child but who is less than 18 years old.

2.3.3. Children and young persons may take part in private and non-commercial betting and gaming, but the Act restricts the circumstances in which they may participate in gambling or be on premises where gambling is taking place as follows:

- casinos, betting shops and adult gaming centres are not permitted to admit anyone under 18;
- bingo clubs may admit those under 18 but must have policies to ensure that they do not play bingo, or play category B or C machines that are restricted to those over 18;
- family entertainment centres and premises licensed to sell alcohol for consumption on the premises can admit under 18s, but they are not permitted to play category C machines which are restricted to those over 18;
- clubs with a club premises certificate can admit under 18s, but they must have policies to ensure those under 18 do not play machines other than category D machines;
- All tracks can admit under 18s, but they may only have access to gambling areas on days where races or other sporting events are taking place, or are expected to take place. Tracks will be required to have policies to ensure that under 18s do not participate in gambling other than on category D machines.

2.3.4. The council will have regard to any code of practice which the Gambling Commission issues as regards this licensing objective in relation to specific premises.

2.3.5. The council will consider whether specific measures are required at particular premises, with regard to this licensing objective. These measures may include supervision of entrances / machines, segregation of areas, etc.

2.3.6. The Authority is committed to preventing and tackling all forms of Child Exploitation, including Child Sexual Exploitation (CSE) and Child Criminal Exploitation (CCE). Rotherham’s Children Safeguarding Board can give support, advice and training for premise operators and staff. Operators are encouraged to engage with the Safeguarding Board to include appropriate conditions and provide the necessary training to staff, covering how to deal with child protection, or perceived problems relating to children in or around the premise.

2.3.7. It is recommended that licence holders are always aware of potential Child Exploitation and report this if they see something that does not look right. This can be done through making contact with the police, or the Authority’s

Multi-Agency Safeguarding Hub (MASH). Further information on Child Exploitation awareness is available from both the Police and Licensing Authority's Licensing Services.

Protection of vulnerable people

2.3.8. It is difficult to define the term "vulnerable person". The Gambling Commission, in its Guidance to Local Authorities, does not seek to offer a definition, but will, for regulatory purposes assume that this group includes people:

"who gamble more than they want to, people who gamble beyond their means, elderly persons, and people who may not be able to make informed or balanced decisions about gambling due to a mental impairment, or because of the influence of alcohol or drugs."

2.3.9. The Gambling Commissions Code of Practice clearly describes the policies and procedures that operators should put in place regarding:

- combating problem gambling
- access to gambling by children and young persons
- information on how to gamble responsibly and help for problem gamblers
- customer interaction
- self-exclusion
- employment of children and young persons

2.4. Measures to protect children and vulnerable people from harm

2.4.1. The Council may consider any of the measures detailed below as licence conditions should these not be adequately addressed by any mandatory conditions, default conditions or proposed by the applicant:

- Operators should demonstrate their understanding of best practice issued by organisations that represent the interests of vulnerable people.
- Proof of age schemes.
- CCTV.
- Supervision of entrances/machine areas.
- Physical separation of areas.
- Location of entry to premises.
- Windows, entrances and advertisements to be positioned or designed not to entice passers-by.
- Specific opening hours.
- Self-exclusion schemes.
- Notices/signage:
    - Stickers or notices on gaming machines to identify the stakes / prizes

    - Fixed Odds Betting Terminals should clearly display the odds
- Provision of information leaflets / helpline numbers for organisations such as GamCare.
- ATMs and cash terminals located separately from gaming machines and displaying GamCare Helpline information.
- Training for staff which develops their ability to maintain a sense of awareness of how much customers are gambling, as part of measures to detect persons who are vulnerable. Training for the purpose of identifying and providing support to vulnerable persons
- Measures / training for staff on how to deal with children on the premises, for example suspected truancy from school.

2.4.2. This list is not mandatory, nor exhaustive, and is merely indicative of example measures. The Licensing Authority may consider any of the above or similar measures as licence conditions should these not be adequately addressed by any mandatory conditions, default conditions or suggestions proposed by the applicant. Any conditions attached to licences will be proportionate and follow the principles set out in this policy

2.4.3. This Authority will also ensure that where category C or above machines are on offer in premises to which children are admitted:

- all such machines are located in an area of the premises which is separated from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance;
- only adults are admitted to the area where these machines are located;
- access to the area where the machines are located is supervised;
- the area where these machines are located is arranged so that it can be observed by the staff or the licence holder; and
- at the entrance to and inside any such areas there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.

2.4.4. The Licensing Authority is aware that tracks, i.e. a horse racecourse, greyhound track or other premises on any part of which a race or other sporting event takes place or is intended to take place, may be subject to more than one premises licence, provided each licence relates to a specified area of the track. As per the Gambling Commission's Guidance, this Licensing Authority will consider the impact upon the third licensing objective and the need to ensure that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.

2.4.5. The Licensing Authority will seek to ensure that operators are following conditions laid down by the Gambling Commission to provide information

on how to gamble responsibly and how to access information about problem gambling. Information should be made available in accessible form e.g. large print.

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PART C - Premises Licences: Consideration of Applications

1. Introduction

1.1. Premises licences are subject to the requirements set-out in the Gambling Act 2005 and regulations, as well as specific mandatory and default conditions which are detailed in regulations issued by the Secretary of State. Licensing authorities are able to exclude default conditions and also attach others, where it is believed to be appropriate.

2. Decision-making

2.1. This licensing authority is aware that in making decisions about premises licences it should aim to permit the use of premises for gambling in so far as it thinks it:

- in accordance with any relevant code of practice issued by the Gambling Commission;
- in accordance with any relevant guidance issued by the Gambling Commission;
- reasonably consistent with the licensing objectives; and
- in accordance with the authority's statement of licensing policy.

2.2. It is appreciated that as per the Gambling Commission's Guidance to Licensing Authorities "moral objections to gambling are not a valid reason to reject applications for premises licences" (except as regards any 'no casino resolution' - see section on Casinos) and also that unmet demand is not a criterion for a licensing authority.

2.3. The licensing authority will discharge its functions under the Act in accordance with the scheme of delegation outlined in Appendix 3.

3. Definition of "premises"

3.1. In the Act, "premises" is defined as including "any place". Section 152 therefore prevents more than one premises licence applying to any place. But a single building could be subject to more than one premises licence, provided they are for different parts of the building and the different parts of the building can be reasonably regarded as being different premises. This approach has been taken to allow large, multiple unit premises such as a pleasure park, pier, track or shopping mall to obtain discrete premises licences, where appropriate safeguards are in place. However, licensing authorities should pay particular attention if there are issues about sub-divisions of a single building or plot and should ensure that mandatory conditions relating to access between premises are observed.

3.2. The Gambling Commission states in its Guidance to Licensing Authorities that: "In most cases the expectation is that a single building / plot will be the

subject of an application for a licence, for example, 32 High Street. But, that does not mean 32 High Street cannot be the subject of separate premises licences for the basement and ground floor, if they are configured acceptably. Whether different parts of a building can properly be regarded as being separate premises will depend on the circumstances. The location of the premises will clearly be an important consideration and the suitability of the division is likely to be a matter for discussion between the operator and the licensing officer. However, the Commission does not consider that areas of a building that are artificially or temporarily separated, for example by ropes or moveable partitions, can properly be regarded as different premises."

3.3. This licensing authority takes particular note of the Gambling Commission's Guidance to Licensing Authorities which states that: licensing authorities should take particular care in considering applications for multiple licences for a building and those relating to a discrete part of a building used for other (non-gambling) purposes.

3.4. The third licensing objective seeks to protect children from being harmed by gambling. This means not only preventing them from taking part in gambling, but also preventing them from being in close proximity to gambling. Therefore, premises should be configured so that children are not invited to participate in, have accidental access to or closely observe gambling where they are prohibited from participating.

3.5. Entrances to and exits from parts of a building covered by one or more premises licences should be separate and identifiable so that the separation of different premises is not compromised and people do not "drift" into a gambling area. In this context it should normally be possible to access the premises without going through another licensed premises or premises with a permit.

3.6. Customers should be able to participate in the activities named on the premises licence.

3.7. The Guidance also gives a list of factors which the licensing authority should be aware of, which may include:

- Do the premises have a separate registration for business rates
- Is the premises' neighbouring premises owned by the same person or someone else?
- Can each of the premises be accessed from the street or a public passageway?
- Can the premises only be accessed from any other gambling premises?

3.8. This authority will consider these and other relevant factors in making its decision, depending on all the circumstances of the case.

4. Access provisions in relation to licensed premises.

4.1. Casinos

- The principal access entrance to the premises must be from a street (as defined in the Guidance)
- No entrance to a casino must be from premises that are used wholly or mainly by children and / or young persons
- No customer must be able to enter a casino directly from any other premise which holds a gambling premises licence.

4.2. Adult Gaming Centre

- No customer must be able to access the premises directly from any other licensed gambling premises.

4.3. Betting Shops

- Access must be from a street (as per the Guidance to Licensing Authorities) or from another premises with a betting premises licence
- No direct access from a betting shop to another premises used for the retail sale of merchandise or services. In effect there cannot be an entrance to a betting shop from a shop of any kind and you could not have a betting shop at the back of a café – the whole area would have to be licensed.

4.4. Tracks

- No customer should be able to access the premises directly from:
    - a casino
    - an adult gaming centre

4.5. Bingo Premises

- No customer must be able to access the premise directly from:
    - a casino
    - an adult gaming centre
    - a betting premises, other than a track

4.6. Family Entertainment Centre

- No customer must be able to access the premises directly from:
    - a casino
    - an adult gaming centre
    - a betting premises, other than a track

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Part 7 of the Gambling Commission's Guidance to Licensing Authorities contains further guidance on this issue, which this authority will also take into account in its decision-making.

5. Premises "ready for gambling"

5.1. The Guidance states that a licence to use premises for gambling should only be issued in relation to premises that the licensing authority can be satisfied are going to be ready to be used for gambling in the reasonably near future, consistent with the scale of building or alterations required before the premises are brought into use.

5.2. If the construction of a premises is not yet complete, or if they need alteration, or if the applicant does not yet have a right to occupy them, then an application for a provisional statement should be made instead.

5.3. In deciding whether a premises licence can be granted where there are outstanding construction or alteration works at a premises, this authority will determine applications on their merits, applying a two stage consideration process:

- First, whether the premises ought to be permitted to be used for gambling
- Second, whether appropriate conditions can be put in place to cater for the situation that the premises are not yet in the state in which they ought to be before gambling takes place.

5.4. Applicants should note that this authority is entitled to decide that it is appropriate to grant a licence subject to conditions, but it is not obliged to grant such a licence.

5.5. More detailed examples of the circumstances in which such a licence may be granted can be found in the Guidance.

6. Location

6.1. This licensing authority is aware that demand issues cannot be considered for the location of premises but that considerations of the licensing objectives are relevant to decision-making. As per the Gambling Commission's Guidance to Licensing Authorities, this authority will pay attention to the protection of children and vulnerable persons from being harmed or exploited by gambling, as well as issues of crime and disorder. Should any specific policy be decided upon as regards areas where gambling premises should not be located, this statement will be updated. It should be noted that any such policy does not preclude any application being made and each application will be decided on its merits, with the onus upon the applicant showing how potential concerns can be overcome.

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7. Planning

7.1. The Gambling Commission Guidance to Licensing Authorities states:

"In determining applications, the licensing authority should not take into consideration matters that are not related to gambling and the licensing objectives. One example would be the likelihood of the applicant obtaining planning permission or building regulations approval for their proposal".

7.2. This authority will not take into account irrelevant matters as per the above guidance. In addition this authority notes the following excerpt from the Guidance:

"When dealing with a premises licence application for finished buildings, the licensing authority should not take into account whether those buildings have or comply with the necessary planning or building consents. Those matters should be dealt with under relevant planning control and building regulation powers, and not form part of the consideration for the premises licence. Nor should fire or health and safety risks be taken into account. Section 210 of the 2005 Act prevents licensing authorities taking into account the likelihood of the proposal by the applicant obtaining planning or building consent when considering a premises licence application. Equally the grant of a gambling premises licence does not prejudice or prevent any action that may be appropriate under the law relating to planning or building".

8. Duplication with other regulatory regimes

8.1. This licensing authority seeks to avoid any duplication with other statutory / regulatory systems where possible, including planning. This authority will not consider whether a licence application is likely to be awarded planning permission or building regulations approval, in its consideration of it. It will though, listen to, and consider carefully, any concerns about conditions which are not able to be met by licensees due to planning restrictions, should such a situation arise.

8.2. When dealing with a premises licence application for finished buildings, this authority will not take into account whether those buildings have to comply with the necessary planning or buildings consents. Fire or health and safety risks will not be taken into account, as these matters are dealt with under relevant planning control, buildings and other regulations and must not form part of the consideration for the premises licence.

9. Consideration of Licensing objectives

9.1. Premises licences granted must be reasonably consistent with the licensing objectives. With regard to these objectives, this licensing authority has considered the Gambling Commission's Guidance to Licensing Authorities and some comments are made below.

10. Conditions

10.1. Any conditions attached to licences will be proportionate and will be:

- relevant to the need to make the proposed building suitable as a gambling facility;
- directly related to the premises and the type of licence applied for;
- fairly and reasonably related to the scale and type of premises; and
- reasonable in all other respects.

10.2. Decisions upon individual conditions will be made on a case by case basis, although there will be a number of measures this licensing authority will consider utilising should there be a perceived need, such as the use of supervisors, appropriate signage for adult only areas etc. There are specific comments made in this regard under some of the licence types below. This licensing authority will also expect the licence applicant to offer his/her own suggestions as to way in which the licensing objectives can be met effectively.

10.3. This licensing authority will also consider specific measures which may be required for buildings which are subject to multiple premises licences. Such measures may include the supervision of entrances; segregation of gambling from non-gambling areas frequented by children; and the supervision of gaming machines in non-adult gambling specific premises in order to pursue the licensing objectives. These matters are in accordance with the Gambling Commission's Guidance.

10.4. This authority will also ensure that where category C or above machines are on offer in premises to which children are admitted:

- all such machines are located in an area of the premises which is separated from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance;
- only adults are admitted to the area where these machines are located;
- access to the area where the machines are located is supervised;
- the area where these machines are located is arranged so that it can be observed by the staff or the licence holder; and
- at the entrance to and inside any such areas there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.

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10.5. These considerations will apply to premises including buildings where multiple premises licences are applicable.

10.6. This licensing authority is aware that tracks may be subject to one or more than one premises licence, provided each licence relates to a specified area of the track. As per the Gambling Commission's Guidance, this licensing authority will consider the impact upon the third licensing objective and the need to ensure that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.

10.7. It is noted that there are conditions which the licensing authority cannot attach to premises licences which are:

- any condition on the premises licence which makes it impossible to comply with an operating licence condition;
- conditions relating to gaming machine categories, numbers, or method of operation;
- conditions which provide that membership of a club or body be required (the Gambling Act 2005 specifically removes the membership requirement for casino and bingo clubs and this provision prevents it being reinstated; and
- conditions in relation to stakes, fees, winning or prizes.

11. Door Supervisors

11.1. The Gambling Commission advises in its Guidance to Licensing Authorities that if a licensing authority is concerned that a premises may attract disorder or be subject to attempts at unauthorised access (for example by children and young persons) then it may require that the entrances to the premises are controlled by a door supervisor, and is entitled to impose a premises licence to this effect.

11.2. Where it is decided that supervision of entrances / machines is appropriate for particular cases, a consideration of whether these need to be SIA licensed or not will be necessary. It will not be automatically assumed that they need to be licensed, as the statutory requirements for different types of premises vary (as per the Guidance, Part 33).

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12. Provisional Statements

12.1. Developers may wish to apply to this authority for provisional statements before entering into a contract to buy or lease property or land to judge whether a development is worth taking forward in light of the need to obtain a premises licence. There is no need for the applicant to hold an operating licence in order to apply for a provisional statement.

12.2. S204 of the Gambling Act provides for a person to make an application to the licensing authority for a provisional statement in respect of premises that he or she:

- expects to be constructed;
- expects to be altered; or
- expects to acquire a right to occupy.

12.3. The process for considering an application for a provisional statement is the same as that for a premises licence application. The applicant is obliged to give notice of the application in the same way as applying for a premises licence. Responsible authorities and interested parties may make representations and there are rights of appeal.

12.4. In contrast to the premises licence application, the applicant does not have to hold or have applied for an operating licence from the Gambling Commission (except in the case of a track) and they do not have to have a right to occupy the premises in respect of which their provisional application is made.

12.5. The holder of a provisional statement may then apply for a premises licence once the premises are constructed, altered or acquired. The licensing authority will be constrained in the matters it can consider when determining the premises licence application, and in terms of representations about premises licence applications that follow the grant of a provisional statement, no further representations from relevant authorities or interested parties can be taken into account unless:

- they concern matters which could not have been addressed at the provisional statement stage, or
- they reflect a change in the applicant's circumstances.

12.6. In addition, the authority may refuse the premises licence (or grant it on terms different to those attached to the provisional statement) only by reference to matters:

- which could not have been raised by objectors at the provisional statement stage;

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- which in the authority's opinion reflect a change in the operator's circumstances; or
- where the premises has not been constructed in accordance with the plan submitted with the application. This must be a substantial change to the plan and this licensing authority notes that it can discuss any concerns it has with the applicant before making a decision.

13. Reviews

13.1. Requests for a review of a premises licence can be made by interested parties or responsible authorities; however, it is for the licensing authority to decide whether the review is to be carried-out. This will be on the basis of whether the request for the review is relevant to the matters listed below:

- in accordance with any relevant Code of Practice issued by the Gambling Commission;
- in accordance with any relevant guidance issued by the Gambling Commission;
- reasonably consistent with the licensing objectives; and
- in accordance with the authority's statement of principles.

13.2. The request for the review will also be subject to the consideration by the authority as to whether the request is frivolous, vexatious, or whether it will certainly not cause this authority to wish to alter/revoke/suspend the licence, or whether it is substantially the same as previous representations or requests for review.

13.3. The licensing authority can also initiate a review of a particular premises licence, or a particular class of premises licence on the basis of any reason which it thinks is appropriate.

13.4. Once a valid application for a review has been received by the licensing authority, representations can be made by responsible authorities and interested parties during a 28 day period. This period begins 7 days after the application was received by the licensing authority, who will publish notice of the application within 7 days of receipt.

13.5. The licensing authority must carry out the review as soon as possible after the 28 day period for making representations has passed.

13.6. The purpose of the review will be to determine whether the licensing authority should take any action in relation to the licence. If action is justified, the options open to the licensing authority are:

- add, remove or amend a licence condition imposed by the authority;
- exclude a default condition imposed by the Secretary of State (e.g. opening hours) or remove or amend such an exclusion;

- suspend the premises licence for a period not exceeding three months; and
- revoke the premises licence.

13.7. In determining what action, if any, should be taken following a review, the licensing authority must have regard to the principles set out in section 153 of the Act, as well as any relevant representations.

13.8. In particular, the licensing authority may also initiate a review of a premises licence on the grounds that a premises licence holder has not provided facilities for gambling at the premises. This is to prevent people from applying for licences in a speculative manner without intending to use them.

13.9. Once the review has been completed, the licensing authority must, as soon as possible, notify its decision to:

- the licence holder
- the applicant for review (if any)
- the Commission
- any person who made representations
- the chief officer of police or chief constable; and
- Her Majesty's Commissioners for Revenue and Customs

14. Information relevant to specific premises

14.1. Adult Gaming Centres

14.1.1. This licensing authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to, for example, ensure that under 18 year olds do not have access to the premises.

14.1.2. This licensing authority may consider measures to meet the licensing objectives such as:

- Proof of age schemes
- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- Self-exclusion schemes
- Provision of information leaflets/ helplines for organisations

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14.1.3. This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

14.2. Licensed Family Entertainment Centres:

14.2.1. This licensing authority will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority, for example, that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machine areas.

14.2.2. This licensing authority may consider measures to meet the licensing objectives such as:

- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- Self-exclusion schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare.
- Measures / training for staff on how to deal with suspected truant school children on the premises

14.2.3. This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

14.2.4. This licensing authority will, as per the Gambling Commission's guidance, refer to the Commission's website to see any conditions that apply to operating licences covering the way in which the area containing the category C machines should be delineated. This licensing authority will also make itself aware of any mandatory or default conditions on these premises licences, when they have been published.

14.3. Casinos

14.3.1. This licensing authority has not passed a 'no casino' resolution under Section 166 of the Gambling Act 2005, but is aware that it has the power to do so. Should this licensing authority decide in the future to pass such a resolution, it will update this policy statement with details of that resolution. Any such decision will be made by the Full Council.

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14.4. Bingo premises

14.4.1. Bingo is a class of equal chance gaming and is permitted in alcohol licensed premises and in clubs provided it remains below a certain prescribed threshold. If the only type of bingo to be provided is prize bingo then this may be authorised by way of a permit – see the section on prize gaming permits later in this Statement of Principles. Other types of bingo will require a bingo operating licence from the Gambling Commission and in addition a premises licence from the Licensing Authority. The holder of a bingo premises licence may make available for the use of category B machines (restricted to B3 or B4 machines) and any number of category C or D machines. Category B gaming machines must not exceed 20% of the total number of gaming machines which are available for use on the premises. Children and young persons are permitted on a bingo premises but are unable to participate in the bingo. If there are any category C or D machines made available for use on the premises, these must be separated from areas where children and young people are allowed.

14.5. Betting premises

14.5.1. This licensing authority will, as per the Gambling Commission's Guidance, take into account the size of the premises, the number of counter positions available for person-to-person transactions, and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people, when considering the number / nature / circumstances of betting machines an operator wants to offer.

14.6. Tracks

14.6.1. At present this Authority does not have any licensed Tracks however this licensing authority is aware that tracks may be subject to one or more than one premises licence, provided each licence relates to a specified area of the track. As per the Gambling Commission's Guidance, this licensing authority would especially consider the impact upon the third licensing objective (i.e. the protection of children and vulnerable persons from being harmed or exploited by gambling) and the need to ensure that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.

14.6.2. This authority would therefore expect the premises licence applicant to demonstrate suitable measures to ensure that children do not have access to adult only gaming facilities. It is noted that children and young persons will be permitted to enter track areas where facilities for betting are provided on days when dog-racing and/or horse racing

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takes place, but that they are still prevented from entering areas where gaming machines (other than category D machines) are provided.

14.6.3. This licensing authority may consider measures to meet the licensing objectives such as:

- Proof of age schemes
- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- Self-exclusion schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare

14.6.4. This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

14.7. Machines

14.7.1. **Gaming Machines**: Where the applicant holds a pool betting operating licence and is going to use the entitlement to four gaming machines, machines (other than category D machines) should be located in areas from which children are excluded.

14.7.2. **Betting Machines:** This licensing authority would take into account the size of the premises and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people, when considering the number/nature/circumstances of betting machines an operator proposes to offer.

14.8. Applications and plans

14.8.1. The Gambling Act (s51) requires applicants to submit plans of the premises with their application, in order to ensure that the licensing authority has the necessary information to make an informed judgement about whether the premises are fit for gambling. The plan would also be used for the licensing authority to plan future premises inspection activity.

14.8.2. Plans for tracks do not need to be in a particular scale, but should be drawn to scale and should be sufficiently detailed to include the information required by regulations.

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14.8.3. Some tracks may be situated on agricultural land where the perimeter is not defined by virtue of an outer wall or fence, such as point-to-point racetracks. In such instances, where an entry fee is levied, track premises licence holders may erect temporary structures to restrict access to premises

14.8.4. In the rare cases where the outer perimeter cannot be defined, it is likely that the track in question will not be specifically designed for the frequent holding of sporting events or races. In such cases betting facilities may be better provided through occasional use notices where the boundary premises do not need to be defined.

14.8.5. This authority appreciates that it is sometimes difficult to define the precise location of betting areas on tracks. The precise location of where betting facilities are provided is not required to be shown on track plans, both by virtue of the fact that betting is permitted anywhere on the premises and because of the difficulties associated with pinpointing exact locations for some types of track. Applicants should provide sufficient information that this authority can satisfy itself that the plan indicates the main areas where betting might take place. For racecourses in particular, any betting areas subject to the “five times rule” (commonly known as betting rings) must be indicated on the plan.

14.9. Travelling Fairs

14.9.1. This licensing authority is responsible for deciding whether, where category D machines and / or equal chance prize gaming without a permit is to be made available for use at travelling fairs, the statutory requirement that the facilities for gambling amount to no more than an ancillary amusement at the fair is met.

14.9.2. The licensing authority will also consider whether the applicant falls within the statutory definition of a travelling fair.

14.9.3. It is noted that the 27-day statutory maximum for the land being used as a fair applies on a per calendar year basis, and that it applies to the piece of land on which the fairs are held, regardless of whether it is the same or different travelling fairs occupying the land. This licensing authority will work with its neighbouring authorities to ensure that land which crosses our boundaries is monitored so that the statutory limits are not exceeded.

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PART D - Permits and Temporary or Occasional Use Notices

1. Prize Gaming Permits

1.1. The Gambling Act 2005 states that a licensing authority may 'prepare a statement of principles that they propose to apply in exercising their functions under this Schedule' which 'may, in particular, specify matters that the licensing authority proposes to consider in determining the suitability of the applicant for a permit'.

1.2. The Licensing Authority requires the applicant to (a) set out the types of gaming that they are intending to offer, (b) submit a plan of the building indicating the location of the gaming and (c) be able to demonstrate:

- That they understand the limits to stakes and prizes that are set out in Regulations;
- That the gaming offered is within the law;
- Clear policies that outline the steps to be taken to protect children from harm.

1.3. In making its decision on an application for this permit the Licensing Authority does not need to, but may, have regard to the licensing objectives but must have regard to any Gambling Commission guidance.

1.4. It should be noted that there are conditions in the Gambling Act 2005 by which the permit holder must comply, but that the Licensing Authority cannot attach conditions.

1.5. The conditions in the Act are:

- the limits on participation fees, as set out in regulations, must be complied with;
- all chances to participate in the gaming must be allocated on the premises on which the gaming is taking place and on one day; the game must be played and completed on the day the chances are allocated; and the result of the game must be made public in the premises on the day that it is played;
- the prize for which the game is played must not exceed the amount set out in regulations (if a money prize), or the prescribed value (if non-monetary prize); and
- participation in the gaming must not entitle the player to take part in any other gambling.

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2. Unlicensed Family Entertainment Centres (FEC)

2.1. Unlicensed Family Entertainment Centres will cater for families, including unaccompanied children and young persons. As they operate on a permit they will only be allowed to have Category D Gaming machines, which can be played by young people.

2.2. It should be noted that the applicant must show that the premises will be wholly or mainly used for making gaming machines available for use and would, therefore, exclude any premises primarily used for any other purposes, e.g. canteens, fast food takeaways, garages and petrol filling stations, taxi offices or non-arcade premises.

2.3. The Licensing Authority will, in relation to applications for unlicensed family entertainment centres, take into account the following statement of principles when determining the suitability of the applicant:

2.4. The Licensing Authority will expect the applicant to submit a plan of the building and show that there are policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The efficiency of such policies and procedures will each be considered on their merits, however, they may include appropriate measures / training for staff as regards suspected truant school children on the premises, measures / training covering how staff would deal with unsupervised very young children being on the premises, or children causing perceived problems on / around the premises.

2.5. This Licensing Authority will also expect, as per Gambling Commission Guidance, that applicants demonstrate a full understanding of the maximum stakes and prizes of the gambling that is permissible in unlicensed FECs; that the applicant has no relevant convictions (those that are set out in Schedule 7 of the Act); and that staff are trained to have a full understanding of the maximum stakes and prizes.

3. Alcohol Licensed Premises

3.1. Premises licensed to sell alcohol for consumption on the premises have an automatic right to have two machines of categories C and/or D. Any increase on these limits will require a permit. These applications will be considered on a case by case basis but generally there will be regard to the need to protect children and vulnerable persons from harm or being exploited. The applicant will be expected to ensure that under 18s do not have access to the adult only gaming machines.

3.2. This could include being in sight of the bar or in sight of the staff who monitor that such machines are not used by those under 18. In relation to

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vulnerable persons the applicant could consider the provision of information for support services that offer advice.

4. Club Gaming and Club Machine Permits

4.1. Members Clubs are defined as having more than 25 members and being established for purposes other than gambling and Miner's Welfare Institutes are defined as associations established for recreational or social purposes.

4.2. Members Clubs and Miners' Welfare Institutes may apply for these. A Club Gaming Permit will enable premises to provide three machines of either categories B, C or D and equal chance and other forms of gaming, as set out in regulations. A club gaming machine permit if applied for will enable premises to provide three machines of categories B, C or D only.

5. Temporary Use Notices

5.1. Temporary Use Notices allow the use of premises for gambling where there is no premises licence but where a gambling operator wishes to use the premises temporarily for providing facilities for gambling. Premises that might be suitable for a Temporary Use Notice, according the Gambling Commission, would include hotels, conference centres and sporting venues.

5.2. These notices should not be used to permit regular gambling in a place that could be described as one set of premises. The Licensing Authority expects to object to notices where it appears that their effect would be to permit regular gambling in a place that could be described as one set of premises, as recommended in the Gambling Commission's Guidance to Licensing Authorities.

6. Occasional Use Notices

6.1. The Licensing Authority has very little discretion with regard to these notices aside from ensuring that the statutory limit of eight days in a calendar year is not exceeded. The Licensing Authority will though consider the definition of 'track' and whether the applicant is permitted to avail him/herself of the notice.

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7. Small Society Lotteries

7.1. The Council will adopt a risk based approach towards its enforcement responsibilities for small society lotteries. The Council considers that the following list, although not exclusive, could affect the risk status of the operator:

- submission of late returns (returns must be submitted no later than three months after the date on which the lottery draw was held)
- submission of incomplete or incorrect returns
- breaches of the limits for small society lotteries

7.2. Non-commercial gaming is permitted if it takes place at a non-commercial event, either as an incidental or principal activity at the event. Events are non-commercial if no part of the proceeds is for private profit or gain. The proceeds of such events may benefit one or more individuals if the activity is organised:

- by, or on behalf of, a charity or for charitable purposes
- to enable participation in, or support of, sporting, athletic or cultural activities.

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PART E - The Local Risk Profile and Risk Assessments by Operators – Licensing Conditions and Codes of Practice (LCCP)

1. Introduction

1.1. The Gambling Commission publishes the general licence conditions and codes of practice which apply to licensed gambling operators in Licensing Conditions and Codes of Practice (LCCP) which is revised from time to time. The code strengthened the social responsibility code (SR) requirements. Details regarding the LCCP and SR code can be accessed at the Gambling Commission website: www.gamblingcommission.gov.uk.

1.2. The code requires operators:

- To supervise customers effectively on gambling premises and identify customers who are at risk of gambling related harm.
- To have in place schemes to allow customers to self-exclude themselves from all operators of a similar type in the area where they live and work.
- To have a range of measures with regard to marketing to ensure social responsibility that are transparent and not misleading.
- To produce a risk assessment on individual premises, and have policies and procedures and control measures in place to mitigate local risks to the licensing objectives.

2. Risk Assessments

2.1. Such risk assessments are required from new applicants, and from existing premises licence holders seeking to vary a licence. The LCCP strongly encourages all operators of Casino's, Adult Gaming Centres, Bingo Premises, Family Entertainment Centres, Betting shops and remote betting intermediaries to assess local risks to the licensing objectives, and to have policies, procedures and control measures in place to mitigate those risks.

2.2. Operators are expected by the SR code to make the risk assessment available to licensing authorities when an application is submitted either for a new premises licence or variation of a premises licence, or otherwise on request, and this will form part of the council's inspection regime and may be requested when officers are investigating complaints.

2.3. Any failure to provide a competent risk assessment will be taken into account by the Council in determining the application, and such inferences will be made about potential harm to the licensing objectives as appear appropriate.

2.4. The Council considers that these local risk assessments are a key component of the overall assessment and management of the local risks.

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The code requires the Council to set out matters they expect the operator to take account of in the risk assessment in its statement of policy and the Council expects the Local Area Risk Profile and the following matters to be considered by operators when making their risk assessment:

- Information held by the licensee regarding self-exclusions and incidences of underage gambling;
- Gaming trends such as increased levels of gambling activity which, for example, correspond with pay days or benefits payments;
- Arrangement for localised exchange of information regarding self-exclusions and gaming trends;
- Urban setting such as proximity to schools, commercial environment, factors affecting footfall;
- Range of facilities in proximity to the licensed premises such as other gambling outlets, banks, post offices, refreshment, entertainment type facilities, schools, and venues that attract vulnerable adults;
- Known problems in the area such as problems arising from street drinkers, youths participating in anti-social behaviour, drug dealing activities, etc;
- The ethnicity, age, economic makeup of the local community.

2.5. The risk assessment should cover the risks and character of the local area, the gambling operation and the design of the premises.

3. The Local Area

3.1. The Council expects the following matters to be considered by operators when making their risk assessment.

3.2. Matters relating to children and young persons, including:

- The footfall in the local area, for example, does it predominately comprise residents, workers or visitors, is it a family orientated area, popular with children and young people;
- Significant presence of young children;
- Institutions, places or areas where the presence of children and young persons should be expected such as schools, youth clubs, parks, playgrounds and entertainment venues such as bowling alleys, cinemas etc.;
- Any premises where children congregate including bus stops, cafés, shops, and any other place where children are attracted;
- Areas that are prone to issues of youths participating in anti-social behaviour, including such activities as graffiti/tagging, underage drinking, etc.;
- Recorded incidents of attempted underage gambling;
- Transport links and parking facilities;

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- Community centres;
- High crime area;
- Other gambling premises in the vicinity.

3.3. Matters relating to vulnerable adults, including:

- Information held by the licensee regarding self-exclusions and incidences of underage gambling;
- Gaming trends that may mirror days for financial payments such as pay days or benefit payments;
- Arrangement for localised exchange of information regarding self-exclusions and gaming trends;
- Proximity of premises which may be frequented by vulnerable people such as hospitals, mental health providers, residential care homes, medical facilities, doctor's surgeries, council housing offices, addiction clinics or help centres, places where alcohol or drug dependant people may congregate, etc.;
- Homeless or rough sleeper shelters, hostels and support services;
- Transport links and parking facilities;
- Community centres;
- High crime area;
- High unemployment area;
- Pawn broker / pay day loan businesses in the vicinity;
- Other gambling premises in the vicinity.

3.4. Other issues that may be considered could include:

- Matters of faith, including all religious or faith denominations including proximity to churches, mosques, temples or any other place of worship.

4. The Gambling Operation

4.1. In assessing the risk factors associated with a gambling operation the assessor should take into account the local risks which are commonly accepted by broader stakeholders and how that gambling operation may affect that risk.

4.2. The assessor may wish to consider:

- How the gambling operation will relate to how the operator conducts its business;
- What gambling products it provides in the premises;
- The facilities to enable gambling within the premises;
- The staffing levels within the premises;
- The level and requirement for staff training;

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- Whether loyalty or account cards are used or not;
- The policies and procedures it has in place in relation to regulatory requirements of the Act or to comply with the LCCP;
- The security and crime prevention arrangements it has in place; • How it advertises locally and on the premises;
- The marketing material within the premises;
- The display and provision of information, etc.

5. The Design of Premises

5.1. The design and layout of the premises is a key consideration as this could have a significant impact on the risk to the licensing objectives. In assessing the risk factors associated with the premises design and layout reference is needed to the local area risks factors already identified to ensure the design doesn't add to that risk. The design, both internal and external should be considered and specific risk factors identified and noted. For example:

- The premises may have a number of support pillars which the assessor identifies as obstructing the view of the gaming machines from the cashier counter.
- The assessor may identify that the design of the entrance to the premises is not sufficiently covered by CCTV to enable the identification of offenders.
- Premises which are located within an area which has a high number of children and young people present throughout the day may identify that their standard external design means that children and young people can see into the premises and see gambling taking place.
- If the premises have a large amount of glass frontage in an area prone to criminal damage, the assessor may consider the risk of damage to the standard toughened glass to be high.

5.2. These would be identified risk factors that would need to be documented.

5.3. This list is not exhaustive and other factors not in this list that are identified may also be taken into consideration.

6. Local Area Risk Profile

6.1. The Gambling Commission guidance advises that licensing authorities provide a risk profile of their borough. This will assist operators undertaking the risk assessments of their premises, and will also be taken into account when considering applications for new and variations to licences and reviews of licences.

6.2. The Licensing Authority will endeavour to ensure an up to date Local Area Risk Profile for the Rotherham Borough is published and readily available.

6.3. Whilst not forming part of this policy, the Local Area Risk Profile for the Rotherham Borough should aim to include data and maps which show the distribution of gambling premises and sensitive locations and vulnerable communities. For example:

- Educational establishments;
- Relevant leisure facilities;
- Medical facilities, care homes, and temporary accommodation etc.;
- Places of worship;
- Hot spot areas combining the educational establishments/leisure facilities / medical facilities
- Areas of deprivation;
- Areas of unemployment;
- Areas where residents claim working age benefits;
- Areas of poor mental health;
- Violence hot spots;
- Drug and alcohol hot spots.

6.4. If an application for a new licence or variation is submitted that is within 400 metres of a sensitive building or vulnerable community, operators are encouraged to provide details of the measures to be implemented that would overcome any risks relating to one or more of the licensing objectives, namely:

- Protecting children and other vulnerable persons from being harmed or exploited by gambling.
- Being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
- Ensuring that gambling is conducted in a fair and open way.

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APPENDIX 1 – the Borough of Rotherham (the area to which this policy applies)

APPENDIX 2 – Details of Consultees

Chief Constable, South Yorkshire Police
Chief Fire Officers, South Yorkshire Fire and Rescue Service
Director of Public Health for the Authority area
Health and Wellbeing Board
Clerks to Parish Councils
Licensees within the borough
Rotherham Children's Safeguarding Board
Rotherham Adult's Safeguarding Board
RMBC Ward Councillors
Safer Rotherham Partnership Board Members
Member of Parliament for Rotherham
Member of Parliament for Rother Valley
Member of Parliament for Wentworth and Dearne

In addition, the Council will open the consultation to the public.

Consultation methods

- Use social media to inform the public about this consultation and direct them to the questionnaire
- On-line consultation
- Consultation documents at Council reception areas
- Press Releases
- Direct correspondence to statutory consultees
- Information provision to all ward members
- Public Notice in the local press
- Drop-in sessions across the borough
- Attendance at representative boards and forums.

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APPENDIX 3 - Delegation of Functions

Matter to be dealt with	Council	Cabinet	Licensing (sub) committee	Officers
Three year licensing policy	✓			
Policy not to permit casinos	✓			
Fee setting (when appropriate)		✓		
Application for premises licences			If a relevant representation made and not withdrawn	If no relevant representation made/ representations have been withdrawn
Application to vary a licence			If a relevant representation made and not withdrawn	If no relevant representation made/ representations have been withdrawn
Application for a transfer of a licence			Where representations have been received from the Commission	Where no representations have been received from the Commission
Application for a provisional statement			If a relevant representation made and not withdrawn	If no relevant representation made/ representations have been withdrawn
Review of a premises licence			✓	
Applications for club gaming /club machine permits			Where objections have been made (and not withdrawn)	Where no objections made / objections have been withdrawn
Cancellation of club gaming /club machine permits			✓	
Applications for other permits (including small society lottery registrations)				✓
Cancellation of licensed premises gaming machine permits				✓
Consideration of temporary use notice				✓
Decision to give counter Notice to a temp. use notice			✓	

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Appendix 3

Rotherham MBC Gambling Act Policy 2023

Summary of consultation responses

A total of 34 responses were received, these are summarised below:

1. Do you feel that the Council should take into account the various strategies outlined in the policy?

   Yes 100% (34) No 0% (0)

2. Do you feel that the actions outlined by the Council in Part B of the policy are sufficient to promote the crime and disorder licensing objective?

3. Yes 94% (32) No 6% (2)

4. Do you feel that the actions outlined by the Council in Part B of the policy are sufficient to promote the fair and open gambling licensing objective?

5. Yes 88% (30) No 12% (4)

   Do you feel that the actions outlined by the Council in Part B of the policy are sufficient to promote the Protecting Children and Vulnerable People licensing objective?

   Yes 100% (34) No 0% (0)

6. Do you feel that the considerations outlined by the Council in relation to Risk Assessments are appropriate?

   Yes 97% (33) No 3% (1)

7. Do you feel that the considerations outlined by the Council in relation to The Local Area are appropriate?

   Yes 100% (34) No 0% (0)

8. Do you feel that the considerations outlined by the Council in relation to The Gambling Operation are appropriate?

   Yes 88% (30) No 12% (4)

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9. Do you feel that the considerations outlined by the Council in relation to the Design of the Premises are appropriate?

Yes	85% (29)	No	15% (5)

10. Do you feel that the considerations outlined by the Council in relation to the Local Area Risk Profile are appropriate?

Yes	100% (34)	No	0% (0)

Appendix 4

Rotherham Metropolitan Borough Council

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: Gambling Act Statement of Licensing Policy 2023	
Directorate: Regeneration and Environment	**Service area: Community Safety and Street Scene**
Lead person: Alan Pogorzelec	**Contact: Alan Pogorzelec**
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 outlines the review of the current Gambling Act Policy and summarised the key aspects of the current and proposed policy.

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

Appendix 4

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.

Appendix 4

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?**

In developing this policy, the Licensing Authority has recognised its responsibility under the Equality Act 2010, to consider the need to eliminate unlawful discrimination, harassment and victimisation and to advance equality of opportunity between different groups and foster good relations between different groups.

The Licensing Authority also recognises that this policy should promote equality and has therefore assessed the potential impact on disadvantaged groups, alongside those with a protected characteristic. It has considered and consulted with this in mind. In addition, The Licensing Authority has taken the opportunity to remind operators of premises of their duties under the Equality Act 2010 – this is detailed within the policy.

- **Key findings**

The Licensing Authority must:

- Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act;
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
- Foster good relations between people who share a protected characteristic and people who do not share it.

The current policy recognises this and expressly states the way that the Council will operate AND the expectations on those operators that are expected of them in order to promote equality.

- **Actions**

The following actions, which have been identified as being necessary to promote equality, and within the scope of the Act and supporting guidance, will be implemented by the Licensing Authority:

- The Licensing Policy and associated documents will be available on the internet, and in other formats upon request.
- The licensing objective of protecting children from harm will be promoted.
- Support will be offered to licence applicants, licence holders and potential objectors who are socially excluded.
- Account will be taken of the effect of specific applications on community cohesion, including the need to balance the benefits of cultural and community activities with limited local disturbance.
- Action will be taken to endeavour to ensure the safety of vulnerable people in licensed premises.
- Action will be taken to ensure that all applications, particularly those for disadvantaged groups, are dealt with fairly.

Appendix 4

Date to scope and plan your Equality Analysis:	23/10/23
Date to complete your Equality Analysis:	30/10/23
Lead person for your Equality Analysis (Include name and job title):	Alan Pogorzelec

5. Governance, ownership and approval

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

Name	Job title	Date
Alan Pogorzelec	Licensing Manager	15/10/23

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	15/10/23
Report title and date	Gambling Act Statement of Licensing Policy 2023
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	Cabinet – 20th November 2023
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	15/10/23

Appendix 5

Rotherham Metropolitan Borough Council

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: Gambling Act Policy 2023	
Date of Equality Analysis (EA):25th October 2023	
Directorate: **Regeneration and Environment**	**Service area:** **Community Safety and Street Scene – Licensing**
Lead Manager: **Alan Pogorzelec**	**Contact number:** **01709 254955**
Is this a: [X] **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 (eg service user, managers, service specialist)**
Alan Pogorzelec	RMBC	Licensing Manager
Diane Kraus	RMBC	Principal Officer
Steve Eling	RMBC	Equalities team specialist – provision of advice

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)
Section 349 of the Gambling Act 2005 requires a licensing authority to prepare and publish a statement of its licensing policy at least every three years.

The Council's current Gambling Act Statement of Licensing Policy was adopted in 2020 and requires a review after three years.

The policy affects all those that hold, or will apply for, a licence issued under the Gambling Act 2005, or that use licensed premises that have such a licence.

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

There is very little equality information available – primarily due to the fact that most stakeholders affected by the policy are commercial entities.

We have however undertaken wide ranging consultation with as many people / groups as possible, including:

- Direct contact with representatives of businesses / organisations that are directly affected by the policy.
- Responsible Authorities in relation to the Gambling Act 2005.
- Online consultation via the Council's website.
- Direct mail contact with local residents (a mailshot to over 1000 randomised residential addresses within the Rotherham Borough).
- Public drop in sessions throughout the Borough.
- Consultation at Rotherham Show.
- Contact with groups / organisations representing specific sectors of our communities.
- Direct contact with individuals that have previously responded to a consultation regarding the development of this policy (where their details are known).
- Consultation with local ward Members.
- Publicity via local newsletters and mailings
- Press releases / social media publicity raising awareness of the policy review.

Appendix 5

Are there any gaps in the information that you are aware of? In general, those that are affected by the policy tend to be commercial operations and therefore it is difficult to obtain equality information in relation to them. However, there is the potential for individual people to be impacted by the policy requirements – but at the current time, we do not collect equality information from individuals that are fall into this category (for example, an individual that makes an application for a licence or that complains about their experiences at a licensed premises). This needs to change and the equality information should be gathered at the time that the service has contact with the individual.	
What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? Inspections of licensed premises will be carried out to ensure that the requirements of this policy, and the relevant statutory requirements, are being met. In addition, we will monitor complaints / contacts with individuals so that any trends can be identified – for example, if a particular group is being disproportionately affected by the implementation of the policy.	
Engagement undertaken with customers. (date and group(s) consulted and key findings)	Wide ranging consultation took place between July and October – see detail above. 100% of the respondents to the survey agreed that the Council was correct to take account of various other strategies when developing the Gambling Policy (which includes the requirement to promote equality).
Engagement undertaken with staff (date and group(s)consulted and key findings)	Although not directly impacted by the policy, staff were included in the general consultation exercise so that their views could be obtained and considered as appropriate.

4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)
How does the Policy/Service meet the needs of different communities and groups? (Protected characteristics of Age, Disability, Sex, Gender Reassignment, Race, Religion or Belief, Sexual Orientation, Civil Partnerships and Marriage, Pregnancy and Maternity) - see glossary on page 14 of the Equality Screening and Analysis Guidance) This policy does not have a direct impact on any specific group or individual with a protected characteristic. However, as the policy has the potential to impact any person it is important to ensure that it does not introduce any requirements that would have an disproportionate impact on a group or individual with a protected characteristic.
Does your Policy/Service present any problems or barriers to communities or Groups? No barriers / problems have been identified.
Does the Service/Policy provide any positive impact/s including improvements or remove barriers?

Appendix 5

The policy specifically identifies that the service will undertake its role having due regard to the Public Sector Equalities Duty and the requirements of the Equalities Act. In addition, the policy outlines the expectations on licensed premises in relation to compliance with equalities requirements. The policy outlines a number of actions that will be implemented by the Licensing Authority with a view to promoting equality. • The Licensing Policy and associated documents will be available on the internet, and in other formats upon request. • The licensing objective of protecting children from harm will be promoted. • Support will be offered to licence applicants, licence holders and potential objectors who are socially excluded. • Account will be taken of the effect of specific applications on community cohesion, including the need to balance the benefits of cultural and community activities with limited local disturbance. • Action will be taken to endeavour to ensure the safety of vulnerable people in licensed premises. • Action will be taken to ensure that all applications, particularly those for disadvantaged groups, are dealt with fairly.
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 Licensing Authority is aware that there may be particular sensitivities of certain buildings, for example religious buildings, to certain licensable activities taking place in close proximity. Where this proximity has an impact on the promotion of one of the licensing objectives this is a matter for the Licensing Authority. Where the impact does not affect the promotion of the licensing objectives, there may be other control mechanisms, such as the planning system, that could be applicable.

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: RMBC Gambling Act Policy 2023
Directorate and service area: Regeneration and Environment, Community Safety and Street Scene
Lead Manager: Alan Pogorzelec
Summary of findings:
The policy takes into account the potential impact of the policy requirements on all relevant stakeholders. However, there is a need to obtain equality information where this is possible.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Start to gather equality information from people that are affected by the requirements of this policy, or the regulation of Gambling Premises in general. This includes licence holders, premises users and those that contact the Licensing Authority to raise concerns about licensed premises.	**All**	**04/24**

***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**
Alan Pogorzelec	Licensing Manager	27/10/23

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	27/10/23
Report title and date	RMBC Gambling Act Statement of Licensing Policy – Cabinet 20th November 23
Date report sent for publication	30/10/23
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	27/10/23

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?	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				

Appendix 6

Carbon capture (e.g. through trees)?	None				

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:

This policy outlines the Council's approach to the regulation of gaming and betting within the Borough. It does not introduce any implications for carbon dioxide emissions or climate change.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Alan Pogorzelec, Licensing Manager, Community Safety and Street Scene (Regeneration and Environment)
Please outline any research, data, or information used to complete this [form].	N/A
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	N/A
Tracking [to be completed by Policy Support / Climate Champions]	Tracking Reference: CIA 160 Arthur King, Principal Climate Change Officer, Strategic Asset Management, Regeneration and Environment

Agenda Item 13

Rotherham Metropolitan Borough Council

Public Report
Council

Committee Name and Date of Committee Meeting
Council – 29 November 2023

Report Title
Cabinet's Response to the Scrutiny Review – Selective Licensing

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)
Lewis Coates / Chris Stone
01709 823118 or lewis.coates@rotherham.gov.uk / chris.stone@rotherham.gov.uk

Ward(s) Affected
Rawmarsh East
Rotherham East
Rotherham West
Maltby East
Dinnington
Thurcroft and Wickersley South

Report Summary
To report on the response to the findings and recommendations from the spotlight review into Selective Licensing.

Recommendations
1. That Council note Cabinet's response to the recommendations as summarised in the Cabinet's Response to the Scrutiny review – Selective Licensing at Appendix 1.

List of Appendices Included
Appendix 1 Cabinet's Response to Scrutiny Review – Selective Licensing
Appendix 2 Selective Licensing Feedback Survey (2023)
Appendix 3 Equalities Screening Impact Assessment
Appendix 4 Carbon and Climate Change Assessment

Background Papers

Scrutiny Review Recommendations – Impact of Selective Licensing

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Cabinet – 20th November 2023

Council Approval Required
No

Exempt from the Press and Public
No

Cabinet's Response to the Scrutiny Review – Selective Licensing

1. Background

1.1 The Improving Places Select Commission supports the Council in achieving its Council Plan 2022-25 themes of Every Neighbourhood Thriving and People are Safe, Healthy and Live Well. Members of Improving Places Select Commission had concerns about living conditions and absentee landlords in specific areas of deprivation. These concerns led to a Scrutiny Review of the impact of the selective licensing scheme in place from 2020-2025. The review considered the current response to deprivation and housing conditions in specific residential areas of Parkgate, Thurcroft, Maltby, Dinnington, Eastwood/Town centre and Masbrough.

1.2 On 20 November 2023 Cabinet received a report 'Scrutiny Review Recommendations – Impact of Selective Licensing.' The report gave a detailed account of the current scheme outlining its strengths and weaknesses. The report identified four key risk factors to the success of the scheme:

1) pandemic-related delays,
2) a shortage of experienced inspectors,
3) a rising cost of living
4) complexity of measuring impact on deprivation

The recommendations and Cabinet's response are set out in the paper in Appendix 1 and especially section 2.

2. Key Issues

2.1 The key issues are set out in the Cabinet report at Appendix 1.

3. Options considered and recommended proposal

3.2 It is recommended that Council note that Cabinet approved the response to the recommendations as summarised in the Cabinet report at Appendix 1.

4. Consultation on proposal

4.1 Details of consultation are set out in section 4 of the Cabinet report listed in Appendix 1 and the full consultation report in Appendix 2.

5. Timetable and Accountability for Implementing this Decision

5.1 Cabinet's responses to each of the recommendations and associated timescales are detailed in Appendix 1.

6. Financial and Procurement Advice and Implications

6.1 Financial implications are outlined within the Cabinet report listed in Appendix 1.

7. Legal Advice and Implications

7.1 Legal Advice and Implications are outlined within the Cabinet report listed in Appendix 1.

8. Human Resources Advice and Implications

8.1 Human Resources Advice and Implications are outlined within the Cabinet report listed in Appendix 1.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The scheme supports families in the private rented sector and therefore improvements in conditions will have a positive impact on the families concerned.

10. Equalities and Human Rights Advice and Implications

10.1 An assessment has been carried out in Appendix 3. There are no equalities or human rights implications from this report.

11. Implications for CO2 Emissions and Climate Change

11.1 An assessment has been carried out in Appendix 4. The overall impact of improving the repair of dwelling is likely to have a positive emissions impact.

12. Implications for Partners

12.1 Implications for partners are set out in the main sections of the Cabinet report listed in Appendix 1.

13. Risks and Mitigation

13.1 Risks and Mitigations are set out in the main sections of the Cabinet report listed in Appendix 1.

14. Accountable Officers

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

	Name	Date
Chief Executive	Sharon Kemp	20/11/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	17/11/23
Assistant Director of Legal Services (Monitoring Officer)	Bal Nahal	17/11/23
Assistant Director of Human Resources (if appropriate)	N/A	
Head of Human Resources (if appropriate)	N/A	
The Strategic Director with responsibility for this report	Paul Woodcock, Strategic Director of Regeneration and Environment	13/11/23
Consultation undertaken with the relevant Cabinet Member	N/A	

Lewis Coates / Chris Stone
01709 823118 or
lewis.coates@rotherham.gov.uk / chris.stone@rotherham.gov.uk

This report is published on the Council's website.

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Appendix 1

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 20 November 2023

Report Title
Cabinet's Response to Scrutiny Review Recommendations – Impact of Selective Licensing

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)
Lewis Coates / Chris Stone
01709 823118 or lewis.coates@rotherham.gov.uk / chris.stone@rotherham.gov.uk

Ward(s) Affected
Rawmarsh East
Rotherham East
Rotherham West
Maltby East
Dinnington
Thurcroft and Wickersley South

Report Summary
Under the Overview and Scrutiny procedure rules, the Cabinet is required to respond to any recommendations made by Scrutiny. This report is submitted to meet that requirement, and to set out the next steps in terms of delivery of the current Selective Licence Declarations.

This report provides the proposed response to the recommendations of the scrutiny review into the impact of the selective licensing scheme in Rotherham at its halfway point, initially brought before Cabinet in September 2023.

Recommendations

1. That the Cabinet response to the Scrutiny Review Recommendations in respect of Impact of Selective Licensing, as set out in section 2 of this report, be approved.

Appendix 1

List of Appendices Included

Appendix 1 Selective Licensing Feedback Survey (2023)
Appendix 2 Equalities Screening Impact Assessment
Appendix 3 Carbon and Climate Change Assessment

Background Papers

Scrutiny Review Recommendations – Impact of Selective Licensing

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

Appendix 1

Cabinet's Response to Scrutiny Review Recommendations – Impact of Selective Licensing

1. Background

1.1 The Improving Places Select Commission supports the Council in achieving its Council Plan 2022-25 themes of Every Neighbourhood Thriving and People are Safe, Healthy and Live Well. Members of Improving Places Select Commission had concerns about living conditions and absentee landlords in specific areas of deprivation. These concerns led to a Scrutiny Review of the impact of the selective licensing scheme in place from 2020-2025. The review considered the current response to deprivation and housing conditions in specific residential areas of Parkgate, Thurcroft, Maltby, Dinnington, Eastwood/Town centre and Masbrough.

1.2 On 18 September 2023 Cabinet received a report 'Scrutiny Review Recommendations – Impact of Selective Licensing.' The report gave a detailed account of the current scheme outlining its strengths and weaknesses. The report identified four key risk factors to the success of the scheme:

1) pandemic-related delays,
2) a shortage of experienced inspectors,
3) a rising cost of living
4) 4) complexity of measuring impact on deprivation

2. Key Issues

2.1 'Scrutiny Review Recommendations – Impact of Selective Licensing,' made 8 recommendations. This Report recommends that all 8 recommendations are accepted, however a number will be considered as part of any future designations. The table overleaf details the suggested individual responses.

	Recommendation	**Cabinet Decision** ***(Accepted/ Rejected/ Deferred)***	**Cabinet Response** ***(detailing proposed action if accepted, rationale for rejection, and why and when issue will be reconsidered if deferred)***	**Accountability**	**Target date for completion** ***(if applicable)***
1.	That the following recommendations from the review be received: a) That reinspection be prioritised for landlords whose properties have required action previously.	Accepted	Outstanding inspections are to be reviewed and prioritised by historic knowledge of the property, landlord and their current levels of compliance with legally required certification. This process will remain live for the remainder of the Scheme, updated, and informed by any new intelligence from partners or changing circumstances.	Emma Ellis Head Of Service – Community Safety and Regulatory Services	Ongoing for remainder of Declarations
	b) Consideration be given to how the Council may support retention of experienced inspectors already in the Council's employment.	Accepted	A training and development plan will be implemented within the service to seek to improve development of skills and retention of officers. This will be aligned to the revised Service Planning process and will therefore be implemented ahead of the start of the next financial year.	Emma Ellis Head Of Service – Community Safety and Regulatory Services	March 2024
	c) That consideration be given to incentivising responsible landlords, and, where there is a proven track record, empowering landlords to self-assess, provided that	Accepted	The current selective licensing scheme operates within set parameters, which are contained within the designations. The existing selective licensing scheme offers an incentive for those licence holders who prove to have well maintained and managed	Emma Ellis Head Of Service – Community Safety and	March 2024 with other aspects to be considered as part of

	the service can still obtain assurances that decent standards are maintained.		properties to the minimum legal standard. Good licence holders receive of a rebate of £127 against the total license cost of £521. The audit process which supports the rebate initiative, prevents self-assessment within this scheme however consideration will be given in any future schemes. The rebate scheme does identify landlords who are acting responsibly, and this may offer a way to work with these landlords in the future to assist the Council to make use of their service/properties to meet the Council's private sector housing need i.e. resettlement/migration or homelessness programmes. There is also process under consideration within the enforcement aspect of the scheme, where offenders may opt to attend training to offset some of their liability for the more minor offences and reduce financial penalties. The aim is to incentivise the professionalisation of landlords who may offend due to ignorance of the market in which they operate.	Regulatory Services	any future scheme
	d) That consideration be given to managing expectations around selective licensing as a measure focused on the health of residents, rather than aesthetics or regeneration.	Accepted	A briefing note to be prepared for senior officers and a presentation to Members, to explain the measure around the current scheme which emphasises the health / housing outcomes and explain the limitations of the current scheme regarding deprivation figures or area regeneration. Progress in wider regeneration / deprivation agenda would require a much broader approach and commitment. This same message will be progressed with stakeholders via the housing newsletter, Ward newsletter and landlord forums.	Emma Ellis Head Of Service – Community Safety and Regulatory Services	April 2024

	e) That consideration be given to how uptake of the cost-of-living support offer among families in selective licensing areas may be further promoted and monitored, with a view to identifying gaps and promoting financial inclusion.	Accepted	The Service will work with other Council and VCS services to identify gaps and promote financial inclusion.	Emma Ellis Head Of Service – Community Safety and Regulatory Services	January 2024
	f) Given the complexity of measuring impact on deprivation and difficulty in improving relative levels of deprivation, that consideration be given to how internal measures may better reflect the real impact of the scheme.	Accepted	Work has been undertaken with the Corporate Performance team to consider wider data sets aside from pure deprivation to better demonstrate outcomes which can be measured.	Emma Ellis Head Of Service – Community Safety and Regulatory Services	December 2023
	g) That a joined-up approach be sought with relevant Council strategies and services, with partner and voluntary sector organisations and with resident-led initiatives prior to	Accepted	Efforts will be made in the design of any new initiative with the private housing sector to include a more defined links to wider council, partner and 3rd sector involvement. The Government's latest (June 2023) selective licensing guidance identifies selective licensing is not a tool that can be used in isolation and, therefore, any 'new' application the Council will have to show how such a designation will be part of	Emma Ellis Head Of Service – Community Safety and Regulatory Services	To be considered as part of any future scheme

	any future selective licensing declaration.		the overall strategic local authority wide approach, and how it fits with existing policies on: • Homelessness • empty homes • regeneration • anti-social behaviour associated with privately renting tenants		
	h) That engagement with landlords and with tenants be considered alongside any response to the above recommendations, and that the response to the above recommendations be subject to the learning derived from continued engagement with landlords and tenants.	Accepted	The most recent landlord and tenant survey discussed during the scrutiny process, has now been reported. There were no comments which would detract from or amend the recommendations above. Future engagement work via Landlord forums, newsletter and stakeholder surveys will inform the operation of the remaining years of the scheme and will be considered in conjunction with the recommendations made here.	Emma Ellis Head Of Service – Community Safety and Regulatory Services	Ongoing for remainder of Declarations

Appendix 1

3. Options considered and recommended proposal

3.1 The recommendations and corresponding actions are focussed on improving the output from the existing selective licensing declarations. They have considered the progress at the halfway point of the scheme and provide support to its ultimate delivery. They also provide guidance to any future designations or similar.

4. Consultation on proposal

4.1 The scrutiny review considered and agreed that ongoing engagement activity, aimed at both Licence holders and residents, within the selective licensing areas would provide additional feedback to inform the services response to their recommendations.

4.2 The engagement took the form of an online survey for tenants that was shared on the Council's social media platforms with a link for tenants to complete. The link was also shared on the latest edition of the Rotherham Round-Up Newsletter going to 9,277 residents, internally via Monday Round-Up and in relevant ward newsletters.

4.3 A separate online survey was devised for Landlords which was sent out to all private landlords and managing agents, involved in the declarations, a total of 1,140 individual addresses. The landlord survey was also publicised at the Landlord Forum in January 2023 and in the Landlords newsletter which is circulated to all landlords on the database. The survey ran from 1 February 2023 to 28 February 2023.

4.4 The surveys received 20 responses in total (13 from Landlords and 7 from Tenants). Whilst it is acknowledged the number are low, the key results are summarised below, and the full report can be found at Appendix 1. The service will continue to engage stakeholders affected by the scheme and will conduct another survey next year.

4.5 Of the 13 landlord / licence holder responses, 5 (38%) Landlords strongly support the strong enforcement on license holders who fail to maintain standards which impact on their tenants and wider area whilst, an equal number, 5 (38%) seriously oppose (3 responded neutral). Of the 5 that strongly oppose, the main reasons were around issues with Anti-Social Behaviour (ASB), litter and rat infestations in their areas. The overall feedback regarding the single main action to help improve the area was more police patrols of the area, tackling ASB and issues around litter. Most landlords do not support the Selective Licensing Scheme however one landlord did state that they felt it was "an excellent way to enforce high standards of rental properties and scrutiny of rogue landlords". Out of the 13 responses, 11 (85%) landlords have stated that they will continue letting their properties in the next six months.

4.6 The majority of responses received from tenants showed that they were aware of the scheme, which began in May 2020, and over 70% of those have lived in their current property for more than five years. 43% of the tenant responses stated that they didn't feel like their landlord provides a good property and good

service. 28% preferred not to say and the reasoning behind these responses was fear they will get evicted. Majority of tenants felt that they could afford to pay their rent, but they are struggling to pay their bills. Tenants general feedback was that they would like the Council to give more support to people who are homeless and tackle criminal and anti-social behaviours. The feedback has been considered in the services response to the scrutiny recommendations.

5. Timetable and Accountability for Implementing this Decision

5.1 The Assistant Director of Community Safety and Street Scene alongside the Head of Community Safety and Regulatory Services are accountable for implementing the decision.

5.2 The timetable for implementing the recommended actions is set out in section 2.

6. Financial and Procurement Advice and Implications

6.1 The costs of implementing the scheme specific recommendations will initially be met from Selective Licence fee income. The wider staffing recommendations will require funding from within the approved revenue budget for this Service.

6.2 A business plan is being considered by management in regard to purchasing additional inspections to support the realignment of staff to address the current deficit in inspections numbers. (Recommendation a & b).

6.3 There are no direct procurement implications arising from this report.

7. Legal Advice and Implications

7.1 A periodic review of the operation of a selective licensing scheme must be carried out by the local authority with a view as to whether the scheme should continue or be revoked (section 84(3) of the Housing Act 2004). Although this review is for the purposes of scrutiny it also assists with compliance with the legislation

8. Human Resources Advice and Implications

8.1 The implications in relation to the recommendation for supporting the retention of experienced inspectors are outlined within appendix 1.

9. Implications for Children and Young People and Vulnerable Adults

9.1 The scheme supports families in the private rented sector and therefore improvements in conditions will have a positive impact on the families concerned.

Appendix 1

10. Equalities and Human Rights Advice and Implications

10.1 An assessment has been carried out in Appendix 2. There are no equalities or human rights implications from this report.

11. Implications for CO2 Emissions and Climate Change

11.1 An assessment has been carried out in Appendix 3. The overall impact of improving the repair of dwelling is likely to have a positive emissions impact.

12. Implications for Partners

12.1. Recommendation ‘d’ and feedback from the Selective Licensing Feedback Survey (2023), will require further communication and a co-ordinated with Police. This will be achieved via work within the existing Neighbourhood Partnership teams.

13. Risks and Mitigation

13.1 Failure to deliver initial inspections and any subsequent enforcement work in the selective licensing designations, will carry a significant risk to residents that poor housing and associated health related issues will not be addresses.

13.2 Any similar failure to inspect, after collecting licence fees from landlords in the designations, is likely to have a significant impact on the Councils reputation and may have financial implications in the equitable and management of the distribution of the rebate element of the scheme.

13.3 A source of additional income has been identified in the Business case before DLT, which is difficult to quantify at this stage, but is expected to partially offset the costs of purchasing addition inspections.

13.4 Failure to improve staff retention, recommendation b, will seriously affect the council’s ability to deliver its statutory duties under the Housing Act 2004 and other associated legislation.

14. Accountable Officers

Emma Ellis, Head of Community Safety and Regulatory Services

Appendix 1

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	**Date**
Chief Executive	Sharon Kemp	06/11/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	01/11/23
Assistant Director, Legal Services (Monitoring Officer)	Phil Horsfield	01/11/23

Report Author: Lewis Coates 01709 823118 or lewis.coates@rotherham.gov.uk
or Chris Stone 01709 823118 or chris.stone@rotherham.gov.uk

This report is published on the Council's website.

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Rotherham Metropolitan Borough Council

Selective Licensing Feedback Survey (2023)

Background

Selective licensing is a licence scheme, which requires all private landlords operating within a designated area to license any privately rented property within that area.

Rotherham has six designated areas where selective licensing was introduced from 1st May 2020 to private landlords and will last for 5 years. As part of the ongoing works the service is undertaking, we wanted to capture feedback from both landlords and tenants in the designated areas to hear their views and opinions on Selective Licensing by carrying out a feedback survey.

The survey is an opportunity for RMBC to make any potential improvements for the remaining two and half years the scheme has left to run.

We devised an online survey for tenants that was shared on the Council's social media platforms with a link for tenants to complete. The link was also shared on the latest edition of the Rotherham Round-Up Newsletter going to 9,277 residents and shared internally via Monday Round-Up as well as being shared with the relevant ward newsletters.

A separate online survey was devised for Landlords which was sent out to all private landlords and managing agents, a total of 1,140 individual addresses, as part of the Landlords newsletter.

The survey ran from 1st February 2023 to 28th February 2023.

The survey received 20 responses in total (13 from Landlords and 7 from Tenants).

Key Findings

The majority of Landlords have had an inspection by RMBC and found the inspecting officer they dealt with very helpful / neutral (1 responded with very unhelpful) and most Landlords who responded have a property in the Eastwood area. Of the properties that have been inspected, most did not require any further works. It is noted that there were no responses captured by Landlords or Tenants in Dinnington and Thurcroft.

Out of the 13 responses, 5 (38%) Landlords strongly support the strong enforcement on license holders who fail to maintain standards which impact on their tenants and wider area whilst, an equal number, 5 (38%) seriously oppose (3 responded neutral). Of the 5 that strongly oppose, the main reasons were around issues with ASB, litter and rat infestations in their areas.

The overall feedback regarding the single main action to help improve the area was more police patrols of the area, tackling ASB and issues around litter.

Most landlords do not support the Selective Licensing Scheme however one landlord did state that they felt it was "an excellent way to enforce high standards of rental properties and scrutiny of rogue landlords".

Most of the landlords, who responded to the survey, rely on professional advice from agents, although this is not representative of the scheme, where approximately one third of landlords have an agent managing their property / license. Also, responses show that one landlord is interested in training on EPC improvements. Out of the 13 responses, 11 (85%) landlords have stated that they will continue letting their properties in the next six months.

The vast majority of responses received from tenants were aware of the scheme which began in May 2020 and over 70% of those have lived in their current property for more than five years.

Only one property had been inspected by the Council and the inspector had been very helpful.

43% of the tenant responses stated that they didn't feel like their landlord provides a good property and good service. 28% preferred not to say and the reasoning behind these responses was through fear they will get evicted.

Majority of tenants responses were that they could afford to pay their rent, but most tenants did respond to say they are struggling to pay their bills.

Tenants general feedback was they would like the Council to give more support to people who are homeless and tackle criminal behaviours (ASB).

Survey Results

Responses received from both surveys are below*:*

Landlords Survey

1) ***Do you have a property within the Selective Licensing Scheme***
   13 responded "Yes"

2) ***Which areas within the Selective Licensing Scheme do you have properties?***
   Maltby – 4
   Eastwood – 5
   Masbrough – 3
   Parkgate – 1

3) ***Has your property been inspected by the council yet?***
   8 responded Yes, 4 No and 1 don't know

4) ***How did you find the communication with the inspecting officer?***
   2 responded Helpful, 5 responded Neutral, 1 responded Very Unhelpful

   Please explain reasons behind your answer
   - Nothing achieved usually BS from RMBC staff

5) ***If you have been asked to undertake works at your property following the inspection, do you feel they were reasonable****?*
   2 responded Yes, 1 No and 5 No works required

   Please explain reasons behind your answer

- EHO is categorising hazards as Category 1 or Category 2 on sight without going through the proper scoring method. The surveyor, based on an inspection of the whole dwelling should generate a numerical score for the HHSRS hazards. The information observed during the inspection or survey should be properly and accurately recorded as this will provide evidence to justify and support the judgments which form the basis of the numerical Hazard Score. This should be provided to the landlord. Without it then a Category 1 hazard can be challenged in court and the EHO concerned will need to provide the scoring record.

6) ***Do you support strong enforcement on licence holders who fail to maintain standards which impact on their tenants and the wider area?***

5 responded strongly support, 5 responded strongly oppose and 3 responded neutral.

Please explain reasons behind your answer

- Eastwood has been targeted for two rounds of selective licensing. The council is not supporting landlords by constantly harassing landlord with claims of disrepair when they see any graffiti, dumped rubbish or anti-social behaviour
- Unnecessary money-making scheme for the Council
- This scheme has ran for several years and the area has become worse Gateway areas that lead to Rotherham town centre. Wellgate, Eastwood, Masbrough. All these areas under the scheme have become ghetto areas. This scheme has ruined Rotherham. The properties are in worse condition than they was 7 years ago The litter problem is all of these areas is disgusting!! No enforcement at all. I've requested a FOI on fines my the landlord licensing team and it was poor track record The police, enforcement team, landlord licensing all know who and what the issues are but They will never address this due to offending people.
- The scheme has improved the properties but that doesn't mean that the area has improved. The Council need to take some responsibility for keeping the area clean and tidy. Nothing is being done about the rat infestation in the Ferham area nor the dumping.

7) ***Is there a single main action you feel that the council, Police, or other licence holders could take which would improve the area?***

- Need to allow good landlords exempt from paying second round license fees if we have improved our property and be shown some appreciation
- Police should have more regulation in the area and patrol for ASB
- More police visits this is or was a poor area
- Bins in regular spaces to improve / reduce street litter
- Tackling ani-social behaviour, remove litter
- Scrap the scheme completely
- Push on rubbish in the street sense and properties skips funded by licencing fees
- Littering / Antisocial behaviour
- No, there are many
- There is zero to no enforcement Areas with this scheme are run down The landlord licensing team is understaffed, inexperienced and the staff turnaround is like a revolving door Telling landlords you have CCTV doesn't solve the issue Your CCTV is outdated and admittance from the landlord licensing team that you're not able to manage and don't have the manpower to monitor the CCTV £500+ for licence. What does this get you as a landlord? Nothing
- The council need to, if they are serious, take concrete steps to get rid of the rats in the Ferham area. They also need to spend more money to clean up the area. The council and the Police need to change Josephine Rd and Belmont Street to a one way street.

- Council should:- 1) take serious steps to eradicate the rat problem in the Ferham area. 2) allocate more resources to keep the area clean 3) educate the tenants from Eastern Europe in respect of rubbish, gathering in large groups, loud music, sofas on the pavement, etc 4) change Josephine rd to a one way street.

8) ***Do you support Rotherham Metropolitan Borough Council's Selective Licensing Scheme?***
3 responded Yes, 9 responded No and 1 Prefer not to say

Please explain reasons behind your answer:

- Excellent way to enforce high standards of rental properties and scrutiny of rogue landlords. I do however find the selective licensing team difficult to engage with. Applying for my first license was a nightmare and although I understand COVID has delayed things the council have been slow to return to post COVID normality. Finally, I shouldn't have had to chase feedback after my property inspection and now find myself chasing my rebate

9) ***Would you be interested in online training which increases your understanding of the law and good practice in letting properties, or do you use agents to provide you with professional advice?***
5 responses rely on professional advice from agents, 2 are interested in online training and 6 responded N/A.

Type of training required:

- *EPC improvements, New Regulation information*
- *Consider any*

10) ***Do you intend to continue letting properties in the next 6 months?***
11 responded Yes, 2 responded No

***Please explain the reasons behind your answer*:**

- Costs and regulations are becoming untenable
- RMBC have let the area become rundown No decent people want to live in these areas RMBC have made this areas into ghetto slum areas Better to sell up and not invest in those areas

Tenants Survey:

1) **Are you aware of the Selective Licensing Scheme which began in May 2020 within your area?**
5 responded Yes, 2 responded No

2) **Which area within the Selective Licensing Scheme do you currently live in?**
2 responded Eastwood, 2 responded Masbrough, 1 response Parkgate,

3) **How long have you lived at your current address?**
5 responded 5+ yrs, 1 responded between 2 and 5 yrs and 1 responded less than 6 months

4) **Has your property been inspected by the council yet?**
1 responded Yes, 4 responded No and 2 responded don't know

5) **What was your experience like of communicating with the inspecting officer?**
Very Helpful

6) **Are you satisfied with any improvements which have been or are going to be made following the inspection?**

1 responded with No

***Please explain the reasons behind your answer*:**

- "Nothing has been done by landlord since housing inspection by council inspection officer 1bout 5yrs ago coz iv had 3 different landlords since then n my house is going up 4 sale yet again in next few months ,my house bn rewired while I was laid up wi fractured heel n had pot on n landlord new I had asthma n had 2 sleep on sofa coz I wasn't physically able 2 walk upstairs, I was given a commode from hospital n lived in plaster dust when I was laid up on sofa n cudnt walk, now I have osteoporosis n mobility is very limited but landlord didn't care, h1e just needed job done 4 his landlord licence "

7) **In your opinion, do you feel that your landlord provides a good property and good service?**
2 responded Yes, 3 responded with no and 2 responded with prefer not to say

Please could you explain the reason behind your answer:

- "I've lived in a damp neglected flat for 22yrs. I get threatened with eviction if landlords get any trouble from council."
- "He'll evict me"
- Bins not allocated, drainpipes leaking

8) **Using the below options, can you afford to pay your rent?**
3 responded with can afford to pay, 2 responded with prefer not to say and 2 responded with seriously struggling to afford to pay.

9) **Using the options below, can you afford to pay your bills?**
2 responded with can afford to pay, 2 responded with prefer not to say, 2 responded with struggling to pay, and 1 responded with seriously struggling to afford to pay.

10) **Is there a single main action you feel that the Council, Police, residents, or landlords could take which would improve the area that you live in?**

- "Council could give more to support to people who are homeless or about to be. Make sure tenants are protected if they do complain about landlords. Support the end of section 21 evictions."

- "Seriously tackling criminal behaviours such as anti-social street drinking, dope smokers and disgusting gardens that attract rats and pigeons."

- "Rogue landlords n I'm fed up attending meetings in past at CLP n telling housing chuefs, MPS, police that I see daily empty houses bn rented out 2 slivak/ roma guys who decorate house then they get it, no rent up front, no bond, no checks, it's just given, while ppl like me have 2 find £1200 4 bond, month's rent upfront, CRB n council checks1 n we don't get house but these ppl who r criminals n drug dealers do get houses, it's totally wrong "

- Stop the selective license and invest the money on cleaning the area, the streets, getting rogue thieves, over road bikes and dumping in the streets to stop. Work on getting the committee together.

- More community projections

- Police mostly seem unaware of this legislation. Council failed to use it effectively by contacting the letting agent rather than the owner. The powers of this legislation are not being used enough or in an effective method. Landlord/ owners who own mass numbers of properties have power over councils and obstruct the legislation process when it is acted on.

Conclusion

In summary, the response from the feedback survey has not had the take-up that we would have hoped for however, as this is mid-scheme, we can aim to continue trying to increase tenant and landlord engagement, work with our colleagues in Community Safety as-well with our partners at South Yorkshire Poice to try and tackle ASB and issues around litter in the affected areas. Due to the minimal responses, it is therefore assumed that most Landlords and Tenants have no issues concerning the scheme.

Recommendations

To carry out a further survey to both tenants and landlords at the end of the scheme (five-year period). We will summarise and publish the findings of this report in the same ways in which the survey was advertised (Landlords newsletter and social media) along with sending out any supportive information to tenants.

Appendix 3

Rotherham Metropolitan Borough Council

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 **Response to Scrutiny Review Recommendations: Impact of Selective Licensing**	
Directorate: **Regeneration and Environment**	**Service area:** **Regulation and Enforcement**
Lead person: **Chris Stone**	**Contact number:** **01709 823118**
Is this a: ☐ **Strategy / Policy** ☐ **Service / Function** ☒ **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
Under the Overview and Scrutiny procedure rules, the Cabinet is required to respond to any recommendations made by Scrutiny. This report is submitted to meet that requirement, and to set out the next steps in terms of delivery of the current Selective Licence Declarations. This report provides the officer response to the recommendations of a scrutiny

review into the impact of the selective licensing scheme in Rotherham at its halfway point, brought before Cabinet on the 18th September 2023.

3. Relevance to equality and diversity
• **How have you considered equality and diversity?** *The* equality and diversity impact of the Selective Licensing Declarations were fully explored during the consultation and declaration phases of the project. This report considers recommendations and responses to enhance the delivery of those Declarations. This report does not materially change the impact of the scheme. No gaps in the original assessment of equality and diversity of this project have been identified.
• **Key findings** *Recommendations 'g' requires a more* joined-up approach be sought with relevant Council strategies and services, with partner and voluntary sector organisations and with resident-led initiatives prior to any **future** selective licensing declaration. This would require extensive consultation, which would promote additional involvement with communities to help identify any previously unidentified impacts of this or future declarations
• **Actions** *Further feedback survey will be undertaken during the second half to the current declarations. This will be an opportunity to identify any unintended or unexpected consequences of the declarations and implement corrective action.*

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

5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**
Emma Ellis	Emma Ellis Head Of Service – Community Safety and Regulatory Services	September 2023

Appendix 3

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	September 2023
Report title and date	**Response to Scrutiny Review Recommendations: Impact of Selective Licensing** **November 2023**
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	TBC
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	

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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?	None				
Emissions from transport?	None				
Emissions from waste, or the quantity of waste itself?	None				
Emissions from housing and domestic buildings?	Possible	The inspection programme and any subsequent works of repair or improvement are likely to improve the energy characteristics of a dwelling. This will reduce heating requirements.	The number of actions likely to be implemented will have a positive affect per dwelling but will be negligible over Rotherham as a whole.	None required	Improved EPC categories for properties, provides an indication
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:

None

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

Minimum Energy Efficiency Standards (MEES) regulations set a minimum energy efficiency standard for domestic private rented properties, of EPC band E. To let a domestic property in a designated selective licensing area, private landlords must demonstrate they comply with MEES regulations by providing a valid EPC with their licence application. Selective licensing enforces minimum standards in the private rented sector, which helps to cut emissions from domestic energy use.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Emma Ellis Head Of Service – Community Safety and Regulatory Services
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.	None
Tracking [to be completed by Policy Support / Climate Champions]	Tracking Reference: CIA 177 Arthur King Principal Climate Change Officer

Agenda Item 14

Rotherham Metropolitan Borough Council

Public Report
Council

Committee Name and Date of Committee Meeting
Council – 29 November 2023

Report Title
Cabinet's Response to the Scrutiny Review – Modern Slavery

Is this a Key Decision and has it been included on the Forward Plan?
No, 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
To report on the response to the findings and recommendations from the spotlight review into Modern Slavery that took place with Council Officers and partner agencies on the 1st of November 2022.

Recommendations
That Council note Cabinet's response to the recommendations as summarised in the Cabinet's Response to the Scrutiny review – Modern Slavery at Appendix 1.

List of Appendices Included
Appendix 1 Cabinet's Response to Scrutiny Review – Modern Slavery
Appendix 2 – Initial Equality Screening Assessment Form Part A
Appendix 3 – Initial Equality Screening Assessment Form Part B
Appendix 4 – Carbon Impact Assessment

Background Papers

Report to Cabinet 19th June 2023, 'Scrutiny Review Recommendations – Modern Slavery

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Cabinet – 13th October 2023
Cabinet – 19 December 2022

Council Approval Required
No

Exempt from the Press and Public
No

Cabinet's Response to the Scrutiny Review – Modern Slavery

1. Background

1.1 In July 2018, the Council resolved to adopt the Co-operative Party's Charter against Modern Slavery. The resolution committed the Council to a range of activities, including ensuring contractors and suppliers complied with the Modern Slavery Act 2015; raising awareness of the Policy; developing whistle-blowing systems and referral routes to the National Crime Agency should suspicions of illegal activity emerge. A commitment was given to publishing an annual review to report on implementation and activity.

1.2 At its meeting in November 2021, the Overview and Scrutiny Management Board (OSMB), considered the annual report of the Safer Rotherham Partnership. In it, the Partnership detailed its commitment to tackling modern slavery and identified it as priority. As over three years had passed since the charter was originally adopted, OSMB agreed to add the issue to its work programme and subsequently decided to hold a spotlight review to examine the effectiveness of partnership interventions to tackle modern slavery in Rotherham.

1.3 The spotlight review took place on 1st November 2022. Its methodology and invited witnesses are detailed in Section 2.2 of the report to Cabinet on 13th October 2023.

2. Key Issues

2.1 The key issues are set out in Appendix 1, which sets out the main findings and recommendations from OSMB and Cabinet's response. The recommendations and corresponding actions are designed to give Members the assurance that the finding and recommendations have been considered.

3. Options considered and recommended proposal

3.1 It is recommended that Council note that Cabinet approved the response to the recommendations as summarised in the Cabinet's Response to the Scrutiny Review – Modern Slavery at Appendix 1.

4. Consultation on proposal

4.1 Details of consultation have been set out in the relevant sections (section 4) of the Cabinet report in Appendix 1 and in Appendix 3 – Initial Equality Screening Assessment Form Part B.

5. Timetable and Accountability for Implementing this Decision

5.1 Cabinet's responses to each of the recommendations and associated timescales are detailed in Appendix 1.

6. Financial and Procurement Advice and Implications

6.1 Financial implications are outlined within the Cabinet report listed in Appendix 1.

7. Legal Advice and Implications

7.1 Legal Advice and Implications are outlined within the Cabinet report listed in Appendix 1.

8. Human Resources Advice and Implications

8.1 Human Resources Advice and Implications are outlined within the Cabinet report listed in Appendix 1.

9. Implications for Children and Young People and Vulnerable Adults

9.1 Implications for Children and Young People and Vulnerable Adults are outlined within the Cabinet report listed in Appendix 1.

10. Equalities and Human Rights Advice and Implications

10.1 Details of any implications are listed within the Initial Equalities Screening Form (Part A) and Analysis (Part B) completed and included in Appendix 2 and Appendix 3.

11. Implications for CO2 Emissions and Climate Change

11.1 A Carbon Impact Assessment was undertaken to support the development of the Safer Rotherham Partnership (SRP) Plan 2022-25 which includes Modern Slavery and Human Trafficking. This was presented to Council on 5th October 2022. The SRP coordinates existing partner activity and resources and no specific impacts have been identified arising from the recommendations detailed in this report.

12. Implications for Partners

12.1 Implications for partners are set out in the main sections of the Cabinet report listed in Appendix 1.

13. Risks and Mitigation

13.1 There are no risks directly rising from this report.

14. Accountable Officers

Sam Barstow, Assistant Director, Community Safety and Street Scene
Emma Ellis, Head of Service, Community Safety and Regulatory Services

	Name	Date
Chief Executive	Sharon Kemp	20/11/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	17/11/23
Assistant Director of Legal Services (Monitoring Officer)	Bal Nahal	17/11/23
Assistant Director of Human Resources (if appropriate)	N/A	
Head of Human Resources (if appropriate)	N/A	
The Strategic Director with responsibility for this report	Paul Woodcock, Strategic Director of Regeneration and Environment	13/11/23
Consultation undertaken with the relevant Cabinet Member	N/A	

Steve Parry, Community Safety Officer.
01709 334565 or steve.parry@rotherham.gov.uk

This report is published on the Council's website.

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Appendix 1

Rotherham Metropolitan Borough Council

Public Report
Cabinet

Committee Name and Date of Committee Meeting
Cabinet – 16 October 2023

Report Title
Cabinet's Response to the Scrutiny Review – Modern Slavery

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

Strategic Director Approving Submission of the Report
Paul Woodcock, Strategic Director of Regeneration and Environment

Report Author(s)
Steve Parry, Community Safety Officer.
01709 334565 or steve.parry@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary

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

Recommendations

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

List of Appendices Included
N/A

Background Papers
Report to Cabinet 19th June 2023, 'Scrutiny Review Recommendations – Modern Slavery

Consideration by any other Council Committee, Scrutiny or Advisory Panel
Cabinet – 19 December 2022

Appendix 1

Council Approval Required
No

Exempt from the Press and Public
No

Appendix 1

Cabinet's Response to the Scrutiny Review – Modern Slavery

1. Background

1.1 In July 2018, the Council resolved to adopt the Co-operative Party's Charter against Modern Slavery. The resolution committed the Council to a range of activities, including ensuring contractors and suppliers complied with the Modern Slavery Act 2015; raising awareness of the Policy; developing whistle-blowing systems and referral routes to the National Crime Agency should suspicions of illegal activity emerge. A commitment was given to publishing an annual review to report on implementation and activity.

1.2 At its meeting in November 2021, the Overview and Scrutiny Management Board (OSMB), considered the annual report of the Safer Rotherham Partnership. In it, the Partnership detailed its commitment to tackling modern slavery and identified it as priority. As over three years had passed since the charter was originally adopted, OSMB agreed to add the issue to its work programme and subsequently decided to hold a spotlight review to examine the effectiveness of partnership interventions to tackle modern slavery in Rotherham.

1.3 The spotlight review took place on 1st November 2022. Its methodology and invited witnesses are detailed in Section 2.2 of the report to Cabinet on 19th June 2023.

1.4 Nine recommendations emanating from the spotlight review were presented in the report to Cabinet on 19th June 2023. The table below lists those recommendations and how it is proposed they will be addressed, for the consideration and recommended approval of Cabinet:

No	Recommendation	Response	Activity
1	That the Safer Rotherham Partnership (SRP) consider rolling out a targeted learning and development offer/campaign to raise awareness of modern slavery, how to spot the signs and risks and how to raise concerns and make referrals: • To front line staff across agencies. • To elected members. • To the public and targeted business such as letting agencies (commercial and residential)	Recommend that this is Accepted	Continuation and development of the Modern Slavery training offer across the partnership. Discussions have taken place with local training providers to assist in facilitating this. SRP funding is available through 2023/24 to contribute where necessary. A Members Seminar is planned for September 2023, jointly delivered by Community Safety, South Yorkshire Police and the Gangmaster and Labour Abuse Authority.
2	That the SRP considers mapping the local modern slavery landscape to identify high risk industries and 'hot spots'	Recommend that this is Accepted	Discussions have taken place through the South Yorkshire Modern Slavery Tactical Practitioners Partnership Group and agreement obtained for the South Yorkshire Police

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			Modern Slavery Analyst to work with Rotherham on this process. Similar agreement reached with the Gang master's and Labour Abuse Authority ((GLAA). We will also work with Serious Organised Crime officers, both Police and Council in respect of this process.
3	That consideration be given to establishing an RMBC internal governance group, including representation from services who may encounter modern slavery (e.g., Procurement, Licensing, Environmental Health, Trading Standards, Housing, Neighbourhoods and Social Care)	Recommend that this is Accepted	**Complete:** The first meeting of the Council's Modern Slavery Steering Group was held on Thursday 29th June 2023. The meeting focussed on agreeing Term of Reference, including membership and frequency of meetings. Four Further meetings have been arranged throughout 2023/2024.
4	That consideration is given to how young adults at risk of experiencing modern slavery are safeguarded during the transition from children to adult services and are age assessed appropriately	Recommend that this is Accepted	Progression to be discussed at the Modern Slavery Steering Group.
5	That consideration is given to developing referral pathways to ensure that modern slavery victims (both adult and child) have access to appropriate support (housing, advocacy, mental health) on a timely basis	Recommend that this is Accepted	Local, established homelessness pathways and National Referral Mechanism (NRM) pathway already apply. These existing pathways will be communicated to all partners for clarity. Quality assurance mechanisms will be reviewed to ensure the pathways are effective and there are no barriers to accessing support, which will inform future consideration of any further pathways required.
6	That consideration is given to re-launching the Strategic Partnership Information Sharing Group at the earliest opportunity to improve the way that agencies can share data and intelligence, including examining how IT systems can work better together	Recommend that this is Accepted	At the time of the OSMB review, there was an expectation that the South Yorkshire Modern Slavery Strategic Partnership Group would continue to meet, however regional resources and funding are no longer available. As a result, the Council's Community Safety team will work with local partners to ensure data sharing takes place through the South Yorkshire Modern Slavery Tactical Partnership

Appendix 1

			Group, the RMBC Modern Slavery Steering Group and Safer Rotherham Partnership Protecting Vulnerable Adults and Protecting Vulnerable Children's partner groups. Implementing IT systems or linking IT systems can come at significant expense and there are no resources available currently for this work and therefore the focus will remain on strengthening existing processes for sharing information and intelligence. The opportunity for shared IT will be further explored alongside the appropriate funding requirements.
7	That consideration is given to widening the levels of investigation and auditing of contracts procured by the council to focus on the 'layers' of sub-contractors, including binding specifications to audit or 'dip-sample' contracts along the supply chain	Recommend that this is Accepted	Training will be developed and delivered to the Council's Contract Managers to assist them to 'spot the signs' of potential employment exploitation, particularly in relation to sub-contracting and supply chains following the award of Council contracts.
8	That consideration is given to how the Procurement Team can engage with the South Yorkshire Mayoral Combined Authority (SYMCA) supply chain advisor to improve processes, joint working, and awareness	Recommend that this is Accepted	Well established links already exist between the Councils Procurement Service manager and the SYMCA Supply Chain Advisor with regular meetings taking place between the two. The Councils Procurement Service Manager is a core member of the Councils Modern Slavery Steering Group.
9	That consideration be given to allow victim advocates to make recommendations to Housing Assessment Panels on behalf of victims of modern slavery	Recommend that this is Accepted	The process already in place in respect of the Council's Housing Assessment Panels does allow for third party representation and this would include the presentation of advice and recommendations for the panels to consider in respect of victims of modern slavery.

2. Key Issues

2.1 Modern slavery is complex, serious and often related to organised crime. Under Section 17 of the Crime and Disorder Act, councils have a duty to do

all that they can to prevent crime and disorder in their areas, which will include tackling modern slavery and human trafficking.

2.2 In 2019, the Safer Rotherham Partnership adopted Modern Slavery as one of its key crime and disorder priorities. This priority has been retained in the Partnership's current three-year plan which runs from April 2022 to March 2025.

3. Options considered and recommended proposal

3.1 Option 1 – that Cabinet approves the proposed responses to the recommendations as set out at 1.4 of this report. This is the recommended option.

3.2 Option 2 – that Cabinet does not accept the proposed responses as set out at 1.4 of this report. In which case further direction will be required in order to identify appropriate actions and associated resources.

4. Consultation on proposal

4.1 Where relevant, discussions have taken place with partners in relation to the recommendations and required activity at section 1.4 above This has included the South Yorkshire Modern Slavery Tactical Practitioners Partnership Group, South Yorkshire Police Modern Slavery officers and the Gangmaster's and Labour Abuse Authority.

The Overview and Scrutiny Management Board scrutiny review took evidence from partners including South Yorkshire Police, Gangmaster's and Labour Abuse Authority, Snowdrop Project (South Yorkshire charity that provides support to survivors of modern slavery and human trafficking), Department for Work and Pensions (Economic, Serious and Organised Crime) and Migration Yorkshire.

5. Timetable and Accountability for Implementing this Decision

5.1 Implementation of the accepted recommendations will be driven by the Council's newly established Modern Slavery Steering Group with the aim of implementing the activity noted at section 1.4 above by March 2024. The Steering Group is chaired by the Head of Community Safety and Regulatory Services. Progress will be reported to the Safer Rotherham Partnership Protecting Vulnerable Adults Priority Group which is accountable to the Safer Rotherham Partnership Board.

5.2 Implementation of any recommendation made to a partner organisation is at the discretion of the relevant partner organisation.

6. Financial and Procurement Advice and Implications

6.1 There are no additional financial implications arising from this report with the delivery of the recommendations to be contained within existing budgets.

6.2 Procurement will support activity and offer advice through the Modern Slavery Steering Group.

7. Legal Advice and Implications

7.1 There are no direct implications arising from the specific recommendations detailed in this report, however in approving the proposed responses as set out at paragraph 1.4 of this report the Council will continue to ensure compliance with their legal duties and the commitment made surrounding Modern Slavery.

7.2 As set out at paragraph 2.1 of this report the Council has a duty to consider crime and disorder implications under Section 17 of the Crime & Disorder Act 1988. As Modern Slavery has been adopted as a key crime and disorder priority, the Council [as part of the Safer Rotherham Partnership] has a duty to exercise its various functions with due regard to the likely effect of the exercise of those functions on crime and disorder and a duty to do all that it reasonably can to prevent crime and disorder in its area, specifically in this case Modern Slavery.

7.3 The Council has a number of statutory duties under the Modern Slavery Act 2015 and in adopting the Co-operative Party's Charter against Modern Slavery the Council has made a commitment to also go further, approving the proposed responses to address the recommendations of the spotlight review links to those duties and commitment.

8. Human Resources Advice and Implications

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

9. Implications for Children and Young People and Vulnerable Adults

9.1 The recommendations links to the following Council Plan themes:

- People are safe, healthy, and live well.
- Every child able to fulfil their potential.

In addition, addressing the recommendations links explicitly to the SRP priorities 2022 – 2025 of:

Protecting Vulnerable Children

- Work together with partners and the public to reduce the risk of child sexual exploitation (CSE) and child criminal exploitation (CCE) ensure accurate recording of investigations and quality outcomes.
- Increase understanding of CSE and CCE, reporting, and responses, with professionals and the public through training and awareness raising

- Increase understanding of CSE and CCE, how it affects our communities and how our actions as a partnership improve the lives of children.

Protecting Vulnerable Adults:

- Protecting and supporting vulnerable adults from harm, crime and becoming victims of exploitation as well as preventing them from becoming victims of modern slavery.

10. Equalities and Human Rights Advice and Implications

10.1 The Cabinet report, "Scrutiny Review Recommendations – Modern Slavery" of 19 June 2023 noted that members of the OSMB review group paid due regard to equalities and human rights in developing the recommendations.

10.2 A full Equality Impact Assessment was undertaken to support the development of the Safer Rotherham Partnership Plan 2022-25 which includes Modern Slavery and Human Trafficking. This was presented to full Council on 5th October 2022. The report shows how crime and community safety risks were assessed through data analysis, considering victim and offender demographic information. It also describes the consultation process that took place with multiple stakeholders including Equality Act 2010 protected characteristic groups. The Safer Rotherham Partnership plan meets the needs of different communities and groups by driving action to achieve its key priorities which are fully inclusive of protected characteristic groups. It identifies and puts in place actions to protect the most vulnerable people and communities within the Borough. By addressing the crime and community safety issues impacting Rotherham's diverse communities, the policy is designed to promote equality and good community relations.

11. Implications for CO2 Emissions and Climate Change

11.1 A Carbon Impact Assessment was undertaken to support the development of the Safer Rotherham Partnership Plan 2022-25 which includes Modern Slavery and Human Trafficking. This was presented to full Council on 5th October 2022. The SRP coordinates existing partner activity and resources; therefore no specific impacts have been identified arising from the recommendations detailed in this report.

12. Implications for Partners

12.1 Consideration will be given to the impact the recommendations have on Safer Rotherham Partnership Board members and wider partner organisations. To achieve the most comprehensive coverage across Rotherham, the Council will need support from its partners through existing partnership working arrangements.

13. Risks and Mitigation

13.1 There are no risks directly rising from this report.

Appendix 1

14. Accountable Officers

Sam Barstow, Assistant Director, Community Safety and Street Scene
Emma Ellis, Head of Service, Community Safety and Regulatory Services

Approvals obtained on behalf of Statutory Officers: -

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

Report Author: *Steve Parry, Community Safety Officer*
01709 334565 or steve.parry@rotherham.gov.uk
This report is published on the Council's website.

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Appendix 2

Rotherham Metropolitan Borough Council

PART A - Initial Equality Screening Assessment

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

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

Completed at the earliest opportunity it will help to determine:

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

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

1. Title	
Title: Cabinet's Response to the Scrutiny Review Recommendations– Modern Slavery	
Directorate: Regeneration and Environment	**Service area:** Community Safety
Lead person: Steve Parry – Community Safety Officer	**Contact:** Steve.parry@rotherham.gov.uk
Is this a: ☐ **Strategy / Policy** ☒ **Service / Function** ☐ **Other** **If other, please specify**	

2. Please provide a brief description of what you are screening
Cabinet's response in respect of the recommendations made by Overview and Scrutiny Management Board in respect of the council's response to modern slavery and human trafficking.

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

Appendix 2

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.**

Appendix 2

4. Considering the impact on equality and diversity

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

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

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

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

Modern Slavery and Human Trafficking is a priority of the Safer Rotherham Partnership (SRP) and the recommendations made by the Overview and Scrutiny Management Board support achievement of this priority across all protected characteristic groups. Data, including demographic data, of victims of Modern Slavery related crimes reported to the Police and the National Referral Mechanism is reviewed on a quarterly basis.

- **Key findings**

The joint strategic intelligence assessment (crime audit), which is carried out annually by the SRP identified Modern Slavery and Human Trafficking as a continuing priority crime risk for Rotherham. Analysis of intelligence and data includes demographic data relating to victims and perpetrators (where available) and shows that victims of Modern Slavery can come from any of the protected characteristic groups. It is also acknowledged that Modern Slavery is often a hidden crime and is under-reported, and a drive to increase awareness is paramount to identifying and supporting victims and bringing perpetrators to justice. The Safer Rotherham Partnership (SRP) acknowledges that diverse communities may experience the impact of crime differently and their needs and requirements may also be different.

- **Actions**

In developing the SRP priorities, a structured risk assessment process was undertaken to identify the level of risk in relation to impact and harm on individuals and communities, likelihood, confidence in the data and organisational factors such as public expectations and capacity to respond to the issue. This enabled risk areas to be scored and prioritised. The analysis was validated by partner professionals with expertise and experience in the relevant fields. Following this process, Modern Slavery was adopted as a key area for action under the SRP Protecting Vulnerable Adults priority.

When developing and agreeing the priorities for 2022-25, the SRP consulted widely to take into account the views, needs and expectations of stakeholders, including protected characteristic groups and representative organisations.

Progress is reported to the multi-agency SRP Board meetings and forms part of the Board's quarterly performance management dashboard.

Appendix 2

Date to scope and plan your Equality Analysis:	30 June 2023
Date to complete your Equality Analysis:	30 June 2023
Lead person for your Equality Analysis (Include name and job title):	Steve Parry Community Safety Officer (Vulnerable Adults)

5. Governance, ownership and approval		
Please state here who has approved the actions and outcomes of the screening:		
Name	**Job title**	**Date**
Emma Ellis	Head of Community Safety and Regulatory Services	7 July 2023

6. Publishing	
This screening document will act as evidence that due regard to equality and diversity has been given. If this screening relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report. A copy of **all** screenings should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on20 the Council's Equality and Diversity Internet page.	
Date screening completed	30 June 2023
Report title and date	Cabinet's Response to the Scrutiny Review – Modern Slavery
If relates to a Cabinet, key delegated officer decision, Council, other committee or a significant operational decision – report date and date sent for publication	
Date screening sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	5 July 2023

Appendix 3

Rotherham Metropolitan Borough Council

PART B – Equality Analysis Form

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

This form:

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

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

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

1. Title	
Equality Analysis title: Cabinet's Response to the Scrutiny Review Recommendations– Modern Slavery	
Date of Equality Analysis (EA): 30th June 2023	
Directorate: Regeneration and Environment	**Service area:** Community Safety
Lead Manager: Carol Adamson	**Contact number:** 07919 302 448
Is this a: ☐ **Strategy / Policy** ☒ **Service / Function** ☐ **Other** **If other, please specify**	

Appendix 3

2. Names of those involved in the Equality Analysis (Should include minimum of three people) - see page 7 of Equality Screening and Analysis Guidance		
Name	**Organisation**	**Role (eg service user, managers, service specialist)**
Emma Ellis	RMBC	Head of Service, Head of Community Safety and Regulatory Services.
Carol Adamson	RMBC	Community Safety Service Manager
Steve Parry	RMBC	Community Safety Officer

3. What is already known? - see page 10 of Equality Screening and Analysis Guidance
Aim/Scope (who the Policy/Service affects and intended outcomes if known) This may include a group/s identified by a protected characteristic, others groups or stakeholder/s e.g. service users, employees, partners, members, suppliers etc.) Modern slavery is complex, serious and often related to organised crime. Under Section 17 of the Crime and Disorder Act, councils have a duty to do all that they can to prevent crime and disorder in their areas, which will include tackling modern slavery and human trafficking. In 2019, the Safer Rotherham Partnership (SRP) adopted Modern Slavery as one of its key crime and disorder priorities. This priority has been retained in the Partnership's current three-year plan. Tackling modern slavery and human trafficking falls within the Protecting Vulnerable Adults Priority of the SRP. Performance and data is reported to the SRP Board quarterly and part of the overall SRP Performance Dashboard. Between April 2020 and March 2023 there were 124 potential victims of modern slavery referrals made to the National Referral Mechanism (NRM) from Rotherham. This number is across all agencies.
What equality information is available? (Include any engagement undertaken) Throughout the development of the SRP Partnership Plan, comprehensive risk assessment and data analysis, taking into account crime and partner data (which includes victim and offender demographic information), was assessed using the Management of Risk Assessment in Law Enforcement (MoRiLE) tool. This process included the protection of vulnerable people and modern slavery and human trafficking. As part of our activity to tackle modern slavery and human trafficking, comprehensive and detailed data is available covering all victim and potential victim elements and characteristics, monitored and reported through to the SRP Board as part of the overall performance management process.

Appendix 3

Are there any gaps in the information that you are aware of? Modern Slavery is often a hidden crime; therefore, the full extent of crime and victims in the Borough is not fully known. Action is taking place to increase awareness, reporting and intelligence.	
What monitoring arrangements have you made to monitor the impact of the policy or service on communities/groups according to their protected characteristics? Tackling modern slavery and human trafficking is an element of the Protecting Vulnerable Adults priority for the SRP with its own performance indicators within the SRP Plan that are monitored by strategic theme leads and reported to the SRP Board quarterly. The SRP is a member of the wider South Yorkshire Modern Slavery Partnership which includes the sharing and monitoring of intelligence and information covering all aspects of modern slavery and human trafficking.	
Engagement undertaken with customers. (date and group(s) consulted and key findings)	As part of the wider development of the SRP Partnership Plan: The public online survey was open from 7 February 2022 to 4 March 2022. The purpose of the survey was to: • Confirm the proposed overarching priorities for 2022-25. • Identify the types of partnership responses that are most important to stakeholders under each priority to inform action planning. • Identify any important community safety issues not addressed by the proposed priorities. Detailed outcomes are available. A summary is below: The online survey identified that the most important actions the public wanted to see were to: 1. Increase prevention and early intervention initiatives. 2. Improve support services for victims and families. 3. Take action to disrupt potential offenders. Analysis of the survey outcomes by protected characteristic groups was consistent with the overall outcomes as above. There were some differences: • Women and young people placed more importance on support services to increase confidence in reporting neighbourhood crime. • People from ethnic minority groups placed more importance on understanding crimes from the victim's perspective.

	• Older people placed more importance on training staff to spot signs of abuse and crime and reporting it swiftly. • People from ethnic minority groups placed more importance on public awareness campaigns about child abuse and exploitation. • Males were generally more supportive than other groups of understanding why offenders commit crimes. Focus groups held from January to March 2022 with protected characteristic groups provided more detailed qualitative information that confirmed the key priorities and were used to inform the development of delivery plans, including modern slavery and human trafficking. Focus groups held from January to March 2022 with protected characteristic groups provided more detailed qualitative information that confirmed the key priorities and was used to inform the development of delivery plans.
Engagement undertaken with staff (date and group(s)consulted and key findings)	In response to the OSMB scrutiny review, a Council internal steering group has been established to take forward the recommendations and to improve the council's response to Modern Slavery. The first meeting was held on 29 June 2023. Members included representatives from adult and children's social care services, housing, licensing, procurement, Neighbourhoods and community safety. A meeting was held with the South Yorkshire Modern Slavery Coordinator from Ashiana, on 28 June 2023 in relation to victim's needs and how South Yorkshire strategic priorities can help address needs. Training and education was identified as a priority for action. As part of the development of the SRP Plan 2022-2025 and SRP priority review, staff from partner organisations provided data and information for the MoRiLE analysis (referred to above) from June to September 2021 and were also invited to complete the SRP's online consultation survey. Strategic leaders from across the partnership were consulted via meetings and a separate online survey from 7 February 2022 to 24 March 2022. These partners included Cabinet Members, Elected Members and members of the following boards/groups: • Safeguarding Children Partnership • Safeguarding Adults Board

	• Health and Wellbeing Board • Strategic Housing Forum • Business Growth Board • Safer Rotherham Partnership priority groups The top 4 actions identified by strategic partners were: 1. Increased prevention and early identification. 2. Train staff in all agencies to identify the signs of abuse and crime and ensure they know how to report it swiftly and through the correct channels. 3. Take action to disrupt potential offenders. 4. Improve support for victims and families. Safer Rotherham Partnership Board strategic priority leads were involved in MoRiLE risk assessment and priority setting workshops in Nov-Dec, and regular reports and approvals were sought from the SRP Board at each stage of the SRP Plan and priority development from August 2021 to April 2022.

4. The Analysis - of the actual or likely effect of the Policy or Service (Identify by protected characteristics)

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

The Safer Rotherham Partnership Plan which includes a commitment to tackling modern slavery and human trafficking, meets the needs of different communities and groups by driving action to achieve its key priorities which are fully inclusive of the above protected characteristic groups.

There are also clear links to the following Council Plan themes:

- People are safe, healthy, and live well
- Every child able to fulfil their potential

In addition, addressing the recommendations link explicitly to the SRP priorities 2022 – 2025 of:

Protecting Vulnerable Children

- Work together with partners and the public to reduce the risk of child sexual exploitation (CSE) and child criminal exploitation (CCE) ensure accurate recording of investigations and quality outcomes.

- Increase understanding of CSE and CCE, reporting, and responses, with professionals and the public through training and awareness raising.
- 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.

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

None identified.

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

The SRP plan identifies and puts in place actions to protect the most vulnerable people and communities within the Borough, including victims and potential victims of modern slavery and human trafficking. In developing action plans to achieve objectives, barriers identified through the MoRiLE analysis and consultation will be addressed, for example in relation to access to services, access to the criminal justice system and prevention and early intervention support.

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

A key priority/aim of the SRP plan is building safer and stronger communities, where people from different backgrounds get on well together. Modern slavery and associated action plans will drive action to raise awareness of exploitation and will aim to engage people and organisations in Rotherham in protecting people from exploitation. It will also drive work to build resilience in communities and with young people to counter prejudice, stereotypes and harmful influences.

5. Summary of findings and Equality Analysis Action Plan

Title of analysis: Cabinets response to the scrutiny review – Modern Slavery
Directorate and service area: Regeneration and Environment
Lead Manager: Emma Ellis
Summary of findings:
The accepted recommendations and subsequent action plan within the report sets out the action that will be taken to protect victims and potential victims of modern slavery.

Action/Target	State Protected Characteristics as listed below	Target date (MM/YY)
Performance information will be monitored on a quarterly basis to ensure actions achieve their intended impacts on communities/protected characteristic groups.	All groups listed below	June 2023 – March 2025

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

6. Governance, ownership and approval		
Please state those that have approved the Equality Analysis. Approval should be obtained by the Director and approval sought from DLT and the relevant Cabinet Member.		
Name	**Job title**	**Date**
Paul Woodcock	Strategic Director, RES	

Cllr Saghir Alam	Cabinet Member for Corporate Services, Community Safety and Finance	

7. Publishing	
The Equality Analysis will act as evidence that due regard to equality and diversity has been given. If this Equality Analysis relates to a **Cabinet, key delegated officer decision, Council, other committee or a significant operational decision** a copy of the completed document should be attached as an appendix and published alongside the relevant report. A copy should also be sent to equality@rotherham.gov.uk For record keeping purposes it will be kept on file and also published on the Council's Equality and Diversity Internet page.	
Date Equality Analysis completed	30 June 2023
Report title and date	Cabinets response to the scrutiny review – Modern Slavery
Date report sent for publication	
Date Equality Analysis sent to Performance, Intelligence and Improvement equality@rotherham.gov.uk	5 July 2023

Appendix 4

Carbon Impact Assessment for Scrutiny Review Recommendations – Modern Slavery					
Will the decision/proposal impact…	Impact	If an impact or potential impacts are identified			
		Describe impacts or potential impacts on emissions from the Council and its contractors.	Describe impact or potential impacts on emissions across Rotherham as a whole.	Describe any measures to mitigate emission impacts	Outline any monitoring of emission impacts that will be carried out
Emissions from non-domestic buildings?	No impact				
Emissions from transport?	No impact				
Emissions from waste, or the quantity of waste itself?	No impact				
Emissions from housing and domestic buildings?	No impact				
Emissions from construction and/or development?	No impact				
Carbon capture (e.g. through trees)?	No impact				

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

Please provide a summary of all impacts and mitigation/monitoring measures:
A Carbon Impact Assessment was undertaken to support the development of the Safer Rotherham Partnership Plan 2022-25 which includes Modern Slavery and Human Trafficking. This was presented to full Council on 5 October 2022. The SRP coordinates existing partner activity and resources, therefore no specific impacts have been identified from the recommendations and actions arising from Overview and Scrutiny Management Board. There are no implied increases in travel, use of buildings, etc. that would result in increased emissions.

Supporting information:	
Completed by: (Name, title, and service area/directorate).	Carol Adamson Community Safety Service Manager Community Safety Regeneration and Environment Services
Please outline any research, data, or information used to complete this [form].	N/A
If quantities of emissions are relevant to and have been used in this form please identify which conversion factors have been used to quantify impacts.	N/A
Tracking [to be completed by Policy Support / Climate Champions]	Tracking Reference: CIA110 Arthur King Principal Climate Change Officer Strategic Asset Management Regeneration & Environment

Agenda Item 15

Rotherham Metropolitan Borough Council

Public Report
Council

Committee Name and Date of Committee Meeting
Council – 29 November 2023

Report Title
Recommendations of the Independent Renumeration Panel

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

Strategic Director Approving Submission of the Report
Jo Brown, Assistant Chief Executive

Report Author(s)
Emma Hill, Head of Democratic Services
emma.hill@rotherham.gov.uk

Ward(s) Affected
Borough-Wide

Report Summary
Section 15 of the Local Authorities (Members Allowances) (England) Regulations 2001 on Members' Allowances, sets out the requirement to have an Independent Remuneration Panel to consider any changes or amendments to the Members' Allowances Scheme every four years.

To comply with the legislation to undertake the required review, the Council must appoint a panel to conduct the review. Upon completion of the review, the panel will report its findings to the Council.

On 18 January 2023, Council noted that the Independent Renumeration Panel was required to be convened to conduct a full review of the Members' Allowances Scheme.

The report outlines the recommendations to Council of the Independent Remuneration Panel (IRP).

The Panel makes recommendations to Council on the level of members' allowances and expenses it considers should be paid to members and co-opted members of Rotherham Metropolitan Borough Council.

Recommendations

Council is asked:-

1. to consider the report and recommendations of the IRP and determine the details of the Scheme of Members allowances; and

2. to thank the members of the IRP for their detailed consideration of the Scheme and their service on the Panel.

List of Appendices Included

Appendix 1 Report to RMBC by Independent Renumeration Panel
Appendix 2 Report to RMBC by Independent Renumeration Panel – South Yorkshire Local Authority Comparison Data
Appendix 3 Summary of current and proposed allowances

Background Papers
Appendix 8 of the Council's Constitution.

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

Council Approval Required
Yes

Exempt from the Press and Public
No

Recommendations of the Independent Renumeration Panel

1. Background

1.1 The regulations and guidance, under Section 15 of the Local Authorities (Members Allowances) (England) Regulations 2001 on Members' Allowances, sets out the requirement to have an Independent Remuneration Panel to consider any changes or amendments to the Members' Allowances Scheme every four years.

1.2 To comply with the legislative requirement to undertake the review, the Council must appoint an Independent Panel. Upon completion of the review the panel will report its findings to the Council.

1.3 In accordance with legislation, the Council should pay due regard to the recommendations which have been made to them by the Independent Remuneration Panel. This should form part of the decision-making process when considering any changes or amendments to the Allowances Scheme.

1.4 The Independent Remuneration Panel are responsible for making recommendations to Council on:

- The level of basic allowance to be paid to elected members.
- The categories of elected Members who should receive a special responsibility allowance and the amount of such an allowance.
- The level of the carers' allowance.
- The level of travelling and subsistence allowances.
- Allowances to be paid to co-opted members of the Council, where applicable.

1.5 On 18 January 2023 Council noted that the Independent Renumeration Panel was required to be convened to conduct a full review of the Members' Allowances Scheme.

1.6 The panel comprised of:

- Chief Executive, Barnsley & Rotherham Chamber of Commerce
- Chief Executive, Voluntary Action Rotherham
- Vicar of Rotherham and St. Paul's Masbrough

1.7 The Panel met on 17, 31 October and 16 November 2023.

2. Key Issues

2.1 The Panel was convened to consider and review the Council's Members' Allowances Scheme and to recommend to Council, allowances in respect of basic allowances, special responsibility allowances, travel and subsistence allowances, carers' allowances and provisions relating to independent persons, where applicable.

2.2 The Panel makes recommendations to Council on the level of members' allowances and expenses it considers should be paid to members and co-opted members of Rotherham Metropolitan Borough Council.

3. Options considered and recommended proposal

3.1 The Council must have regard to the recommendations of the Independent Remuneration Panel but is not bound by their recommendation.

4. Consultation on proposal

4.1 Members of the Council were given the opportunity to consult with Members of the Independent Renumeration Panel as part of the review.

5. Timetable and Accountability for Implementing this Decision

5.1 The Council is the accountable body for Member Allowances and, if agreed, the recommendations will be implemented immediately after the meeting, backdated to 1 April 2023.

6. Financial and Procurement Advice and Implications

6.1 The existing 2023/24 budget for Members' Allowances is £910,188.

6.2 If the Panel's recommendations are accepted this will increase to £955,698.

6.3 This increase can be met from the inflation budget for pay and allowances 2023/24.

7. Legal Advice and Implications

7.1 The Panel be convened under The Local Authorities (Members' Allowances) (England) Regulations 2003 (SI 1021) (the 2003 Regulations) to make recommendations to the Council on changes or amendments to the scheme of Members' Allowances. These regulations, arising out of the relevant provisions in the Local Government Act 2000, require all local authorities to maintain an independent remuneration panel (also known as an IRP) to review and provide advice on the councils' Members' Allowance Scheme.

7.2 All Councils are required to review their Members' Allowances and to do so, must convene their Independent Remuneration Panel to undertake the review. The Council should pay due regard to the Panel's recommendations. This is in the context whereby Full Council retains powers of determination regarding Members' allowances, both levels and scope of remuneration and other allowances/reimbursements.

8. Human Resources Advice and Implications

8.1 There are no human resources implications arising from this report.

9. Implications for Children and Young People and Vulnerable Adults

9.1 There are no implications for Children and Young People and Vulnerable Adults arising from this report.

10. Equalities and Human Rights Advice and Implications

10.1 The Council has an obligation to review Member allowances. The allowances reflect the need to ensure that the citizens of Rotherham have the best possible representation by their elected members.

10.2 Appendix 8 of the Constitution provides details on the Members' Allowance Scheme which covers all allowances available including those payments available to Members who are protected by the Equality Act including Dependants Carers' Allowance.

11. Implications for CO_2 Emissions and Climate Change

11.1 There are no implications for CO2 Emissions and Climate Change arising from this report.

12. Implications for Partners

12.1 There are no implications for Partners arising from this report.

13. Risks and Mitigation

13.1 There are no risks associated with the proposal in this report.

Accountable Officer(s)
Emma Hill, Head of Democratic Services
Emma.Hill@rotherham.gov.uk

Approvals obtained on behalf of:

	Name	Date
Chief Executive	Sharon Kemp	21/11/23
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	20/11/23
Assistant Director of Legal Services (Monitoring Officer)	Bal Nahal	20/11/23
The Strategic Director with responsibility for this report	Jo Brown	17/11/23
Consultation undertaken with the relevant Cabinet Member	Deputy Leader and Cabinet Member for Neighbourhood Working and Housing	

Report Author:
Emma Hill, Head of Democratic Services
Emma.Hill@rotherham.gov.uk

This report is published on the Council's website.

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APPENDIX 1

REPORT TO ROTHERHAM METROPOLITAN BOROUGH COUNCIL BY THE INDEPENDENT REMUNERATION PANEL

16 November 2023

Table of Contents

1. Introduction

2. Summary of Recommendations

3. The Independent Renumeration Panel

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5. Scope of Report

6. Information Provided to the Panel

7. Context

8. The Basic Allowance

9. Special Responsibility Allowances (SRA)

10. Index Adjustment

11. Date of Application Changes

1. Introduction

1.1 Rotherham Metropolitan Borough Council Independent Remuneration Panel (IRP) was established under the Local Authorities (Members' Allowances) (England) Regulations 2003 to provide recommendations to the Council on its Members Allowances Scheme.

1.2 The IRP has reviewed the Members Allowances Scheme and the findings are set out in the Report.

2. Summary of Recommendations

2.1 The Independent Remuneration Panel has undertaken a review of the Rotherham Metropolitan Borough Council Members' Allowances Scheme and makes the following recommendations.

(i)	The Basic Members' Allowance (and Allowances for those co-opted) for 2023-24 be increased by 5%.
(ii)	That the Special Responsibility Allowances be increased by 5% for 2023-24.
(iii)	That additional Special Responsibility Allowance (SRA) should only be paid for one special responsibility position.
(iv)	That annual increases in Basic Allowances should be in line with the average Local Government pay awards for staff below Chief Officer level.
(v)	That annual increases in Special Responsibility Allowance should be paid at half (50%) of the average Local Government pay award for staff below Chief Officer level.
(vi)	That travel allowances should be increased in line with staff travel allowances and should change as and when the locally agreed rates change.
(vii)	No Special Responsibility Allowance should be paid for the Deputy Leader of the Opposition
(viii)	Increases in allowances to be effective from 1st April 2023.

For illustrative purposes the annual change to the SRA (for example), based upon the average staff pay award below Chief Officer level being agreed at 3%, the SRA would increase by 1.5%

3. The Independent Remuneration Panel

3.1 The members of the IRP are detailed at the end of this report.

3.2 The Local Authorities (Members' Allowances) (England) Regulations 2003 provide that allowances schemes may make provision for Councillors' Basic and Special Responsibility Allowances, travelling and subsistence allowances and co-optees allowances and it falls to the IRP to make recommendations about these matters.

3.3 Full Council is responsible for setting the Members' Allowances Scheme having regard to the Independent Panel's recommendations.

3.4 Where a Scheme makes provision for allowances to be indexed linked then there is a requirement for a review to take place every 4 years.

4. Background Information - Rotherham Metropolitan Borough Council

4.1 Over a quarter of a million people living in the Borough. These are served by 59 members of the Council. Some members of the Council also sit on joint authorities established to deal with police, fire and rescue services, waste, amongst others that are provided throughout South Yorkshire.

4.2 The current political composition is:

Party	Number of Seats
Conservative	15
Independent Conservative	2
Labour	34
Liberal Democrat	4
Independent	4
Total Members	**59**

4.3 The Council operates a Strong Leader model of Governance that comprises a Leader and Cabinet each of whom has a specific portfolio of responsibilities.

4.4 The Council appoints the Overview and Scrutiny Management Board together with 3 Select Commissions whose role is to hold the executive to account, to conduct in-depth policy reviews and contribute to policy development and to monitor the performance of Council Services.

4.5 The Council also appoints a number of other Committees and Panels to exercise its regulatory functions and those functions which are not exercisable by the Executive.

5. Scope of Report

5.1 Regulations enable that the Independent Remuneration Panel makes formal recommendations on the following matters:-

(i) Basic and Special Responsibility allowances;

(ii) travelling and subsistence allowances; and

(iii) co-optees' allowances;

(a) as to the amount of such allowances and as to the amount of basic allowance;

(b) as to whether dependants' carers' allowance should be payable to members of an authority, and as to the amount of such an allowance;

(c) as to whether, in the event that the scheme is amended at any time so as to affect an allowance payable for the year in which the amendment is made, payment of allowances may be backdated in accordance with regulation 10(6);

(d) as to whether adjustments to the level of allowances may be determined according to an index and if so which index and how long that index should apply, subject to a maximum of four years, before its application is reviewed;

6. Information Provided to the Panel

6.1 The Panel met and took evidence in October and November 2023 and also liaised by email outside of the meetings. The Panel was provided with various benchmarking data on allowances paid by other authorities within the region.

6.2 The Panel invited the Councillors to raise any aspects of the current Allowances Scheme they wished to bring to the attention of the IRP. The Panel heard from various Councillors.

7. Context

7.1 The Member’s Allowance Scheme was last reviewed in April 2015 and agreed by Council in May 2015. The Panel recommended that the amounts agreed at this time remain in place for a period of two years. After this period the basic and special responsibility allowances should be reviewed in line with the Retail Price Index.

7.2 In July 2017 Council approved a 1.15% reduction in Member's basic allowances and special responsibility allowances in line with amendments to staff terms and conditions being introduced.

7.3 Since that time no uplift for inflation has been added meaning that Members Allowances have been static since 2017.

7.4 In the same period the Bank of England calculator provides that inflation amounts to some 27%.

7.5 In the same period staff pay awards have been as follows (excluding Chief Officers):

2018-19 – 2%
2019-20 – 2%
2020-21 – 2.75%
2021-22 – 1.75%
2022-23 – Flat increase of £1,925
2023-24 – £1,925 on SCPs 2-43, plus 3.88% on all NJC allowances

7.6 The amount of allowances for other authorities in South Yorkshire is included at Appendix 2.

8. The Basic Allowance

8.1 The Panel notes that the Basic Allowance is intended to recognise (a) the time commitment of all Councillors, including calls on their time for meetings with officers, constituents, and their representative role in general; and (b) incidental costs, such as the use of their homes, and internet and phone provision etc. It is not intended to directly recompense for work undertaken or to fully compensate for loss of earnings.

8.2 The Panel acknowledges that the role of Councillors depends on a sense of social responsibility and public service and that they are motivated to a significant extent by a sense of public good. Nevertheless, those who decide to stand for election should not be required to make unreasonable sacrifices in their private lives.

8.3 The Panel notes that there has been no increase in the allowances payable to Councillors for more than 6 years.

8.4 The Panel therefore recommends that the Basic Allowance is increased by 5%.

9. Special Responsibility Allowances (SRA)

9.1 The 2003 Regulations specify the categories of special responsibilities which may qualify for Special Responsibility Allowances (SRA). Special Responsibility Allowances may be paid to those Members of

the Council who have significant additional responsibilities over and above the generally accepted duties of a Councillor.

9.2 The roles for which the Council currently sets Special Responsibility Allowances are set out the current Scheme at Appendix 2.

9.3 The Panel recommends that in respect of Special Responsibility allowances be increased by 5%.

9.4 The IRP acknowledges that some Councillors may occupy two or more positions of special responsibility and recommends that there is no change to the current scheme which states that SRA will only be paid for one position.

10. Index/Annual Adjustment

10.1 The IRP considered it would not be appropriate for their recommendations to be subject to index linking in respect of Basic and Special Responsibility Allowances.

10.2 The IRP considers that annual increases in Basic Allowances should be in line with the average Local Government pay awards for staff below Chief Officer level.

10.3 The IRP considers that annual increases in Special Responsibility Allowance should be paid at half (50%) of the average Local Government pay award for staff below Chief Officer level.

10.4 The IRP considers that it would be appropriate that travel allowances should be increased in line with staff travel allowances and then changed when locally agreed rates change.

11. Date of Application of Changes

11.1 The Panel recommends that the changes are applied from 1st April 2023.

Independent Review Panel Members:
Carrie Sudbury, Chief Executive - Barnsley & Rotherham Chamber of Commerce
Shafiq Hussain, Chief Executive - Voluntary Action Rotherham
Rev Phil Batchford – Vicar of Rotherham and St Paul's Masbrough

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Appendix 2 **As at December 2022**

Local Authority	Basic Allowance £	SRA Role	SRA Allowance £
Rotherham Metropolitan Borough Council	11,471	Leader	25,851
		Deputy Leader	14,218
		Leader of the Main Opposition Group	8,617
		Cabinet Member	12,925
		Chair of OSMB	12,925
		Chair of Select Commission	8,617
		Chair of Planning Board	8,617
		Chair of Licensing Board	8,617
		Chair of Audit Committee	8,617
		Chair of Standards and Ethics Committee	3,460
		Vice Chair of OSMB	1,220
		Vice Chair of Select Commission	1,220
		Vice Chair of Planning Board	1,220
		Vice Chair of Audit Committee	1,220
		Vice Chair of Licensing Board	1,220
		Vice Chair of Standards and Ethics Committee	1,730
		Independent Person – Standards and Ethics Committee	710
		Independent Person in accordance with the Local Authorities (Standing Orders) Regulations 2015	250 (retainer up to a maximum of 710)
		Chair – South Yorkshire Pension Authority	11,207.97
		Member – South Yorkshire Pension Authority	3,735
		Mayor	10,647
		Deputy Mayor	3,564
Sheffield City Council	15,000	Leader	25,000
		Deputy Leader	12,500
		Leader of Opposition Groups with more than 20% membership of the Council	10,000
		Policy Committee Chairs	12,500
		Finance Sub-Committee Chair	12,500
		Chair of Planning and Highways Committee	7,500
		Chair of Licensing Committee	7,500
		Chairs of Local Area Committees	7,500
		Chairs of Audit and Standards Committee	7,500
		Deputy Chair of Licensing Committee	5,000
		Deputy Chairs of Local Area Committees	5,000
		Deputy Chairs of Policy Committees/Finance Sub Committee	5,000
		Deputy Chair of Planning and Highways Committee	5,000
Doncaster Metropolitan Borough Council	£13,447.00	Mayor	53,789
		Deputy Mayor	16,808
		Leader of Opposition Groups	(30 or more) £6,724 (15-29 inclusive) £2,689 (5-14 inclusive) £1,344
		Cabinet Member	13,447
		Chair of OSMB	8,068
		Chair of Scrutiny Panel	3,362
		Chair of Planning Committee	8,605
		Chair of Licensing Committee	8,068
		Chair of Audit Committee	8,068
		Elections and Democratic Structures Committee	1,344
		Vice Chair of OSMB	3,362
		Vice Chair of Planning Committee	8,068
		Vice Chair of Audit Committee	2,555
		Vice Chair of Licensing Committee	4,034
		Chair of a Standing Scrutiny Panel	3,362
		Member – South Yorkshire Pension Authority	4,140

		Chair - South Yorkshire Fire and Rescue Authority	4,411
		Vice Chair - South Yorkshire Fire and Rescue Authority	7,205
		Member - South Yorkshire Fire and Rescue Authority	3,730
		Chair - South Yorkshire Police and Crime Panel (not funded by DMBC)	5,350
		Vice Chair - South Yorkshire Police and Crime Panel (not funded by DMBC)	2,675
		Civic Mayor	13,447
		Deputy Civic Mayor	1,344
		Co-optee Allowance	673
Barnsley Metropolitan Borough Council	11,823	Leader	28,495
		Deputy Leader	18,522
		Political Group Leaders	2,849pa +33.33per member
		Cabinet Member	14,247
		Chair of Overview and Scrutiny Commissions	9,118
		Chair of Audit Committee	9,118
		Chair of Area Councils	9,118
		Chair of Planning Committee	9,118
		Chair of Licensing Committee	9,118
		Cabinet Support Members	3,293
		Community Cohesion Champion	2,821
		Overview and Scrutiny Task and Finish Leads	2,280
		Independent Person – Standards and Ethics Committee	787
		Independent Members of Audit Committee	1,261
		Mayor	8,640
		Deputy Mayor	1,760
Bradford Metropolitan District Council (City of)	13,463	Leader	37,056
		Deputy Leader	18,528
		Executive Member (with Portfolio)	25,939
		Executive Member (without Portfolio)	16,675
		Chair of Standards Committee	3,706
		Chair of Corporate Governance & Audit Committee	12,970
		Chair of Corporate Overview & Scrutiny Committee	12,970
		Chair of Overview & Scrutiny Committees	12,970
		Chair of Area Committees	12,970
		Chair of the Regulatory & Appeals Committee	12,970
		Members of the Police and Crime Panel	6,133
		Chair of Planning Panels	12,970
		Chair of Licensing Committee	12,970
		Leader of 2nd Group	25,939
		Deputy Leader of 2nd Group	16,675
		Opposition Shadow Executive Members (2nd Group)	4,632
		Leader of 3rd Group	18,528
		Deputy Leader of 3rd Group	12,970
Calderdale Metropolitan Borough Council	10,559	Leader	31,677
		Deputy Leader	15,839
		Cabinet Member	12,670
		Chair of a Scrutiny Board	7,919
		Chair of the Planning Committee	9,502
		Chair of the Licensing and Regulatory Committee	6,335
		Chair of Audit Committee	6,335
		Chair of Governance and Business Committee	6,335
		Chair of Standards Committee	3,167
		Leader of Opposition Party Groups (more than 25% of the Council Membership)	12,670 (25%+ Council Membership), 6,335 (10%- 24%), 1,584 (less than
		Chair of West Yorkshire Police and Crime Panel	11,696
		Member of West Yorkshire Police and Crime Panel	6,379
		Leader	26,364
		Deputy Leader	19,772

Kirklees Metropolitan District Council	14,002	Cabinet Member	12,863
		Opposition Leaders	11577 (30+ councillors),10,291 (7-29), 3,860 (2-6)
		Deputy Group Leader (12+ councillors)	3,860
		Chair of Overview and Scrutiny	11,577
		Chairs of Planning Committees	6,432
		Lead Members of Scrutiny Panels	6,432
		Police and Crime Panel Members	6,288
		Chair of Licensing and Safety Committee	5,147
		Place Partnership Lead Members	5,147
		Chair of Corporate Governance and Audit committee	2,572
		Chair of Standards Committee	2,572
		Mayor	16,665.43
		Deputy Mayor	7,410.47
Leeds City Council	16,564.77	Leader	42,876.56
		Members of the Executive Board with portfolio	25,725.94
		Members of the Executive Board without portfolio	21,438.28
		Chairs of Scrutiny Boards	21,438.28
		Deputy/Designated Leader	27,869.77
		Leader of the Opposition	25,725.94
		Chairs of the Plans Panels	15,006.80
		Chair of the Climate Emergency Advisory Committee	17,150.63
		Chair of Corporate Governance & Audit Committee	8,575.31
		Chair of Standards & Conduct Committee	2,786.98
		Chair of the Licensing Committee	9,647.23
		Chairs of Community Committees	11,255.10
		Chair of West Yorkshire Police & Crime Panel	12205.41
		Members of the West Yorkshire Police & Crime Panel	£6,657.54
		The Chair of the Development Plans Panel	5,359.57
		Lord Mayor	19,294.45
Wakefield Metropolitan District Council	12,245.61	Leader	37,363.62
		Deputy Leader	19,545.16
		Opposition Leader	7,417.57
		Cabinet Member	14.678.45
		Deputy Portfolio Holder	5,573.86
		Chair of the Wakefield Overview & Scrutiny Management Board	9,811.75
		Overview and Scrutiny Functions (Chair of Adult Services, Public Health & NHS, Chair of Children & Young People, Chair of Economic and Environmental Wellbeing, Chair of Regeneration, Employment and Skills, Chair of Corporate Parenting Committee)	9,811.75
		Chair of Planning & Highways Committee	9,811.75
		Chair of Licensing Committee	9,227.71
		Chair of Standards Committee	9.227.71
		Independent Person on Standards Committee	1,115.18
		Chair of Audit Committee	6,473.33
		Member of West Yorkshire Police and Crime Panel	6,621.89
		Mayor	16272.87
		Deputy Mayor	6,388.88
East Riding of Yorkshire Council	12,264	Leader	39,495
		Deputy Leader	24,530
		Cabinet Member	15,945
		Leader of the Main Opposition Group	7,356
		Leader of Opposition groups with 6 or more members	1,922
		Chair of Overview and Scrutiny Committee	10,545
		Chair of Overview Management Panel	10,545
		Chair of Planning Committee	10,545
		Chair of Review Panels	10,545

		Vice Chairmen of Overview, Planning and Review Panels	2,574
		Chair of Area planning sub committee	6,132
		Chair of Licensing, Licensing Act 2003, Pensions and Audit Committees	4,044
Hull City Council	13,988	Leader	26,764
		Deputy Leader	20,073
		Cabinet Member	16,861
		Leader of the Opposition	13,382
		Chair of the Health and Wellbeing Board	16,861
		Chair of Licensing	13,382
		Chair of Planning	13,382
		Chair of Overview & Scrutiny Management Committee	13,382
		Chairs of Overview and Scrutiny Commission	6,691
		Chairs of Area Committees	6,691
		Chair of Appeals Committee	6,691
North East Lincolnshire Council	8,530	Leader	22,500.00
		Deputy Leader	16,875.00
		Cabinet Members	11,250.00
		Chairman of Planning Committee	6,750.00
		Chairmen of Scrutiny Panels	5,625.00
		Chairman of Standards and Adjudication Committee	4500.00
		Chairman of Licensing and Community Protection Committee	4500.00
		Leaders of Opposition Groups	2,250 (10 Members or more), £1,500.00 (6-10), 750 (2-5)
		Independent Chairman of Audit and Governance Committee	4,500.00
		Mayor	8,000
		Deputy Mayor	500
North Lincolnshire Council	6,874	Leader	16,799
		Deputy Leader	11,127
		Cabinet Member	10,162
		Lead of the Opposition (Minority Group)	8,400
		Deputy Leader of the Opposition (Minority Group)	5,563
		Chair of Planning Committee	9,146
		Chair of Licensing Committee	8,130
		Chair of Scrutiny Panels (x4)	8,637
		Chairman of Health and Wellbeing Board	6,040
		Chairman of Audit Committee	5,312
		Vice Chairman of Planning Committee	4,461
		Vice Chairman of Licensing Committee	3,965
		Vice Chairman of Scrutiny Panels (x 4)	4,213
		Ambassador for Inward Investment and Steel	8,400
		Mayor	11,781
		Deputy Mayor	5,902
Craven District Council	4,690	Leader of the Council (and Chairman of Policy Committee)	8,910
		Deputy Leader of the Council (and Deputy Chairman of Policy)	4,690
		Lead Members	1,170
		Leader of Opposition Groups	940
		Chair of Audit and Governance Committee	2,350
		Chair of Licensing Committee	2,350
		Chair of Planning Committee	2,350
		Chair of Select Committee	2,350
		Chair of Standards Committee	2,350
		Vice Chair of Committees	470
		Leader	34,790
		Deputy Leader	17,395
		Cabinet Member	10,437
		Opposition Group Leaders (only if a group of 5 or more Members)	1,740
		Chairman of Planning Committee	10,437

Hambleton District Council	6,958	Chairman of Audit, Governance and Standards Committee	1,740
		Chairman of Scrutiny Committee	1,740
		Chairman of Licensing Committee	1,740
		Vice-Chairman of Planning Committee	6,958
		Planning Committee Member	1,740
		Independent Persons	256
		Chairman of Council	5,219
Harrogate Borough Council	5,615.90	Leader	17,725.46
		Deputy Leader	8,862.73
		Cabinet Member	5,908.48
		Opposition Leaders	2,954.25 (15-20), 1,772.98 (4-14), Nil (0-5)
		Chair of Planning Committee	5,908.48
		Chair of Overview and Scrutiny Commission	5,908.48
		Chair of Audit and Governance Committee	1,181.26
		Chair of Licensing Committee	2,363.61
		Chair of General Purposes Committee	1,181.26
		Chair of Human Resources Committee	1,181.26
		Vice-Chair of Planning Committee	1,181.26
		Members of Licensing Committee (after serving on 5 sub-committees/panels)	590.64
		Members of Planning Committee	797.29
		Vice-Chair of Overview and Scrutiny Commission	1,181.26
		Independent Person	1,871.97
North Yorkshire County Council	10,316	Leader	33,649
		Deputy Leader	17,710
		Executive members	15,939
		Chairman of the Scrutiny of Health Committee	10,626
		Chairmen of other Overview and Scrutiny Committees	5,313
		Vice-chairmen of Overview and Scrutiny Committees	1,771
		Chairman of the Pension Fund Committee	5,313
		Chairmen of Area Constituency Committees	2,657
		Chairman of the Appeals Committee	5,313
		Chairman of Audit Committee	3,542
		Chairman of the Planning and Regulatory Functions Committee	4,428
		Chairman of the Planning and Regulatory Functions Sub-Committee	1,771
		Chairman of the Standards Committee	1,771
		Champions for Young People and Older People	1,771
		Leaders of Largest Opposition Group	5,313
		Leaders of Second Largest Opposition Group	2,657
		Independent Persons for Standards	886
		Chairman of the Pension Board	3,000
		Chairman of the Police, Fire and Crime Panel	8,855
		Vice-Chair of the Police, Fire and Crime Panel	3,542
		Members of the Police, Fire and Crime Panel	1,771
Richmondshire District Council	3,052.57	Leader	5,596
		Deputy Leader	2,798
		Chair of Planning/Local Plan Committee	1,831
		Chair of Standards, Audit and Governance Committee Committee	916
		Chair of Licensing Committee	610
		Chair of Scrutiny Committee	3,052
		Standards Independent Person	610
		Corporate Board Spokespeople	2,440
		Chairman of the Council	2,544
		Leader	3,997.71
		Deputy Leader	591.22
		Group Leaders	399.9
		Chair of Overview & Scrutiny Committee	3,198.22

Ryedale District Council	3,958.18	Vice Chair of Overview & Scrutiny Committee	591.22
		Chair of Policy & Resources Committee	3,198.22
		Vice-Chairman, Policy & Resources Committee	591.22
		Chairman of Planning Committee	3,198.22
		Vice Chairman, Planning Committee	591.22
		Chairman of Council	847.06
		Vice Chairman of Council	591.22
Scarborough Borough Council	4,395.84	Leader	17,583.36
		Cabinet Member	6,593.36
		Opposition Group Leader (need a minimum of 10% of total number of members)	8,791.68
		Chair of Planning and Development Committee	7,912.56
		Chair of Overview and Scrutiny Committee	7,297.08
		Chair of Audit Committee	7,297.08
		Chair of Licensing Committee	7,297.08
		Chair of Standards Committee	5,846.52
		Mayor	4,575
		Deputy Mayor	1,820
Selby District Council	4,786.48	Leader	11,660.98
		Deputy Leader	6,603.71
		Executive Members	5,597.27
		Opposition Group Leader	2,332.20
		Chair of Overview and Scrutiny Committee	3,498.29
		Chair of Policy Review Committee	3,498.29
		Chair of Audit Committee	2,332.20
		Chair of Planning Committee	4,664.38
		Licensing Committee	3,498.29
		Chairman	5,910
		Vice Chairman	500
York City Council	11,105.69	Leader	32,528
		Deputy Leader	22,769
		Executive Member	19,518
		Main Opposition Leader	14,638
		Chair of Planning Committee	10,386
		Chair of Audit and Governance Committee	8,132
		Chair of Licensing and Regulatory Committee	8,132
		Chair of Planning Sub-Committee	8,132
		Chair of Scrutiny Management Committee	8,132
		Chair of Deputy Group Leader (Group with more than 10 Members)	6,507
		Group Leader (Other Minority Parties)	6,507
		Scrutiny Committees Chair	6,507
		Lord Mayor as Chair of Council	3,253

As at August 2023

Local Authority	Current Basic Allowance 2023/24 £	SRA Role	Current SRA Allowance £
Rotherham Metropolitan Borough Council	11,471	Leader	25,851
		Deputy Leader	14,218
		Leader of the Main Opposition Group	8,617
		Cabinet Member	12,925
		Chair of OSMB	12,925
		Chair of Select Commission	8,617
		Chair of Planning Board	8,617
		Chair of Licensing Board	8,617
		Chair of Audit Committee	8,617
		Chair of Standards and Ethics Committee	3,460
		Vice Chair of OSMB	1,220
		Vice Chair of Select Commission	1,220
		Vice Chair of Planning Board	1,220
		Vice Chair of Audit Committee	1,220
		Vice Chair of Licensing Board	1,220
		Vice Chair of Standards and Ethics Committee	1,730
		Independent Person – Standards and Ethics Committee	710
		Independent Person in accordance with the Local Authorities (Standing Orders) Regulations 2015	250 (retainer up to a maximum of 710)
		Chair – South Yorkshire Pension Authority	11,207.97
		Member – South Yorkshire Pension Authority	3,735
		Mayor	10,647
		Deputy Mayor	3,564
Barnsley Metropolitan Borough Council	11,823	Leader	28,495
		Deputy Leader	18,522
		Political Group Leaders	2,849pa +33.33per member
		Cabinet Member	14,247
		Chair of Overview and Scrutiny Commissions	9,118
		Chair of Audit Committee	9,118
		Chair of Area Councils	9,118
		Chair of Planning Committee	9,118
		Chair of Licensing Committee	9,118
		Cabinet Support Members	3,293
		Community Cohesion Champion (no longer exists)	2,821
		Overview and Scrutiny Task and Finish Leads	2,280
		Independent Person – Standards and Ethics Committee	787
		Independent Members of Audit Committee	1,263
		Mayor	8,640
		Deputy Mayor	1,760
Bradford Metropolitan District Council (City of)	13,463	Leader	37,056
		Deputy Leader	18,528
		Executive Member (with Portfolio)	25,939
		Executive Member (without Portfolio)	16,675
		Chair of Standards Committee	3,706
		Chair of Corporate Governance & Audit Committee	12,970
		Chair of Corporate Overview & Scrutiny Committee	12,970
		Chair of Overview & Scrutiny Committees	12,970
		Chair of Area Committees	12,970
		Chair of the Regulatory & Appeals Committee	12,970
		Members of the Police and Crime Panel	6,133
		Chair of Planning Panels	12,970
		Chair of Licensing Committee	12,970

		Leader of 2nd Group	25,939
		Deputy Leader of 2nd Group	16,675
		Opposition Shadow Executive Members (2nd Group)	4,632
Kirklees Metropolitan District Council		Leader of 3rd Group	18,528
		Deputy Leader of 3rd Group	12,970
	15,082 (Aug 23)	Leader	27,210
		Deputy Leader	20,618
		Cabinet Member	13,709
		Opposition Leaders	12,423 (30+ councillors),11,083 (7-29), 4,157 (2-6)
		Deputy Group Leader (12+ councillors)	4,157
		Chair of Overview and Scrutiny	12,423
		Chairs of Planning Committees	6,927
		Lead Members of Scrutiny Panels	6,927
		Police and Crime Panel Members	6,772
		Chair of Licensing and Safety Committee	5,543
		Place Partnership Lead Members	5,543
		Chair of Corporate Governance and Audit committee	2,770
		Chair of Standards Committee	2,770
		Mayor	16,665.43
Leeds City Council		Deputy Mayor	7,410.47
	17,233.98 (Jan 23)	Leader	42,876.56
		Members of the Executive Board with portfolio	25,725.94
		Members of the Executive Board without portfolio	21,438.28
		Chairs of Scrutiny Boards	21,438.28
		Deputy/Designated Leader	27,869.77
		Leader of the Opposition	25,725.94
		Chairs of the Plans Panels	15,006.80
		Chair of the Climate Emergency Advisory Committee	15,006.80
		Chair of Corporate Governance & Audit Committee	8,575.31
		Chair of Standards & Conduct Committee	2,786.98
		Chair of the Licensing Committee	9,647.23
		Chairs of Community Committees	11,255.10
		Chair of West Yorkshire Police & Crime Panel	12205.41
		Members of the West Yorkshire Police & Crime Panel	£6,657.54
		The Chair of the Development Plans Panel	5,359.57
Wakefield Metropolitan District Council		Lord Mayor	19,294.45
	12,245.61	Leader	37,363.62
		Deputy Leader	19,545.16
		Opposition Leader	7,247.00
		Cabinet Member	14.678.45
		Deputy Portfolio Holder	5,573.86
		Chair of the Wakefield Overview & Scrutiny Management Board	9,811.75
		Overview and Scrutiny Functions (Chair of Adult Services, Public Health & NHS, Chair of Children & Young People, Chair of Economic and Environmental Wellbeing, Chair of Regeneration, Employment and Skills, Chair of Corporate Parenting Committee)	9,811.75
		Chair of Planning & Highways Committee	9,811.75
		Chair of Licensing Committee	9,227.71
		Chair of Standards Committee	9.227.71
		Independent Person on Standards Committee	1,115.18
		Chair of Audit Committee	6,473.33
		Member of West Yorkshire Police and Crime Panel	6,621.89
		Mayor	16,272
		Deputy Mayor	6,338.00

Hull City Council	15,432 (Dec 22)	Leader	26,764
		Deputy Leader	20,073
		Cabinet Member	16,861
		Leader of the Opposition	13,382
		Chair of the Health and Wellbeing Board	16,861
		Chair of Licensing	13,382
		Chair of Planning	13,382
		Chair of Overview & Scrutiny Management Committee	13,382
		Chairs of Overview and Scrutiny Commission	6,691
		Chairs of Area Committees	6,691
		Chair of Appeals Committee	6,691

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APPENDIX 3

Members' Allowance Scheme

	Current £	**Proposed effective from 1st April 2023 £**
Basic Allowance		
	11,471	12,045
Special Responsibility Allowances		
ROLE	**Current SRA £**	**Proposed SRA effective from 1st April 2023 £**
Leader of the Council	25,851	27,144
Deputy Leader of the Council	14,218	14,929
Leader of the Main Opposition Group	8,617	9,048
Cabinet Member	12,925	13,572
Chairman of Overview and Scrutiny Management Board	12,925	13,572
Chair of Scrutiny Select Commissions	8,617	9,048
Chair of Planning Board	8,617	9,048
Chair of Audit Committee	8,617	9,048
Chair of Licensing Board	8,617	9,048
Chair of Standards and Ethics	3,460	3,633
Vice-Chair of Scrutiny Select Commissions	1,220	1,281
Vice-Chair of Planning Board	1,220	1,281
Vice-Chair of Audit Committee	1,220	1,281
Vice-Chair of Licensing Board	1,220	1,281
Vice-Chair of Standards and Ethics	1,730	1,817
Independent Person – Standards and Ethics Committee	710	746
Independent Person in accordance with the Local Authorities (Standing Orders) Regulations 2015)	250 (retainer up to a maximum of 710)	263 (retainer up to a maximum of 745)
Mayor	10,647	11,180
Deputy Mayor	3,564	3,743

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BRINSWORTH WARD

Councillor Adam Carter

Councillor Charlotte Carter

Report to Full Council

November 2023

Ward priorities

- A Cleaner and Greener Brinsworth
- A Safer Brinsworth
- A Community Focused Brinsworth
- A More Active Brinsworth

How these Ward Priorities were agreed

- We feel that local people are best placed to tell us about where they live and what matters to them. We regularly attend a wide range of local community groups and activities which gives us the opportunity to speak directly to people who live and work in Brinsworth.
- We have analysed ward statistics and information on the demography and geography of the area.
- We have taken into consideration the consultation carried out with partner agencies and voluntary and community organisations enabling us to gather further information and intelligence to feed into the ward priorities and identify any gaps.
- Most importantly we have listened to residents; consulting with local people is vital to setting priorities that meet the needs of our ward. We have linked this grassroots information with the existing knowledge made available to us and developed a set of ward priorities that are meaningful to people within our ward.

How these Ward Priorities support the Thriving Neighbourhoods Strategy

To deliver our priorities we feel it is vital to work together within our communities and support a 'place-based' and 'strength based' approach as set out in the Thriving Neighbourhoods Strategy.

We are committed to using this approach to get the best possible outcomes for our communities and getting the most value for money from our ward budgets.

Working in partnership

Our approach has always been to recognise the importance of working in partnership on issue and projects to get the best possible outcome.

We have used our ward capital budget to deliver several projects jointly with Brinsworth Parish Councils, local schools, and organisations within the ward. Without working together and pooling resources these projects would not have been possible.

Progress so far

Our capital ward budget and Community Leadership Fund has supported around 30 projects within Brinsworth. We have worked with several community groups and partner agencies, including schools, Parish Councils, Police, Housing, Woodlands, and Green Spaces to deliver these projects. Here is a brief outline of just some of these and how they contribute towards our ward priorities.

Ward Priority 1 – A cleaner and greener Brinsworth

- We have planted 116 trees on Bawtry Road and launched the first 'Adopt a Tree Scheme' in Rotherham, with over 50 households signing up in the first week.
- We have held numerous environmental days bringing together the 4 primary schools and Brinsworth Academy at educational and fun events. These are designed to promote the natural environment and include plenty of hands-on experience for young people.
- We have planted over 1000 bulbs with young people, including many different species that will encourage bees, insects and birds and enhance the natural look of the area.
- Carried out litter picks with schools, Parish Councils, and residents.
- Planted fruit trees in Millennium Park to create a coronation orchard and provide free fruit for the community.
- Given away bird boxes, tree whips and seed pencils to resident to encourage them to improve their natural environment.

Ward Priority 2 – A safer Brinsworth

- We have carried out intensive work with partner agencies to improve the quality of life for people living in hotspot areas who are affected by Anti-Social Behaviour.
- Worked with VRU to install CCTV on Brinsworth playing field and safety interventions to the black path.
- Installed new street lighting and bollards to prevent parking and gathering around Broadway and Brinsworth Road.
- Supporting the delivery of boxing sessions weekly for young people at Brinsworth pavilion.
- Worked in partnership with Brinsworth Parish Council to install a youth shelter on the playing fields.
- Worked with housing to provide solar lights around bungalows ensuring people feel safer at night.
- Installing defibrillators at two of our neighbourhood centres
- Working to provide safe and improved parking around the shopping area in Brinsworth in partnership with the 'Towns and Villages' team and local businesses.

Ward Priority 3 – A community Focused Brinsworth

- Provide support to Brinsworth Community Library to develop new clubs and activities for the elderly, families, and young people.
- Provide funding to St Andrews Church to purchase a dishwasher that will be used each week at the lunch club. The club provides hot meals to the community.
- Supporting local community groups to carry out confidence building activities and outings, such as Crafty Talk, Good Companions, Townswomen's Guild, art groups, local history groups.
- Supporting schools to develop a community learning resource centre for families to develop new skills such as cooking and woodwork.
- ACT (Academy and Community Together) - we continue our work with Brinsworth Academy to develop a programme of community events and activities that the pupils can be involved in as part of their community engagement programme.

Ward Priority 4 – A more active Brinsworth

- We are working with Brinsworth Parish Council to improve Howarth Park by repainting and repairing existing equipment and providing a new Trim Trail and double basket swing that will encourage young people to become more active.
- Support Brinsworth Manor Infants to develop a wild-life pond and sensory garden as part of the Forest School learning programme.
- Work with Brinsworth Academy to revamp an old allotment site in the school grounds. Staff and pupils aim to plant fruit and vegetables that will be given away free to families promoting a heathier lifestyle.
- Provide an interactive trail around Brinsworth to encourage families to walk and spend more time outdoors together.

KEPPEL WARD

Covering Grange Park, Kimberworth, Kimberworth Park, Scholes and Thorpe Hesley

Councillor Tony Browne

Councillor Maggi Clark

Councillor Carole Foster

Report to Full Council **November 2023**

Ward priorities

- **Improve safety / appearance of St Johns Green**
- **Improve the appearance of the environment**
- **Address road safety concerns**
- **Promote opportunities for bringing people together and enhancing community spirit**
- **Improve community safety by continuing to address Crime/ASB**
- **Improve facilities for young people**

How these ward priorities were agreed

We took the opportunity in June / July this year to review and update our Ward Plan priorities. We used a range of information. The new ones reflect what we are aspiring to this year and beyond.

Our aim is to put communities at the heart of everything we do by working on the things that matter to them as this not only supports the community but supports our Thriving Neighbourhoods Strategy too.

Working in partnership

We work with a range of organisations, drawing on their knowledge and expertise. We really do appreciate the support we receive from both Council officers and officers from external organisations including South Yorkshire Police. We also recognise the role played by our local voluntary / community sector partners, both organisations and individuals.

Here's a little taster of some of the work we've been doing in Keppel Ward……..

Improve safety / appearance of St Johns Green

Our aspiration is to develop a facility on St Johns Green which will benefit the wider community. We are meeting with partners this month to discuss the idea of establishing a resource centre in one of the currently vacant units. There are challenges to this, not least financial, but we are committed to doing everything we can to try and make this a reality. Finally, St Johns Green is the focus for our Towns and Villages funding, and we held a consultation event with partners for residents/businesses to give us their views. This will improve the appearance of the area. We meet regularly with a stakeholder group which is an opportunity to feedback on our work.

Improve the local environment.

We were approached by Redscope School to help with the creation of their outdoor Back to Nature project. The project was to create a tiny forest within the grounds of the school, create a wet and dry meadow to increase the biodiversity of the school field. Back in March Councillor Foster and our Neighbourhood Co-ordinator put on their wellies and helped dig many holes for the children to plant small trees.

We have also contributed CLF funding to Redscope School's Climate and Sustainability Challenge. This saw children undertake 50 different challenges throughout the summer holidays that were based around climate change and sustainability and ranged from recycling activities to planting wildflowers and supporting our environment / eco systems.

A beautiful Rowan Tree has also been planted by Councillor Maggi Clark, Christine Evans (Rotherham Museum, Arts and Heritage) and Ranger Harry Winfield at Keppels to commemorate the renovation of the column.

We support various groups by attending litter picks where possible. We took part in "Pick for a Cause" back in May. This was to support Jude (a 10-year-old boy, who has been receiving treatment for Leukaemia) in his 3 month long sponsored spring clean, where he pledged to litter pick his community for 3 hours per week from Mother's Day to Father's Day in aid of Cure Leukaemia.

Councillor Tony Browne, on behalf of the Keppel Councillors, presented Neil Collett from S61 Litterpickers with an award for the group who have reached 5000 sacks of rubbish collected.

Grange Lane was a magnet for flytipping, particularly in a layby that backed onto the golf course. Neighbourhoods were project lead for works to try to alleviate this issue. Partnership working with other Council teams including Community Protection, Grounds Maintenance, Transportation, Planning and enabled these works to take place. Fencing was erected and boulders were strategically placed to block the layby, CCTV signs were installed, and Community Protection were able to use CCTV to monitor other sections of this road and catch vehicles fly-tipping.

Address road safety concerns

We have received many reports of traffic issues on Thorpe Street. Following discussions at ward briefings and potential suggestions discussed, an informal consultation has taken place with local residents via a letter drop. Initial results show support for a one-way system. This has now been taken forward to the Local Neighbourhood Transport Scheme as our main priority for this area. This has been a major issue in the ward for many years and working together we intend to achieve a successful result.

We work to tackle reports of speeding traffic within our ward and attend Speedwatch sessions which are carried out by our local policing team. We also promote the use of 101 and online reporting in our newsletters along with other information concerning road safety.

Promote opportunities for bringing people together and enhancing community spirit

Each year we contribute through our CLF to the Thorpe Hesley & Scholes Village Show which takes place in September. The show is well attended by local residents, and it gives local businesses, charities and partners a chance to engage with residents through their stalls.

Three Christmas Trees are installed across the ward each year, these enhance community spirit.

Improve community safety by continuing to address Crime/ASB

We meet monthly with local police teams to review reports from the police and discuss issues raised to us by members of the community. We have provided funding to purchase home security items to deter and protect people's property, these have been distributed to residents across the ward.

Following reports from both the police and local residents of disregarded nitrous oxide canisters, posters were put up within the ward advising people of the risks of using these and how to report any incidents.

Improve facilities for young people

Under this priority, we are aspiring to improve several play areas within the ward. We have agreed to do this by utilising our Community Infrastructure Levy Funding (CIL). Site meetings and discussions have taken place to plan work at Hesley Grange, Barnsley Road and Lodge Lane. The first two will benefit from improvements and upgrades whereas our aspiration for the third site is a new play facility by using the CIL as match to draw down some external funding.

AUDIT COMMITTEE
26th September, 2023

Present:- Councillor Baker-Rogers (in the Chair); Councillors Browne, Elliott, Wyatt and John Barber (Independent Person).

Thilina De Zoysa, Grant Thornton (External Auditor) was also present.

An apology for absence was received from Councillor Mills.

16. COUNCILLOR ELLIOTT AND HEAD OF INTERNAL AUDIT

The Chair welcomed Councillor Elliott to his first meeting of the Audit Committee and introduced Louise Ivens who would be taking up the position of Head of Internal Audit shortly.

17. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

18. EXCLUSION OF THE PRESS AND PUBLIC

Resolved: That, under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting for Minute No. 22 (Internal Audit Progress Report – Appendix C), Minute No. 23 (Risk Management Summary 2022-23 and Corporate Risk Register – Appendices 1 and 2) and Minute No. 26 (Assistant Chief Executive's Directorate Risk Register) as defined in the paragraphs indicated of Part 1 of Schedule 12(A) of such Act indicated, as now amended by the Local Government (Access to Information) (Variation) Order 2006.

19. QUESTIONS FROM MEMBERS OF THE PUBLIC OR THE PRESS

There were no members of the public or press present at the meeting nor had any questions being received in advance of the meeting.

20. MINUTES OF THE PREVIOUS MEETING HELD ON 7TH AUGUST, 2023

Consideration was given to the minutes of the previous meeting of the Audit Committee held on 7th August, 2023.

Resolved:- That the minutes of the previous meeting of the Audit Committee be approved as a correct record of proceedings.

21. UPDATE ON STATEMENT OF ACCOUNTS 2022/23

Further to Minute No. 98 of the Audit Committee held on 7th June, 2022, Owen Campbell, Head of Corporate Finance, reported that the Council was not able to present an audited set of accounts to the Committee, nor a final/draft ISA260 report as insufficient progress has been made to date on the audit to allow for this.

Thilina de Zoysa, External Audit, reported that the audit was progressing. Within the next 4 weeks there would be additional resources working on Rotherham's audit with the target of substantially completing the audit before the ISO260 was presented to this Committee at the end of November.

The background work on the Value for Money audit had commenced with the intention of completion by the end of the year with a report submitted to the January Committee meeting.

Discussion ensued with the following issues clarified:-

- This position was not unique to Rotherham; it was an ongoing national issue
- Rotherham had been one of the better authorities with some still not having signed off the previous financial year's audits
- It was not ideal as it coincided with the setting of the 2024/25 budget and the associated pressures on Finance staff
- External Audit required assurance from the pension authority on the pension audit. Work was continuing on the pension audit as well as land and property holdings

The external audit would continue and once completed, a final audited Statement of Accounts, Narrative Report and ISA260 would be submitted to the Committee for consideration.

Resolved:- (1) That the progress on the audit of the Statement of Accounts 2022/23 be noted.

(2) That the audited Statement of Accounts, Narrative Report and ISA260 be submitted to a future Audit Committee for review once the External Auditors, Grant Thornton, have completed their audit work.

22. FINAL ANNUAL GOVERNANCE STATEMENT

Further to Minute No. 99 of the meeting held on 7th June, 2023, Simon Dennis, Corporate Improvement and Risk Manager, submitted the final Audit Governance Statement (AGS).

It was noted that the AGS was due to be published alongside the final Statement of Accounts and, as stated in the previous Minute, this was delayed. An update will have to be submitted to the November meeting once the audit was complete.

There had been one change to the AGS since the draft was produced relating to the publication of the Local Government Association's Corporate Peer Challenge on 4th September, 2023. The report also referenced the process that had been followed to construct the AGS.

Recommended practice required the Leader of the Council and the Chief Executive to sign the Annual Governance Statement prior to its publication alongside the Audited Statement of Accounts.

Resolved**:-** (1) That the Annual Governance Statement be approved subject to the outcome of the External Auditor's sign off of the Statement of Accounts.

(2) That the requirement for the Leader and Chief Executive to sign the statement prior to publication of the Annual Governance Statement be noted.

23. INTERNAL AUDIT PROGRESS REPORT

Consideration was given to a report presented by David Webster, Head of Internal Audit, which provided an up-to-date position on the Internal Audit Plan, a summary of Internal Audit work completed during 1st July to 31st August, 2023, the key issues that had arisen from it, the status of actions arising from audits as well as information regarding the performance of the Internal Audit function during the period.

The current position with regard to the revised plan was outlined in Appendix A to the report. 8 audits had been finalised since the last Committee meeting 4 of which had received Reasonable Assurance, 3 had received Substantial Assurance and or Reasonable Assurance and one with Partial Assurance as set out in Appendix B to the report.

Internal Audit also carried out unplanned responsive work and investigations into any allegations of fraud, corruption or other irregularity. Two investigation reports had been issued and summarised in Appendix C.

Internal Audit's performance against a number of indicators was summarised in Appendix D. One target had exceeded the time budget and productive time due to sickness.

Discussion ensued on the responsive audit work undertaken and the ongoing investigations arising. Recommendations had been made and a draft report produced as well as a review in terms of lessons learnt.

Sam Barstow, Assistant Director Community Safety and Street Scene, and Karen Mudford, Service Manager, attended to respond to issues raised regarding the recent audit of Hellaby Stores which had received a Partial Assurance opinion highlighting:-

- The audit had been requested by the Service to provide an evidence base to undertake a significant piece of work looking at the management structure and processes
- Due to the relatively junior level of staff, a higher level of temporary provision had been put in
- Enhanced arrangements had been put in place to ensure monthly fuel sales figures were completed as well as processes around fuel deliveries
- Review of the health and safety risk assessments
- Work ongoing regarding stock levels and the trigger points for re-ordering
- Future aim of digitalisation of processes
- A management-led review would take place when all new processes had been introduced to ascertain if they had achieved the improvements expected
- A follow-up audit would take place in 6 months

The Chair expressed an interest in a visit to Hellaby Stores.

Resolved: (1) That the Internal Audit work undertaken since the last Audit Committee, 1st July to 31st August, 2023, and the key issues that have arisen therefrom be noted.

(2) That the information contained regarding the performance of Internal Audit and the actions being taken by management in respect of their performance be noted.

(Appendix C of the report submitted was exempt under Paragraph 7 (information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime) of Part 1 of Schedule 12(A))

24. RISK MANAGEMENT ANNUAL SUMMARY 2022-2023 AND CORPORATE STRATEGIC RISK REGISTER UPDATE

Further to Minute No. 54 of the meeting held on 29th November, 2022, Simon Dennis, Corporate Improvement and Risk Manager, submitted the Risk Management Annual Summary 2022-23 and Corporate Strategic Risk Register update.

The report summarised the principal risk management activity that had been carried out in the Council throughout the past financial year. It covered a wider range of topics than the regular report on the Corporate Strategic Risk Register and aimed to cover both the movements in strategic risks that had occurred over the period and the key elements of the Council's risk management activity throughout the year.

The current heat map for the strategic risks contained in the Corporate Strategic Risk Register had been updated and combined the presentational style of the summary risk register and heat map with the detail included on the risk forms. Directorates were now starting to adopt this format for their registers with the roll out continuing throughout the remainder of the current financial year.

In the course of the coming year, work would continue to ensure the Council's approach to risk management was well embedded across all projects and all staff, by providing training, clear guidance, supporting the Risk Champions and reporting according to agreed timelines. Take up of the M2 manager course remained very high with 134 managers attending the 5 courses run since the last annual report in June 2022. The remaining courses were almost fully booked and additional courses would be set up as required.

Discussion ensued with the following issues raised/clarified:-

- Although a number of scores had not changed, there was confidence that the Directorate Leadership Teams and Strategic Directors were taking the scoring of risks very seriously
- The Corporate Risk Management Policy and Guide was currently being refreshed with a revised version to be submitted to the next Committee meeting
- A new risk had been added to the Register (SLT38 Business Continuity – Closure of the PSTN (Public Switched Telephone Network). This was a decision by the regulator to close down the network in December 2025

Resolved:- (1) That the annual summary of risk management activity be noted.

(2) That the updates to the Corporate Strategic Risk Register be noted.

(Appendices 1 and 2 were exempt under Paragraph 3 (information relating to the financial or business affairs of any particular person (including the Council) of Part 1 of Schedule 12A))

25. ANTI-FRAUD AND CORRUPTION POLICY AND STRATEGY REVIEW AND UPDATE

Further to Minute No. 39 of the Audit Committee meeting held on 27th September, 2022, consideration was given to a report presented by David Webster, Head of Internal Audit. The update followed an annual review process designed to ensure that the Policy and Strategy were up-to-date with current best practice and to take into account any changes to the Council's organisational structure.

There had been only minor updates to the Policy and Strategy since the last review.

The CIPFA Code of Practice on Managing the Risk of Fraud and Corruption required an annual report on performance against the Strategy. The self-assessment and resulting action plan were included in the report.

The Council's updated Anti-Fraud and Corruption Policy was attached at Appendix A of the report submitted together with the updated Strategy at Appendix B. The Policy showed the Council's aims and responsibilities whilst the Strategy showed how those aims were achieved (Appendices C and D refers). Appendix E was an update to the self-assessment against the CIPFA Code of Practice which leads to the action plan for maintaining/developing the Council's arrangements.

Resolved:- (1) That the revised Anti-Fraud and Corruption Policy be supported and submitted for approval by the Cabinet.

(2) That the revised Anti-Fraud and Corruption Strategy be approved.

(3) That the actions taken to strengthen the Council's fraud and anti-corruption arrangements be noted.

26. AUDIT COMMITTEE FORWARD WORK PLAN

Consideration was given to the proposed forward work plan for the Audit Committee covering the period November, 2023 to September, 2024.

Resolved: That the Audit Committee forward work plan be approved subject to the above inclusion.

27. ASSISTANT CHIEF EXECUTIVE - RISK MANAGEMENT DIRECTORATE PRESENTATION

Consideration was given to a report presented by Fiona Boden, Head of Policy, Performance and Intelligence, Lee Mann, Assistant Director of Human Resources and Organisation Development and Tanya Lound, Corporate Improvement and Risk Officer, providing details of the Risk Register and risk management activity within the Assistant Chief Executive's Directorate.

Due to the nature of the work of the Assistant Chief Executive's Directorate, 4 of the 17 risks also featured on the Council's Strategic Risk Register. These were focussed around the following business objectives:-

- Building stronger communities and thriving neighbourhoods
- Delivery of the Council's corporate priorities in the context of the cost of living crisis
- Hope and confidence in Rotherham
- Effective partnership working within and beyond Rotherham to maximise benefits to residents, service users and businesses

Risks were regularly discussed and reviewed at the Directorate Leadership Team by individual members of DLT and where necessary escalated to the next strategic level for inclusion on the risk register. The Assistant Director of Human Resources also managed a service level risk register.

As part of the programme to embed risk management into the culture of the Council, all managers from the Assistant Chief Executive's Directorate were required to attend the mandatory "Risk Management Training for Managers" workshops. New managers were invited to attend workshops as soon as possible after commencement in role. All staff were required to complete a mandatory risk management e-learning module.

The revised risk register (Appendix 1) aligned to the new Council Plan and Year Ahead Delivery Plan. Since the last report to the Committee in September, 2022, 2 risks had been amended and 1 new risk added. There was only one risk currently assessed as being high risk and marked Red on the register.

Discussion ensued on the report with the following issues raised/clarified:-

- The issues faced in managing the asylum dispersal programme/contingency accommodation
- Future reports to include heat maps with comparative data

Resolved:- That the progress and current position in relation to risk management activity in the Assistant Chief Executive's Directorate, as detailed in the report now submitted, be noted.

(Exempt under Paragraph 3 (information relating to the financial or business affairs of any particular person (including the Council) of Part 1 of Schedule 12A))

28. ITEMS FOR REFERRAL FOR SCRUTINY

Councillor Browne raised the issue of the Fostering Panel and the scrutinising of its role. The Strategic Director of Children and Young People's Services was to discuss this issue with the Assistant Director of Legal Services.

It may be an issue for the Improving Lives Select Commission to include within their work programme.

29. URGENT BUSINESS

There were no urgent items of business to consider.

30. DATE AND TIME OF NEXT MEETING

Resolved:- That a further meeting be held on Tuesday, 28th November, commencing at 2.00 p.m.

HEALTH AND WELLBEING BOARD
Wednesday 27 September 2023

Present:-

Councillor Roche	Cabinet Member, Adult Social Care and Health **(IN THE CHAIR)**
Ben Anderson	Director of Public Health
Chris Edwards	Executive Place Director, SYICB
Polly Hamilton	Assistant Director, Culture, Sport and Tourism (substitute for Paul Woodcock)
Shafiq Hussain	Chief Executive, Voluntary Action Rotherham
Sharon Kemp	Chief Executive, RMBC
Laura Koscikiewicz	District Commander, South Yorkshire Police
Toby Lewis	Chief Executive, RDaSH
Jason Page	Medical Director, Rotherham Place
Eldo Rajan	Healthwatch Rotherham
Helen Sweaton	Joint Asst. Director Commissioning & Performance (substitute for Nicola Curley)
Ian Spicer	Strategic Director, Adult Social Care
Michael Wright	Deputy Chief Executive, TRFT (substitute for Richard Jenkins)

Report Presenters:-

Helen Barker	Head of Customer Service, RMBC
Ruth Fletcher Brown	Public Health, Specialist, RMBC
Andrew Clayton	Head of Digital, NHS SY (Rotherham Place)
Katy Lewis	Carers Strategy Manager, RMBC
Amanda Marklew	Lead Transformation Nurse, Alcohol Liaison Service
Claire Smith	Deputy Director, SYICB

Observers:-

Alexandra Hart	Public Health Practitioner
Rachel Copley	Public Health Practitioner
Amelia Thorp	Public Health Specialist

Also Present:-

Leonie Wieser	Policy Officer, RMBC
Dawn Mitchell	Governance Advisor, RMBC

Apologies for absence were received from Councillor Cusworth, Nicola Curley and Paul Woodcock.

25. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

26. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS

There were no members of the public or press present at the meeting.

27. APPOINTMENT OF SUBSTITUTE ELECTED MEMBER/OBSERVER

The Chair reported that discussions were taking place with regard to the internal Council arrangements for the appointment of Members to the Board in a substitute capacity and/or observer.

28. COMMUNICATIONS

The Chair welcomed Toby Lewis, Chief Executive, RDaSH, to his first meeting of the Board.

It was noted that, following the meeting to be held on 22nd November, 2023, there would be a one hour development session for Board Members in the John Smith Room.

29. MINUTES OF THE PREVIOUS MEETING

Resolved:- That the minutes of the previous meeting held on 28th June, 2023, be approved as a true record.

30. AIM 2 UPDATE BY BOARD SPONSORS

The Chair reported that work towards sign up of the Prevention Concordat on Better Mental Health was now complete, the application signed by Board partners and submitted in August. The Chair, Director of Public Health and officers had attended the panel meeting on 20th September where the submission had been successful. Excellent feedback had been received on the submission.

Claire Smith, ICB, and Toby Lewis, RDaSH, gave the following powerpoint presentation:-

Priority 1 – Promote better mental health and wellbeing for all Rotherham people
Key areas of progress included

- The Board has signed up to the Prevention Concordat on Better Mental Health. The application was successful and excellent feedback received
- Some of the actions that would support prevention for this next year included:-
  Mental Health Assets would be mapped and launched (this would be available on the JSNA)
  Partners were working collaboratively to pull together a mental health data report which would inform pathway development work and transformation of mental health provision
  Delivery of the Mental Health Pathway Review
  Further roll out of Making Every Contact Count sessions on loneliness and mental health

Priority 2 – Take action to prevent suicide and self-harm
Key areas of progress included

- Promote suicide and self-harm awareness training to practitioners across the partnership and members of the public through internal and external communications. Training sessions had been held with partners, sharing learning from real time surveillance system, postvention support including input from a family member who had been bereaved by suicide
- Promote postvention support for adults, children and young people bereaved, affected and exposed to suicide and monitor referrals to services including staff affected

Priority 3 – Promote positive workplace wellbeing for staff across the partnership
Key areas of progress included:-

- Promote the BeWell@Work award to Health and Wellbeing Board partners and support sign up
- Ensure partners were engaged in Employment is for Everyone Programme promoting employment opportunities to those with SEND and improved wellbeing at work
- Individual Placement and Support Services (IPS) supports people with severe mental health difficulties into employment

Priority 4 – Enhance access to Mental Health Services

- Ensure partners are engaged in the development and mobilisation of the integrated primary/secondary care mental health transformation. This included:-
  Implementation of Mental Health ARRS roles – 16/17 roles currents in post
  Long term plan eating disorders, IPS and EIP targets by March 2024 – early intervention in Psychosis Service now well established
  Implementation of Community Mental Integrated Primary/Secondary Care Transformation Programme – development of a primary care hub was underway, opportunities for co-location were being explored following a Hub and Spoke model
- To work in partnership to enhance the Mental Health Crisis Pathway (early intervention, prevention, social care and crisis). This required:-
  Partnership working was underway to ensure an early intervention and crisis prevention model was developed
  Mobilisation of the Touchstone Safe Space (alternative to crisis) provision. Since the Service was launched in September 2022, significant outreach, engagement and promotion had taken place to integrate the Service and develop the pathways with existing Rotherham services. The number of people accessing the Service continued to grow month on month
  https://touchstonesupport.org.uk/intensive-community-support/rotherham-safe-space

Mobilisation of social care pathways – a review was underway to develop a revised Mental Health model, the main emphasis was to enhance the early intervention and prevention offer and to ensure that people of Rotherham had an effective service offer and pathway

Issues to address

- Most actions on the action plan were currently on track
- Refresh and deliver Better Mental Health for All action plan focussed on early intervention and prevention. This action had been delayed due to changes in national policy direction:-
  Delay was due to policy change on National 10 Year Mental Health Plan (the update of the local plan was to be aligned to this national plan)
  The actions within the Prevention Concordat application would form the basis of the new Better Mental Health for All action plan. Once the Prevention Concordat had been approved by OHID at the September panel meeting. The submitted action plan would be further developed with partners

Next Steps

- Suicide prevention
  A new suicide prevention pilot service was being mobilised which would support people who had attempted suicide due to life events, build their emotional resilience, look at coping strategies and connect them to local support within their communities
- Partnership work to enhance the Mental Health Crisis Pathway
  Social care pathways - A review was underway which aimed to improve each customer's journey through Mental Health Services to ensure that people who used the services received the right care at the right time and in the right places
  The aim for the revised pathway was to increase the focus on early intervention and prevention, a strength-based approach that would focus on making the most out of the person's lived experience, maximise information support and community connections and to support personal resilience
  The revised Service offer and model was in development and this would go through the Council's governance in December 2023 prior to implementation

Discussion ensued on the presentation with the following issues raised/clarified:-

- Mental Health Assets would be mapped and launched and display Mental Health Services throughout the Borough including dementia cafes, carers support groups, physical activities and social groups. It would also be available on the JSNA
- Partners were working collaboratively to pull together a mental health data report which would inform pathway development work and transformation of Mental Health provision

- Delivery of the Mental Health Pathway Review to improve the journey and outcomes for people with mental ill health
- Further roll out of Making Every Contact Count sessions on loneliness and mental health. This would increase awareness of the impact of loneliness and help practitioners to spot the signs and guide the person towards appropriate support
- Campaigns such as Five Ways to Wellbeing were used to help destigmatise loneliness and enable the wider communities to understand their role in supporting people
- Rotherham's suicide figures were significantly higher than England – 13.2 compared to 10.4. However, rates had dropped from 14.6 in the 2017-19 period and remained at 13.2 for 2018-2020 and 2019-2021
- A training session had been held with RDaSH on suicide prevention activity in Rotherham, sharing findings from the Real Time Surveillance system and postvention support
- 3 training sessions delivered to SYP sergeants in September covering suicide prevention activity, sharing findings from the Real Time Surveillance system, postvention support for CYP and adults and input with a family member who had been bereaved by suicide
- The Zero Suicide Alliance training was being promoted as part of World Suicide Prevention Day
- Employment for Everyone – a partnership created in Rotherham across a number of community based organisations. A successful joint South Yorkshire bid had been made to the DWP that would bring additional resources to the initiative. The programme was linked into all 5 regional SEND forums and was working with a number of regional employers to promote the benefits of employing people with SEND
- Individual Placement and Support Service (IPS) supported people with severe mental health difficulties into employment and continued to work with partners to increase the number of people accessing the Service. RDaSH/South Yorkshire Housing Association had recently established a joint steering group to drive this work forward
- Work was ongoing to try and improve access to services to ensure they were easily accessible
- Rotherham Safe Space was launched in September 2022. It supported anyone experiencing a mental health crisis and provided a safe place during the weekend evenings and was designed for people in crisis to go for support/prevent avoidable attendances at A&E
- A new Suicide Prevention Pilot would commence at the end of October 2023 in Rotherham. It would have links through the Hospital Liaison Service and Crisis to ensure clinical mental health and physical needs had been met
- Digital solutions needed to be inclusive realising that not all of the population had digital access to services
- Many people were facing issues in terms of the cost of living increase and debt. Work was taking place with partners to look at increasing advice provision for those who were in debt and access to benefits and wrap around support in terms of resilience work

- The cost of living increase was having the knock on affect of people's ability to travel to medical appointments and purchase prescriptions

Claire and Toby were thanked for their presentation.

31. LONELINESS ACTION PLAN

Ruth Fletcher-Brown, Public Health Specialist, presented an update on the loneliness action plan with the aid of the following powerpoint presentation:-

National Picture – Office of National Statistics, public opinions and social trends Great Britain 27th April-8th May, 2022

- Around 1 in 20 (6%) of adults reported feeling lonely always or often in the latest period (5% in the previous period)
- This increased to around a quarter of adults (25%) reporting feeling lonely always, often or some of the time in the latest period (23% in the previous period)
- This proportion appeared to vary slightly by age with 26% of those aged 16-29 years, 30% of those aged 30-49 years, 23% of those aged 50-69 years and 19% of those aged 70 years and above, reporting feeling lonely always, often or some of the time in the latest period

Rotherham Picture

- 19.01% of adults felt lonely often or always or some of the time (2019-2020 OHID Fingertips)
- 4.8% of Rotherham residents had a poor life satisfaction score (5.0% for England) according to the annual population survey, 2021/22 (lower value was better)
- 7.2% of Rotherham residents had a poor happiness score (8.4% for England) according to the annual population survey 2021/22 (lower value was better)
- The estimated prevalence of common mental health disorders for Rotherham was 18.6%, this was higher than that for Yorkshire and the Humber and England (2017)
- Social isolation and loneliness was experienced by individuals/communities during the pandemic and for some individuals increasing anxiety was now about being around people (DPH Annual Report 2023)
- In the 2022 School Lifestyle survey, 29% of students who identified themselves as a young carer felt the caring role stopped them seeing their friends
- The Adult Social Care Outcomes Framework (ASCOF) based on the Personal Social Services Survey of Adult Carers showed only 30.2% of adult carers had as much social contact as they would like

Partnership Working

- The loneliness action plan was delivered by partners of the Health and Wellbeing Board. Implementation was overseen by the Better Mental Health Group:
  Children, Young People and Families Consortium
  Crossroads
  Healthwatch Rotherham
  NHS South Yorkshire
  RDaSH (mental health provider)
  Rotherham NHS Foundation Hospital Trust
  RMBC – Adult Care, Housing and Public Health (including Neighbourhoods)
  RMBC Children and Young People's Services
  RMBC Communications
  RMBC Culture, Sport and Tourism Service, Regeneration and Environment
  RDaSH
  Rotherham Federation
  Rotherham United Community Sports Trust (RUCST)
  South Yorkshire Police

Rotherham Loneliness Action Plan

- Aim 1 – to make loneliness everyone's responsibility
- Aim 2 – improving how organisations and services in Rotherham connected people at risk of experiencing loneliness to support
- Aim 3 – make it easier for people living and working in Rotherham to access information about local community groups, activities and support services for loneliness
- Aim 4 – spread good practice and encourage knowledge sharing on tackling loneliness across Rotherham

What's working well – Rotherham

- Open Arms Community Support Hubs in areas of deprivation (sites in libraries and community centres)
- Library cafes e.g. Menopause Cafes
- New welcome pack being trialled with Adult Care staff
- Links between loneliness, poor mental health and suicide – explored within training for Place staff using case studies
- Children's Capital of Culture – Year 1 engagement plan complete
- Rotherham was the highest investor in South Yorkshire for social prescribing
- Community assets – mapping of services/organisations/groups which were available to support Rotherham residents
- Refreshed Ward priorities published in June 2023
- Place-based working – mapping of assets taking place as part of the Early Intervention and Prevention work in the north locality
- Age UK participated in national pilot for MECC and loneliness
- Smiles for Miles project (Children, Young People and Families Consortium Project) had supported 1800+ young people

- Crossroads funding bid was successful in supporting carers which included therapy in people's homes
- 3 sessions within Rotherham libraries for gentle exercise linked to the Women's Euro 22 Legacy
- The Rotherham 10K took place in May raising awareness and funds for Age UK Rotherham

What are we worried about

- Reduced funding for Befriending projects. The Befriending project ran for less than one year but evidenced significant improvements in mental wellbeing
- Recruitment and retention of volunteers
- Reporting from frontline services about the number of clients presenting who were lonely and isolated
- Reported levels of anxiety, physical and mental deconditioning of some groups
- Cost of living – communities raising concerns about cost of transport
- Public transport – influencing decisions about transport at a South Yorkshire level and the impact it could have on addressing loneliness
- Tackling loneliness was a collective responsibility not just the remit of the voluntary and community sector

What needs to happen next and when

- Making Every Contact Count – these sessions would also be offered to partner organisations (October 2023)
- Community engagement with some inclusion groups (from September/October 2023)
- Strengths-based approaches – e-learning for Council staff to be launched in September 2023. This would include identification and building on local assets
- Launch of the community asset mapping. This was currently being tested by Link Workers and would then be available on the Rotherham Health Data Hub (September 2023)
- Connectedness considered in planning and commissioning processes. Guidance steps produced (September 2023)
- Opportunities within Town Centre planning – safe and inclusive spaces
- Exploring opportunities to use the DHSC Suicide Prevention Fund for voluntary and community sector to address loneliness (September 2023)

Discussion ensued with the following issues raised/clarified:-

- Children's Capital of Culture – Year 1 Engagement Programme completed. The Manifesto for Year 2 and 3 Design and Development phase was launched in January 2023 and to date the programme had attracted in excess of £3M in revenue investment and had supported 75 young people, employed part-time, as trainee creative producers, 14 of which were care experienced

- Different presentation of loneliness in different groups of ethnicity – some of the focus groups would look at vulnerable groups. The Better Mental Health Befriending Project had targeted those communities and had been successful. Some of the challenges would be around crime/hate crime and feeling safe in their community
- The Project had used the Warwick Edinburgh Mental Wellbeing scale. There had been 835 people on the scheme in the beginning and had ran from September until the end of April at which point 815 remained. It was held up as good practice. Going forward other measures had been explored and felt that it was still the best fit

Ruth was thanked for her presentation.

32. NHSE FUNDED PILOT TO SUPPORT FREQUENT ATTENDERS TO ED WITH COMPLEX ALCOHOL AND MENTAL HEALTH NEEDS

Amanda Marklew, Lead Transformation Nurse Alcohol Liaison Service, gave the following powerpoint presentation:-

— Rotherham was identified as a national optimum treatment site and the only one of the of 4 eligible sites to apply for NHS funding, The brief was non-nursing, specified patient group who had alcohol and mental health problems and model to evidence some positive patient outcomes and showcase same

Identifying patients
— All patients would consent when offered the extended care option
— Identified current patients known to be high users of services and frequent attenders to A&E
— Patients in crisis
— In-patients as assessed for need

Community Based Approach
— Patients identified
— Patient assessment by Specialist Nurse
— Patient discharged with option of Community support

Community Outreach and Support Team for Alcohol and Mental Health
— Acute Alcohol Care and Mental Health Services identify caseload via HIUG and FF forms
— COAST consists of 4 x non-Nursing Community and Lifeskills Mentors
— Multi-disciplinary approach out into community
— All relevant services involved in care planned approach

Results for Rotherham patients who engagement with Outreach Team
— 29 patients have completed care under the Outreach Team during this time period
— 2 patients (7%) had no admissions or attendances in the 6 months period before discharge

- Ambulance use 64 pre/26 post
- UECC attendances 85 pre/64 post
- Admissions 37 pre/21 post

Improved Outcomes
- Community partnership approach
- Joint initiatives and a shared vision – no longer standalone including commissioning
- Greater understanding of the 'bigger picture'
- Shared investment and collaborative multi-disciplinary working
- Consideration to improvements within the wider community
- 'Living well for longer' – Harm to Hope and Suicide Prevention

Discussion ensued with the following issues raised/clarified:-

- A huge reduction had been seen in the number of A&E attendances. This would be replicated by South Yorkshire Police and South Yorkshire Ambulance Service
- The Service was available 7 days a week unlike many services
- Every patient was assessed by a nurse specialist. They were discharged with community support
- A large number of patients were of the older generation/housebound/had learning disabilities or several disabilities
- Cases were becoming much more complex and the numbers increasing
- Funding secured for a Drugs Nurse so the project would now cover both drugs and alcohol
- Hull University had selected the project to carry out research on the model
- The average cost of 1 frequent attender was £32,000 a year. The project was stopping that attendance and improving their lives
- Not all participants were successful in stopping their alcohol dependency but had had a better death from living well for longer. A typical caseload was 40 patients with most stopping drinking within 6-8 weeks. Only 5 patients had been referred to Mental Health Services in 10 years

Amanda emphasised that the funding would end in March 2024. Discussion ensued on the anticipated savings that would have been achieved by the project in relation to the reduced number of frequent attenders at A&E, the use of Police time/ambulances and reduced number of referrals to other service providers. If there was the evidence basis, it was possible that consideration could be given to options available to continue the Service.

Amanda was thanked for her presentation.

Resolved:- That the financial information requested be submitted to Leonie Wieser as soon as possible to assist further discussions with partners.

ACTION:- (1) Leonie Wieser to follow up with Amanda Marklew

(2) Chris Edwards and Sharon Kemp, as Chairs of the Place Board, to consider the evidence and future of the project.

33. OUTCOMES FROM THE CO-PRODUCTION WORK TO DELIVER ON THE CARERS STRATEGIC FRAMEWORK

Katy Lewis, Carers Strategy Manager, presented an update on the achievements of the Carers Strategic Framework October, 2022-September, 2023, with the aid of the following powerpoint presentation:-

Improved Outcomes
- Community partnership approach
- Joint initiatives and a shared vision – no longer stand alone including commissioning
- Greater understanding of the “bigger picture”
- Shared investment and collaborative MDT working
- Consideration to improvements within the wider community
- ‘Living well for longer’ – Harm to Hope and Suicide Prevention

Achievements
- Permanent Carers Strategy Manager in post from July, 2023
- Achievements against the strategic framework
- Focus 1 Carers Cornerstones
- Focus 2 Creating Communities of Support

Carers Strategy Manager
- Initial focus on:-
  - Networking/identifying stakeholders
    Joined the Yorkshire and Humber Carers Lead Group
    Joined the South Yorkshire Integrated Care Partnership Commitment to Carers Group
  - Securing provision of the current Carers Emergency Service until end of March, 2024
  - Undertaking a programme of carers workshops during August/September – ‘Carers Conversations’ to be completed in October
  - Updating the Council website Carers Information pages – further work ongoing

Focus 1 – Carer Cornerstones
- Better Care Fund underspend of £100,000 allocated to the provision of small grants up to £5,000 each to small voluntary and community organisations for projects to improve the health and wellbeing of carers

- 19 grants awarded
- Carers to be supported included those caring for people with dementia, mental ill health, parent carers and carers from minority communities
- Projects funded included physical activity, art therapy, mindfulness and creative craft skills
- Projects funded will run from August 2023 to the end of March, 2024

— Borough that Cares Strategic Group
  - Continued to meet regularly to share best practice and information

— Advice and Information
  - First carers newsletter published in Spring 2023
  - Electronic version available on the Council website Carers pages
  - Intelligence gathering on user experience of existing advice and information offering
  - Programme of events delivered for Carers Week across the Borough

Focus 2 – Creating Communities of Support

— Worked collaboratively with South Yorkshire Integrated Care Partnership – contributed to version 2 of the Practitioners Guide to Carers Support

— Worked with RMBC Digital Inclusion Strategy Group to reduce digital exclusion for carers – including carer webpages in RMBC's customer portal design

— Carers Conversations Co-production Programme (August-October, 2023)
  14 co-production events (as at September 2023) completed in partnership with locality-based support groups
  Focus on the themes of accessing advice and information and support services and improved health and wellbeing
  Outcomes would inform future commissioning decisions

Next Steps

— November 2023 – produce report on the outcomes and commissioning proposals following the engagement work being undertaken to include
  Results of survey undertaken by Healthwatch – due October 2023
  Outcomes of the Carers Conversations
  Feedback gathered at Rotherham Show
  Feedback from social care and health professionals
  Proposals for the ongoing provision of a Carers Emergency Service

— Encourage unpaid carers in Rotherham to take part in the national Survey of Adult Carers in England 2023-24 administered by NHS England

— Agree terms of reference and commence the Borough That Cares Network Group

Discussion ensued with the following issues raised/clarified:-

- Really pleasing work that had taken place engaging with carers and the Carers Strategy produced. The next step was to produce an action plan from the Strategy
- Recognition of the diversity of carers and getting their voice out
- The parent carers group worked with children and young people
- A visit to be made to the Young Carers Council in October

Katy was thanked for her presentation.

Resolved:- That the presentation be noted and a further report be submitted to the January Board meeting on the outcomes from the co-production work to deliver on the Carers Strategic Framework.
ACTION:- Leonie Wieser/Katy Lewis

34. THE ROTHERHAM PLACE DIGITAL INCLUSION STRATEGY

Helen Barker, Head of Customer Service, gave the following powerpoint presentation focussing on health aspects, together with Andrew Clayton, Head of Digital NHS South Yorkshire):-

Timeline
— Digital Inclusion Programme established June 2021
— Stakeholder group/governance in place September 2021
— 'Digital Inclusion Review – Rotherham Place'
  Requirements signed off by stakeholder group October 2021
  Consultation started with residents and organisations January 2022
  Report finalised May 2022
— Development of the Digital Inclusion Strategy and Action Plan
  Findings of review shared with key stakeholders June-August 2021
  Initial draft strategy complete November 2022
  Action plan workshop held December 2022
  Action plan finalised February 2023
— Endorsement and Support
  Rotherham Place Board April 2023
  Rotherham Together Partnership Board May 2023
  Health and Wellbeing Board September 2023

Digital Inclusion Review – Rotherham Place
Key Findings
— Groups most at high risk of digital inclusion
  Older people
  Deprivation
  LTD/Learning Disability
  Disadvantaged young people
— Areas considered to be most high risk
  East Herringthorpe
  Rotherham Central

Maltby East
- Common barriers to digital inclusion
  Internet availability
  Device availability
  Language barriers
  Lack of digital skills
  Worried about being safe online

Digital Inclusion Rotherham Place Strategy
Purpose
- A Digital Inclusion Strategy that delivers outcomes which target Rotherham's most digitally excluded

Underlaying Principles
- Person centric
  Focus on the things that matter to people who live, work and do business in Rotherham
- Easy for people to understand and relate to
  Clear, simple, accessible and jargon free
- Mobilise and empower people and communities
  Inform, educate, support, volunteer, keep safe
- Target intervention
  Embed across the Rotherham Place to reduce risk of digital exclusion

Digital Inclusion Action Plan
Objectives
- Target priority areas and communities to maximise impact
- Implement actions that reduce/remove barriers to digital inclusion
- Use a framework for evaluating and measuring impact and outcomes

Activities already underway
- RNN Digital Champions
- Good Things Databank Pilot
- ICT Classes and Employability classes for residents
- Rotherham Digital website

Planned Activities
- Appoint 2 FTE Digital Inclusion Support Officers
- Communication and engagement
- Create 'digital surgeries' in libraries and community centres in East Herringthorpe, Rotherham Central, Thrybergh and Maltby East
- Work with partners to expand resident access to technology – wifi, devices, assistive technology

Communications and Engagement
Key Messages
- We are putting communities at the heart of everything we do
- We have listened to what you told us – Digital Inclusion Strategy focussing on the things that mattered to local people

- Everyone should be able to benefit from technology – this was what was being done to help those who were most at risk from feeling digitally excluded/isolated

Engagement

- Make best use of already established stakeholder relationships/community-based initiatives
- Use both printed and digital materials to promote the offer
- Target people already digitally active via social media, website information, email subscriber lists – with information they could share with family/friends who were not online
- Include information in community/sector based newsletters
- Promote digital inclusion organisationally
- Use the 'Rotherham Digital' website as the source of information for digital inclusion help, advice, details of event/activities and practical information such as where to access free wifi
- Make use of all media outlets to promote initiatives that we are involved in

Discussion ensued with the following issues raised/clarified:-

- The Programme's overarching objective was to deliver strategies, governance and operational practices that maximised access to technology, training and support for the people, small businesses and organisations across the Rotherham Borough
- It was very much a collaborative and partnership initiative. A cross organisational stakeholder working group had been established to jointly input into and shape the aims and outcomes of the Digital Inclusion Programme ensuring the needs of all customer and communities within the Rotherham place were fully considered and represented in all digital inclusion activities and reflected within a future co-designed Digital Inclusion Strategy
- 18 student volunteers, recruited from Rotherham College, had been matched to a group local to where they lived to gain experience of working with local people and help them make better use of technology
- Good Things Databank Pilot – the Good Things Foundation offered free sim cards to organisations through their Databank programme. It was a national programme designed to support people on low income who had limited/no access to online services. The scheme was being piloted from Riverside House library

Resolved:- (1) That the progress of the Rotherham Digital Inclusion Programme to date be noted.

(2) That the programme and the approach being taken to improve digital inclusion across the Borough of Rotherham continue to be supported.

(3) That the intention of the Rotherham Digital Inclusion Stakeholder Group to deliver the actions outlined in the action plan be noted.

(4) That the intention of the Rotherham Digital Inclusion Stakeholder Group to keep the Health and Wellbeing Board, Place Board and Rotherham Together Partnership Board informed of progress on a periodic basis be noted.

35. ROTHERHAM PLACE PARTNERSHIP HEALTH AND CARE PLAN 2023-25

Claire Smith, Deputy Place Director Rotherham Place, presented the 4th edition of the refreshed Rotherham Place Partnership Health and Care Plan.

The refreshed document took account of the changed landscape following the Health and Care Act 2022 and the establishment of a statutory Integrated Care System (ICS) from 1st July, 2022. The Plan also continued to align with the Rotherham Health and Wellbeing Strategy (refreshed in 2022) for delivery on the health and social care elements of the Strategy. The Rotherham Prevention and Health Inequalities Strategy was also a key local driver for the Place Plan.

The 2023-25 Place Plan built on the previous plans and took into account the expectations set out in the NHS Long Term Plan as well as the new NHS landscape, therefore, aligned with the South Yorkshire Joint Forward Plan and through the Health and Wellbeing Strategy, aligned to the South Yorkshire Integrated Care Strategy.

The chapters within the previous Plan remained in the refreshed version i.e. Best Start in Life (maternity/children and young people), improving mental health and wellbeing, support people with learning disabilities and autism and urgent, emergency and community care.

New chapters had been influenced by recent guidance and as a result of the outcomes from the Place Board development session in January i.e. live well for longer (prevention, self-care and long term conditions) and palliative and end of life care.

As with previous Plans, a performance report would be developed to enable members to be assured on delivery against the priorities and actions within the Plan.

Resolved:- That the final version of the refreshed Rotherham Partnership Health and Care Place Plan 2023-25, together with the accompanying summary version, be endorsed.

36. LAUNCH OF SAFE PLACE TO SLEEP

Chris Edwards, Executive Place Director, gave a verbal update on the above.

Early years development was an emerging key priority emerging from the Integrated Care Partnership across South Yorkshire and Early Years Development funding agreed. Work would be co-ordinated with the existing family hubs and different approaches/interventions tried. In Rotherham the Swinton family hub had been selected for the initiative.

37. UPDATE ON HEALTH AND WELLBEING BOARD STRATEGY ACTION PLAN

Leonie Wieser, Policy Officer, presented an update on the Health and Wellbeing Board Strategy and action plan.

38. ITEMS ESCALATED FROM THE PLACE BOARD

There were no items to report.

39. BETTER CARE FUND

Consideration was given to a report confirming that Rotherham Metropolitan Borough Council (RMBC) and the South Yorkshire Integrated Care Board (Rotherham Place) had jointly developed a new Better Care Fund Call-Off Partnership/Work Order in 2023/24 which reflected local need and priorities.

The Department of Health and Social Care and Department for Levelling Up, Housing and Communities, had published a BCF Policy Framework for the implementation of the Better Care Fund (BCF) for 2023-25.

The BCF Policy Framework supported 2 key priorities for the health and care system that aligned with the 2 existing BCF objectives:-

- Improving overall quality of life for people and reducing pressure on UEC, acute and social care services through investing in preventative services
- Tackling delayed discharge and bringing about sustained improvements in discharge outcomes and wider system flow, as set out in the BCF objectives and priorities for 2023-25

NHS England and the Government had published the 2023-25 BCF Planning Requirements, the BCF vision being to support people to live healthy, independent and dignified lives through joining up health, social care and housing services seamlessly around the person. This vision was underpinned by the 2 core BCF objectives:-

- Enable people to stay well, safe and independent at home for longer
- Provide the right care in the right place at the right time

Also submitted was a report confirming that the financial framework was agreed as part of the BCF governance processes including the in-year assessment of expenditure against the schemes. It also highlighted risks emerging in-year as set out in the risk share section of the Section 75 Agreement.

Resolved:- (1) That the Better Care Fund Call-Off Partnership/Work Order for 2023/24 be approved.

(2) That the areas of risks, underspends and explanations and the Quarter 1 position be noted.

(3) That, in principle, the carry over of any underspend into 2024/25 be approved in respect of capital expenditure against the Disabled Facilities Grant.

40. ICB JOINT FORWARD PLAN

The ICB Joint Forward Plan was submitted for information.

41. PUBLIC ROTHERHAM PLACE BOARD MINUTES

The minutes of the Rotherham Place Board held on 19th April and 17th May, 2023, were submitted for information and noted.

42. ROTHERHAM PLACE BOARD - ICB BUSINESS

The minutes of the meeting of the Rotherham Place Board ICB Business held on 19th April and 17th May, 2023, were submitted for information and noted.

43. DATE AND TIME OF NEXT MEETING

Resolved:- That a further meeting be held on Wednesday, 22nd November, 2023, commencing at 10.00 a.m. to be held in Rotherham Town Hall.

LICENSING BOARD-SUB-COMMITTEE
Monday 9 October 2023

Present:- Councillor Ellis (in the Chair); Councillors Browne, Haleem, Hughes and McNeely.

Apologies for absence were received from Councillors .

12. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

13. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the Police Act 1997 and Paragraphs 3 and 7 of Part I of Schedule 12A to the Local Government Act 1972 (business affairs and prevention of crime).

14. APPLICATIONS FOR THE GRANT/REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES

The Sub-Committee considered a report of the Licensing Manager relating to applications for the review/grant of the hackney carriage/private hire driver licences in respect of Mr. M.A.N. and Ms. S.M.

Mr. M.A.N. and Ms. S.M. were in attendance at the hearings.

Resolved:- (1) That the hackney carriage/private hire driver licence in respect of Mr. M.A.N. be revoked.

(2) That the application for a hackney carriage/private hire driver licence in respect of Ms. S.M. be approved.

(Councillor Haleem joined the meeting for the second application.)

15. APPLICATIONS FOR HOUSE TO HOUSE COLLECTION PERMITS

Consideration was given to a report, presented by the Licensing Manager concerning the following applications for the grant of promoters' permits to carry out house-to-house collections:-

Organisation	Area	Date
Bramley and Wickersley Lions Club	Whole of the Borough	December, 2023
Leukaemia and	Whole of the	2nd October, 2023-2nd

Myeloma Research UK	Borough	September, 2024
Heart Research UK	Whole of the Borough	1st November-31st ~December, 2023
Cancer Relief UK	Whole of the Borough	1st November, 2023-31st August, 2024

Resolved:- (1) That, in accordance with the provisions of the House to House Collections Act 1939, the application submitted by Bramley and Wickersley Lions Club be granted.

(2) That the application submitted by Fundraising Support Ltd. (on behalf of Leukaemia and Myeloma Research UK), be deferred subject to clarification as to the percentage of proceeds paid to the charity in accordance with their Commercial Agreement.

(3) That the application submitted by Unicare Ltd. (on behalf of Heart Research UK) be refused.

(4) That the application submitted by Recycling Solutions NW Ltd. (on behalf of Cancer Relief UK), be deferred subject to clarification as to the amount payable to the charity.

LICENSING SUB-COMMITTEE
9th October, 2023

Present:- Councillor Ellis (in the Chair); Councillors Hughes and McNeely.

CONSIDERATION OF AN APPLICATION (MADE IN ACCORDANCE WITH S.51 OF THE LICENSING ACT 2003) TO REVIEW THE PREMISES LICENCE IN RESPECT OF JOHN BULL STORES, 44 HIGHTHORN ROAD, KILNHURST, ROTHERHAM, S64 5UP

Consideration was given to an application made (in accordance with Section 51 of the Licensing Act 2003) by the Trading Standards Service for the review of the Premises Licence currently in force in respect of John Bull Stores, 44 Highthorn Road, Kilnhurst, Rotherham S64 5UP.

The application under consideration for the review of the Premises Licence was made on 18th August, 2023, on behalf of the Council's Trading Standards Service seeking revocation of the Premises Licence on the grounds that the Licence Holder, Mr. Vinithan Selvaratnam, was failing to promote 3 of the licensing objectives namely:-

- The prevention of crime and disorder
- Public safety
- The protection of children from harm

Consultation on the application had been carried out in accordance with all statutory requirements and the Council's procedure. At the end of the prescribed 28 days period, representations in support of the review application were lodged on behalf of the Licensing Authority.

It was also noted that a letter supporting the review had been submitted by South Yorkshire Police.

On 17th March, 2023, an intelligence report was received from South Yorkshire Police stating that the John Bull Convenience Store was selling ELUX Vapes 3500 puffs (illegal e-cigarettes). The report stated that, although the products were not on open display, there was a catalogue in the shop from which customers could pick a flavour and they would be sold the item from "under the counter". Further intelligence was received from the local Academy regarding vapes seized from children who had identified the store as one of several shops selling them.

A joint Trading Standards and Police visit was made to the premises on 19th May, 2023, where a large amount of e-cigarette packaging was observed outside the entrance door. Display cabinets inside the shop were stocked of what appeared to be illegal oversized e-cigarettes i.e. over 600 puffs (legal requirement for disposal e-cigarettes was a

maximum capacity of 2 ml of liquid which on average delivered approximately 600 puffs/inhalations).

The Licence Holder and Designated Premises Supervisor, Mr. Selvaratnam, was not present in the shop. A Responsible Retailer advice pack was left with the gentleman working in the shop.

A further visit was made to the premises on 11th July, 2023, where a quantity of illegal e-cigarettes were discovered. The Licence Holder was again not on the premises but arrived one hour later. The Licence Holder advised Trading Standards that his premises would not be financially viable without the income from the vapes. 626 illegal e-cigarettes were seized with an approximate retail value of £5,008.00.

Mr. Suresh Kanapathi (ARKA Licensing) and Mr. Selvaratnam (Premises Licence Holder) addressed the concerns raised by the Trading Standards Service and Licensing Authority. 22 proposed conditions were also submitted for addition to the licence which was hoped would alleviate the issues stated.

The Sub-Committee considered the application for the review of the Premises Licence and the representations made specifically in light of the following Licensing objectives (as defined in the 2003 Act):-

- The prevention of crime and disorder.
- Public safety.
- The protection of children from harm.

Resolved:- That, after due consideration of the application for review and to the representations received, the Premises Licence for the premises known as John Bull Stores, 44 Highthorn Road, Kilnhurst, Rotherham S64 5UP, be revoked with immediate effect.

LICENSING BOARD SUB-COMMITTEE
23rd October, 2023

Present:- Councillor Ellis (in the Chair); Councillors Hughes, McNeely, Pitchley and Reynolds.

16. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

17. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Police Act 1997 and Paragraphs 3 and 7 of Part I of Schedule 12A to the Local Government Act 1972 (business affairs and prevention of crime).

18. APPLICATIONS FOR THE GRANT/RENEWAL/REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES

The Sub-Committee considered a report of the Licensing Manager relating to applications for the grant/review of the hackney carriage/private hire driver licences in respect of Messrs. E.U. F.Z., M.S. and K.H.

An adjournment had been requested on behalf of Mr. F.Z. and Mr. M.S. by their union representative due to the seeking of additional legal advice.

Mr. E.U. was in attendance at the hearing.

Mr. K.H., together with his Trade Union representative, was in attendance at the hearing.

Resolved:- (1) That consideration of Messrs. F.Z. and M.S. cases be deferred until the next meeting of this Sub-Committee.

(2) That the application for a hackney carriage/private hire driver licence in respect of Mr. E.U. be approved.

(3) That the hackney carriage/private hire driver licence in respect of Mr. K.H. be revoked.

(Councillor Pitchley left the meeting and did not participate in the consideration of Mr. K.H.’s case.)

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LICENSING BOARD
7th November, 2023

Present:- Councillor Ellis (in the Chair); Councillors Hughes, Aveyard, Barker, Bennett-Sylvester, Browne, Clark, T. Collingham, Haleem, Jones, Mills, Monk, Pitchley and Wyatt.

Apologies for absence were received from Councillors Cooksey, Hoddinott and McNeely.

6. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

7. MINUTES OF THE PREVIOUS MEETING HELD ON 8TH DECEMBER, 2022

Resolved:- That the minutes of the previous meeting held on 8th December, 2022, be approved as a true record.

8. REVIEW OF HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING POLICY

Alan Pogorzelec, Licensing Manager, presented a report outlining the proposed key changes to the current Hackney Carriage and Private Hire Licensing Policy and sought the views of the Licensing Board thereon.

In July 2015 the Council had introduced a Policy setting out the Council's approach to Hackney Carriage and Private Hire Licensing. It was reviewed in 2020 with several additional requirements introduced and implemented building on the previous Policy which was widely seen to be setting the standard for other local authorities to benchmark against in relation to Taxi and Private Hire Licensing. The existing and new draft Policy set what was generally accepted as being the highest standards with regard to taxi and private hire licensing in the UK, and many of the standards had subsequently been adopted by other local licensing authorities and included in national statutory guidance issued by the Department for Transport.

There had been delays in implementing some of the additional requirements set out in the 2020 refresh i.e. the additional stickers/signage, audio recording buttons and the refresher training. Whilst the delays in implementation were as a result of various challenges including the Covid pandemic which had led to large aspects of the Licensing training function being unable to fully operate, it was acknowledged that these activities should have been delivered sooner. As a result, actions had been put in place to prevent any recurrence and both of these aspects were now in place operationally with training dates established for the remainder of the years and stickers delivered to all operators and/or licence holders directly.

The 2020 Policy was now due for review and provided an opportunity to ensure that the Council's approach to Taxi and Private Hire Licensing continued to reflect best practice, addressed local challenges and set standards that would ensure that the standard of licensed driver, vehicle and operator in Rotherham remained high. A significant amount of consultation had taken place with members of the public, licence holders (drivers and operators), Rotherham Show, roadshows, drop-in sessions and mailouts resulting in over 600 responses.

This report outlines the key proposed changes to the current Policy and sought the views of Members of the Licensing Board.

The proposals were as follows:-

Out of Town Vehicles and Increase in Sub-Contracting

- The Private Hire Operator must inform the customer at the time of acceptance of the booking that the booking they have made will be sub-contracted to another Private Hire Operator. If this is not known at the time of booking then the customer must be informed as soon as practicable (and in any event, the customer must be informed before the vehicle is dispatched to undertake the booking)

- Private Hire Operators must maintain records of each sub-contracted booking. These records must include (as a minimum):
  - The time and date that the booking was sub-contracted to the third party operator.
  - The time and date that the customer was informed that their booking had been sub-contracted
  - The name and Private Hire Operator number of the operator that the booking was sub-contracted to
  - The details of the vehicle and driver that undertook the sub-contracted booking

Vehicle Age and Emissions

- A vehicle which is not licensed at the point of application must be aged under 5 years old at the time that the application is made

- If an application is made to renew a vehicle licence (i.e. an application is made whilst there is a licence in place) then the vehicle must be aged under 10 years old on the date that the renewed licence would take effect

- A vehicle which is not licensed at the point of application must have been registered (or in the case of imported vehicles, manufactured) on or after the 1st September, 2025

— If an application is made to renew a vehicle licence (i.e. an application is made whilst there is a licence in place) then the vehicle must be aged under 10 years old on the date that the renewed licence would take effect, except in the following circumstances:

- Vehicles that meet the Council's Enhanced Quality Standards (as detailed in the report) must be aged under 12 years old on the date that the renewed licence would take effect
- Vehicles that meet the Council's Enhanced Quality Standards and are capable of carrying a passenger seated in a wheelchair must be aged under 15 years old on the date that the renewed licence would take effect
- Ultra-Low Emission Vehicles (as defined at the time that the vehicle was first licensed) that also meet the Council's Enhanced Quality Standards must be aged under 15 years old on the date that the renewed licence would take effect

<u>Convictions Policy (lacks clarity in relation to certain offences)</u>

— Introduction of additional categories of convictions including immigration offences, certain motoring offences, offences connected to the operation of businesses, cultivation of illegal drugs, offences involving discrimination, offences related to public safety and breaches of environmental protection legislation

— The minimum time periods that must elapse before a person is considered to be suitable for licensing will be reviewed and compared with other standards throughout the country (including the national statutory guidance), with periods increasing where required. The time periods detailed in the current policy will not decrease and will match or exceed those of all other neighbouring authorities

— Requirement for all vehicle proprietors to undergo a basic level DBS check as part of the application process (unless the applicant is an existing Rotherham MBC licensed driver)

<u>Low number of vehicles that are capable of carrying a passenger that is seated in a wheelchair</u>

— That the current limit of 52 Hackney Carriages in Rotherham is removed, but with a requirement for any new Hackney Carriages to be capable of carrying a passenger seated in a wheelchair

<u>Clarification regarding application requirements</u>

— An outline of the processes that will apply to the handling of applications for driver, vehicle and operator licences. This will provide clarity in relation to:

- the documentation that must be provided when making an application,
- the order that the various elements must be completed,
- any timescales that apply to the completion of the application,
- any specific requirements that apply to each of the individual application elements (for example, the details of acceptable providers for the practical driving test)

— Details in relation to the application process for former licence holders previously subject to investigation will be included to make it clear that there will be no exemptions from the completion of all of the application requirements. The Council will utilise information sharing pathways to obtain information regarding the criminal investigation and will use this information as part of the assessment of the applicant's suitability to hold a licence

— Greater clarity in relation to the Council's decision-making processes and scheme of delegation

<u>Vehicle Testing Standards and Display of Signage</u>

— Clear guidance regarding the placement of vehicle signage (including door signs). There would also be a requirement that all required signage must be permanently fixed to the vehicle be default, however, the Council would allow deviations from this in cases where if the method of fixed allows the signage to be placed in accordance with the Policy requirements and there is no history of formal action being taken against the licence holder as a result of non-compliance with signage requirements (during the period of the licence)

— A new requirement will be introduced for the display of a vehicle licence plate on the front bumper/grille

It was also noted that the frequency that vehicles were required to undergo a compliance test at the Council's testing station would be amended. The current requirements were:-

Vehicle aged under 3 years old – one test per year
Vehicle aged between 3 and 5 years old – two tests per year
Vehicle aged over 5 years old – three tests per year

In order to incentivise the purchase of newer vehicles whilst ensuring that older vehicles remained suitable for use as licensed vehicles, it was proposed that the test frequencies be amended as follows:-

Vehicles aged under 5 years old – one test per year
Vehicles aged between 5 and 7 years old – two tests per year
Vehicles aged over 7 years old – three tests per year

General amendments to wording and format of policy to improve readability

- The general wording of the Policy/associated appendices to be reviewed and if appropriate amended in order to improve clarity and readability

Discussion ensued on the above proposals with the following issues raised:-

Out of Town Vehicles and Increase in Sub-Contracting

- How could a prospective customer know that their taxi was/was not a Rotherham licensed vehicle in order to make an informed choice as to whether they accepted the journey
- Would the passenger be informed that the driver was licensed elsewhere and possibly to an authority that did not have the same standards as Rotherham
- Need to make it clear that a passenger had the option to cancel a journey if it was not a vehicle/driver licensed in Rotherham
- The prospective customer should be informed that the journey was being sub-contracted out of Borough
- Would the Licensing Board Sub-Committee face a huge workload with the zero-tolerance approach with regard to the arrangements in place for the sub-contracting of bookings to other operators

Vehicle Age and Emissions

- Concern that the Policy focussed on the age of the vehicle and not the mileage
- Acknowledgement that the Covid pandemic had seen little business for the taxi trade but the vehicle still aged

Convictions Policy

- Inclusion of the offence of Battery

Low number of vehicles that are capable of carrying a passenger that is seated in a wheelchair

No comments

Clarification regarding application requirements

No comments

Vehicle Testing Standards and Display of Signage

- Feedback from the trade warranted more detailed consideration but should not delay the remainder of the proposals contained in the report

The report would be considered by the Cabinet at its meeting on 18th December, 2023, and if approved, would expect the proposals to come into force in January/February, 2024. However, some of the proposals would require the operators to carry out a lot of adjustments that would

take time to put into operation. The requirements around vehicle age and emissions would come into effect as soon as possible after the Policy had been agreed in December.

Resolved:- That the following comments be fed into the consultation process:-

(1) Out of Town Vehicles and Increase in Sub-Contracting
(a) That the private hire operator must inform a customer at the time of acceptance of the booking about the journey being sub-contracted out and that it would not be a Rotherham vehicle or a Rotherham driver and state which town it would be from.

(2) Vehicle Age and Emissions
(a) It was acknowledged that the Covid pandemic had affected the taxi licensing trade and therefore a lot less trips undertaken. However, when the Policy was reviewed in 3 years, the age of a vehicle be taken into consideration.

(3) Convictions Policy
(a) That the criminal offence of Battery be included in the Convictions Policy.
(b) That all vehicle proprietors undergo a basic level DBS check as part of the application process.

(4) Low number of vehicles that are capable of carrying a passenger that is seated in a wheelchair – That the proposal be supported.

(5) Clarification regarding application requirements – That the proposal be supported.

(6) Vehicle Testing Standards and Display of Signage – That the proposal be supported.

(7) That the feedback from the trade regarding signage of vehicles be subject to further detailed consideration, however, the remainder of the proposals should not be delayed whilst this investigation takes place.

LICENSING BOARD SUB-COMMITTEE
13th November, 2023

Present:- Councillor Ellis (in the Chair); Councillors Bennett-Sylvester, Hughes, McNeely and Monk.

19. DECLARATIONS OF INTEREST

There were no Declarations of Interest made at the meeting.

20. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Police Act 1997 and Paragraphs 3 and 7 of Part I of Schedule 12A to the Local Government Act 1972 (business affairs and prevention of crime).

21. APPLICATIONS FOR THE RENEWAL/REVIEW OF HACKNEY CARRIAGE/PRIVATE HIRE DRIVERS' LICENCES

The Sub-Committee considered a report of the Licensing Manager relating to applications for the review/renewal of the hackney carriage/private hire driver licences in respect of Messrs. F.Z. and M.S.

Mr. Z.M. was in attendance at the hearing together with his Union representative.

The Licensing Manager contacted Mr. M.S. due to his non-arrival at the appointed time. Mr. M.S. had been unaware of the hearing date nor had he had any contact with his Union representative. Had been aware he would have been in attendance. The Sub-Committee considered the request for the hearing to be adjourned.

Resolved:- (1) That the hackney carriage/private hire driver licence in respect of Mr. Z.M. be revoked.

(2) That the application for the renewal of hackney carriage/private hire driver licence in respect of Mr. M.S. be deferred to a future meeting.

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PLANNING BOARD
21st September, 2023

Present:- Councillor Atkin (in the Chair); Councillors Bird, Andrews, Ball, Burnett, Cowen, Elliott, Fisher, Keenan, Sheppard and Tarmey.

Apologies for absence were received from The Mayor (Councillor Taylor), Councillors Bacon and Havard.

The webcast of the Planning Meeting can be viewed at:-
https://rotherham.public-i.tv/core/portal/home

18. EXCLUSION OF THE PRESS AND PUBLIC

There were no items on the agenda to warrant exclusion of the press and public.

19. MATTERS OF URGENCY

There were no matters of urgency for consideration.

20. DECLARATIONS OF INTEREST

There were no Declarations of Interest to report.

21. MINUTES OF THE PREVIOUS MEETING HELD ON 10TH AUGUST, 2023

Resolved:- That the minutes of the previous meeting of the Planning Regulatory Board held on Thursday, 10th August, 2023, be approved as a correct record of the meeting.

22. DEFERMENTS/SITE VISITS

There were no site visits or deferments recommended.

23. DEVELOPMENT PROPOSALS

Resolved:- (1) That, on the development proposals now considered, the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure the following people attended the meeting and spoke about the application below:-

- Change of use to Childrens Care Home at 6 Hunger Hill Road Whiston for WLKA Properties (RB2023/0938)

  Mr. W. Kashangura (Applicant)
  Ms. L. C. Gregory (Objector)
  Mr. T. Abell (Objector)
  Ms. C. Richardson (Objector)
  Ms. S. Badger (Objector)

(2) That application RB2023/0938 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report and subject to an additional condition relating to the upgrading of the driveway surface to ensure there was adequate off road parking at all times. The wording of the additional condition to the agreed with the Chair and Vice-Chair of the Planning Board.

24. UPDATES

The following update information was provided:-

(a) Planning Applications By Type

An overview was provided on the number of planning applications by type over the last few years to graphically show any variations or trends for the numbers of applications submitted. The Covid-19 pandemic had skewed the figures slightly as this fell in the middle of the five years depicted.

Whilst only six month data was available for 2023, a rough estimate for the year was also provided.

The information shared did indicate a downward trend in the numbers of applications submitted not only in Rotherham, but nationally and reflective of the number of applications being submitted to the Planning Board for consideration.

Discussion ensued on the data and whilst specific development numbers could not be provided, consideration would be given to including this in some form in the future.

The Planning Board voiced their appreciation to the Planning Department's staff for the concise and informative presentations and reports prepared for the Planning Board and the professional manner these were presented.

Rotherham's Planning Department were a small team and having won the best performing Planning Authority in the country a few years ago, they still continued to achieve 100% of all applications on time. It was also noted that fees and charges in relation to Planning were set nationally and there was no jurisdiction locally for this to change.

In welcoming the data as submitted the Planning Board asked that with any future updates comparative data with neighbouring authorities be included.

(b) Policy Changes to the NPPF and Planning Practice Guidance

An update was provided on the paragraph changes made more recently.

One area of particular note was the flexibility to address detail for onshore wind farms and applications to extend the time life.

Resolved:- That the updates be received and the contents noted.

25. DATE OF NEXT MEETING

Resolved:- That the next meeting of the Planning Board take place on Thursday, 12th October, 2023 at 9.00 a.m. at Rotherham Town Hall.

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PLANNING BOARD
12th October, 2023

Present:- Councillor Atkin (in the Chair); Councillors Bird, Andrews, Ball, Burnett, Fisher, Keenan, Sheppard and Tarmey.

Apologies for absence were received from the Mayor (Councillor Taylor), Councillors Bacon, Cowen and Elliott.

The webcast of the Planning Meeting can be viewed at:-
https://rotherham.public-i.tv/core/portal/home

26. EXCLUSION OF THE PRESS AND PUBLIC

There were no items on the agenda to warrant exclusion of the press and public.

27. MATTERS OF URGENCY

There were no matters of urgency for consideration.

28. DECLARATIONS OF INTEREST

There were no Declarations of Interest to report.

29. MINUTES OF THE PREVIOUS MEETING HELD ON 21ST SEPTEMBER, 2023

Resolved:- That the minutes of the previous meeting of the Planning Regulatory Board held on Thursday, 21st September, 2023, be approved as a correct record of the meeting.

30. DEFERMENTS/SITE VISITS

There were no site visits or deferments recommended.

31. DEVELOPMENT PROPOSALS

Resolved:- (1) That, on the development proposals now considered, the requisite notices be issued and be made available on the Council's website and that the time limits specified in Sections 91 and 92 of the Town and Country Planning Act 1990 apply.

In accordance with the right to speak procedure the following people attended the meeting and spoke about the application below:-

- Formation of burial ground, access, footpaths and associated landscaping at Wath Cemetery Cemetery Road Wath-upon-Dearne for Dignity Funerals Limited (RB2022/1498)

  Mr. P. Barton (Applicant)
  Mr. G. Birks (Objector)

(2) That application RB2022/1498 be granted for the reasons adopted by Members at the meeting and subject to the relevant conditions listed in the submitted report.

32. UPDATES

There were no updates to report.

33. DATE OF NEXT MEETING

Resolved:- That the next meeting of the Planning Board take place on Thursday, 2nd November, 2023 at 9.00 a.m. at Rotherham Town Hall.

STANDARDS AND ETHICS COMMITTEE
Thursday 9 November 2023

Present:- Councillor Griffin (in the Chair); Councillors Bacon, Z. Collingham, Keenan, Wilson, Buckley, Carroll and Mr. R. Swann.

Also in attendance Mr. P. Beavers, Independent Person, along with Mr. S. Fletcher, Mr. P. Horsfield and Mrs. B. Nahal.

Apologies for absence were received from Councillors McNeely, Hughes and Yasseen and Mrs. A. Bingham, Mr. P. Edler and Mrs. K. Penney and Mr. D. Roper-Newman.

11. DECLARATIONS OF INTEREST

Councillor Griffin declared a personal interest in Minute No. 18 (Complaints) on the basis that he was a party involved in a complaint.

Councillor Keenan declared a personal interest in Minute No. 18 (Complaints) on the basis that he was a party involved in a complaint.

12. EXCLUSION OF PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for Agenda Items 8 and 9 (Considering of Whistleblowing Policy and Complaints) on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A to the Local Government Act 1972.

13. MINUTES OF THE PREVIOUS MEETING HELD ON 15TH JUNE, 2023

Resolved:- That the minutes of the previous meeting held on 15th June, 2023 were approved as a true and correct record of the proceedings.

14. CIVILITY AND RESPECT PLEDGE - UPDATE

Further to Minute No. 23 of the meeting of the Standards and Ethics Committee held on 19th January, 2023, consideration was given to the report presented by the Service Manager which provided an update on the adoption of the Civility and Respect Pledge by the Borough's Parish and Town Councils.

One of the recommendations from that meeting was for the Chair of the Committee to write to all Parish and Town Councils in the Borough setting out the benefits of the Civility in Respect Pledge and encouraging them to sign up.

Details about the Pledge had also been discussed at the Parish Liaison

Group and the Parish Liaison Officer had provided support to Parish Councils accordingly.

It was also suggested at that meeting the Committee receive an update in due course as to how many Parish and Town Councils had signed up to the Pledge and their experience of the same.

The Committee were advised that twelve responses had been received. From those twelve responses, seven confirmed they had signed up and adopted the Pledge and five confirmed they had decided not to do so.

The reasons for signing and the reasons for not signing were set out in detail as part of the report, but those Parishes deciding not to sign up did not feel there was a need and those that had signed up had not really seen any discernible difference.

The Committee were advised the adoption of the Pledge was a matter for Parish and Town Councils, but they would continue to be encouraged to do so and the benefits widely available to them emphasised.

The Committee were disappointed in the number of responses received to date given the number of Parish and Town Councils in the Borough. On this basis it was suggested that further correspondence be issued to Parish Clerks setting out the full details of the Pledge and links to the various websites and documents that described and demonstrated how Parish and Town Councils would benefit from the Civility and Respect Pledge adoption.

Resolved:- (1) That the report be received and the contents noted.

(2) That further correspondence be issued to Parish Clerks providing full details of how Parish and Town Councils would benefit from the Civility and Respect Pledge adoption.

15. STANDARDS AND ETHICS COMMITTEE - HEARINGS PANEL - ORDER OF PROCEEDINGS

Consideration was given to the report which detailed the periodic review of the Standards and Ethics Committee Sub-Committee Hearing Procedure which was in place in accordance with the Local Government Association Guidance on Complaint Handling, published in July, 2021.

The Monitoring Officer having considered the Hearing Procedure was of the opinion that no changes were required.

The Committee were asked if they had any views as to the operation of the procedure and whether any improvements were considered necessary.

The Committee and the one of the Independent Person at the meeting were in full agreement that the procedure currently in place was robust and appropriate. No changes were recommended.

Resolved:- (1) That the report be received and the contents noted.

(2) That the Sub-Committee Hearing Procedure as presented be approved as fit for purpose in its current format.

16. TRAINING UPDATE

Consideration was given to a verbal update of the training that had been arranged recently on 6th September, 2023 relating to the Code of Conduct.

The training arranged was well attended with invitations having been issued to all Parish and Town Councils and the training presentation and associated documents were circulated to all Clerks for the content to be shared and digested.

Resolved:- That the update be received and the contents noted.

17. A REVIEW OF CONCERNS RAISED PURSUANT TO THE WHISTLEBLOWING POLICY

Consideration was given to the report and appendix presented by the Deputy Monitoring Officer which provided an overview of the Whistleblowing cases which have been received over the past year and to examine if there were any particular trends emerging.

Particular reference was made to the appendix to the report which set out clearly the description of the concerns received and action taken. It was apparent from the documentation that there were no consistent themes in the nature of the cases, which would require further action, over and above that taken in respect of each matter raised.

Resolved:- That the Whistleblowing concerns raised over the previous year and the actions taken to address these matters be noted.

18. CONSIDERATION OF COMPLAINTS

Consideration was given to the report presented by the Service Manager detailing the progress with the handling of complaints relating to breaches of the Council's Code of Conduct for Members and Town and Parish Councillors. The report listed the current cases of complaint and the action being taken in respect of each one.

Details were provided on each related case, without providing personal information, and recommended outcomes/actions identified were highlighted.

Two cases recommended that Sub-Committee hearings be convened and arrangements would be put in place for these to be heard as soon as practically possible.

Resolved:- (1) That the report be received and the contents noted.

(2) That arrangements be made for two Sub-Committee hearings to be convened.

19. URGENT BUSINESS

The Chair advised that there were no urgent items of business requiring the Committee's consideration.

20. DATE AND TIME OF NEXT MEETING

Resolved:- That the next meeting of the Standards and Ethics Committee be held on Thursday, 18th January, 2024, commencing at 2.00 p.m. at the Town Hall.